



CARSON CITY CULTURE & TOURISM AUTHORITY  
BOARD MEETING MINUTES  
MAY 8, 2023

The regular meeting of the Carson City Culture & Tourism Authority was held Monday, May 8, 2023, 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  
Bobbi Rahder  
Stacey Giomi  
Steve Kehm

STAFF PRESENT: David Peterson, Executive Director  
Chris Kipp, Operations & Finance Manager  
Linda Macauley, Administrative Assistant  
Lydia Beck, Marketing & PR Manager  
Stu Wexler, Events & Sales Manager  
Debra Soule, Arts & Culture Program 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 – April 10, 2023, CTA Board Meeting.

Ms. Rahder made a motion to approve the minutes.

Second – Mr. Giomi

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 March 2023. – David Peterson
7. FOR POSSIBLE ACTION: Discussion and possible action regarding approval of the adjusted CTA FY23 budget report. – David Peterson

Mr. Giomi made a motion to approve the consent agenda consisting of items 6 and 7 as presented.

Second – Ms. Rahder

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, possible action, or direction to staff regarding the proposed CTA Fiscal Year ("FY") 2024 Tentative Budget. – Chris Kipp

Ms. Kipp stated that this is the FY24 tentative budget that was submitted to Taxation. Ms. Kipp went over with the Board, expenditures, employee designations, estimated fund balance for the General Fund, the V&T Capital Fund and the Capital Project Fund, Estimated Revenue, the Operating Transfer from the V&T Capital Fund to the General Fund and the new Bond estimated payment recommended to the City. Mr. Giomi asked about the new bond payment, that it may not be ready until the end of the year due to planning. Ms. Kipp stated this account is only for bond payments, so the funds can sit there until ready to use. Continued, miscellaneous revenue and expenditures from the three accounts. There are no existing contracts right now.

Mr. Giomi made a motion to move to approve the CTA proposed fiscal year 2024 tentative budget as presented.

Second – Mr. Kehm

Approved - Unanimously

Mr. Peterson stated that Ms. Kipp did a great job on the budget.

10. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION –  
Monthly Non-Action items for Presentation and Discussion Only. - David Peterson

A. Executive Director Update – David Peterson

- ✓ International Trails Summit
- ✓ Grant Request – NCOT
- ✓ Mark Twain Festival – Recognition & Surveys

B. Transient Occupancy Tax Actual vs Forecast – David Peterson

- ✓ March Projections
- ✓ FY24 Taxable to Non-Taxable Lodging Revenue
- ✓ Forecast

C. Events & Sales Update – Stu Wexler

- ✓ UK/Ireland FAM Tour April 2023
- ✓ Stetina's Paydirt Race May 2023
- ✓ Bronco Super Celebration – October 2023
- ✓ Rugby Update
- ✓ IPW San Antonio – May 2023

D. Arts & Culture Update – Debra Soule

- ✓ Mark Twain Mural – April 2023
- ✓ Mark Twain Days

E. Marketing & PR Update – Lydia Beck

- ✓ PR Report – April
- ✓ Mark Twain Days Marketing & PR Recap

F. Future Agenda Items – David Peterson

None

G. Upcoming Meeting – The CTA Fiscal Year 2024 Budget Hearing is tentatively scheduled for Monday, May 22, 2023, at 4:00 pm. The next CTA Board meeting is tentatively scheduled for Monday, June 12, 2023, at 4:00 pm.

11. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION -  
Board Comments or Announcements and Request for Information.

Mr. Giomi reported that at the last Board of Supervisors meeting the Board approved the plan for seeking artists for the roundabout project. The RFQ was released today to receive proposals.

Ms. Rahder reported that they have started holding classes at the Stewart Indian School Museum. Also, installed a temporary exhibit at the Washoe County Tribal Health Clinic and are hosting three Legislative Committees on Wednesday, May 10<sup>th</sup> from 5:00 to 7:30 at the museum for the end of session picnic. The Stewart Father's Day Powwow is June 16<sup>th</sup> through the 18<sup>th</sup>.

12. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION -  
Public Comment.

None

13. MR. JONES BROUGHT THE NEXT ITEM TO THE BOARD'S ATTENTION -  
For Possible Action: To Adjourn.

Ms. Rahder made a motion to adjourn at 5:04.

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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