

Item # 9-1

**CITY OF CARSON CITY  
AGENDA REPORT**

**Date Submitted:** April 24, 2009

**Agenda Date Requested:** May 7, 2009  
**Time Requested:** Consent Agenda

**To:** Mayor & Board of Supervisors

**From:** Christine Burchiel, Accounting Coordinator

**Subject Title:** Affidavit of Delinquent Notice Mailing For Real Property Taxes

**Staff Summary:** Per NRS 361.5648 Section 3, Within 30 days after mailing the original notice of delinquency, the tax receiver shall issue his personal affidavit to the board of county commissioners affirming that due notice has been mailed with respect to each parcel. (Alvin Kramer)

**Type Of Action Requested:** (Check One)

( ) Resolutions ( ) Ordinance  
( ) Formal Action/Motion (X) Informational Only

**Does this action require a Business Impact Statement:** ( ) Yes (X) No

**Recommended Board Action:** None.

**Applicable Statue, Code, Policy, Rule or Regulation:** As per NRS 361.5648 Section 3 "Within 30 days after mailing the original notice of delinquency, the tax receiver shall issue his personal affidavit to the board of county commissioners affirming that due notice has been mailed with respect to each parcel. The affidavit must recite the number of letters mailed, the number of letters returned, and the number of letters finally determined to be undeliverable..". Attached is the AFFIDAVIT OF MAILING.

**Fiscal Impact:** N/A

**Explanation of Impact:** N/A

**Funding Source:** N/A

**Alternatives:** N/A

**Supporting Material:** Affidavit of Mailing

Prepared By: Christine Burchiel, Accounting Coordinator

Reviewed By: [Signature] Date: 4.28.09  
(Department Head)

Concurrences: [Signature] Date: 4/28/09  
(City Manager)

[Signature] Date: 4-28-09  
(District Attorney)

[Signature] Date: 4-28-09  
(Finance Director)

Board Action Taken:

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay  
2) \_\_\_\_\_  
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(Vote Recorded By)

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