Carson City Culture & Tourism Authority
Agenda Report

Date Submitted: 06/02/26

Agenda Date Requested: 06/08/26

Time Requested: 5 Minutes

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

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

Subject Title: For Possible Action: Discussion and possible action regarding resolutions to augment the CTA Fiscal Year ("FY") 2025-2026.

Staff Summary: The CTA Board will review resolutions to augment the FY 2026 Budget, #2026-01 to augment the General Fund in the amount of $245,350; #2023-02 to augment the Capital Projects Fund in the amount of $65,827 and #2026-03 to augment the V&T Capital Project Fund in the amount of $5,735.

Type of Action Requested:

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

Recommended Board Action: **I move to approve Resolution Numbers 2026-01, 2026-02, and 2026-03 as presented.**

Applicable Statute, Code, Policy, Rule or Regulation: NRS 354.598005 & NAC 354.400

Fiscal Impact:

Explanation of Impact:

Funding Source:

Supporting Material/Attachments:
Resolution #2026-01 and Revised Revenue Schedule for the General Fund
Resolution #2026-02 and Revised Revenue Schedule for the Capital Project Fund
Resolution #2026-03 and Revised Revenue Schedule for the V&T Capital Projects Fund

Prepared By: Chris Kipp, Operations & Finance Manager

CARSON CITY CULTURE & TOURISM AUTHORITY
RESOLUTION #2026-01
2025-2026 BUDGET AUGMENTATION
GENERAL FUND

RESOLUTION TO AUGMENT THE 2025-2026 BUDGET OF **CARSON CITY CULTURE & TOURISM AUTHORITY**

WHEREAS, total resources of the **GENERAL FUND,** Carson City Culture & Tourism Authority were

budgeted to be $6,553,577 on July 1, 2025; and

WHERE AS, the total available resources are now determined to be $6,798,927.

WHEREAS, said additional unanticipated resources are as follows:

Actual beginning fund balance in excess of amount budgeted	$ 138,170
Decrease in Intergovernmental Revenue	$ -5,109
Increase in Miscellaneous Income	$ 9,875
Increase in interest Income	$ 102,414
Total	$ 245,350

WHEREAS, there is a need to apply these excess proceeds in the **GENERAL FUND.**

Now, therefore, it is hereby RESOLVED, that the **CARSON CITY CULTURE & TOURISM AUTHORITY** shall augment its

2025-2026 budget by appropriating **$245,350** for use in the **GENERAL FUND** thereby increasing its appropriations from **$6,553,577** to **$6,798,927.** A detailed schedule is attached to this Resolution and by reference is made a part thereof.

IT IS FURTHER RESOLVED, that Chris Kipp, Operations & Finance Manager shall forward the necessary documents to the Department of Taxation, State of Nevada.

PASSED, ADOPTED, AND APPROVED the **8th** of the **June, 2026**.

AYES:

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NAYS:

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Absent:

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By: _____
Chris Kipp, Operations & Finance Manager

ATTEST: _____

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
GENERAL FUND

REVENUES	FINAL BUDGET	REVISIONS	REVISED REVENUE RESOURCES
Room Taxes	$ 2,146,052	$ -	$ 2,146,052
Intergovernmental Revenue	$ 383,175	$ (5,109)	$ 378,066
Miscellaneous	$ -	$ 9,875	$ 9,875
Investment Income	$ 11,550	$ 102,414	$ 113,964
Transfer In	$ 613,062	$ -	$ 613,062

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - GENERAL Fund
REVISED REVENUE SCHEDULE

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
GENERAL FUND

REVENUES	FINAL BUDGET	REVISIONS	REVISED REVENUE RESOURCES
SUBTOTAL REVENUE ALL SOURCES	$ 3,153,839	$ 107,180	$ 3,261,019
OTHER FINANCING SOURCES			
Operating Transfers in (Sch T)			
Proceeds of Long-Term Debt			
Other			
SUBTOTAL OTHER FINANCING SOURCES			
BEGINNING FUND BALANCE			
Reserved			
Unreserved	$ 3,399,738	$ 138,170	$ 3,537,908
TOTAL BEGINNING FUND BALANCE	$ 3,399,738	$ 138,170	$ 3,537,908
Prior Period Adjustments			
Residual Equity Transfers			
TOTAL AVAILABLE RESOURCES	$ 6,553,577	$ 245,350	$ 6,798,927

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - GENERAL Fund
REVISED REVENUE SCHEDULE

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
GENERAL FUND

EXPENDITURE BY FUNCTION AND ACTIVITY	FINAL BUDGET	REVISIONS	REVISED EXPENDITURES
General Government			
Salaries & Wages	$ 336,778	$ 16,205	$ 352,983
Employee Benefits	$ 187,486	$ (4,775)	$ 182,711
Services & Supplies	$ 160,859	$ (11,430)	$ 149,429
Total	$ 685,123	$ (0)	$ 685,123
Culture & Recreation			
Salaries & Wages	$ 267,880	$ 10,849	$ 278,729
Employee Benefits	$ 175,446	$ (6,596)	$ 168,850
Services & Supplies	$ 1,628,181	$ (173,519)	$ 1,454,662
Capital Outlay	$ -	$ -	$ -
Total	$ 2,071,507	$ (169,266)	$ 1,902,241
Intergovernmental Expense	$ 539,514	$ -	$ 539,514

