

# AGENDA

## LODGING TAX ADVISORY COMMITTEE

### February 4, 2026

Hybrid Meeting In-person and via Zoom



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**CITY OF ELLENSBURG  
LODGING TAX ADVISORY COMMITTEE AGENDA**

**Council Conference Room  
501 North Anderson Street  
Ellensburg, WA 98926  
And remotely via Zoom  
Wednesday, February 4, 2026  
2:00 PM - Regular Meeting  
Join Zoom Meeting**

<https://us02web.zoom.us/j/89680696386?pwd=z39YiG2cNbmF03jPqz5pIPkrrwYRXb.1>

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

1.A Arlo Evasick, Carmen Wiggins, Lacie Dawson, Steve Townsend, Chair, Sarah Beauchamp

**2. Approval of Agenda**

2.A Review and Approve February 4, 2026, Lodging Tax Advisory Committee meeting agenda

**3. Approval of Minutes**

3.A Review and approval of the January 7, 2026, Lodging Tax Advisory Committee meeting minutes

**4. Budget Report**

4.A JLARC REPORTING FOR 2025

4.B 2026 Budget Update & 2026 Estimated Expenditure Report

**5. New Business**

5.A Partnership Request: Ellensburg Rodeo Grandstand Improvement Project

**6. Previous Business**

6.A LTAC Strategic Spending Plan for Funding Ellensburg Project and Facilities

6.B 2026 Schedule Review

**7. Tourism Report**

7.A Tourism Report Submitted by the Kittitas County Chamber of Commerce

**8. Citizen Comment**

**9. Adjournment**



For more information on the Ellensburg Lodging Tax Advisory Committee, contact Arts & Economic Development Manager, Kelle Vandenberg at 509-962-7149.  
The Contents of this agenda have been photocopied on recycled paper.



**CITY OF ELLENSBURG**

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

**Date of Meeting**

**January 7, 2026**

**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: Carmen Wiggins, Steve Townsend, Lacie Dawson, Arlo Evasick

Absent: Sarah Beauchamp, excused

Guests: Matt Anderson, Kittitas County Chamber of Commerce, Amy McGuffin, Kittitas County Chamber of Commerce

**2. Approval of Agenda**

2.A Motion: Move to approve the January 7, 2026, LTAC meeting agenda with the amendment to include Item 5.C to review and recommend approval of the 2026 Professional Services Agreement between the City of Ellensburg and the Kittitas County Chamber of Commerce.

By: Carmen Wiggins

Seconded by: Lacie Dawson

All in Favor:

Opposed: None

Abstained: None

Motion carries

**3. Approval of Minutes**

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

Motion: Move to approve December 3, 2025, Lodging Tax Advisory Committee meeting minutes as presented.

By: Carmen Wiggins

Seconded: Lacie Dawson

All in Favor: All in Favor

Opposed: None

Abstained: None

Motion Carries

#### **4. Budget Update**

4.A Revenue and expenditure update for 2025 and 2026 proposed budget.  
Staff reviewed the updated 2025 budget and the proposed 2026-line item LTAC budget.

#### **5. New Business**

##### 5.A CLTAC Meeting Recap and Discussion

The committee discussed:

- the November 14, 2025, Oral Presentations meeting for the Consolidated Grant Application process
- Updated the committee on the January 7, 2026, Consolidation Lodging Tax Committee meeting and potential improvements for the applicants and for committee members scoring.

##### 5.B 2026 Project and Planning Discussion

Staff Action Item: Add to February Agenda: LTAC discussion regarding a more strategic plan in funding allocation and supporting Ellensburg organizations through the grant cycle.

##### 5.C 2026 Professional Services Agreement between City of Ellensburg and Kittitas County Chamber of Commerce Review and Recommendation.

Motion: To recommend City Council to review and authorize the 2026 Professional Services Agreement between City of Ellensburg and Kittitas County Chamber of Commerce

By: Lacie Dawson

Seconded by: Carmen Wiggins

All in Favor:

Opposed: None

Abstained: None

Motion carries

#### **6. Previous Business**

No update given

#### **7. Tourism Report**

7.A Committee reviewed the December 2025 Social Media Report and Tourism from the Chamber of Commerce.

#### **8. Council Report**

No update given

#### **9. Citizen Comment**

No citizen comment

#### **10. Adjournment**

With no further business, the meeting was adjourned at 2:41 pm.

