



NOTICE OF PUBLIC MEETING
Carson City Culture & Tourism Authority
Board of Directors

MEETING LOCATION:

Carson City Community Center, Sierra Room
851 E. William St., Carson City, NV 89701

Monday, December 16th, 2019 3:00 PM

BOARD OF DIRECTORS

Stacey Giomi

Mike Jones

Mike Riggs

Mike Santos

Trish Trenoweth

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Carson City Culture & Tourism Authority in writing at 716 N. Carson Street, Carson City, NV, 89701, or by calling (775) 687-7410 at least 24 hours in advance. If a person willfully disrupts a meeting, to the extent that its orderly conduct is made impractical, the person may be removed from the meeting. NRS 241.030(5)(b) and Nevada Attorney General Open Meeting Law Manual, section 8.06.

AGENDA

- 1. Call to Order**
- 2. Roll Call and Determination of Quorum**
- 3. Pledge of Allegiance**
- 4. Public Comment:**** The public is invited at this time to comment on and discuss any topic that is relevant to or within the authority of this public body.
- 5. For Possible Action:** Approval of Minutes – November 18, 2019 CTA Board Meeting.
- 6. For Possible Action:** Adoption of Agenda.
- 7. For Presentation Only:** A presentation on the 2019 Carson City Off-Road. – **Todd Sadow** (tsadow@epicride.com)
Staff Summary: Todd Sadow, President – Epic Rides, will provide the CTA Board with a recap of the 2019 Carson City Off-Road.
- 8. For Presentation Only:** Marketing update from KPS3. – **David Peterson** (dpeterson@visitcarsoncity.com).
Staff Summary: KPS3 will present an update on the CTA Marketing Plan.
- 9. For Possible Action:** Discussion and possible action regarding approval of the CTA Statement of Accounts Payable checks for October 2019 – **David Peterson** (dpeterson@visitcarsoncity.com). *Staff Summary:* The CTA Board will review the invoice listing for Accounts Payable Checks totaling \$86,852.85 for October 2019, for possible approval.
- 10. For Possible Action:** Discussion and possible action regarding approval of the adjusted CTA FY20 budget report. – **David Peterson** (dpeterson@visitcarsoncity.com). *Staff Summary:* The CTA Board will review a comparative statement of adjusted revenue, expenses and fund balance for all CTA Funds, and make a determination whether they approve of the report.

11. Monthly Non-Action Items for Presentation and Discussion Only:

A. Executive Director Update – David Peterson (dpeterson@visitcarsoncity.com).

Staff Summary: The CTA Executive Director will provide a monthly update.

B. Transient Occupancy Report – Chris Kipp (ckipp@visitcarsoncity.com).

Staff Summary: Report on collected room tax revenue, occupancy, average daily rate and revenue per available room for September 2019.

C. Future Agenda Items – David Peterson (dpeterson@visitcarsoncity.com). Requests for future agenda items can be made at this time.

D. Upcoming Meetings –January 13, 2020 at 4:00 pm Culture & Tourism Authority Board of Directors

12. Board Comments or Announcements and Requests for Information: No action among the members or with staff will take place during this item of the agenda.

13. Public Comment: The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

14. For Possible Action: To Adjourn.

****PUBLIC COMMENT LIMITATIONS –** The CTA will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is the CTA's aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the chair/vice-chair during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The chair/vice-chair, also retain discretion to only provide for the Open Meeting Law's minimum public comment and not call for or allow additional individual-item public comment at the time of the body's consideration of the item when: 1) it is deemed necessary by the chair/vice-chair to the orderly conduct of the meeting; 2) it involves an off-site non-action facility tour agenda item; or 3) it involves any person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code.

This notice has been posted in the following locations on Wednesday, December 11th, 2019: Office of the Carson City Culture & Tourism Authority– 716 N. Carson St.; Carson City Hall – 201 N. Carson St.; Carson City Community Center – 851 E. William St.; Carson City Community Development 108 E. Proctor St. and on the Carson City Culture & Tourism Authority web site: www.visitcarsoncity.com

To request a copy of the supporting materials for this meeting, contact Chris Kipp at CKipp@visitcarsoncity.com or call (775) 687-7410. The agenda and supporting material are available on the Carson City Culture & Tourism Authority web site: www.visitcarsoncity.com and at the office of the Carson City Culture & Tourism Authority – 716 N. Carson Street, Carson City, Nevada.