

**Carson City Visitors Bureau
Agenda Report**

Date Submitted: 02/08/17

Agenda Date Requested: 02/13/17

Time Requested: 15 Minutes

To: Carson City Visitors Bureau - Board of Directors

From: Joel Dunn, Executive Director

Subject Title: **Approval for the CCVB to apply a refund to the Carson Tahoe Motel for their overpayment of room tax associated with comps and package deals from May 1, 2013 to May 31, 2015.**

Staff Summary: The CCVB received a request for refund from the Carson Tahoe Hotel (formerly City Center) for an overpayment of room tax associated with comps and packages provided to guests from May 1, 2013 to May 31, 2015. The CCVB contracted Kohn & Company to provide an external audit and their findings were the property was due a refund totaling \$9,585.57. The refund will be applied as credit towards the properties payment of room tax for January, 2017 & February, 2017.

Type of Action Requested:

Resolution

Ordinance

Formal Action/Motion

Other (Specify) Presentation Only

Recommended Board Action: I move to approve the CCVB refund \$9,585.57 to the Carson Tahoe Hotel (formerly City Center) by applying the refund as a credit towards the properties January and February 2017 room tax payment.

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

Fiscal Impact: n/a

Explanation of Impact: n/a

Funding Source: n/a

Supporting Material:

Prepared By: Joel Dunn, Executive Director