

**COMMISSIONERS' MINUTES  
KITITAS COUNTY, WASHINGTON  
AGENDA SESSION  
REGULAR MEETING**

**TUESDAY**

**10:00 A.M.**

**APRIL 18, 2023**

Board members present: Chairman Cory Wright; Vice-Chairman Brett Wachsmith and Commissioner Laura Osiadacz.

Others: Julie Kjorsvik, Clerk of the Board; Kady Porterfield, Event Center Director; Zane Kinney, Application Development Manager; Cody Cupp, Project Manager; Bryan Elliott, Auditor; Mark Cook, Public Works Director; Sue Higginbotham; Chief Administrator; Mandy Buchholz, Office Administrator; and 2 members of the public.

**CALL TO ORDER**

Chairman Wright called the meeting to order.

**PLEDGE OF ALLEGIENCE**

Chairman Wright led the Pledge of Allegiance.

**INTRODUCTION OF NEW COUNTY EMPLOYEES - NONE**

**PROCLAMATIONS - NONE**

**AWARDS & RECOGNITIONS - NONE**

**APPROVAL OF AGENDA**

Vice-Chairman Wachsmith moved to approve the Agenda, as amended, by moving Consent Item J to Board Discussion & Decision. Commissioner Osiadacz seconded. Motion carried 3-0.

**CONSENT AGENDA**

At the conclusion of reviewing each item Vice-Chairman Wachsmith moved to approve the Consent Agenda, as amended, by moving Consent Item J to Board Discussion & Decision and to remove Consent Items D & F from consideration. Commissioner Osiadacz seconded. Motion carried 3-0.

APPROVED

5.2.23

**MINUTES**

DATE	MINUTES
7/11/2022	Airport Study Session-Cancelled
8/8/2022	Airport Study Session-Cancelled
9/12/2022	Airport Study Session
11/14/2022	Airport Study Session-Cancelled
1/3/2023	2pm Public Hearing
3/17/2023	Executive Session
3/28/2023	Public Health Study Session
3/28/2023	Public Hearing
3/31/2023	HR Study Session
4/3/2023	BOCC Office Admin
4/4/2023	2pm Public Hearing
4/4/2023	Commissioner's Agenda
4/7/2023	Executive Session
4/10/2023	BOCC Office Admin
4/10/2023	CDS Study Session
4/10/2023	Public Works Study Session

**PRECINCT BOUNDARY**

**PRECINCT BOUNDARIES**

**AUDITOR**

Approve the recommendations from the Kittitas County Auditor, adjusting the voting precinct boundaries as required to bring the precincts into compliance with RCW Chapter 29A.16.

**SPECIAL EVENT APPLICATION**

**GRAN FONDO**

**COMMISSIONERS**

Approve a Special Event Application to hold the Gran Fondo Ellensburg 88 Mile Bike Ride on June 11, 2023, conditioned upon the requirements set forth by the Kittitas County Sheriff's Office, Public Works Department and Treasurer's office; and to grant a waiver to Kittitas County Code Chapter 5.20.100 (Penal Bond - Bond of Indemnity).

**REQUEST TO APPROVE A SPECIAL EVENT APPLICATION FROM ANGELA CLINE TO THOST THE MANASTASH RIDGE TRAIL RUN & NAVIGATION RACE ON JUNE 3 & JUNE 4, 2023 - ITEM REMOVED FROM THE AGENDA**

**SPECIAL EVENT APPLICATION**

**EASTON MEMORIAL DAY PARADE**

**COMMISSIONERS**

Approve a Special Event Application to hold the Easton Memorial Day Parade to be held on May 27, 2023, granting a waiver to Kittitas County Chapter 5.20.100 - Penal Bond - Bond of Indemnity, and conditioned upon the recommendations from the Kittitas County Public Works Department.

**REQUEST TO APPROVE A SPECIAL EVENT APPLICATION FROM ERIK OLSON TO HOST THE GRAVEL RIDE IN TEANAWAY (GRiT) FOR AN EVENT ON JUNE 24, 2023 - ITEM REMOVED FROM THE AGENDA**

**AGREEMENT**

**AG FAB LLC dba PRECISION GLASS**

**MAINTENANCE**

Approve a Professional Services Agreement between Kittitas County and Ag Fab LLC dba Precision Glass, in the amount of \$13,027.60, for the Election Room Windows and Door project, from April 18, 2023, to May 26, 2023.

