

**Carson City Visitors Bureau  
Agenda Report**

**Date Submitted:** 4/8/15

**Agenda Date Requested:** 4/13/15

**Time Requested:** 10 Minutes

**To:** Carson City Visitors Bureau - Board of Directors

**From:** Joel Dunn, Executive Director

**Subject Title:** Approval of Ratification of the CCVB Monthly Bills.

**Staff Summary:** A list of bills/payments for March is included in your packet for review.

**Type of Action Requested:**

Resolution

Ordinance

Formal Action/Motion

Other (Specify) Presentation Only

**Recommended Board Action:** I move to approve the ratification of the CCVB Monthly Bills for March 2015.

**Applicable Statute, Code, Policy, Rule or Regulation:** n/a

**Fiscal Impact:** n/a

**Explanation of Impact:** n/a

**Funding Source:** n/a

**Supporting Material:** None

**Prepared By:** Joel Dunn, Executive Director

CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	MEMO	FUND	CHECK AMOUNT
348286	03/20/15	102130	ALLISON, MACKENZIE, PAVLAKIS,	LEGAL SERVICES THROUGH 11/30/14	740	510.00
348123	03/13/15	1402795	AT&T	02/19/15-03/18/15 FAX LINE	740	98.07
1000166	03/04/15	12086	BANK OF AMERICA	PMT FOR 02/05/14-03/04/15 P-CARD CHARGES	740	7,958.83
348303	03/20/15	2665700	BANK OF AMERICA	PMT FOR 01/26/15-02/25/15 CREDIT CARD CHARGES	740	1,590.26
348128	03/13/15	2665698	BARS OF NEVADA, LLC	BAR BOOKS FOR GIFT STORE	740	130.00
348309	03/20/15	8032	CAPITAL BEVERAGES	WATER BOTTLES FOR SALE IN GIFT STORE	740	17.70
348319	03/20/15	2665893	CARSON ANIMAL SERVICES INITIATIVE	WOOF WINE & WHISKERS	740	68.08
348140	03/13/15	2665828	CARSON CITY SQUARE, LLC	2015 MAR RENT & 01/07/15-02/05/15 GAS UTILITIES	740	4,158.64
348494	03/27/15	2665699	CARSON NOW LLC	2015 02 NOW AD MENU LINK	740	540.00
348110	03/06/15	11508	CATHLEEN ALLISON	VISITORS GUIDE PHOTOS & TEXT	740	2,675.00
348224	03/13/15	11508	CATHLEEN ALLISON	VISITOR GUIDE PM, PHOTOS & EDITING	740	850.00
348498	03/27/15	12033	CHARTER COMMUNICATIONS	03/20/15-04/19/15 INTERNET	740	65.00
348147	03/13/15	15638	COMPUTER ARTISTRY	MOTOR OFFICER, SMACKDOWN, DIVINE 9, NV FAIR	740	787.50
348501	03/27/15	15638	COMPUTER ARTISTRY	03/01/15-03/15/15 DESIGN WORK	740	1,011.25
348171	03/13/15	2665673	EVERBANK COMMERCIAL FINANCE, INC.	2015 02 B+W COPIER LEASE	740	106.48
348527	03/27/15	2665673	EVERBANK COMMERCIAL FINANCE, INC.	2015 03 B+W COPIER LEASE	740	131.48
348173	03/13/15	1905365	FIRST CHOICE SERVICES	2015 MAR FILTRATION RENTAL & COFFEE FOR VISITOR CENTER	740	79.44
348195	03/13/15	2665646	HOOD, KATHLEEN	2015 FEB SEO & SEM	740	600.00
348366	03/20/15	2663516	INTEGRA TELECOM	2015 MAR TELEPHONE	740	13.01
348401	03/20/15	1404650	NEVADA MAGAZINE	SEP/OCT 2014 ADVERTISING	740	2,062.00
348412	03/20/15	13957	NV ENERGY	01/09/15-02/27/15 POWER	740	202.45
348231	03/13/15	11507	PAPER PLUS	PAPER FOR VISITORS GUIDE, ETC.	740	1,023.73
348418	03/20/15	11507	PAPER PLUS	EVENT TICKET PAPER	740	138.68
348236	03/13/15	11658	PURCHASE POWER	POSTAGE METER CHARGES	740	73.45
348593	03/27/15	11658	PURCHASE POWER	POSTAGE METER CHARGES	740	79.29
348242	03/13/15	7638	REGIONAL TRANSPORTATION COMM.	2015 FEB RTC BUS PASSES	740	318.75
348252	03/13/15	2665137	SIERRA OFFICE SOLUTIONS	11/20/14-02/20/15 ADDITIONAL B+W COPIES	740	35.12
					Total	25,324.21

**CCVB spend report**

CH Full Name Exactly Matches 'null'  
 Company Name City of Carson City  
 Post Date Between 2015-02-05 00:00:00 and 2015-03-04 00:00:00  
 Report Owner MCQUEARY, CHRISTINE  
 Report Time 2015-04-07 18:27:06  
 Transaction Type One of: Misc Credit or Misc Debit or Purchase