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - GENERAL Fund

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
GENERAL FUND

EXPENDITURE BY FUNCTION AND ACTIVITY	FINAL BUDGET	REVISIONS	REVISED EXPENDITURES
SUBTOTAL EXPENDITURES	$ 3,296,144	$ (169,266)	$ 3,126,878
OTHER USES			
Contingency (not to exceed 3% of total expenditures)			
Operating Transfers			
SUBTOTAL OTHER USES			
ENDING FUND BALANCE			
Reserved			
Unreserved	$ 3,257,433	$ 414,616	$ 3,672,049
TOTAL ENDING FUND BALANCE	$ 3,257,433	$ 414,616	$ 3,672,049
Prior Period Adjustments			
Residual Equity Transfers			
TOTAL FUND COMMITMENTS AND FUND BALANCE	$ 6,553,577	$ 245,350	$ 6,798,927

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - GENERAL Fund

CARSON CITY CULTURE & TOURISM AUTHORITY
RESOLUTION #2026-02
BUDGET AUGMENTATION
CAPITAL PROJECTS FUND

RESOLUTION TO AUGMENT THE 2025-2026 BUDGET OF **CARSON CITY CULTURE & TOURISM AUTHORITY**

WHEREAS, total resources of the **CAPITAL PROJECTS FUND,** Carson City Culture & Tourism Authority were budgeted to be $1,853,264 on July 1, 2025; and

WHERE AS, the total available resources are now determined to be $1,919,091.

WHEREAS, said additional unanticipated resources are as follows:

Actual beginning fund balance in excess of amount budgeted	$ 38,041
Increase in interest Income	$ 27,786
Total	$ 65,827

WHEREAS, there is a need to apply these excess proceeds in the **CAPITAL PROJECTS FUND.**

Now, therefore, it is hereby RESOLVED, that the **CARSON CITY CULTURE & TOURISM AUTHORITY** shall augment its

2025-2026 budget by appropriating **$65,827** for use in the **CAPITAL PROJECTS FUND** thereby increasing its appropriations from **$1,853,264** to **$1,919,091**. A detailed schedule is attached to this Resolution and by reference is made a part thereof.

IT IS FURTHER RESOLVED, that Chris Kipp, Operations & Finance Manager shall forward the necessary documents to the Department of Taxation, State of Nevada.

PASSED, ADOPTED, AND APPROVED the **8th** of the **June, 2026**.

AYES:

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NAYS:

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Absent:

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By: _____
Chris Kipp, Operations & Finance Manager

ATTEST: _____

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
CAPITAL PROJECTS FUND

REVENUES	FINAL BUDGET	REVISIONS	REVISED REVENUE RESOURCES
Room Taxes	$ 613,062	$ -	$ 613,062
Interest Income	$ 3,150	$ 27,786	$ 30,936

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - CAPITAL PROJECTS FUND
REVISED REVENUE SCHEDULE

FORM 4413LGF Last Revised 12/12/2016

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
CAPITAL PROJECTS FUND

REVENUES	FINAL BUDGET	REVISIONS	REVISED REVENUE RESOURCES
SUBTOTAL REVENUE ALL SOURCES	$ 616,212	$ 27,786	$ 643,998
OTHER FINANCING SOURCES			
Operating Transfers in (Sch T)			
Proceeds of Long-Term Debt			
Other			
SUBTOTAL OTHER FINANCING SOURCES			
BEGINNING FUND BALANCE			
Reserved			
Unreserved	$ 1,237,052	$ 38,041	$ 1,275,093
TOTAL BEGINNING FUND BALANCE	$ 1,237,052	$ 38,041	$ 1,275,093
Prior Period Adjustments			
Residual Equity Transfers			
TOTAL AVAILABLE RESOURCES	$ 1,853,264	$ 65,827	$ 1,919,091

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - CAPITAL PROJECTS FUND
REVISED REVENUE SCHEDULE

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
CAPITAL PROJECTS FUND

EXPENDITURE BY FUNCTION AND ACTIVITY	FINAL BUDGET	REVISIONS	REVISED EXPENDITURES
Intergovernmental Expense	$ 382,200	$ -	$ 382,200