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## Lodging tax reporting

***At the December 3, 2025, JLARC meeting, the committee voted to suspend the lodging tax expenditure report for 2026. The reporting system will not open for 2025 data.***

For updates, please check this page or sign up to receive email communications.

Cities, towns, and counties may levy a tax on lodging. Lodging includes overnight stays short-term accommodations like hotels and motels. They may spend revenue from the lodging tax for tourism-related activities.

### Who must report

By law, cities, towns, and counties that levy a local tax on lodging must report how they spend or distribute the revenue. They must ensure the information is accurate.

### What we do with the information

State law requires us to collect the data. We compile the information into a report and present it to the Joint Legislative Audit and Review Committee (JLARC) each year.



### Contact us

[Subscribe to lodging tax email list](#)

EMAIL

[JLARClodgingtax@leg.wa.gov](mailto:JLARClodgingtax@leg.wa.gov)

PHONE

[360-786-5171](tel:360-786-5171)

SOCIAL MEDIA

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## 2026 Budget Expenditures

<b>Dept 165- Lodging Tax Fund</b>	Beg. Fund Balance	Revenues YTD
Updated: 1-8-2026	\$ 1,966,275.00	

Fund #	Description	Consolidated Award	Ellensburg Appropriated	Disbursed thru 2026(PAID OUT)	Remaining
100-165-557-31-51-000-000	CLTAC Grant Funding	\$	108,259.11	\$	108,259.11
reimburse Kittitas County				\$ -	\$ 292,600.00

WEBB EVENTS LLC	Webb Events Motocross Events	\$ 50,500.00	\$ 11,368.74
CLE ELUM DOWNTOWN ASSOC.	2026 Marketing and Event Support	\$ 25,000.00	\$ 5,628.09
TOP TIER SPORTS	Top Tier Sports Tournaments	\$ 65,000.00	\$ 14,633.04
ELLENSBURG DOWNTOWN ASSOC.	PLACES Conference	\$ 5,500.00	\$ 1,238.18
KEEN	Gold N' Cider Festival	\$ 15,000.00	\$ 3,376.85
PUNCH PROJECTS	2026 Projects/Firehouse Projects	\$ 20,000.00	\$ 4,502.47
WA. SKI & SNOWBOARD MUSM	2026 Marketing Campaign	\$ 15,000.00	\$ 3,376.85
ROSLYN DOWNTOWN ASSOC.	2026 Marketing and Event Support	\$ 34,175.00	\$ 7,693.60
ELLENSBURG DOWNTOWN ASSOC.	2026 Marketing and Event Support	\$ 47,600.00	\$ 10,715.89
KITTITAS COUNTY HISTORICAL MSM	2026 Marketing Support	\$ 17,000.00	\$ 3,827.10
GALLERY ONE	2026 Marketing Support	\$ 15,000.00	\$ 3,376.85
ELLENSBURG RODEO ASSOC.	2026 Event Support	\$ 30,000.00	\$ 6,753.71
NEW SUNCADIA HOSPITALITY	Suncadia Springfest	\$ 2,923.00	\$ 658.04
NEW SUNCADIA HOSPITALITY	Suncadia Harvest Festival	\$ 15,000.00	\$ 3,376.85
CLE ELUM ROUNDUP ASSOC.	The Cle Elum Roundup	\$ 11,000.00	\$ 2,476.36
LHAF dba VALLEY THEATRE CO.	2026 Marketing and Production Plan	\$ 10,000.00	\$ 2,251.24
ALL THINGS FUN SPORTS!	Palouse to Cascades Marathon & Relay	\$ 7,500.00	\$ 1,688.43
NEW SUNCADIA HOSPITALITY	Wines in the Pines	\$ 7,500.00	\$ 1,688.43
JUNK-TIQUEN IN THE BURG	Program Support	\$ 4,000.00	\$ 900.49
ROSLYN RONALD CLE ELUM HERIT. CB	2026 Marketing and Event Support	\$ 15,000.00	\$ 3,376.85
NEW SUNCADIA HOSPITALITY	Summer Concert Series	\$ 10,000.00	\$ 2,251.24
NEW SUNCADIA HOSPITALITY	Suncadia's Holiday Drone Show	\$ 32,489.39	\$ 7,314.13
ELLENSBURG RODEO HALL OF FAME	2026 ERHOF Programming	\$ 12,000.00	\$ 2,701.48
THE CLYMER FOUNDATION	2026 Programs Support for Two Projects	\$ 10,000.00	\$ 2,251.24
CALLIOPE ARTS	Shakespeare in Unity Park	\$ 3,700.00	\$ 832.96
<b>TOTAL</b>		<b>\$ 480,887.39</b>	<b>\$ 108,259.11</b>

