

CLE ELUM LODGING TAX & EVENTS COMMITTEE

MINUTES

MARCH 12, 2025

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 - present

Matthew Lundh - Mayor
Debbie Lee - Clerk
Rich Albo - Chief of Police
Mathew Bailey - Public Works Director
Whitney Prosek - Office Assistant

Committee Chair Cook would like to move the unfinished business Update Event Application after New Business.

2. Unfinished Business

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

Discussion was had about how much work has gone into creating a new Event Application.

There were a couple questions about putting the event fee amount on the application. The Committee stated yes. They also discussed the Hold Harmless Agreement. Whitney explained that this same agreement is used in other city applications. The Committee felt that after the Event Application and the Hold Harmless Agreement were approved by the City Attorney, they would suggest updating the other applications that require a Hold Harmless Agreement.

Sidewalk Use Permits and Right of Way ROW Permits should be discussed by both the General Government Committee and the Lodging Tax & Events Committee. This will be done at their next scheduled meetings.

They will table the Event Application update until the next meeting.

3. New Business

- a. February 12, 2025, Lodging Tax & Event Committee Meeting Minutes

MOTION: Committee Member Harper made a motion to approve the February 12,

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2025, Meeting Minutes; seconded by Committee Member Malek.
MOTION CARRIED: 3 yes 0 no.

b. Terry Bland Memorial Easter Egg Hunt - 2025 Event Application

MOTION: Committee Member Harper made a motion to approve the 2025 Terry Bland Memorial Easter Egg Hunt Event; seconded by Committee Member Malek.
MOTION CARRIED: 3 yes 0 no.

c. UKC Bicycle Rodeo - 2025 Event Application

MOTION: Committee Member Harper made a motion to approve the 2025 UKC Bicycle Rodeo Event; seconded by Committee Member Malek.
MOTION CARRIED: 3 yes 0 no.

d. Pioneer Breakfast - 2025 Event Application

MOTION: Committee Member Harper made a motion to approve the 2025 Pioneer Breakfast Event; seconded by Committee Member Malek.
MOTION CARRIED: 3 yes 0 no.

e. Calvary Chapel Easter at the Park - 2025 Event Application

Discussion was had that the Fire Department signed the application with conditions. The conditions are to have a Safety Plan, Cooking Permits, etc.

MOTION: Committee Member Harper made a motion to approve the 2025 Calvary Chapel Easter at the Park Event; seconded by Committee Member Malek.
MOTION CARRIED: 3 yes 0 no.

f. Boulet Theatre Productions - Spring Production - 2025 Lodging Tax Application

Discussion was had about how the Committee appreciated the nice typed-out report, but they also needed the first two pages filled out. They asked if the Boulet Theater could resubmit the application at the next Lodging Tax & Events Committee meeting. They agreed they would. Questions were asked about how and where they would be advertising. They informed the Committee on social media and put up posters in Ellensburg, Cle Elum and surrounding areas.

The request was for \$2,500, which the Committee felt was reasonable and will reconsider when the application is re-submitted at the next meeting.

g. CEDA Christmas in Cle Elum Parade & Fireworks - 2025 Lodging Tax Application

Jordan informed the Committee that the Chamber of Commerce asked the Cle Elum Downtown Association to take over the fireworks display for the Fourth of July. This will be discussed at a later time. The topic of fireworks should be discussed by the Committee, Council and the community.

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This request from the Downtown Association is for the 2025 Christmas in Cle Elum Parade & Fireworks Lodging Tax. This request is for the cost of the fireworks and permit fee, which is \$7,750.00.

MOTION: Committee Member Harper made a motion to approve Cle Elum Downtown Association Christmas in Cle Elum Parade and Fireworks 2025 Lodging Tax Application in the amount of \$7,750; seconded by Committee Member Cook.
MOTION CARRIED: 3 yes 0 no.

h. CEDA Pioneer Day Parade & Dock Diving Dogs - 2025 Lodging Tax Application

MOTION: Committee Member Harper made a motion to approve the Cle Elum Downtown Association Pioneer Day Parade & Dock Diving Dogs 2025 Lodging Tax Application for \$18,879.00; seconded by Committee Member Malek.
MOTION CARRIED: 3 yes 0 no.

i. CEDA Christmas In Cle Elum Holiday Lighting - 2025 Lodging Tax Application

Jordan from the Downtown Association stated that the price increased by about 5% from last year. It is the same scope of work.

MOTION: Committee Member Harper made a motion to approve Cle Elum Downtown Association Christmas in Cle Elum Holiday Lighting 2025 Lodging Tax Application for \$67,719.61; seconded by Committee Member Cook.
MOTION CARRIED: 3 yes 0 no.

j. Pioneer Queen Coronation Meet & Greet - 2025 Lodging Tax Application

Michael Richard explained this is the 55th year of the Pioneer Queen Coronation, and it is the event that launches the Fourth of July activities. There is a lot of publicity with this event. This year's theme is horses. The print materials need to attract from at least 50 miles. The Committee discussed the rental deposit and if it should be considered. The Committee decided that they could consider it and if, for some reason, they do not get their deposit back, it could be paid out.

The items approved are facility rental and deposit, digital promotion, entertainment, travel, decorations, for a total of \$2,300 - \$2,400 with the deposit.

MOTION: Committee Member Harper made a motion to approve the Pioneer Queen Coronation Meet & Greet 2025 Lodging Tax Application for \$2,400.00; seconded by Committee Member Cook.
MOTION CARRIED: 3 yes 0 no.

k. Cle Elum Downtown Association - Cle Elum Visitor Center - 2025 Lodging Tax Application

Jordan stated that they would create a website for tourism if the Committee would like them

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to. This request asks for 1/3 of the total rent, wages to staff the visitor center, and acrylic holders.

MOTION: Committee Member Harper made a motion to approve the Cle Elum Downtown Association Cle Elum Visitor Center 2025 Lodging Tax Application for \$39,973.23; seconded by Committee Member Cook.

MOTION CARRIED: 3 yes 0 no.

4. Other Committee Comments

The Committee would like to discuss at the next meeting fireworks and tourism.

Committee Chair Harper would like to look at the Lodging Tax Budget with all the upcoming requests and what the revenue and expenses typically are. A report will be given at the next Lodging Tax & Events Committee Meeting.

a. [List of 2025 year-to-date Events](#)

5. Adjourn

The meeting was adjourned at 9:20 a.m.



Steven Cook, Chair



Debbie Lee, Clerk