

**CITY OF CARSON CITY
AGENDA REPORT**

Date Submitted: April 20, 2012

Agenda Date Requested: May 3, 2012
Time Requested: Consent Agenda

To: Mayor & Board of Supervisors

From: Charline Duque-Jones, Accounting Coordinator

Subject Title: For Possible Action: To accept the acknowledgment Of Affidavit of Delinquent Notice Mailing For Real Property Taxes. (Alvin Kramer)

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.

Type Of Action Requested: (Check One)

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

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

Recommended Board Action: I move to accept the acknowledgment Of Affidavit of Delinquent Notice Mailing For Real Property Taxes.

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: Charline Duque-Jones, Accounting Coordinator

Reviewed By: *Anthony J. Brown* Date: 4/24/12

(Department Head)

Concurrences: *[Signature]* Date: 4/24/12

(City Manager)

[Signature] Date: 4/24/12

(District Attorney)

Michael Alvarado Date: 4/24/12

(Finance Director)

Board Action Taken:

Motion: _____ 1) _____
2) _____

Aye/Nay

(Vote Recorded By)

AFFIDAVIT OF MAILING

AFFIDAVIT:

I, ALVIN P. KRAMER, Carson City Treasurer and Ex-Officio Tax Receiver of Carson City, Nevada, do hereby certify that on March 21, 2012 there were 1,381 delinquent tax notices mailed in respect to each parcel. Of those, 33 that were returned, 4 were finally determined to be undeliverable.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this 18th day of April, 2012.



**ALVIN P. KRAMER
Carson City Treasurer and
Ex-Officio Tax Receiver**