Fund #	Description	Appropriated	Disbursed thru 2026(PAID OUT)	Remaining
100-165-557-32-45-000-000	Visitor Information Center (VIC)	\$ 81,600.00	\$ -	\$ 81,600.00
	January		\$ -	-
	February		\$ -	-
	March		\$ -	-
	April		\$ -	-
	May		\$ -	-
	June		\$ -	-
	July		\$ -	-
	August		\$ -	-
	September		\$ -	-
	October		\$ -	-
	November		\$ -	-

December

\$

-

Fund #	Description	Appropriated	Disbursed thru 2026(PAID OUT)	Remaining
100-165-557-33-41-000-000	Marketing & Advertising	\$ 211,000.00	\$	211,000.00
	January			
	February			
	March			
	April			
	May			
	June			
	July			
	August			
	September			
	October			
	November			
	December		\$	-

Fund #	Description	Appropriated	Disbursed thru 2026(PAID OUT)	Remaining
100-165-557-30-41-001-000	Tourism - Rodeo Mural & Stipends	\$ 25,000.00	\$ -	\$ 25,000.00

Fund #	Description	Appropriated	Disbursed thru 2026(PAID OUT)	Remaining
100-165-557-36-41-000-000	Administration (City-Utilities)	\$ 825.00	\$ 35.03	\$ 789.97
	January		\$ 35.03	
	February			
	March			
	April			
	May			
	June			
	July			
	August			
	September			
	October			
	November			
	December			

Fund #	Description	Appropriated	Disbursed thru 2026(PAID OUT)	Remaining
100-165-557-35-35*	Signage	\$ 10,000.00	\$ -	\$ 10,000.00
ST542.31247513 (Banners)	Traffic Safety Supply/Banners			

Fund #	Description	Appropriated		Disbursed thru 2026(PAID OUT)	Remaining		
100-165-594-63-000-000	Capital	\$	60,000.00	\$	-	\$	60,000.00

**Lodging Tax Revenues**

<b>Tax Collected</b>	<b>Month Received</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Nov	Jan	\$ 32,473.96	\$ 35,253.48	\$ 23,787.08	\$ 36,438.78	\$ 41,671.00	\$ 44,806.00	\$ 44,672.34	
Dec	Feb	\$ 26,394.00	\$ 26,415.94	\$ 18,709.31	\$ 34,260.47	\$ 29,598.00	\$ 32,715.00	\$ 36,727.62	
Jan	Mar	\$ 28,172.00	\$ 24,341.00	\$ 22,227.38	\$ 28,797.14	\$ 26,580.00	\$ 36,255.00	\$ 29,793.00	
Feb	Apr	\$ 28,704.00	\$ 21,564.30	\$ 25,123.77	\$ 32,367.49	\$ 32,185.00	\$ 46,772.82	\$ 38,728.00	
Mar	May	\$ 42,825.04	\$ 14,989.00	\$ 33,426.21	\$ 42,788.39	\$ 63,391.00	\$ 56,785.00	\$ 61,602.00	
Apr	June	\$ 48,351.36	\$ 8,641.32	\$ 39,290.38	\$ 50,226.13	\$ 58,094.00	\$ 69,805.00	\$ 63,750.00	
May	July	\$ 56,037.14	\$ 36,383.12	\$ 45,224.41	\$ 73,668.73	\$ 78,934.00	\$ 90,411.00	\$ 83,118.00	
June	Aug	\$ 72,925.97	\$ 32,565.00	\$ 55,965.00	\$ 74,578.90	\$ 93,622.87	\$ 93,089.00	\$ 83,118.00	
July	Sept	\$ 67,114.33	\$ 37,693.45	\$ 64,746.62	\$ 81,366.91	\$ 92,595.00	\$ 93,957.00	\$ 105,775.36	
Aug	Oct	\$ 72,295.90	\$ 39,967.63	\$ 67,762.40	\$ 77,160.00	\$ 80,540.00	\$ 100,833.00	\$ 84,287.96	
Sept	Nov	\$ 55,515.88	\$ 41,344.25	\$ 69,683.38	\$ 79,311.00	\$ 81,098.00	\$ 94,898.00	\$ 72,347.00	
Oct	Dec	\$ 47,206.56	\$ 34,286.22	\$ 51,283.92	\$ 64,062.00	\$ 72,427.00		\$ 67,259.00	
Nov	Jan								
<b>TOTAL</b>		<b>\$ 578,016.14</b>	<b>\$ 353,444.71</b>	<b>\$ 517,229.86</b>	<b>\$ 675,025.94</b>	<b>\$ 750,735.87</b>	<b>\$ 760,326.82</b>	<b>\$ 771,178.28</b>	