Purchase Date	Vendor Name	Item Total	Item GL Combination	
02/04/2015	MICHAELS STORES 3758	31.16	740-7201-450-06-25-	BASKETS FOR DRAWINGS AT SANTA CLARA TRAVEL SHOW
02/04/2015	FEDEX OFFICE 00007773	6.99	740-7201-450-06-25-	OUTDOOR BANNER
02/05/2015	CHEVRON 0305603	49.44	740-7201-450-05-80-	SANTA CLARA TRAVEL SHOW FUEL
02/06/2015	THE COUNTER SANTANA RO	46.00	740-7201-450-05-80-	SANTA CLARA TRAVEL SHOW MEAL
02/06/2015	THE FISH MARKET SC	57.00	740-7201-450-05-80-	SANTA CLARA TRAVEL SHOW MEAL
02/07/2015	GILBERT'S FIREFISH GRI	75.00	740-7201-450-05-80-	SANTA CLARA TRAVEL SHOW MEAL
02/07/2015	UNICOMM-ADV TRAVEL XPO	1,585.00	740-7201-450-05-43-	2016 SANTA CLARA TRAVEL SHOW BOOTH
02/08/2015	CHEVRON 0099840	47.77	740-7201-450-05-80-	SANTA CLARA TRAVEL SHOW FUEL
02/09/2015	BILTMORE HOTEL & SUITE	373.62	740-7201-450-05-80-	SANTA CLARA TRAVEL SHOW LODGING
02/12/2015	WESTSIDE POUR HOUSE	74.00	740-7201-450-06-25-	BATTLE BORN BREWFEST LUNCH MEETING
02/14/2015	HOSTGATOR.COM	14.95	740-7242-450-03-40-	yourexperiencestartshere.com FEB 2015
02/16/2015	MICHAELS STORES 3758	39.94	740-7201-450-06-25-	BASKETS FOR LONG BEACH TRAVEL SHOW DRAWINGS
02/19/2015	CHEVRON 0356637	47.69	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH FUEL
02/19/2015	SHELL OIL 57443775606	43.52	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH FUEL
02/19/2015	SHELL OIL 504504600QPS	38.72	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH FUEL
02/19/2015	CHEVRON 0357160	50.00	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW FUEL
02/19/2015	DOGWOOD DINER	20.66	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL
02/20/2015	OFFICE DEPOT #973	60.40	740-7200-413-06-01-	LABELS, PENS, ETC
02/20/2015	ARAMARK OREGON CONVENT	12.25	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL
02/20/2015	JAMISON	36.00	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL
02/20/2015	OCC BOX OFFICE	30.00	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW PARKING PERMIT
02/20/2015	ADOBE SYSTEMS, INC.	69.99	740-7201-450-05-45-	02/20/15-03/19/15 CREATIVE SUITE MEMBERSHIP
02/20/2015	HYATT HOTELS LONG BCH	49.42	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH MEAL
02/21/2015	THE KNOCK BACK	15.00	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL
02/21/2015	ZILLA SAKE HOUSE	70.00	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL
02/21/2015	HYATT HOTELS LONG BCH	24.71	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH MEAL
02/22/2015	ARAMARK OREGON CONVENT	8.25	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL
02/22/2015	ARAMARK OREGON CONVENT	6.50	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL
02/22/2015	BREAKSIDE BREWERY	31.50	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL
02/22/2015	KING'S FISH HOUSE	54.78	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH MEAL
02/22/2015	HYATT HOTELS LONG BCH	49.42	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH MEAL
02/23/2015	HELSEERS	29.45	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL

Purchase Date	Vendor Name	Item Total	Item GL Combination	
02/23/2015	ARAMARK OREGON CONVENT	12.75	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW MEAL
02/23/2015	MAILCHIMP	75.00	740-7242-450-03-40-	2015 FEB LIST CHARGE 5,801-10,000
02/23/2015	SHELL OIL 504367200QPS	60.18	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH FUEL
02/23/2015	SHELL OIL 574427248QPS	56.37	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH FUEL
02/24/2015	OFFICE DEPOT #973	88.98	740-7200-413-06-01-	PRINTER INK
02/24/2015	SHELL OIL 57444064208	42.94	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW FUEL
02/24/2015	HYATT HOTELS LONG BEAC	965.92	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH LODGING
02/24/2015	TEXACO 0309057	51.63	740-7201-450-05-80-	RTT TRAVEL ADVENTURE SHOW LONG BEACH FUEL
02/25/2015	HERTZ RENT-A-CAR	1,040.42	740-7235-450-03-40-	DIVINE 9 PORTLAND GOLF SHOW FUEL
02/25/2015	NEVADA COMMISSION ON	260.00	740-7201-450-03-30-	2015 RURAL ROUNDUP REGISTRATION
02/27/2015	PAYPAL PANDORA	3.99	740-7211-450-06-25-	2015 MAR VISITOR CENTER MUSIC
02/28/2015	FINANCIAL SERVICES	2,045.33	740-7201-450-04-44-	RICOH PRINTER 01/29/15-02/27/15
report count:	44	7,852.64		