

CLE ELUM LODGING TAX & EVENTS COMMITTEE

MINUTES

DECEMBER 9, 2024

8:30 AM

**119 W FIRST STREET
CLE ELUM, WA 98922**

1. Call to Order/Pledge of Allegiance

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

Matthew Lundh - Mayor
Debbie Lee - Clerk
Rich Albo - Chief of Police

The Lodging Tax & Events committee members present excused committee member Malek, and covered New Business first.

2. Unfinished Business

- a. Update Event Application - verbiage, noise ordinance, etc.

Discussion was had about what triggers an Event Application. Some of the topics covered were:

- Fire & Life Safety
- International Fire Code
- Number of attendance
- Traffic
- Crowd Control
- Parking
- Security

The Committee also discussed moving away from numbers and focusing on conditions that would trigger an Event Application. The Committee talked about the definition of substantial and significant. Committee member Harper suggested the language below.

Events planned to take place on public property must submit an event application. An event application is also required for events on private property if they have the potential to substantially impact the normal operations of the city. This includes, but is not limited to, effects on pedestrian traffic flow, parking availability, vehicle traffic flow, street access (such as the need for street closures), or any potential risk to public safety.

Substantial, in this context, refers to any impact that is significant enough to noticeably alter

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or disrupt the normal operations of the city in more than a temporary or minor way. This includes but is not limited to causing delays, congestion, or increased demand for city resources, services, or infrastructure, and necessitating additional planning, resources, or measures to maintain public safety and order. The duration of the event may also be a factor in determining whether the impact is substantial.

They discussed having a template for Chief Mills Fire & Safety Application. The Committee thought an editable Word document would work also.

Discussion will continue at the next meeting in January.

3. New Business

a. Approve November 12, 2024, Lodging Tax & Events Committee Meeting Minutes

MOTION: Committee Member Harper made a motion to approve the November 12, 2024, Lodging Tax & Events Committee Meeting; seconded by Committee Member Cook.

MOTION CARRIED: 2 yes 0 no.

b. Approve the Minutes from the Cle Elum Lodging Tax & Events Committee Dated November 26, 2024

MOTION: Committee Member Harper made a motion to approve the November 26, 2024, Cle Elum Lodging Tax & Events Committee Meeting Minutes; seconded by Committee Member Cook.

MOTION CARRIED: 2 yes 0 no.

c. Northern Kittitas County Historical Society - Night of The Museum Lecture Series - 2024 Lodging Tax Application

Michael Richard informed the Committee that this would be a lecture series given by local historians. They record these and put them on YouTube. Michael would like to find some funding to help alleviate the workload of the volunteers. They are asking for \$6,450.00 and will be looking for sponsors.

The Committee discussed printing of the handouts and if that reached the 50-mile radius for advertising. They do some mailings also. Facebook is a good way to reach your target areas as you can set your perimeters. They talked about equipment maintenance. They discussed allowing \$2,500.00 for digital marketing and \$3,900.00 towards the event for items that are within the scope of the Lodging Tax Fund.

MOTION: Committee Member Harper made a motion to approve the Northern Kittitas County Historical Society - Night of the Museum Lecture Series 2024 Lodging Tax Application in the amount of \$6,450.00; seconded by Committee Member Cook.

MOTION CARRIED: 2 yes 0 no.

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4. Other Committee Comments

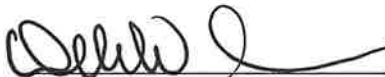
Jingle Bell Dash was canceled last weekend due to icy conditions and will be rescheduled.

5. Adjourn

The meeting was adjourned at 9:11 a.m.



Steven Cook, Chair



Debbie Lee, Clerk