**2026 EXPENDITURES TRACKING REPORT**

ELLENSBURG CONTRACTUAL/ANNUAL	2026 Expenditures		
Chamber Contract:	\$	292,600.00	Approved Budgeted item (tourism contract)
Community Calendar:	\$	6,000.00	Approved by Council <span style="float: right;"><i>\$6,000 spent in 2025</i></span>
Trash Can Replacement	\$	58,300.00	\$60,000.00 Approved by Council
Tourism Banner Signage Maintenance	\$	10,000.00	Reoccurring budgeted item
<b>Estimated 2026 Subtotal</b>	<b>\$</b>	<b>366,900.00</b>	

Consolidated: Ellensburg Portion	2026 CLTAC Commitment		
CLTAC Grant Administration	\$	7,717.00	Approved by Council on 11/17/25
Consolidated Grant Contribution	\$	108,259.11	
<b>2026 Consolidated Subtotal:</b>	<b>\$</b>	<b>115,976.11</b>	

**2026 Beginning Fund Balance: \$ 1,966,275.00** *1/8/2026*

**2026 Estimated Contractual Expenditure \$ 482,876.11**

**2026 Estimated Ending Fund Balance: \$ 1,483,398.89**

**2026 Estimated Revenue: \$ 750,000.00**

**2026 Estimated Total Revenue: \$ 2,233,398.89**

PENDING ANTICIPATED PROJECTS Requests		
Rodeo Grandstands	\$	500,000.00
Places Conference	\$	15,000.00

**2026 Estimated Closing Balance \$ 1,718,398.89** *If committee agrees to fund the two items above.*



Kittitas County, Washington  
**BOARD OF COUNTY COMMISSIONERS**

District One  
Cory Wright

District Two  
Laura Osiadacz

District Three  
Brett Wachsmith

**To:** Ellensburg City Council / City of Ellensburg Lodging Tax Committee/ City Manager  
**From:** Kittitas County Board of Commissioners  
**Subject:** Partnership Request: Ellensburg Rodeo Grandstand Improvement Project

Kittitas County is proud to lead the revitalization of the historic Ellensburg Rodeo Grandstands, a project central to our regional identity and economic vitality. To date, the County and the Rodeo Board have committed \$13.5 million in combined working capital to ensure the facility meets modern standards for safety and fan experience.

As we work toward the critical completion deadline of the 2026 Ellensburg Rodeo, we have encountered necessary but unanticipated building and design requirements. To maintain the project's strict timeline, we must approve essential change orders totaling \$1.4 million.

While the Rodeo Board is actively working with the County to help bridge this gap, these necessary adjustments and additional change orders may result in a budget shortfall of \$750,000.

The Ellensburg Rodeo is a primary economic driver for City businesses, hotels, and restaurants. To ensure this project is completed without delay or compromise, we are inviting the City of Ellensburg to join us as a formal partner to help bring this project across the finish line.

We request a contribution of \$500,000 to help close the funding gap. This investment ensures:

- On-time completion prior to the 2026 season.
- Safety and accessibility upgrades that benefit all residents and visitors.
- Continued economic growth through a premier, multi-use venue.

We view this as a strategic partnership. By joining forces, we can ensure that our community continues to possess a facility that matches its world-class reputation as a rodeo and events destination.

We welcome the opportunity to discuss this request in more detail at your earliest convenience.

Brett Wachsmith, Kittitas County Commissioner

Bryan Elliott, County Auditor

## **2026 Meeting Schedule:**

Members of the public who wish to participate virtually in these meeting may do so by joining the Zoom meeting uses the appropriate link listed below:

- January 7, 2026
- February 4, 2026
- March 4, 2026
- April 1, 2026
- May 6, 2026
- June 3, 2026
- July 1, 2026 (TENTATIVE)
- August 5, 2026
- September 2, 2026
- October 7, 2026
- November 4, 2026 (TENTATIVE--Pending CLTAC November meeting date)
- December 2, 2026

*As posted on City of Ellensburg Website*