Carson City Culture & Tourism Authority
Agenda Report

Date Submitted: 10/06/26

Agenda Date Requested: 10/12/26

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") 2027 budget report, including a comparative statement of adjusted revenue totaling $723,876.42, expenses totaling $675,079.35, and fund balance for all CTA Funds totaling $1,618,575.75.

Background:

Type of Action Requested:

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

Recommended Board Action: **I move to approve the adjusted FY2027 Budget Report as presented through September 30, 2026.**

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

Fiscal Impact:

Explanation of Impact:

Funding Source:

Supporting Material/Attachments: CTA Budget Report – FY2027 (Accounting Period 03/2027)

Prepared By: Chris Kipp, Operations & Finance Manager

CARSON CITY CULTURE & TOURISM AUTHORITY

FY27 MASTER BUDGET REPORT

**as of Accounting Period 03/2027 ending 09/30/26*

25.00% of FY27 lapsed

BEGINNING FUND BALANCE	FY27 BUDGETED CARRY OVER from FY26	FY27 ACTUAL CARRY OVER from FY26	FY27 PROJECTED CARRY OVER to FY28
CCCTA BEGINNING FUND BALANCE (uncommitted)	3,522,972.79		3,363,723.76
CAPITAL PROJECTS FUND BEGINNING BALANCE (committed)	1,477,866.68		1,707,670.55
V&T CAPITAL PROJECTS FUND BEGINNING BALANCE (committed)	91,912.00		92,278.00
TOTAL	**5,092,751.47**	**-**	**5,163,672.31**

FY27 REVENUE	FY27 BUDGET	FY27 PROJECTION	FY27 ACTUAL*	% RCVD
CCCTA ROOM TAX 7409887-418350	1,824,679.10	-	366,830.82	20.1%
CAPITAL PROJECTS FUND ROOM TAX 7409887-418351	608,114.87	-	122,254.51	20.1%
V&T CAPITAL PROJECTS FUND ROOM TAX 7409887-418352	-	-	-	0.0%
V&T MARKETING 7409887-418353	608,114.87	-	122,254.51	20.1%
ART & CULTURE 7409887-418354	304,057.43	-	61,127.28	20.1%
ART & CULTURE DONATIONS 7409880-465925	-	-	-	0.0%
ART & CULTURE SPONSORSHIPS 7409880-465930	-	-	-	0.0%
REFUNDS/REIMBURSEMENTS 7409880-466050	-	-	-	0.0%
STATE GRANTS 7409881-434010	52,749.00	-	-	0.0%
GIFT STORE REVENUE 7409880-447610	-	-	-	0.0%
PRINTING 7409880-447620	-	-	-	0.0%
DONATIONS RECEIVED 7409880-465920	75,000.00	-	1,000.00	0.0%
CCCTA INTEREST INCOME 7409888-461010	23,745.00	-	34,873.15	146.9%
CAPITAL PROJECTS FUND INTEREST INCOME 7409888-461010	5,889.00	-	14,628.78	248.4%
V&T CAPITAL PROJECTS FUND INTEREST INCOME 7409888-461010	366.00	-	907.37	247.9%
TOTAL	**3,502,715.27**	**-**	**723,876.42**	20.7%
FY27 CCCTA REVENUE TOTAL	**2,888,345.40**	**-**	**586,085.76**	20.3%
FY27 CAPITAL PROJECTS FUND REVENUE TOTAL	**614,003.87**	**-**	**136,883.29**	22.3%
FY27 V&T CAPITAL PROJECTS FUND REVENUE TOTAL	**366.00**	**-**	**907.37**	247.9%
TOTAL	**3,502,715.27**	**-**	**723,876.42**	20.7%
FY27 CCCTA EXPENDABLE REVENUE TOTAL	**6,411,318.19**	**-**	**586,085.76**	9.1%
FY27 CAPITAL PROJECTS FUND REVENUE TOTAL	**2,091,870.55**	**-**	**136,883.29**	6.5%
FY27 V&T CAPITAL PROJECTS FUND REVENUE TOTAL	**92,278.00**	**-**	**907.37**	1.0%
FY27 EXPENDABLE REVENUE TOTAL	**8,595,466.74**	**-**	**723,876.42**	8.4%

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INTERGOVERNMENTAL EXPENDITURES	FY27 BUDGET	FY27 PROJECTION	FY27 ACTUAL*	% RCVD
CC INTERLOCAL AGREEMENT 1% 7407200-502513	334,463.17	-	-	0.0%
CCPR FIELD MAINT 3/16% 7407200-502511	62,718.12	-	-	0.0%
NCOT 3/8% 7407200-502512	137,979.85	-	17,399.72	12.6%
CAPITAL PROJECT FUND 2% 7407251-502520	384,200.00	-	-	0.0%
V&T CAPITAL PROJECT FUND 2% 7407252-502503	-	-	-	0.0%
INTERGOVERNMENTAL EXPENDITURES TOTAL	**919,361.14**	**-**	**17,399.72**	1.9%

CCCTA SALARIES & WAGES	FY27 BUDGET	FY27 PROJECTION	FY27 ACTUAL*	% EXPENDED
SALARIES 500101	651,339.33	-	138,992.34	
HOURLY 500102	13,026.81	-	-	
MANAGEMENT LEAVE 500106	-	-	-	
ANNUAL LEAVE 500107	-	-	-	
SICK LEAVE 500108	-	-	-	
OVERTIME 500111	-	-	-	
HOLIDAY PAY 500116	-	-	-	
TEMP STAFFING 500125	-	-	-	
TOTAL	**664,366.14**	**-**	**138,992.34**	20.9%

