

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

<b>WEDNESDAY</b>	<b>10:00 AM</b>	<b>November 13, 2019</b>
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**Board members present:** Vice-Chairman Brett Wachsmith, Commissioner Laura Osiadacz

**Others:** Kady Porterfield (Event Center Director); Lacie Dawson (Event Center Program Manager); Ellensburg Rodeo Board members (**Brian Twardoski, Carl Jensvold, Bob Crowe**) and Ellensburg Rodeo General Manager Megan Weeks.

**1. Call to Order** At 10:00 a.m. Vice-Chairman Wachsmith opened meeting to discuss Event Center business.

Brian Twardoski asked if the Rodeo Contract could be discussed first. It was agreed to discuss the rodeo contract first.

**2. Approve and Sign 2020-2029 Ellensburg Rodeo Association Contract:** Commissioner Laura Osiadacz asked if the Rodeo Board members are good with the contract. Brian stated they appreciate the contract being more specific.

Commissioner Osiadacz made a motion to approve the 2020-2029 Rodeo Contract.

Vice-Chairman Wachsmith seconded the motion.

Discussion: Commissioner Osiadacz stated it is nice to have a more specific contract.

Vice-Chairman Wachsmith: motion passes 2-0 to approve the 2020-2029 Ellensburg Rodeo Contract.

Kady stated additional news that the grant from the WSDA was approved for \$90,000, for LED Rodeo Arena lighting project. Brian stated the Rodeo Board appreciates Kady's hard work.

**3. General Event and Rental Updates:** Per Kady, Bloom is very busy, rented out nearly every day for the next few months. All other event business is running smoothly.

**4. Self-Promoted Events Business:** Per Kady, the offer was confirmed for the entertainment for the 2020 Patriot Night Concert. Kady is looking into other possibilities for ticketing, possibly a ticketless system.

**5. Sponsor Business:** No new business at this time per Kady. 10:12 Commissioner Osiadacz steps out of the room, 10:14 Commissioner Osiadacz reenters room.

**6. Special Projects:** Discussion of Clockum Room demolition. Per Kady, the demolition won't begin until after fair in 2020. Vice-Chairman Wachsmith asked if the demolition would affect Bloom usage. Per Kady, it shouldn't cause any issues. May have to look at parking and ingress/egress of Bloom during demolition but she will have a plan in place for that. Event Center will use one side of the cattle barn for winter storage when Clockum is taken down.

**APPROVED**  
12/3/14

**7. Staffing Discussion:** Kady would like to hear Board members thoughts on staffing. Commissioner Osiadacz stated that the wage survey may affect the final numbers. Vice-Chairman Wachsmith stated that it is good to have this discussion now, while it is still early in the budgeting. Commissioner Osiadacz stated that making the staffing as budget neutral as possible is always best. Possibly looking for savings in other areas could help with the overall budget. Vice-Chairman Wachsmith stated that Kady's current numbers appear to be budget neutral, or very close to it.

**8. Other Business:** Kady announced three items she has on the agenda for next week's meeting. The first item being a resolution for a contract amendment to right a misunderstanding with a fair entertainer. Kady has been working with Stephanie Hartung, DPA to write a resolution to pay the entertainer the additional \$1,000 that was overlooked during the contract process. Kady has found an implement that both levels the ground and controls depth for arena grooming, so there will also be a resolution for a sole source purchase as there is only one company that builds and sells this specific equipment. Lodging tax operations grant money will be used to purchase the implement. The third item is a public notice for call for bids on a water truck purchase. The water truck is also one of the approved items for purchase with the Lodging tax operations grant.

Vice-Chairman Wachsmith stated that a MOU has been signed with CWU for the North parking lot paving.

Discussion of possibly forming a committee with the Rodeo Board, the City of Ellensburg and the county for discussion of the Rodeo Arena and funding. Kady would chair the effort to gather a group and organize initial meetings. Commissioner Osiadacz stated that it would be nice for Vice-Chairman Wachsmith to be involved, given his experience with the Rodeo Board and Event Center.

For the Rodeo punch list; the LED lighting project, box seats, and the buckaroo stands are currently in the works. The bucking chutes are the only thing not currently funded on the punch list.

Commissioner Osiadacz asked if the Rodeo Board had looked into doing secondary events. Per the Rodeo Board, they are so busy planning the Labor Day event they don't have the time and ability to take on another large scale event. They have thought about extending the dates of the rodeo, like Cheyenne Pioneer Days.

Vice-Chairman Wachsmith asked if we were able to fund any of the Western Town HVAC with funds from the maintenance split. Kady stated that she has asked Tim Egan, Maintenance Director, and Judy Pless, Budget and Finance Director to let her know what money is available so she can plan. They haven't gotten back to her yet and those funds are held under Department 25 - Maintenance. Vice-Chairman Wachsmith will follow up with Judy.

At 10:27 a.m. Vice-Chairman Wachsmith announced the Board would recess into an Executive Session for 10 minutes to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140 (4), discussion by a governing body of salaries, wages, and other conditions of employment to be

generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. No action was anticipated.

At 10:37 a.m. the Board reconvened out of Executive Session. No action was taken.

**Meeting adjourned at 10:37 a.m.**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Kady Porterfield

  
Cory Wright, Chairman

