

CLE ELUM LODGING TAX & EVENTS COMMITTEE

MINUTES

MAY 14, 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 via zoom (8:40 a.m.)
Audrey Malek - present

Matthew Lundh - Mayor
Debbie Lee - Clerk
Whitney Prosek - Office Assistant
Ed Mills - Fire Chief
Rich Albo - Police Chief
Bathew Bailey - Public Works Director

2. Unfinished Business

a. Park Reservations

Steven Cook gave some examples of different cities and their application process for reserving parks. He thought this would be a good start. Also, staff and committee members will be looking at a demo of the Civic Clerk's park module for ease of reservations and application submission online. Mayor Lundh would like the committee to look into all the information soon since the City is approaching the busy season for parks. Police will need to consider the enforcement aspect of park reservations.

The committee decided to have a work study meeting on Monday, May 19, 2025, at 8:00 a.m.

b. Special Events Code

The committee felt that a study session for the events code would be more productive. They will have this study session on June 30th, 2025 at 10:00 a.m.

3. New Business

a. Meeting Minutes Dated April 16, 2025

MOTION: Committee Member Harper made a motion to approve the Lodging Tax & Events Committee Meeting Minutes dated April 16, 2025; seconded by Committee Member Cook.

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MOTION CARRIED: 2 yes 0 no.

b. **Parish Picnic 2025 Event Application**

MOTION: Committee Member Malek made a motion to approve the Parish Picnic 2025 Event Application; seconded by Committee Member Cook.

MOTION CARRIED: 2 yes 0 no.

Fire Chief Mills stated they had submitted all the required information but would need to have a fire extinguisher on site.

c. **Ride to Defeat ALS 2025 Event Application**

MOTION: Committee Member Cook made a motion to approve the 2025 Ride to Defeat ALS Event Application; seconded by Committee Member Malek.

MOTION CARRIED: 2 yes 0 no.

Fire Chief Mills asked that they follow up with him regarding the fire, life and safety plan to make sure everything was in order.

d. **Pioneer Queen Coronation 2025 Event Application**

MOTION: Committee Member Malek made a motion to approve the Pioneer Queen Coronation 2025 Event Application; seconded by Committee Member Cook.

MOTION CARRIED: 2 yes 0 no.

Bev Ballard is the 2025 Pioneer Queen, and it will be a western-themed coronation.

e. **Skate Park Grand Opening 2025 Event Application**

MOTION: Committee Member Cook made a motion to approve the Skate Park Grand Opening 2025 Event Application; seconded by Committee Member Malek.

MOTION CARRIED: 2 yes 0 no.

Fire Chief Mills informed the committee that they would need a fire extinguisher on site.

f. **Update Lodging Tax Application**

The committee discussed that they would work on updating the Lodging Tax Application after Kittitas County has finalized their form.

g. **Lodging Tax Fund Balance - Update**

This report helps with planning purposes.

4. **Other Committee Comments**

Fire Chief Mills stated that he and Whitney tweaked the application a little to help with flow when people are filling it out.

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Discussion was had regarding alcohol being either served by the establishment or the event applicant as different rules would apply to each. They discussed having a form, so applicants acknowledge the rules of alcohol when served.

- a. Event Tracker

The next few months are busy with events.

5. Adjourn

The meeting was adjourned at 9:08 a.m.


Steven Cook, Chair *acting chair*


Debbie Lee, Clerk