Carson City Culture & Tourism Authority
Agenda Report

Date Submitted: 05/12/26

Agenda Date Requested: 05/18/26

Time Requested: 5 Minutes

To: Carson City Culture & Tourism Authority ("CTA") - Board of Directors ("CTA Board")

From: Chris Kipp, Operations & Finance Manager (ckipp@visitcarsoncity.com)

Subject Title: Discussion and possible action regarding approval of the adjusted CTA fiscal year ("FY") 2026 budget report, including a comparative statement of adjusted revenue totaling $2,072,774.32, expenses totaling $2,037,103.80, and fund balance for all CTA Funds totaling $4,940,358.52.

Background:

Type of Action Requested:

(_____) Resolution (_____) Ordinance
(_xx_) Formal Action/Motion (____) Other (Specify) Presentation Only

Recommended Board Action: **I move to approve the adjusted FY2026 Budget Report as presented through March 2026.**

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

Fiscal Impact:

Explanation of Impact:

Funding Source:

Supporting Material/Attachments: CTA Budget Report – FY2026 (Accounting Period 9/2026)

Prepared By: Chris Kipp, Operations & Finance Manager

CARSON CITY CULTURE & TOURISM AUTHORITY

FY26 MASTER BUDGET REPORT

**as of Accounting Period 09/2026 ending 03/31/26*

75.00% of FY26 lapsed

BEGINNING FUND BALANCE	FY26 BUDGETED CARRY OVER from FY25	FY26 ACTUAL CARRY OVER from FY25	FY26 PROJECTED CARRY OVER to FY27
CCCTA BEGINNING FUND BALANCE (uncommitted)	3,399,737.83	3,537,908.00	3,517,722.79
CAPITAL PROJECTS FUND BEGINNING BALANCE (committed)	1,237,052.08	1,275,093.00	1,477,866.68
V&T CAPITAL PROJECTS FUND BEGINNING BALANCE (committed)	88,008.00	91,687.00	91,912.00
TOTAL	**4,724,797.91**	**4,904,688.00**	**5,087,501.47**

Includes February 2026 Room Tax Revenue payments received & posted by 03/31/26

FY26 REVENUE	FY26 BUDGET	FY26 PROJECTION	FY26 ACTUAL*	% RCVD
CCCTA ROOM TAX 7409887-418350	1,839,521.89	1,745,777.57	1,050,086.08	60.2%
CAPITAL PROJECTS FUND ROOM TAX 7409887-418351	613,061.56	581,819.18	349,964.54	60.2%
V&T CAPITAL PROJECTS FUND ROOM TAX 7409887-418352	-	-	-	0.0%
V&T MARKETING 7409887-418353	613,061.56	581,819.18	349,964.54	60.2%
ART & CULTURE 7409887-418354	306,530.78	290,909.59	174,982.32	60.2%
ART & CULTURE DONATIONS 7409880-465925	-	-	-	0.0%
ART & CULTURE SPONSORSHIPS 7409880-465930	-	-	-	0.0%
REFUNDS/REIMBURSEMENTS 7409880-466050	-	-	-	0.0%
STATE GRANTS 7409881-434010	383,175.00	370,925.00	-	0.0%
GIFT STORE REVENUE 7409880-447610	-	-	-	0.0%
PRINTING 7409880-447620	-	-	-	0.0%
DONATIONS RECEIVED 7409880-465920	-	-	2,200.00	0.0%
CCCTA INTEREST INCOME 7409888-461010	11,620.50	11,620.50	112,778.38	970.5%
CAPITAL PROJECTS FUND INTEREST INCOME 7409888-461010	3,154.50	3,154.50	30,614.81	970.5%
V&T CAPITAL PROJECTS FUND INTEREST INCOME 7409888-461010	225.00	225.00	2,183.65	970.5%
TOTAL	**3,770,350.79**	**3,586,250.52**	**2,072,774.32**	57.8%
FY26 CCCTA REVENUE TOTAL	**3,153,909.73**	**3,001,051.84**	**1,690,011.32**	56.3%
FY26 CAPITAL PROJECTS FUND REVENUE TOTAL	**616,216.06**	**584,973.68**	**380,579.35**	65.1%
FY26 V&T CAPITAL PROJECTS FUND REVENUE TOTAL	**225.00**	**225.00**	**2,183.65**	970.5%
TOTAL	**3,770,350.79**	**3,586,250.52**	**2,072,774.32**	57.8%
FY26 CCCTA EXPENDABLE REVENUE TOTAL	**6,553,647.56**	**6,538,959.84**	**5,227,919.32**	80.0%
FY26 CAPITAL PROJECTS FUND REVENUE TOTAL	**1,853,268.14**	**1,860,066.68**	**1,655,672.35**	89.0%
FY26 V&T CAPITAL PROJECTS FUND REVENUE TOTAL	**88,233.00**	**91,912.00**	**93,870.65**	102.1%
FY26 EXPENDABLE REVENUE TOTAL	**8,495,148.70**	**8,490,938.52**	**6,977,462.32**	82.2%

