



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.