

**KITTITAS COUNTY
EC STUDY SESSION MINUTES
BOCC CONFERENCE ROOM, 205 WEST 5TH ROOM 108 - ELLENSBURG
Special Meeting**

WEDNESDAY	11:00 AM	September 25, 2019
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Board members present: Chairman Cory Wright, Vice-Chairman Brett Wachsmith

Others: Kady Porterfield Event Center Director, Patti Johnson Solid Waste Director, Roni Wenz Event Center Seasonal Office Clerk, and Matt Anderson

Call to Order: At 11:00am Chairman Wright opened meeting to discuss Event Center business.

General Event and Rental Updates: Kady presented that she will be looking at a structure for outdoor rental space rates for 2020 to bring forth in resolution after the 1st of the year.

Background: KVEC has had a recent inquiry on this to host a motorcycle show, similar to a car show.

Self-Promoted Event Business: Discussed 2020 plans for ChillAxle. Kady is working with staff to find a partner to take on the operations and organization of the event out of the office. KVEC will in turn be a co-promoter and assist with the set up and running of the event day of, as well as help with advertising.

Discussed 2020 plans for Patriot Night Under the Lights. With so much community support and the event being a huge hit, would like to hold it again. Kady said she will start talking with Romeo Entertainment on possible artists very soon as who we get for an artist impacts the budget, but she will continue to organize and put forth the budget as a best fit off this year's operation. Kady and Commissioner Wachsmith will both follow up with the City on possible partnerships.

Sponsor Business: Kady reported that the new ATM company did a fabulous job at fair and rodeo and had outstanding customer service. We only had one call during the whole event that an ATM needed a fix, and their onsite employee was able to be there in 5 minutes to get it operating again. The permanent unit in Teanaway should get lots of use through the winter as it's the busy banquet and fundraising season. Hope they will want to continue their sponsorship in 2020 as it was seen as a benefit and great service to KVEC.

Special Projects: Bloom project next steps were discussed and plans are being made on year-round storage needs and fair livestock housing. Kady is trying to get quotes on storage tent structures that can be multi-purposeful so it can be included in the budget. Both WSU Extension and Fair Board were included in on a meeting with Kady and Patti to discuss the project and gave their insights. Patti is working on the project plans.

A better storage solution for fair cases and display pieces was also discussed and some ideas were shared. This will continue to be thought about when the time comes for the rest of the Bloom additions to be installed when funding is received eventually.

Kady shared that Rotary has expressed interest in doing a Paver Project in the small courtyard between Teanaway and Umtanum. Before any plans are set, Kady will also share the information with the Fair Board to get any thoughts they may have. The feeling was that it would be a nice beautification to that area and would enjoy Rotary's involvement in such a project. If approved, Rotary would be seeking grant funding and then providing matching funds from the 3 Rotary clubs to complete the project. Rotary would sell pavers and have them engraved in order to pay for their match of the project.

KC Fair and Ellensburg Rodeo: 2019 Recap: Kady reported that numbers are not completely finalized, but everything seemed to go really well. Everyone pitched in and worked well together and learned a lot in the process.

Chairman Wright asked about the reported incident with one of the golf carts being stolen. Discussed the retrieval of the golf cart and the action taken after being enlightened of the event. Chairman Wright also mentioned to continue looking at ways to manage risk/liability of haul-in/set-up and haul-out/take-down of the event. Kady shared that she looks forward with continuing to work with the Fair board on how to keep working on those processes and was glad she got to see most of it first-hand this year to learn what's been being done.

2020 Planning Updates: Meeting with Dan Morgan from the Rodeo Board later this week to review punch list items and organize a 2020 list.

WSDA Grants submitted yesterday by Kady. Two grants were submitted and WSDA confirmed receipt.

OTHER BUSINESS: Kady gave notification that they are having a structural beam in Draft Horse Barn evaluated. Mike Flory has been contacted and Kady hopes to work with him to determine next steps of project for reinforcement and safety. The historic barns are a continuing issue with needing lots of work and further safety evaluations. Hope to find a solution to reinforcing the structural beam that is compliant with the historical declarations of the barns. Chairman Wright asked how the maintenance transition was going. Kady has received some system info from Tim Egan, Facilities Director and plans to meet with him next week for a walk-thru of the Event Center. Some of the County Maintenance employees will be helping train the new Event Center Maintenance staff on a few of the systems and processes as well. Some standing projects that are still left to do may have to be contracted out due to current skill sets of new employees. Commissioner Wachsmith requested a long-term plan be made by Kady on what types of employees and skill sets she sees as a need for the success of the Event Center. Kady will meet with Lisa Young soon to discuss current vacant position.

Request to solicit letters of interest for appointment of the Upcoming Vacancy of Kittitas County Sheriff. The Board agreed to send out a Press Release asking for Letters of Interest to be

considered for the upcoming vacancy of Kittitas County Sheriff. The deadline to submit a Letter of Interest into the Commissioner's office is October 11, 2019 at 5:00 pm.

Request Chair Signature on letter inviting law enforcement agencies to participate in a review panel for appointment of the Kittitas County Sheriff. Commissioner Wachsmith moved to approve a letter inviting Law Enforcement Agencies to participate in a review panel of the candidates interested in being appointed to the upcoming Kittitas County Sheriff vacancy. Chairman Wright seconded. Motion carried 2-0. It was noted the Board would like the panel to submit a list of 3 candidates (ranking preferred but not required) to the Commissioners for their consideration.

Meeting adjourned at 11:39 AM

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Kady Porterfield


Cory Wright, Chairman