

AGENDA

LODGING TAX ADVISORY COMMITTEE

June 3, 2026

Hybrid Meeting In-person and via Zoom



Accessibility

The City of Ellensburg strives to make our services, programs, and activities readily accessible.

- Closed Captioning is available to Zoom viewers. To enable closed captioning, you will need to click on the "CC" button at the bottom of your Zoom screen and then select either "Show Subtitle" or "View Full Transcript."
- Members of the public who do not speak English or who have limited proficiency may request an interpreter if they wish to participate in public meetings.
- The City will provide reasonable accommodation for members of the public with disabilities.

Rules for Public Comment

Any person engaging in conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the meeting including but not limited to:

1. Unduly repetitive or irrelevant remarks;
2. Use of intimidating, threatening, or abusive language;
3. disobedience of an order to be seated or to discontinue further comments;
4. and/or engaging in violent behavior,

will be deemed out of order and may be removed from the meeting and/or have his or her virtual microphone muted.

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. Please furnish the ADA Coordinator with your request in sufficient time for the City to provide a reasonable accommodation. A Request for Accommodation form may be obtained on the first floor of City Hall or by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAcordinator@ci.ellensburg.wa.us

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

**Council Conference Room
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Wednesday, June 3, 2026
2:00 PM - Regular Meeting
Join Zoom**

Meeting <https://us02web.zoom.us/j/87292971205?pwd=SEFEZjVnOTZXYTNLSWhTRzBDR3F1dz09>

**Meeting ID: 872 9297 1205
Passcode: 247907**

1. Call to Order and Roll Call

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

2. Approval of Agenda

2.A Review and approve the June 3, 2026, LTAC meeting agenda as presented.

3. Public Comment

4. Approval of Minutes

4.A Review and approve the April 1, 2026, LTAC Meeting Minutes as presented

5. Unfinished Business

5.A New Committee Member Recruitment: 1 Lodging--1 Receiving

6. New Business

6.A With Y2 Contract for Community Calendar

6.B Wayfinding Signage Update

7. Tourism Report

7.A Tourism Report

8. Budget Update

8.A June 3, 2026 LTAC Budget Update

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

April 1, 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, Chair, Sarah Beauchamp
Absent: Arlo Evasick

Guests: Matt Anderson, Kittitas County Chamber of Commerce, Amy McGuffin, Kittitas County Chamber of Commerce, Teresa Chanes, Ellensburg Downtown Association, Brad Case, Parks & Recreation Director, Ryan Lyyski, Heidi Behrends-Cerniwey, City Manager

2. Public Comment

No public comment was given.

3. Approval of Agenda

3.A Approval of April 1, 2026, Lodging Tax Advisory Committee meeting agenda

Motion: Move to approve April 1, 2026, LTAC meeting agenda as presented.

By: Steve Townsend

Seconded by: Carmen Wiggins

All in Favor:

Opposed: None

Abstained: None

Motion carries

4. Approval of Minutes

4.A Approval of March 4, 2026, Lodging Tax Advisory Committee Special Meeting minutes as presented.

Motion: Move to approve March 4, 2026, Lodging Tax Advisory Committee meeting minutes as presented.

By: Steve Townsend

Seconded: Lacie Dawson

All in Favor: All in Favor

Opposed: None

Abstained: None
Motion Carries

5. Unfinished Business

5.A Downtown Receptacle Update—Staff Report

Staff gave brief update on status of order and feedback on the new can placed on 4th and Pearl Street.

6. New Business

6.A Tourism Related Internal Application from Ellensburg Downtown Association (EDA)

Teresa Chanes, Executive Director of the EDA presented the need for an additional \$15,000 to support the PLACES conference. Reviewed post-event report from 2025 Gig Harbor.

Motion: Move to allocate and approve for recommendation to City Council the utilization of \$15,000.00 from Lodging Tax Funds to support the Ellensburg Downtown Association for the PLACES Conference in October 2026.

