

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

MONDAY	10:00 AM	March 27, 2023
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Board members present: Chairman Cory Wright, Commissioner Laura Osiadacz

Others: Kady Porterfield, CFE (Event Center Director)

The meeting was called to order at 10:02am.

Citizen Comments: none.

General Event and Rental Updates: Things are going well, and the crew is keeping up with the schedule. Minimal issues with construction conflict and everyone has made the best of the situation. Bloom will be shut down for remaining construction at the end of this week until Jr. Horse Fair in August.

Staff and Seasonal Hire Updates: Still missing both our Event Operations Aides, but we have two seasonal positions starting next week that will help with the event load so the maintenance team can focus on projects.

Approval of Returning Fair Worker Wages Proposal: Kady presented the Staff Report (attached) with the explanation and analysis completed by herself, Jeanne Kilgore (HR), and Andrew Yoder (Auditor's Office). Andrew created a spreadsheet to help calculate the budget impact. Chairman Wright asked how many people have returned more than three years in a row. Kady shared that there is a handful in tickets and parking departments that have been around quite a while, but still a lot of turnovers with certain areas in those departments as well as in the custodial positions. Everyone at the meeting agreed that the reward gained by creating an incentive for returning workers was worth the minimal budget impact shown in the report, so the proposal is approved.

Self-Promoted Events Business:

Fair Board Updates – The Fair Board has requested an extension to continue working on their bylaws revisions. They will return their revisions to the BOCC for review after their April meeting. Extension request was approved. Kady also shared the resolutions that will be presented in the future with an increase in bedding fees as well as a new fair promotion on Friday of Fair. There will be two other resolutions regarding credit card processing and ticketing fees as well. Chairman Wright asked Kady to check with Stephanie Hartung on the state law and alignment of

what other County offices are doing in regard to credit card processing fees that are paid by the public.

Patriot Nights Under the Lights Updates – Both artists are confirmed for the concert. The layout will go back to the first version done in 2019 to improve ingress, egress, and security capabilities. Things are shaping up nicely for the event and it's been nice to work with an outside marketing team to build promotion with the goal of increased ticket sales. Tickets go on sale April 1, 2023.

Approve Artist 1 Agreement for Patriot Night Under the Lights: Commissioner Osiadacz moved to approve the agreement. Chairman Wright seconded the motion. Discussion: Chairman Wright asked about the details of the riders in the agreements and how all those requests are sorted out. Kady explained that many of the ones are crossed out in advance that the County definitely does not agree to, but that the rider is a continually negotiated piece of the agreement based on realities of our venue and both Romeo Entertainment and our production company work hard on negotiating that all the way through the night of the performance. No other questions for concerns. Motion passed.

Special Projects:

Alder Paving – Four bids were received in the informal process for the Alder Paving Project. They were as follows: Central Paving \$54,197.83; Belsaas & Smith \$60,744.1; H&H Construction \$69,949.50; and Mass X Construction \$73,332.60. The lowest bid received was from Central Paving and it was agreed to proceed with a project contract. The project is projected to be done in May with plenty of time before some of the large summer events.

Rodeo Gate – The large wooden gate on the west end of the rodeo grounds needs to have the logs replaced and be reinstalled. Bids were requested for this project and are scheduled to be turned in by the end of this week. Budget money was saved from the Alder Paving project, so funds leftover from that will be allocated to cover this project that we didn't plan for 2023. If there is any budget impact, Kady will report back to the BOCC.

Craig's Hill – The hill has had two slides that were more major than just the continued rock fall that is seen behind the fairground's barns. The City and County partnered to have a Geotech come out and inspect the site. The Geotech came out a few days after the last big slide and evaluated the whole hill from behind the barns to down behind Frontier Village. We are still waiting to hear any results or findings from the visit.

Western Village VIP Room Expansion – The Boundary Line Adjustment is scheduled to be approved by the City as the end of this month and then the Ellensburg Rodeo can proceed with the permitting project to complete their expansion construction for the VIP Room in preparation for the Ellensburg Rodeo.

Arena Grandstands – Kady gave updates on legislative meetings and current funding requests that have been made in the state, federally, and through grants. Kady encouraged the Ellensburg Rodeo last week to pursue connections they may have to help secure some of the remaining funding needed to get the project up and going.

Cow Pens - Depending on the weather, installing the new cow pens may start in April. The maintenance team almost has the entire demo complete to pave way for the installer to come in.


Approve PSA with 6S Enterprises for Pen Installation: Commissioner Osiadacz moved to approve the PSA to complete the cow pen installation. Chairman Wright seconded the motion. No discussion. Motion passes.

Other Business: The committee for the City Mural project on the water tower in honor of the 100th Ellensburg Rodeo met to review the Call for Artists, which was agreed on and published. There will be more meetings soon to start choosing an artist for the project.

Concluded at 10:52pm.


Kady Porterfield

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON


Cory Wright, Chairman