CCCTA EMPLOYEE BENEFITS	FY27 BUDGET	FY27 PROJECTION	FY27 ACTUAL*	% EXPENDED
MEDICARE 500225	9,633.31	-	1,987.54	
RETIREMENT 500230	221,428.35	-	45,987.92	
GROUP INSURANCE 500240 & HSA 500241	130,900.00	-	17,316.39	
WORKERS COMP. 500250	9,853.20	-	159.72	
CAR ALLOWANCE 500270	4,000.00	-	876.94	
PHONE ALLOWANCE 500271	-	-	-	
TOTAL	**375,814.86**	**-**	**66,328.51**	17.6%

CCCTA SALARIES - BENEFITS TOTAL	**1,040,181.00**	**-**	**205,320.85**	19.7%

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CCCTA PROFESSIONAL SERVICES	FY27 BUDGET	FY27 PROJECTION	FY27 ACTUAL*	% EXPENDED
TRAINING/CONFERENCE/WORKSHOPS 0330	30,300.00	-	5,622.51	18.6%
PROFESSIONAL SERVICES/CONTRACT EMPLOYEES 0340	107,002.18	-	21,550.00	20.1%
CONTRACTUAL AGREEMENTS/SERVICES 0349	546,291.00	-	203,237.25	37.2%
TOTAL	**683,593.18**	**-**	**230,409.76**	33.7%
CCCTA PROPERTY SERVICES				
EQUIPMENT REPAIR & MAINT. 0430	500.00	-	-	0.0%
RENT 0440	53,365.92	-	17,788.64	33.3%
OFFICE EQUIPMENT RENTAL/LEASE 0444	19,350.00	-	4,045.74	20.9%
TOTAL	**73,215.92**	**-**	**21,834.38**	29.8%
CCCTA OTHER SERVICES				
INSURANCE 0512	15,500.00	-	16,255.00	104.9%
SPONSORSHIPS - EVENTS/SHOWS/CONFERENCES 0540	123,000.00	-	67,050.00	54.5%
ADVERTISING/MARKETING - 0542	332,600.00	-	70,844.54	21.3%
TRADE SHOWS (includes registration & travel) 0543	39,000.00	-	7,390.00	18.9%
PRINTING/COLLATERAL 0544	37,650.00	-	-	0.0%
DUES/MEMBERSHIPS/PUBLICATIONS 0545	18,364.00	-	3,000.00	16.3%
EVENT DEVELOPMENT (TRAVEL/LODGING) 0580	16,500.00	-	-	0.0%
TOTAL	**582,614.00**	**-**	**164,539.54**	28.2%
CCCTA OPERATING SUPPLIES				
OFFICE SUPPLIES 0601	3,000.00	-	283.43	9.4%
RETIREE SUBSIDY 0604	18,848.20	-	-	0.0%
OPERATING SUPPLIES 0625	98,405.00	-	34,421.95	35.0%
STORE INVENTORY 0688	-	-	-	#DIV/0!
SMALL FURNISHINGS 0675	-	-	-	#DIV/0!
COMPUTER EQUIPMENT 7715	2,000.00	-	-	0.0%
TOTAL	**122,253.20**	**-**	**34,705.38**	28.4%
CCCTA UTILITIES				
TELEPHONE 0710	6,220.00	-	403.71	6.5%
POWER 0712	3,025.00	-	445.05	14.7%
UTILITIES GAS 0713	1,331.00	-	20.96	1.6%
TOTAL	**10,576.00**	**-**	**869.72**	8.2%
CCCTA SERVICE AND SUPPLIES TOTAL	**1,472,252.30**	**-**	**452,358.78**	30.7%

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ENDING FUND BALANCE	FY27 BUDGET	FY27 PROJECTION	FY27 ACTUAL*
CCCTA INTERGOVERNMENTAL TOTAL	535,161.14	-	17,399.72
CCCTA SALARIES & BENEFITS TOTAL	1,040,181.00	-	205,320.85
CCCTA SERVICE AND SUPPLIES TOTAL	1,472,252.30	-	452,358.78
CCCTA CONTINGENCY TOTAL	20,000.00		
CCCTA EXPENDITURES TOTAL	3,067,594.44	-	675,079.35
CCCTA CONTINGENCY BALANCE	20,000.00		
CCCTA EXPENDABLE REVENUE TOTAL	6,411,318.19	-	586,085.76
CCCTA ENDING FUND BALANCE TOTAL	**3,363,723.76**	**-**	**(88,993.59)**
CAPITAL INTERGOVERNMENTAL EXPENDITURES TOTAL	384,200.00	-	-
CAPITAL EXPENDABLE REVENUE TOTAL	2,091,870.55	-	1,614,749.97
CAPITAL ENDING FUND BALANCE TOTAL	**1,707,670.55**	**-**	**1,614,749.97**
V&T CAPITAL INTERGOVERNMENTAL EXPENDITURES TOTAL	-	-	-
V&T CAPITAL EXPENDABLE REVENUE TOTAL	92,278.00	-	92,819.37
V&T CAPITAL ENDING FUND BALANCE TOTAL	**92,278.00**	**-**	**92,819.37**

Adjusted Revenue Total	**723,876.42**
Expenses Total	**675,079.35**
Fund balance for all CTA Funds	**1,618,575.75**