

**Carson City Culture & Tourism Authority  
Agenda Report**

**Date Submitted:** 05/06/20

**Agenda Date Requested:** 05/11/20

**Time Requested:** 5-10 Minutes

**To:** Carson City Culture & Tourism Authority - Board of Directors

**From:** David Peterson, Executive Director ([dpeterson@visitcarsoncity.com](mailto:dpeterson@visitcarsoncity.com))

**Subject Title:** Discussion and possible action regarding suspension of annual merit increases for FY21.

**Staff Summary:** The purpose of this item is to suspend annual merit increases as set forth in the Employee Policies and Procedures Manual for all CTA staff during FY21.

**Type of Action Requested:**

Resolution

Ordinance

Formal Action/Motion

Other (Specify) Presentation Only

**Recommended Board Action:** I move to approve suspension of annual merit increases for FY21.

**Applicable Statute, Code, Policy, Rule or Regulation:** CCVB (CTA) Policies & Procedures Manual effective 07/01/17

**Fiscal Impact:** up to \$14,661.00

**Explanation of Impact:** Savings in salaries & benefits by not giving up to 5% increases for annual reviews in FY21.

**Funding Source:** 7407200-500101 – 7407200-5002750

7407201-500101 – 7407201-5002750

7407211-500101 – 7407211-5002750

**Supporting Material/Attachments:** CTA FY21 Salary Scenarios

**Prepared By:** Chris Kipp, Operations Manager

<b>CTA FY21</b>	FY21 Possible	No Merit
	Merit	Increases in
<b>Salary Scenarios</b>	Increases	FY21
	<b>5.0%</b>	<b>0.0%</b>
SALARIES 0101	417,524	406,171
SALARIES 0102	12,468	12,468
MEDICARE 0225	6,235	6,070
RETIREMENT 0230	118,416	115,272
GROUP INSURANCE 0240	92,192	92,192
WORKERS COMP. 0250	4,722	4,722
CAR ALLOWANCE 0270	4,000	4,000
PHONE ALLOWANCE 0271	1,920	1,920
<b>Total</b>	<b>657,477</b>	<b>642,816</b>
<b>Savings</b>		<b>14,661</b>