

CLE ELUM LODGING TAX & EVENTS COMMITTEE

MINUTES

APRIL 8, 2024

8:30 AM

119 W FIRST STREET

CLE ELUM, WA 98922

1. Call to Order

Steven Cook - Committee Member present
Steven Harper - Committee Member present
Audrey Malek - Committee Member absent

Matthew Lundh - Mayor
Debbie Lee - Clerk
Audrey Casassa - Utility Clerk
Aaron Barr - Public Works
Colleda Monick - HLA via zoom

2. Unfinished Business

Steven Harper Committee Member wanted to move the 3 on 3 UKC Basketball Tournament 2024 Event Application to be the last item on the agenda to give them time to show up. Steven Harper also wanted to add to the agenda for discussion the Upper Kittitas County Community Center under the new business.

3. New Business

- a. Approve the Minutes from the Lodging Tax & Event Committee Meeting Dated March 11, 2024

There was an error in the time the meeting was adjourned. It was listed as 9:40 p.m. and it should have been 9:40 a.m.

The minutes were approved as amended.

- b. Elliott Wedding Reception 2024 Event Application

This wedding is a fairly small event. The restrooms are functioning in the park, they have their liquor license and proof of insurance. Audrey will send a work order to public works to give them notice of the event. They requested the park for 3 days as they wanted to set it up on Friday and clean up on Sunday.

The Event & Lodging Tax Committee approved this event.

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c. Downtown Clean-Up 2024 Event Application

Committee Member Steven Harper stated he appreciated this event. It was noted that Waste Management would provide a dumpster for this event.

The Committee approved this event.

d. Boo-Elum 2024 Event Application

This event is held every year, and it is on First Street from Pennsylvania to Wright Ave.

The Committee approved this event.

e. Pioneer Day - Dock Diving Dogs 2024 Event Application

This event will be one extra day this year. They will be in the grassy area at Wye Park and have met all of the requirements.

The Committee approved this event.

f. Trailer Rental Application - Discussion

Aaron Barr of public works explained that in years past the trailer has been loaned out on a first come first, served basis. If the city was to start charging a daily use fee of \$100, this could possibly be used to make much needed improvements to the trailer.

Discussion was had about a hold harmless agreement and insurance being required. The contract presented today was approved by the city's insurance company. The contract will be updated with the amount of rental, insurance etc. and brought before the Council.

g. Application Fee - Discussion - Yakima Special Event & Parade Permit (example)

Colleda Monick discussed with the Committee if they wanted to charge a daily use fee for the airport. The city has spent a lot of resources making the airport what it is. Colleda also explained that she has reached out to other airports and city attorneys for information. Insurance, liability, police and fire were topics discussed.

The Committee felt that \$250 per day for the event would be a fair charge and to also be able to charge additional fees for different staff time if needed.

Aaron, of public works, stated that they usually mow up at the airport a couple of times a year. But public works will have to mow for this event as well.

The Committee asked Colleda to follow up with the city attorney and get a contract in place for the Council to review in the near future.

Discussion was then had to start charging a fee for all city events. As more staff time is required. There is an example of the City of Yakima's Event and Parade Application. Colleda will provide the Committee with the language the City of Yakima uses for events

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that are exempt from the fee. Some events like the cleanup day are community based, so possibly not charge for this type of event. The Committee will continue this discussion at the next Committee meeting.

h. 3 on 3 UKC Basketball Tournament 2024 Event Application

An email was sent to 3 on 3 basketball organizers letting them know of the meeting.

Committee Member Harper will reach out and see when they can meet to discuss this event.

i. Upper Kittitas County Community Recreation Center

Committee Member Steven Harper stated Claire Nichols reached out and stated they have about a \$205,000 shortfall regarding the architecture fees. The group has gone to the county to request funding of \$130,000. Originally, the city of Cle Elum had verbalized using some of the Lodging Tax Funds to help support this center. The Committee would like to bring this to the Council for further discussion. Committee Member Harper thought about whether the Council could formalize this in a resolution possibly setting aside 25% a year for the center. Committee Member Harper will get the current figures from the Lodging Tax Fund from Robin Newcomb, City Finance Director.

Discussion was also had about a letter that was submitted to the editor regarding a swimming pool in a city park.

4. Other Committee Comments

Committee Member Harper would like to step down from being the chair person on the Event & Lodging Tax Committee as he is already the chair on another Committee.

Mayor Lundh thought it was a good idea to have different chairs and feels like it gives Committee members the opportunity to have the experience. Mayor Lundh encouraged Committee Member Cook to accept the chair position.

Committee Member Cook accepted the position as chair of the Event & Lodging Tax Committee.

5. Adjourn

Meeting was adjourned at 9:24 a.m.


Debbie Lee, Clerk

MY SIGNATURE LIST



No items

5/10/24

