



CCAA BOARD MEMO

Agenda Item: G-1

BOARD MEMO 2026-12

Meeting Date: June 17, 2026

Agenda Title: FOR POSSIBLE ACTION: Approve a budget amendment to increase Account 6316:Bank Charges/Square Charges, from \$1,000 to \$1,500. (C. Jenkins)

Staff Summary: Account 6316:Bank Charges/Square Charges, is projected to exceed the current budget due to higher-than-anticipated access card sales. Increased access card sales have resulted in higher Square credit card processing fees than originally budgeted. Staff recommend approval of a budget amendment increasing the account budget from \$1,000 to \$1,500 to cover the additional anticipated costs.

Agenda Action: Motion

Time Requested: 0 Minutes

Proposed Motion

I move that the Carson City Airport Authority approve the budget amendment to increase Account 6316: Bank Charges/Square Charges from \$1,000 to \$1,500

CCAA'S Strategic Goal

Maintain financial stability

Previous Action and Executive Summary

Account 6316: Bank Charges/Square Charges supports credit card processing fees. Stronger-than-projected demand for access cards has driven Square processing fees above the originally budgeted \$1,000. Staff projects a shortfall of up to \$500 for the remainder of the fiscal year.

A budget amendment increasing the account from \$1,000 to \$1,500 will cover the additional anticipated costs. This is an administrative adjustment necessary to remain compliant with NRS 354.598005, which governs the procedures and requirements for augmenting or amending local government budgets. This adjustment has no impact on other budget lines or airport operations. Staff recommends approval.

Financial Information

Is there a fiscal impact?

No X Yes

If yes, account name/number & amount: 6316: Bank Charges/Square Charges. Increase from \$1,000 to \$1,500.

Is it currently budgeted? Yes at \$1,000

Alternatives

N/A

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded)