

**Carson City Visitors Bureau
Agenda Report**

Date Submitted: 10/7/15

Agenda Date Requested: 10/12/15

Time Requested: 15 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 August 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 August, 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

**CCVB Board Agenda, October 12, 2015
Agenda Item #8**

CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	MEMO	CHECK AMOUNT
351671	08/07/15	1402795	AT&T	07/19/15-08/18/15 FAX LINE	114.72
1000171	08/31/15	12086	BANK OF AMERICA	PMT FOR 07/05/15-08/04/15 CCVB CREDIT CARD CHARGES	4,977.51
352263	08/28/15	2665698	BARS OF NEVADA, LLC	BOOKS FOR GIFT STORE INVENTORY	130.00
351867*	08/14/15	2665828	CARSON CITY SQUARE, LLC	2015 AUG RENT & 06/05/15-07/07/15 GAS UTILITIES	3,709.34
352023*	08/14/15	2665828	CARSON CITY SQUARE, LLC	2015 AUG RENT & 06/05/15-07/07/15 GAS UTILITIES	3,709.34
352281	08/28/15	2665699	CARSON NOW LLC	2015 08 NOW AD MENU LINK	540.00
351954	08/14/15	11508	CATHLEEN ALLISON DBA NEVADA PHOTO SOURCE	GRANT & EVENT PHOTOGRAPHY & CONTENT WRITING	4,325.00
351877	08/14/15	15638	COMPUTER ARTISTRY	07/22/15-07/31/15 DESIGN WORK	536.25
351891	08/14/15	2665651	DIVINE 9	NCOT GRANT RT-15-25 & RT-15-26	5,500.00
352109	08/21/15	2663516	ELECTRIC LIGHTWAVE	2015 JUL TELEPHONE	16.51
352302	08/28/15	2665673	EVERBANK COMMERCIAL FINANCE, INS	2015 08 B+W COPIER LEASE	106.48
351705	08/07/15	1905365	FIRST CHOICE SERVICES	COFFEE & SUPPLIES FOR VISITORS CENTER	25.00
352113	08/21/15	1905365	FIRST CHOICE SERVICES	COFFEE & SUPPLIES FOR VISITORS CENTER	55.50
352123	08/28/15	1905365	GEM GUIDES	BOOKS FOR GIFT STORE INVENTORY	221.68
352123	08/21/15	2666065	GREEN MACHINE CARPET CLEANING	CARPET CLEANING IN VISITOR CENTER	200.00
352142	08/21/15	2665646	HOOD, KATHLEEN DBA KKP GOLDEN CONNECTION	2015 JUL SEO & SEM	900.00
351951	08/14/15	1909450	NEVADA DEPT OF TAXATION	NCOT 3/8% ROOM TAX 06/01/15-06/30/15	5,891.36
352185	08/21/15	13957	NV ENERGY	07/01/15-07/30/15 POWER	474.59
351788	08/07/15	2666053	ONE OFF CONCEPTS	GIFT STORE INVENTORY	243.00
351979	08/14/15	7638	REGIONAL TRANSPORTATION COMM.	2015 JUL RTC BUS PASSES	63.75
351980	08/14/15	2665717	RENO TAHOE TERRITORY	09/01/15-08/31/16 MEMBERSHIP DUES	150.00
351992	08/14/15	2665994	SOUZA'S BUCKING BULLS	2015 SMACKDOWN TICKETS	3,052.05
352438	08/28/15	2664573	VERIZON WIRELESS	07/10/15-08/09/15	251.36
					35,193.44

*CK#352023 IS A MANUAL CHECK TO REPLACE CK #351867 AS PER CARSON CITY FINANCE (FINANCE WILL VOID #351867)

CCVB spend report

CH Full Name Exactly Matches 'null'
 Company Name City of Carson City
 Post Date Between 2015-07-05 00:00:00 and 2015-08-04 00:00:00
 Report Owner MCQUEARY, CHRISTINE
 Report Time 2015-10-06 23:02:30
 Transaction Type One of: Misc Credit or Misc Debit or Purchase

Purchase Date	Vendor Name	Item Total	Item GL Combination	Reference
07/09/2015	FACEBOOK ZP7G68STY2	250.03	740-7235-450-03-40-	DIVINE 9 FACEBOOK ADS
07/10/2015	FIRKIN & FOX	40.00	740-7201-450-06-25-	NEVADA TRAVEL NETWORK LUNCH MEETING
07/14/2015	GEEKSQUADPLAN 00015784	9.99	740-7200-413-06-25-	2015 JUL PROTECTION PLAN FOR 790-7757
07/14/2015	OFFICE DEPOT #973	231.56	740-7200-413-06-01-	INK, FILE FOLDERS
07/15/2015	HOSTGATOR.COM	14.95	740-7201-450-06-25-	yourexperiencestartshere.com Bus Pkg JUL 2015
07/15/2015	EAST TO WEST EMBROIDER	179.42	740-7211-450-06-97-	CELL PHONE WALLETS
07/16/2015	IN BLUEBRIDGE DIGITAL	699.00	740-7201-450-06-25-	2015 JUL VISIT APPS MONTHLY SUBSCRIPTION
07/16/2015	BEST BUY MHT 00008508	104.97	740-7211-450-06-25-	GOOGLE CROMECAS, TABLET PROTECTOR
07/20/2015	ADOBE CREATIVE CLOUD	69.99	740-7201-450-05-45-	07/20/15-08/19/15 CREATIVE SUITE MEMBERSHIP
07/21/2015	CARSON TRAILER	240.00	740-7201-450-06-25-	TIRES FOR MARKETING TRAILER
07/22/2015	ISTORAGE50 EAST	37.07	740-7200-413-04-40-	UNIT B02 07/22/15-07/31/15 TRAILER STORAGE
07/23/2015	MAILCHIMP	105.00	740-7201-450-06-25-	2015 JUL
07/23/2015	OFFICE DEPOT #973	8.29	740-7200-413-06-01-	LABELS FOR SKU CODES, TICKET TRAYS
07/23/2015	OFFICE DEPOT #973	7.57	740-7211-450-06-25-	LABELS FOR SKU CODES, TICKET TRAYS
07/23/2015	GEEKSQUADPLAN 00015784	9.99	740-7200-413-06-25-	2015 JUL PROTECTION PLAN FOR 790-7566
07/25/2015	COMMUNICATION ARTS	53.00	740-7200-413-05-45-	1 YR SUBSCRIPTION
07/25/2015	WOOBX	29.00	740-7201-450-06-25-	FACEBOOK CONTEST SOFTWARE 07/24/15-08/24/15
07/27/2015	FIRKIN & FOX	155.00	740-7201-450-06-25-	EPIC RIDES LUNCH MEETING
07/28/2015	RED'S OLD 395 GRIL	370.00	740-7201-450-06-25-	EPIC RIDES & NICA DINNER MEETING
07/29/2015	FINANCIAL SERVICES	1,556.83	740-7201-450-05-42-	PRINTER RENTAL 06/29/15-06/28/15
07/30/2015	WM SUPERCENTER #3408	68.72	740-7201-450-06-25-	FAM TOUR SUPPLIES
07/30/2015	WAL-MART #3408	(73.10)	740-7201-450-06-25-	CREDIT FOR #07427
07/30/2015	OFFICE DEPOT #973	416.95	740-7200-413-06-01-	ADOBE ACROBAT SOFTWARE, ADDING

Purchase Date	Vendor Name	Item Total	Item GL Combination	Reference
07/30/2015	WAL-MART #3408	73.10	740-7201-450-06-25-	MACHINE
07/30/2015	SQ LA BAKERY CAFE	81.80	740-7201-450-06-25-	SEE #03626 FOR CREDIT
07/31/2015	FACEBOOK R4SS98STY2	52.38	740-7235-450-03-40-	INDIA FAM TOUR LUNCH
08/01/2015	ISTORAGE50 EAST	121.00	740-7200-413-04-40-	DIVINE 9 FACEBOOK ADS
08/02/2015	CHARTER COMM	65.00	740-7211-450-06-25-	2015 AUG STORAGE UNIT RENTAL
report count:	28	4,977.51		INTERNET 07/20/15-08/19/15