

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

<b>MONDAY</b>	<b>10:00 AM</b>	<b>September 26, 2022</b>
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Board members present: Chair Laura Osiadacz, Vice-Chair Cory Wright, Commissioner Brett Wachsmith

**Others:** Kady Porterfield, Event Center Director; Lacie Dawson, Event Center Program Manager

**1. Call to Order:** 10:01am

**2. Citizen Comments (1 min. time limit):** None

**3. General Event and Rental Updates:** There will be a Lumber Jack competition on Sunday (10/2), it's a new event and KVEC staff are looking forward to seeing how it does.

Kady is looking at ways to balance Bloom winter bookings with keeping the ground quality up in the arena. Kady is also working on the 4-H contract for next year and will likely change the fee structure from a 70% discount to a 20% discount for club rides because of how much it costs to run the tractor now.

**4. Self Promoted Events Business**

\* **Kittitas County Fair Updates:** Fair went really well from an operations standpoint. The grounds were great, and staff handled the schedule and setup well. The livestock sale was another record setter this year. There were 187 animals sold in total. Half-price Monday was a big hit and brought in lots of families. It will be promoted more in advance for next year. We don't have all the admissions ticketing count information available yet, but the carnival was up \$80,000. There was more damage to the facilities this year than in the past on the rodeo side (especially in restrooms), so currently working through some repairs. Kady is meeting and working with the rodeo on the budget requests for 2023 in preparation for their 100<sup>th</sup> year.

\* **Patriot Nights Under the Lights Updates**

Kady is working on the artist lineup for next year. The lodging tax grant application has been submitted for 2023. The event was in the black for 2022, which is great considering the concert is only in its 3<sup>rd</sup> year.

**APPROVED**

## 5. Special Projects

Armory Paving: The goal is to have the Armory paving project done by Thanksgiving. The grant was for \$250,000. The bid from Belsaas came in at \$177,000, and \$12-20,000 from Public Works on the project plan design work. The Bloom is going out to bid next week with a plan to start construction in 2023. Unfortunately, a lot of larger events will be lost due to safety and the timing of the project.

## 6. Approve Professional Services Agreement with Belsaas & Smith for Armory Parking Lot Paving Project: Commissioner Wright made a motion to approve the contract.

Commissioner Wachsmith seconded. Motion passes 3-0.


## OTHER BUSINESS

Our Office manager Karey injured her Achilles tendon while completing a night drop and has been out of the office since the last night of Fair. Roylene has stayed on after fair due to Karey's injury to help cover the office and some of the extra duties.

At 10:22am, Chair Laura Osiadacz announced the Board would recess into Executive Session for 30 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 10:52am, the Board reconvened out of Executive Session, no action was taken.

Meeting adjourned at: 10:54am

  
Kady Porterfield

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

  
Laura Osiadacz, Chairman



**PROFESSIONAL SERVICES AGREEMENT**

This Agreement is made by and between Kittitas County (hereinafter "the County") and Belsaas & Smith (hereinafter "Contractor"). The County and Contractor agree as follows:


General Conditions; Exhibit A (Scope of Work); Exhibit B (Compensation); Exhibit C (Proof of Insurance).

copies of which are attached hereto and incorporated herein by this reference as fully as if set forth herein.

The term of this Agreement shall commence on September 26, 2022 and continue until completion of the project with set date of November 23, 2022. Any party may terminate this Agreement by giving thirty (30) days' notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph.

Contractor acknowledges and by signing this Agreement agrees that the Indemnification provisions set forth in Paragraphs 7 (Independent Contractor), 9 (Taxes), 15 (Defense and Indemnity Agreement), 21 (Patent/Copyright Infringement) and 24 (Confidentiality), are totally and fully part of this Agreement and have been mutually negotiated by the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement this 26<sup>th</sup> day of September, 2022.

  
\_\_\_\_\_  
Signature of Contractor Signatory  
(Date 9-19-2022)

BRANDON DREXLER  
\_\_\_\_\_  
Print Name of Signatory

**APPROVED:**

  
\_\_\_\_\_  
Chairman  
Board of Kittitas County Commissioners

  
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Vice-Chairman

  
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Commissioner