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INTERGOVERNMENTAL EXPENDITURES	FY26 BUDGET	FY26 PROJECTION	FY26 ACTUAL*	% RCVD
CC INTERLOCAL AGREEMENT 1% 7407200-502513	337,183.86	320,000.55	94,870.77	29.6%
CCPR FIELD MAINT 3/16% 7407200-502511	63,228.30	60,006.10	17,790.05	29.6%
NCOT 3/8% 7407200-502512	139,102.25	132,013.43	70,639.55	53.5%
CAPITAL PROJECT FUND 2% 7407251-502520	382,200.00	382,200.00	111,100.00	29.1%
V&T CAPITAL PROJECT FUND 2% 7407252-502503	-	-	-	0.0%
INTERGOVERNMENTAL EXPENDITURES TOTAL	**921,714.41**	**894,220.08**	**294,400.37**	32.9%

CCCTA SALARIES & WAGES	FY26 BUDGET	FY26 PROJECTION	FY26 ACTUAL*	% EXPENDED
SALARIES 500101	592,801.34	609,481.82	435,417.01	
HOURLY 500102	11,856.02	12,189.62	-	
MANAGEMENT LEAVE 500106	-	-	6,770.00	
ANNUAL LEAVE 500107	-	-	-	
SICK LEAVE 500108	-	-	-	
OVERTIME 500111	-	-	43.55	
HOLIDAY PAY 500116	-	-	-	
TEMP STAFFING 500125	-	-	-	
TOTAL	**604,657.36**	**621,671.44**	**442,230.56**	71.1%

CCCTA EMPLOYEE BENEFITS	FY26 BUDGET	FY26 PROJECTION	FY26 ACTUAL*	% EXPENDED
MEDICARE 500225	8,767.53	9,014.24	6,327.70	
RETIREMENT 500230	222,211.58	208,514.96	146,441.73	
GROUP INSURANCE 500240 & HSA 500241	119,000.00	119,000.00	56,498.22	
WORKERS COMP. 500250	8,953.00	8,953.00	6,179.05	
CAR ALLOWANCE 500270	4,000.00	4,000.00	2,892.38	
PHONE ALLOWANCE 500271	-	-	-	
TOTAL	**362,932.11**	**349,482.19**	**218,339.08**	62.5%

