



**CARSON CITY CULTURE & TOURISM AUTHORITY
BOARD MEETING MINUTES
JUNE 13, 2022**

The regular meeting of the Carson City Culture & Tourism Authority was held Monday, June 13, 2022, at the Carson City Community Center, Bob Crowell Board Room, 851 E. William Street, Carson City, Nevada beginning at 4:00 p.m.

PRESENT: Mike Jones
Stacy Giomi
Steve Reynolds
Steve Kehm
Bobbi Rahder

STAFF PRESENT: David Peterson, Executive Director
Chris Kipp, Operations Manager
Linda Macauley, Administrative Assistant
Lydia Beck, Marketing Manager
Debra Soule, Arts & Culture Manager

OTHERS PRESENT: Todd Reese, Assistant District Attorney

- 1. Call to Order.**
- 2. Roll call was taken and a quorum was present.**
- 3. Mr. Jones** led the Pledge of Allegiance.
- 4. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION** – Public Comment.

None

- 5. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION – FOR POSSIBLE ACTION:** Approval of Minutes – May 9, 2022, CTA Board Meeting and May 23, FY2023 Budget Hearing.

Mr. Reynolds made a motion to approve the meeting minutes.

Second – **Mr. Jones**

Approved – Unanimously

Consent Agenda

Mr. Jones introduced the Consent Agenda and entertained requests to hear items separately. No requests were forthcoming.

6. **FOR POSSIBLE ACTION:** Discussion and possible action regarding approval of the CTA Statement of Accounts Payable checks and p-card charges for April 2022. – **David Peterson**
7. **FOR POSSIBLE ACTION:** Discussion and possible action regarding approval of the adjusted CTA FY2022 budget report. - **David Peterson**

Mr. Giomi made a motion for approval of the Consent Agenda.

Second – **Mr. Reynolds** Approved - Unanimously

End of Consent Agenda

8. Items pulled from the Consent Agenda will be heard at this time.
9. **MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION –**
FOR POSSIBLE ACTION: Discussion and possible action regarding proposed resolutions to augment the Fiscal Year (“FY”) 2021-2022 Budget. – **Chris Kipp**

Ms. Kipp reviewed each of the three funds with the Board. The General Fund augmented in the amount of \$691,328. The Capital Projects Fund augmented in the amount of \$138,773 and the V&T Capital Project Fund augmented in the amount of \$177,342.

Mr. Reynolds made a motion to approve the budget augmentations.

Second – **Mr. Giomi** Approved - Unanimously

10. **MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION –**
FOR POSSIBLE ACTION: Discussion and possible action regarding purchase authority for David Peterson, Executive Director, to enter into a new five-year lease agreement for printing equipment not to exceed \$99,900.00 – **David Peterson**

Mr. Peterson reported that the current lease with Konica Minolta expires on June 30, 2022. He and Mr. Reese have reviewed documents from several companies and are in negotiations to lease new equipment. The request tonight is due to the need to enter into the new lease agreement before the next board meeting.

Mr. Giomi made a motion to approve the purchase authority as presented and authorize the executive director to enter into an agreement for an amount not to exceed \$99,900.

Second – **Mr. Reynolds** Approved – Unanimously

11. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION –

Monthly Non-Action items for Presentation and Discussion Only:

A. Executive Director Update – David Peterson

- ✓ NCOT First Cycle FY23 Grant Approved

B. Transient Occupancy Tax Actual vs Forecast – David Peterson

- ✓ April Projections
- ✓ FY22 Projections

C. Events & Sales Update – David Peterson

- ✓ Battle Born Blades
- ✓ Stetina's Paydirt Bike Racing
- ✓ American Grappling
- ✓ (IPW)-International Pow Wow
- ✓ Sacramento Bike Hikers
- ✓ California Rugby League

D. Arts & Culture Update – Debra Soule

- ✓ Great Western Steam Up
- ✓ Public Art Policy
- ✓ Environmental Art Demonstration Project
- ✓ Mark Twain Days Festival
- ✓ Arts & Culture Sponsorships

E. Marketing & PR Update – Lydia Beck

- ✓ PR Report May
- ✓ Media Plans
- ✓ New Campaign Print & Digital Ads
- ✓ Update on the Commercial Shoot

F. Future Agenda Items – David Peterson

None

- G. Upcoming Meetings** – The next CTA Board of Directors meeting is tentatively scheduled for Monday, July 11, 2022, at 4:00 pm.

12. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION –

Board Comments or Announcements and Request for Information.

Ms. Rahder invited everybody to the grand opening this Saturday at the Stewart Indian School for the Museum. The Father's Day Powwow will be both Saturday and Sunday.

13. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION –

Public Comment.

None

14. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION –

For Possible Action: To Adjourn.

Mr. Reynolds made a motion to adjourn at 5:11

Approved – Unanimously

Approved: _____
Mike Jones

Attest: _____
Bobbi Rahder

Recordings of this meeting are available at <https://www.carson.org/transparency/meeting-agendas-minutes-and-recordings>
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