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - CAPITAL PROJECTS FUND

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
CAPITAL PROJECTS FUND

EXPENDITURE BY FUNCTION AND ACTIVITY	FINAL BUDGET	REVISIONS	REVISED EXPENDITURES
SUBTOTAL EXPENDITURES	$ 382,200	$ -	$ 382,200
OTHER USES			
Contingency (not to exceed 3% of total expenditures)			
Operating Transfers			
SUBTOTAL OTHER USES			
ENDING FUND BALANCE			
Reserved			
Unreserved	$ 1,471,064	$ 65,827	$ 1,536,891
TOTAL ENDING FUND BALANCE	$ 1,471,064	$ 65,827	$ 1,536,891
Prior Period Adjustments			
Residual Equity Transfers			
TOTAL FUND COMMITMENTS AND FUND BALANCE	$ 1,853,264	$ 65,827	$ 1,919,091

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - CAPITAL PROJECTS FUND

CARSON CITY CULTURE & TOURISM AUTHORITY
RESOLUTION #2026-03
2025-2026 BUDGET AUGMENTATION
V&T CAPITAL PROJECTS FUND

RESOLUTION TO AUGMENT THE 2025-2026 BUDGET OF **CARSON CITY CULTURE & TOURISM AUTHORITY**

WHEREAS, total resources of the **V&T CAPITAL PROJECTS FUND,** Carson City Culture & Tourism Authority were budgeted to be $701,220 on July 1, 2025; and

WHERE AS, the total available resources are now determined to be $706,955.

WHEREAS, said additional unanticipated resources are as follows:

Actual beginning fund balance in excess of amount budgeted	$	3,679
Increase in interest Income	$	2,056
Total	$	5,735

WHEREAS, there is a need to apply these excess proceeds in the **V&T CAPITAL PROJECTS FUND.**

Now, therefore, it is hereby RESOLVED, that the **CARSON CITY CULTURE & TOURISM AUTHORITY** shall augment its

2025-2026 budget by appropriating **$5,735** for use in the **V&T CAPITAL PROJECTS FUND** thereby increasing its appropriations from **$701,220** to **$706,955**. A detailed schedule is attached to this Resolution and by reference is made a part thereof.

IT IS FURTHER RESOLVED, that Chris Kipp, Operations & Finance Manager shall forward the necessary documents to the Department of Taxation, State of Nevada.

PASSED, ADOPTED, AND APPROVED the **8th** of the **June, 2026**.

AYES:

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NAYS:

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Absent:

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By: _____
Chris Kipp, Operations & Finance Manager

ATTEST: _____

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
V T CAPITAL PROJECTS FUND

REVENUES	FINAL BUDGET	REVISIONS	REVISED REVENUE RESOURCES
Room Taxes	$ 613,062	$ -	$ 613,062
Interest Income	$ 150	$ 2,056	$ 2,206

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - V & T CAPITAL PROJECT FUND
REVISED REVENUE SCHEDULE

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
V T CAPITAL PROJECTS FUND

REVENUES	FINAL BUDGET	REVISIONS	REVISED REVENUE RESOURCES
SUBTOTAL REVENUE ALL SOURCES	$ 613,212	$ 2,056	$ 615,268
OTHER FINANCING SOURCES			
Operating Transfers in (Sch T)			
Proceeds of Long-Term Debt			
Other			
SUBTOTAL OTHER FINANCING SOURCES			
BEGINNING FUND BALANCE			
Reserved			
Unreserved	$ 88,008	$ 3,679	$ 91,687
TOTAL BEGINNING FUND BALANCE	$ 88,008	$ 3,679	$ 91,687
Prior Period Adjustments			
Residual Equity Transfers			
TOTAL AVAILABLE RESOURCES	$ 701,220	$ 5,735	$ 706,955

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - V & T CAPITAL PROJECT FUND
REVISED REVENUE SCHEDULE

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
V T CAPITAL PROJECTS FUND

EXPENDITURE BY FUNCTION AND ACTIVITY	FINAL BUDGET	REVISIONS	REVISED EXPENDITURES
Intergovernmental Expense	$ -	$ -	$ -

CARSON CITY CULTURE TOURISM AUTHORITY
2025-2026 BUDGET AUGMENTATION
V T CAPITAL PROJECTS FUND

EXPENDITURE BY FUNCTION AND ACTIVITY	FINAL BUDGET	REVISIONS	REVISED EXPENDITURES
SUBTOTAL EXPENDITURES	$ -	$ -	$ -
OTHER USES			
Contingency (not to exceed 3% of total expenditures)			
Operating Transfers	$ 613,062	$ -	$ 613,062
SUBTOTAL OTHER USES			
ENDING FUND BALANCE			
Reserved			
Unreserved	$ 88,158	$ 5,735	$ 93,893
TOTAL ENDING FUND BALANCE	$ 88,158	$ 5,735	$ 93,893
Prior Period Adjustments			
Residual Equity Transfers			
TOTAL FUND COMMITMENTS AND FUND BALANCE	$ 701,220	$ 5,735	$ 706,955

CARSON CITY CULTURE & TOURISM AUTHORITY
(Local Government)
Schedule B - V & T CAPITAL PROJECT FUND

FORM 4413LGF Last Revised 12/12/2016