



**CITY OF ELLENSBURG**

**Minutes of Lodging Tax Advisory Committee, Regular Meeting**

**Date of Meeting**

**September 10, 2025**

**Time of Meeting**

**2:00 PM**

**Place of Meeting**

**Council Conference Room 501 North Anderson Street**

**Ellensburg, WA 98926**

**And remotely via Zoom**

**1. Call to Order and Roll Call**

1.A Roll Call Present: Arlo Evasick, Carmen Wiggins, Gemma Fortier, Lacie Dawson, Steve Townsend, Chair, Sarah Beauchamp  
Absent: None

Guests: Matt Anderson, Kittitas County Chamber of Commerce

**2. Approval of Agenda**

2.A Motion: Move to approve the September 10, 2025, LTAC meeting agenda as presented.

By: Carmen Wiggins

Seconded by: Lacie Dawson

All in Favor:

Opposed: None

Abstained: None

Motion carries

**3. Approval of Minutes**

3.A Approval of August 6, 2025, Lodging Tax Advisory Committee meeting minutes as presented.

Motion: Move to approve August 6, 2025, Lodging Tax Advisory Committee meeting minutes as presented.

By: Carmen Wiggins

Seconded: Arlo Evasick

All in Favor: All in Favor

Opposed: None

Abstained: None

Motion Carries

**4. Previous Business**

4.A Kittitas County Rodeo Grandstands Project: Update

4.B Downtown Trash Can Update

## **5. New Business**

5.A Consolidated Lodging Tax Grant Scoring Procedures—by Matt Anderson Applications close on Sept. 19<sup>th</sup> and CLTAC Clerk will send application submissions to LTAC committees by September 26, 2025. Matt Anderson shared a tutorial packet with the LTAC committee and gave a workshop to the committee members on reviewing and scoring applications.

Action Item: Staff will scan the packet and send out electronically to the team.

By Oct. 31<sup>st</sup> the collective score is due to the County LTAC Clerk, individual scores must be prior to that.

Next meeting date: October 22<sup>nd</sup> from 1:00pm to 5:00 pm at City Hall in the Council Conference Room.

This will be the long meeting to discuss the applications. Committee members must have their individual scoring completed prior to the meeting on October 22<sup>nd</sup>.

## **6. Budget Update**

6.A Staff reviewed current LTAC revenue and expense report.

## **7. Citizen Comment: Committee meeting**

7.A Committee member, Gemma Fortier announced her resignation from LTAC effective October 1, 2025, she is relocating to Leavenworth for a new position.

## **8. Kittitas County Chamber of Commerce: Marketing/Tourism Report**

8.A Presentation of Kittitas County 10-Year Tourism Strategic Plan  
This item was tabled until either the November or December LTAC meeting.

8.B Monthly Ellensburg Tourism Report from Kittitas County Chamber of Commerce  
No monthly update for September.

## **9. Adjournment**

With no further business, the meeting was adjourned at 3:08 pm.

Respectfully Submitted,  
Kelle Vandenberg