

City of Carson City
Agenda Report

Item# 9-4E

Date Submitted: 5/26/09

Agenda Date Requested: 6/4/09

Time Requested: Consent

To: Mayor and Supervisors

From: Nick Providenti, Finance Director

Subject Title: Action to confirm the engagement of JNA Consulting Group, LLC as financial advisors to Carson City, Nevada in connection with the project \$2,900,000 (Not to exceed) Carson City, Nevada Medium Term Various Purpose Bonds Bank Financing, Series 2009.

Staff Summary: The agreement between the City and JNA Consulting Group, LLC sets forth the role proposed to be served as financial advisors.

Type of Action Requested: (check one)

Resolution

Ordinance

Formal Action/Motion

Other (Specify)

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

Recommended Board Action: I move to confirm the engagement of JNA Consulting Group, LLC as financial advisors to Carson City, Nevada in connection with the project \$2,900,000 (Not to exceed) Carson City, Nevada Medium Term Various Purpose Bonds Bank Financing, Series 2009.

Explanation for Recommended Board Action: The attached letter will operate as the form of agreement between the City and JNA Consulting Group, LLC and sets forth the role proposed to be served as financial advisors.

Applicable Statute, Code, Policy, Rule or Regulation: N/A

Fiscal Impact: \$16,000 to \$21,000

Explanation of Impact: N/A

Funding Source: Sewer Fund, Storm Drain Fund, and Fleet Services Fund

Alternatives: Not to confirm JNA Consulting Group, LLC as financial advisors.

Supporting Material: Engagement Letter

Prepared By: Nick Providenti

Reviewed By: _____ Date: _____

(Department Head)

: [Signature]

(City Manager)

Date: 5/26/09

: Melanie Runketta

(District Attorney)

Date: 5-26-09

: Nancy Paulra

(Finance Director)

Date: 5/26/09

Board Action Taken:

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)



JNA Consulting Group, LLC
Independent Public Finance Advisors

May 19, 2009

Nick Providenti
Finance Director
City of Carson City
201 North Carson Street
Carson City NV 89701

RE: \$2,900,000 (Not to exceed) Carson City, Nevada Medium Term Various Purpose Bonds Bank Financing,
Series 2009

Dear Nick:

JNA Consulting Group, LLC is pleased to be of service to Carson City relating to the above-captioned financing. Our services consist of offering independent financial advice and consulting services. Specific services to be provided under this agreement relate to obtaining bank/financial institution financing for a various purpose medium term bond.

Services to be provided will include, but are not limited to:

- Oversight of the financing process
- Preparation of a financing schedule
- Assistance with Department of Taxation approval (draft and final copies of Department of Taxation Submission forms)
- Funding scenario preparation and evaluation (amortization schedules, debt service coverage tables, sources/uses of funds, etc.)
- Evaluation of various financing options
- Development of the various terms and conditions of the financing
- Assistance in preparing documentation for authorization of the financing
- Management of the bid process
- Negotiation of financing terms with lenders
- Preparation of closing instructions and wiring of funds
- Participation on conference calls
- Attendance at meetings of Staff and the Board of Supervisors as requested

We estimate that our fee will be in the range of \$16,000 to \$21,000 depending upon our time costs and the complexity of the final transaction. If the bonds are sold via a public offering requiring the preparation of an Official Statement (which is not currently anticipated) our fee will increase by \$8,000 to \$10,000. Our fees do not include out of pocket expenses such as overnight mail, copying or travel related expenses. Such expenses will be included on the bill as reimbursable items. Fees will be billed after the successful completion of the transaction. If the transaction is postponed or cancelled, we will bill for our time costs to that point and reimbursable expenses.

Our objective is to have the financing process and related activities proceed as smoothly as possible for the City. We look forward to working with you. We thank you for this opportunity to be of service to the City. Please call if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Nash", with a long horizontal flourish extending to the right.

Scott Nash
Managing Director

STN:asw

cc: John Peterson

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