CCCTA SALARIES - BENEFITS TOTAL	**967,589.47**	**971,153.64**	**660,569.64**	68.0%

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FY26 MASTER BUDGET REPORT

CCCTA PROFESSIONAL SERVICES	FY26 BUDGET	FY26 PROJECTION	FY26 ACTUAL*	% EXPENDED
TRAINING/CONFERENCE/WORKSHOPS 0330	34,350.00	22,600.00	10,802.92	47.8%
PROFESSIONAL SERVICES/CONTRACT EMPLOYEES 0340	169,772.18	67,300.00	46,146.00	68.6%
CONTRACTUAL AGREEMENTS/SERVICES 0349	847,788.00	761,100.00	495,589.17	65.1%
TOTAL	**1,051,910.18**	**851,000.00**	**552,538.09**	64.9%
CCCTA PROPERTY SERVICES				
EQUIPMENT REPAIR & MAINT. 0430	500.00	500.00	-	0.0%
RENT 0440	51,172.80	51,172.80	42,644.00	83.3%
OFFICE EQUIPMENT RENTAL/LEASE 0444	19,350.00	19,350.00	13,725.33	70.9%
TOTAL	**71,022.80**	**71,022.80**	**56,369.33**	79.4%
CCCTA OTHER SERVICES				
INSURANCE 0512	14,950.00	14,950.00	14,613.00	97.7%
SPONSORSHIPS - EVENTS/SHOWS/CONFERENCES 0540	162,000.00	115,300.00	100,800.00	87.4%
ADVERTISING/MARKETING - 0542	255,400.00	306,000.00	249,208.80	81.4%
TRADE SHOWS (includes registration & travel) 0543	25,500.00	25,010.00	21,192.99	84.7%
PRINTING/COLLATERAL 0544	24,250.00	26,500.00	16,319.33	61.6%
DUES/MEMBERSHIPS/PUBLICATIONS 0545	17,734.00	15,139.00	14,741.09	97.4%
EVENT DEVELOPMENT (TRAVEL/LODGING) 0580	13,000.00	3,500.00	-	0.0%
TOTAL	**512,834.00**	**506,399.00**	**416,875.21**	82.3%
CCCTA OPERATING SUPPLIES				
OFFICE SUPPLIES 0601	3,000.00	3,000.00	1,790.05	59.7%
RETIREE SUBSIDY 0604	19,270.80	19,270.80	-	0.0%
OPERATING SUPPLIES 0625	119,262.00	75,630.73	49,417.98	65.3%
STORE INVENTORY 0688	-	-	-	
SMALL FURNISHINGS 0675	-	-	179.99	#DIV/0!
COMPUTER EQUIPMENT 7715	2,000.00	2,000.00	-	0.0%
TOTAL	**143,532.80**	**99,901.53**	**51,388.02**	51.4%
CCCTA UTILITIES				
TELEPHONE 0710	5,780.00	5,780.00	3,026.70	52.4%
POWER 0712	2,750.00	2,750.00	1,749.11	63.6%
UTILITIES GAS 0713	1,210.00	1,210.00	187.33	15.5%
TOTAL	**9,740.00**	**9,740.00**	**4,963.14**	51.0%
CCCTA SERVICE AND SUPPLIES TOTAL	**1,789,039.78**	**1,538,063.33**	**1,082,133.79**	70.4%

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ENDING FUND BALANCE	FY26 BUDGET	FY26 PROJECTION	FY26 ACTUAL*
CCCTA INTERGOVERNMENTAL TOTAL	539,514.41	512,020.08	183,300.37
CCCTA SALARIES & BENEFITS TOTAL	967,589.47	971,153.64	660,569.64
CCCTA SERVICE AND SUPPLIES TOTAL	1,789,039.78	1,538,063.33	1,082,133.79
CCCTA CONTINGENCY TOTAL	20,000.00		
CCCTA EXPENDITURES TOTAL	3,316,143.66	3,021,237.05	1,926,003.80
CCCTA CONTINGENCY BALANCE	20,000.00		
CCCTA EXPENDABLE REVENUE TOTAL	6,553,647.56	6,538,959.84	5,227,919.32
CCCTA ENDING FUND BALANCE TOTAL	**3,257,503.90**	**3,517,722.79**	**3,301,915.52**
CAPITAL INTERGOVERNMENTAL EXPENDITURES TOTAL	382,200.00	382,200.00	111,100.00
CAPITAL EXPENDABLE REVENUE TOTAL	1,853,268.14	1,860,066.68	1,655,672.35
CAPITAL ENDING FUND BALANCE TOTAL	**1,471,068.14**	**1,477,866.68**	**1,544,572.35**
V&T CAPITAL INTERGOVERNMENTAL EXPENDITURES TOTAL	-	-	-
V&T CAPITAL EXPENDABLE REVENUE TOTAL	88,233.00	91,912.00	93,870.65
V&T CAPITAL ENDING FUND BALANCE TOTAL	**88,233.00**	**91,912.00**	**93,870.65**

Adjusted Revenue Total	**2,072,774.32**
Expenses Total	**2,037,103.80**
Fund balance for all CTA Funds	**4,940,358.52**