By: Steve Townsend
Seconded: Lacie Dawson
All in Favor: All in Favor
Opposed: None
Abstained: None
Motion Carries

6.B Ellensburg Community Fieldhouse Update

Brad Case, Parks and Recreation Director, gave an overview of the Ellensburg Community Fieldhouse project.

7. Tourism Report

7.A Monthly Tourism Social Media Report from Kittitas County Chamber of Commerce
Amy McGuffin, CEO of the Kittitas County Chamber of Commerce gave the monthly social media tourism update for Ellensburg.

8. Budget Update

8.A Expenditure and Revenue Update

9. Adjournment 3:05 pm

INVOICE

Superc AI Inc
78 Clifton Rd,
Newton, MA 02459

billings@bewith.io



Bill to
Ellensburg, WA

Ship to
Ellensburg, WA

Invoice details

Invoice no.: 1110
Terms: Net 30
Invoice date: 05/13/2026
Due date: 06/12/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Service agreement	Centralized Calendar	1	\$10,800.00	\$10,800.00

Total **\$10,800.00**

Contact Superc AI Inc to pay.

Note to customer

For paying by check, please use the following address:
78 Clifton Rd,
Newton MA, 02459

For wire transfer, see bank details below:
Bank Name: SIL VLY BK SJ
Account Number: 3304376329
Address: 3003 TASMAN DRIVE, SANTA CLARA, CA 95054
RoutingNote/ABA: 121140399
SWIFT: SVBKUS6S



- Wayfinding sign on signal pole arm
- Wayfinding sign on pole

2026 Budget Expenditures

Dept 165- Lodging Tax Fund	Beg. Fund Balance	Revenues YTD
Updated: 05/26/26	\$ 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				\$	-
					CHAMBER 2026
					\$ 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
TOTAL		\$ 480,887.39	\$ 108,259.11

Fund #	Description	Appropriated	Disbursed thru 2026(PAID OUT)	Remaining
100-165-557-32-45-000-000	Visitor Information Center (VIC)	\$ 81,600.00	\$ 26,340.49	\$ 55,259.51
	January			
	February			
	March	\$ 19,518.82	\$ 19,518.82	
	April	\$ 6,821.67	\$ 6,821.67	
	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	\$ 34,050.74	\$ 176,949.26
	January			
	February			
	March	\$ 24,651.69	\$ 24,651.69	
	April	\$ 9,399.05	\$ 9,399.05	
	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	\$ 155.12	\$ 669.88
	January		\$ 35.03	
	February		\$ 30.02	
	March		\$ 28.02	
	April		\$ 32.03	
	May		\$ 30.02	
	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	\$ 560,000.00	\$ 60,000.00	\$ 500,000.00
Big Belly Solar LLC	Element Trash Deposit	\$ 60,000.00	\$ 60,000.00	
Rodeo Grandstand Project	One-time capital request	\$ 500,000.00		

Lodging Tax Revenues

Tax Collected	Month Received	2019	2020	2021	2022	2023	2024	2025	2026
Nov	Jan	\$ 32,473.96	\$ 35,253.48	\$ 23,787.08	\$ 36,438.78	\$ 41,671.00	\$ 44,806.00	\$ 44,672.34	\$ 44,652.61
Dec	Feb	\$ 26,394.00	\$ 26,415.94	\$ 18,709.31	\$ 34,260.47	\$ 29,598.00	\$ 32,715.00	\$ 36,727.62	\$ 40,352.75
Jan	Mar	\$ 28,172.00	\$ 24,341.00	\$ 22,227.38	\$ 28,797.14	\$ 26,580.00	\$ 36,255.00	\$ 29,793.00	\$ 35,532.00
Feb	Apr	\$ 28,704.00	\$ 21,564.30	\$ 25,123.77	\$ 32,367.49	\$ 32,185.00	\$ 46,772.82	\$ 38,728.00	\$ 45,338.00
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	\$ 70,000.00	\$ 67,259.00	
Nov	Jan								
TOTAL		\$ 578,016.14	\$ 353,444.71	\$ 517,229.86	\$ 675,025.94	\$ 750,735.87	\$ 830,326.82	\$ 771,178.28	\$ 165,875.36