

City of Carson City  
Agenda Report

Item # 9-4A

**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 NSB Public Finance as financial advisors to Carson City, Nevada in connection with the project \$9,382,500 Carson City, Nevada Installment Purchase Agreement, Clean Renewable Energy, Series 2009.

**Staff Summary:** The agreement between the City and NSB Public Finance 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 NSB Public Finance as financial advisors to Carson City, Nevada in connection with the project \$9,382,500 Carson City, Nevada Installment Purchase Agreement, Clean Renewable Energy, Series 2009.

**Explanation for Recommended Board Action:** The attached letter will operate as the form of agreement between the City and NSB Public Finance sets forth the role proposed to be served as financial advisors.

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

**Fiscal Impact:** \$7,500 to \$30,000

**Explanation of Impact:** N/A

**Funding Source:** General Fund, Water Fund, and Sewer Fund

**Alternatives:** Not to confirm NSB Public Finance as financial advisors.

**Supporting Material:** Engagement Letter

**Prepared By:** Nick Providenti

Reviewed By: \_\_\_\_\_

(Department Head)

:

(City Manager)

:

(District Attorney)

:

(Finance Director)

Date: \_\_\_\_\_

Date: 5/26/09

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**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

May 19, 2009

Nick Providenti  
Finance Director  
Carson City  
201 North Carson Street, Suite #3  
Carson City, NV 89701

**RE: \$9,382,500\* Carson City, Nevada Installment Purchase Agreement, Clean Renewable Energy, Series 2009**

Dear Nick:

We appreciate the opportunity to be of service to Carson City, Nevada on the above-captioned project.

Our proposed financial advisory fee for this transaction would not exceed \$30,000 and would be based on a per bond amount using the following rate:

| <u>Amount of Issue</u> | <u>Fee</u>      |
|------------------------|-----------------|
| To \$10,000,000        | \$.30 per \$100 |

We anticipate seeking additional grant monies to keep the amount of debt issued to finance the project as low as possible. As a result, we will request a \$7,500 minimum fee on this transaction. Our fee does not include out-of-pocket expenses such as travel, mail, long distance telephone calls, and copies.

Our services will include, but are not necessarily limited to:

- assistance with monitoring legislative climate at the federal and state level
- comparison of financing options/recommendation of financing strategy
- advise on available tax credit and/or grant programs
- structure preliminary and final principal amounts
- attendance, when requested, at meetings of the staff and Board of Supervisors
- advise and negotiate financing details
- ongoing document, scheduling and cost review
- assistance with preparation and electronic distribution of the Request for Proposals (if required)
- maximize investor and underwriter interest
- review and advise on the best bid
- assistance with pricing of the bonds
- coordination of all closing details

\* Not to exceed.

Our fee is payable after the financing has been successfully completed. We consider our work successful when the financing process proceeds as smoothly and effortlessly as possible for you. If the bond issue is abandoned or postponed, we will expect to be reimbursed for any out-of-pocket expenses we have incurred.

If the terms of this letter are acceptable, please sign this letter and return a copy to me. Please feel free to call if you have any questions about the services we will perform.

Thank you for this opportunity to provide our services and work with you and your staff.

Respectfully,

NSB PUBLIC FINANCE  
A Division of Zions First National Bank

by:   
Tim Farkas  
Assistant Vice President

CARSON CITY

by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

AAA/tv

cc: Andrew Artusa  
Trisha Van Cleve