**RESOLUTION 2023-067**

**COMPUTER ROTATION PROCEDURE**

**IT**

Approve Resolution No. 2023-067, Authorizing a Temporary Deviation from the Computer Rotation Procedure as Defined in the Kittitas County Technology Policy.

**REQUEST FOR QUALIFICATIONS**

**BUILDING PLANS AFFORDABLE HOUSING**

**CDS**

Approve a Request for Qualifications for State-Licensed Designers to Provide County-Sponsored Master Building Plans for Affordable Housing, to be accepted until Friday May 19, 2023, at 5:00 p.m. in the Kittitas County Community Development Services Department, 411 North Ruby, Suite 2, Ellensburg, WA and to authorize the Clerk to publish said notice.

**REQUEST TO APPROVE A JOINT RESOLUTIN WITH THE CITY OF CLE ELUM REGARDING AN INTERLOCAL PLANNING AGREEMENT - ITEM MOVED TO BOARD DISCUSSION & DECISION**

**RESOLUTION 2023-068**

**ONLINE CREDIT CARD PROCESSING FEES**

**EVENT CENTER**

Approve Resolution No. 2023-068, to Allow the Kittitas Valley Event Center to Charge Credit Card Processing Fees for Online Payments, effective April 19, 2023.

**RESOLUTION 2023-069**

**TICKETING FEES**

**EVENT CENTER**

Approve Resolution No. 2023-069, to Allow the Kittitas Valley Event Center to Charge Ticketing Fees, effective April 19, 2023.

**RESOLUTION 2023-070**

**EQUIPMENT RENTAL & REVOLVING FUND**

**PUBLIC WORKS**

Approve Resolution No. 2023-070, Adopting an Equipment Rental and Revolving Fund Policy for Use in Fund No. 105.

**RESOLUTION 2023-071**

**KPFF TASK NUMBER 7**

**PUBLIC WORKS**

Approve Resolution No. 2023-071, Ratifying the County Engineer Signature on KPFF Task Number 7 - 2023 Bridge Inspections.

**REQUEST FOR QUALIFICATIONS**

**BROADBAND NETWORKS**

**PUBLIC WORKS**

Approve a Request for Qualifications, to Design and Build of Broadband Networks in the Thorp and Edgemont Unincorporated Areas of Kittitas County, to be accepted until May 12, 2023, at 5:00 p.m. in the Kittitas County Public Works Department, 411 N. Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**RESOLUTION 2023-073 ECONOMIC DEVELOPMENT STRATEGIC PLAN COMMISSIONERS**

Approve Resolution No. 2023-073, Adopting the Kittitas County Economic Development Strategic Plan.

**AGREEMENT**

**BILL CLARKE**

**COMMISSIONERS**

Approve a Professional Services Agreement between Kittitas County and Bill Clarke, Attorney at Law, to work on development of specific positions and strategies on State legislation and project funding; budget priorities; long term policies and funding strategies for key projects and policy advise on water resource and banking issues; and other projects from January 1, 2023, through December 31 ,2023.

**CORRESPONDENCE - NONE**

**ADMINISTRATIVE MATTERS**

Zane Kinney, Application Development Manager, provided a networking equipment estimate for the new Prosecuting Attorney's office, in the amount of \$50,960.00.

**CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE**

**BOARD DISCUSSION/DECISION ITEMS**

**RESOLUTION 2023-063**

**CITY OF CLE ELUM**

**CDS**

Vice-Chairman Wachsmith moved to approve Resolution No. 2023-063, a Joint Resolution with the City of Cle Elum, regarding an Interlocal Planning Agreement. Commissioner Osiadacz seconded. Motion carried 3-0.

**MISCELLANEOUS - NONE**

**EXECUTIVE SESSION - NONE**

**ADJOURNMENT**

The meeting was concluded at 10:33 a.m.

**CLERK OF THE BOARD**

  
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Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Cory Wright, Chairman