

**City of Carson City
Request for Board Action**

Date Submitted: 05/27/14

Agenda Date Requested: 06/05/14

Time Requested: 30 minutes

To: Mayor and Supervisors

From: Nick Providenti, Finance Director

Subject Title: For Possible Action: Action to direct Moss Adams to prepare an Employee Efficiency Study for selected departments of Carson City. (Nick Providenti)

Staff Summary: The board of supervisors at their special meeting held on April 24, 2014 requested that an Employee Efficiency Study be prepared for selected departments of Carson City. Moss Adams has indicated that they can perform the study and will be outlining their proposal for the Board.

Type of Action Requested: (check one)

Resolution

Ordinance

Formal Action/Motion

Other (Specify)

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

Recommended Board Action: I move to direct Moss Adams to prepare an Employee Efficiency Study for selected departments of Carson City.

Explanation of Recommended Board Action: See Staff Summary.

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

Fiscal Impact: Employee Efficiency Study estimated at \$45,000. We have spent \$90,102 through April 30, 2014 in the Internal Auditor budget for FY 2014, which leaves a little under \$20,000 of budget available in FY 2014 assuming no other expenses will occur in May or June. Depending on how much is available in FY 2014, the remainder of the \$45,000 would come from the FY 2015 Internal Auditor Budget.

Explanation of Impact: will reduce the general fund budget by the agreed upon dollar amount of the task to be performed by Moss Adams.

Funding Source: General Fund Internal Audit Budget

Alternatives: Do not accept the recommendation for an efficiency study and either don't perform a study, or have someone else do the study for Carson City.

Supporting Material: Memo from Moss Adams

Prepared By: Nick Providenti

Reviewed By: Urbel Al-ht
(Department Head)

Date: 5/27/14

: Marengos works
(City Manager)

Date: 5/27/14

: [Signature]
(District Attorney)

Date: 5/22/14

: Urbel Al-ht
(Finance Director)

Date: 5/27/14

Board Action Taken:

Motion: _____

- 1) _____ Aye/Nay
- 2) _____
- _____
- _____
- _____
- _____

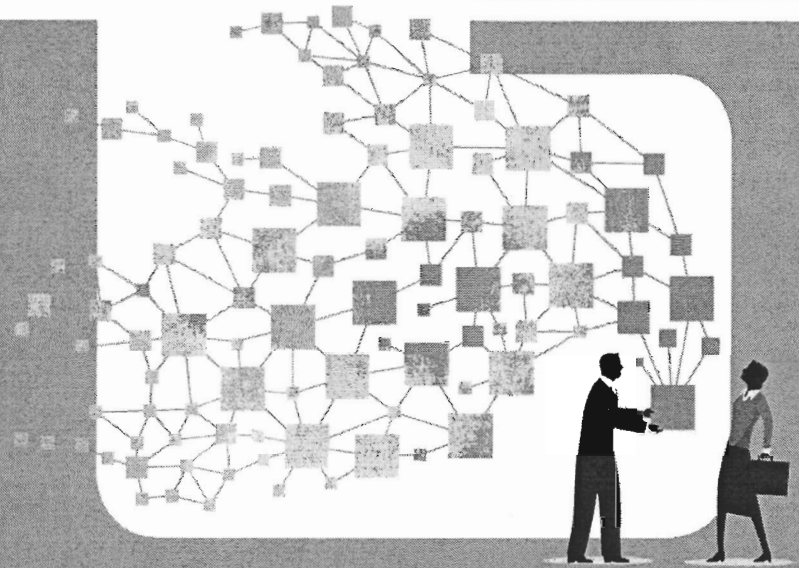
(Vote Recorded By)

CARSON CITY

Management Review

Board of Supervisors

June 5, 2014



MOSS-ADAMS LLP

Certified Public Accountants | Business Consultants

Acumen. Agility. Answers.

OVERVIEW

- Qualifications
- Approach and Process
- Schedule and Budget
- Why Select Moss Adams

FIRM OVERVIEW

MOSS ADAMS LLP

by the numbers

16,510 clients across the nation

100 years in business 33 industries served 344 million dollars in revenue

263 partners 4.9 staff to partner ratio 96 countries served*

MOSS ADAMS LLP 100 THAT COUNTS

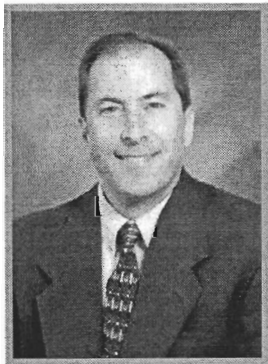
- One of 15 largest accounting and consulting firms in the U.S.
- 22 offices throughout the West Coast
- Strong government, NFP, and regulated entities industry focus
- Extensive local government experience
- Breadth and depth of management review expertise

LOCAL GOVERNMENT EXPERIENCE

City and County Clients

- Carson City
- City of Anacortes
- City of Issaquah
- City of Los Angeles
- City of Maple valley
- City of Modesto
- City of Portland
- City of Roseville
- City of San Francisco
- City of Seattle
- City of Stockton
- City of Vancouver
- Clark County
- Lane County
- Los Almos County
- Lyon County
- Maricopa County
- Marion County
- Multnomah County
- Pierce County
- San Juan County
- Snohomish County
- Sonoma County
- Washington County

TEAM COMPOSITION



Mark Steranka
Director



Laura Peth, CFE
Manager



Colleen Rozillis
Senior Consultant

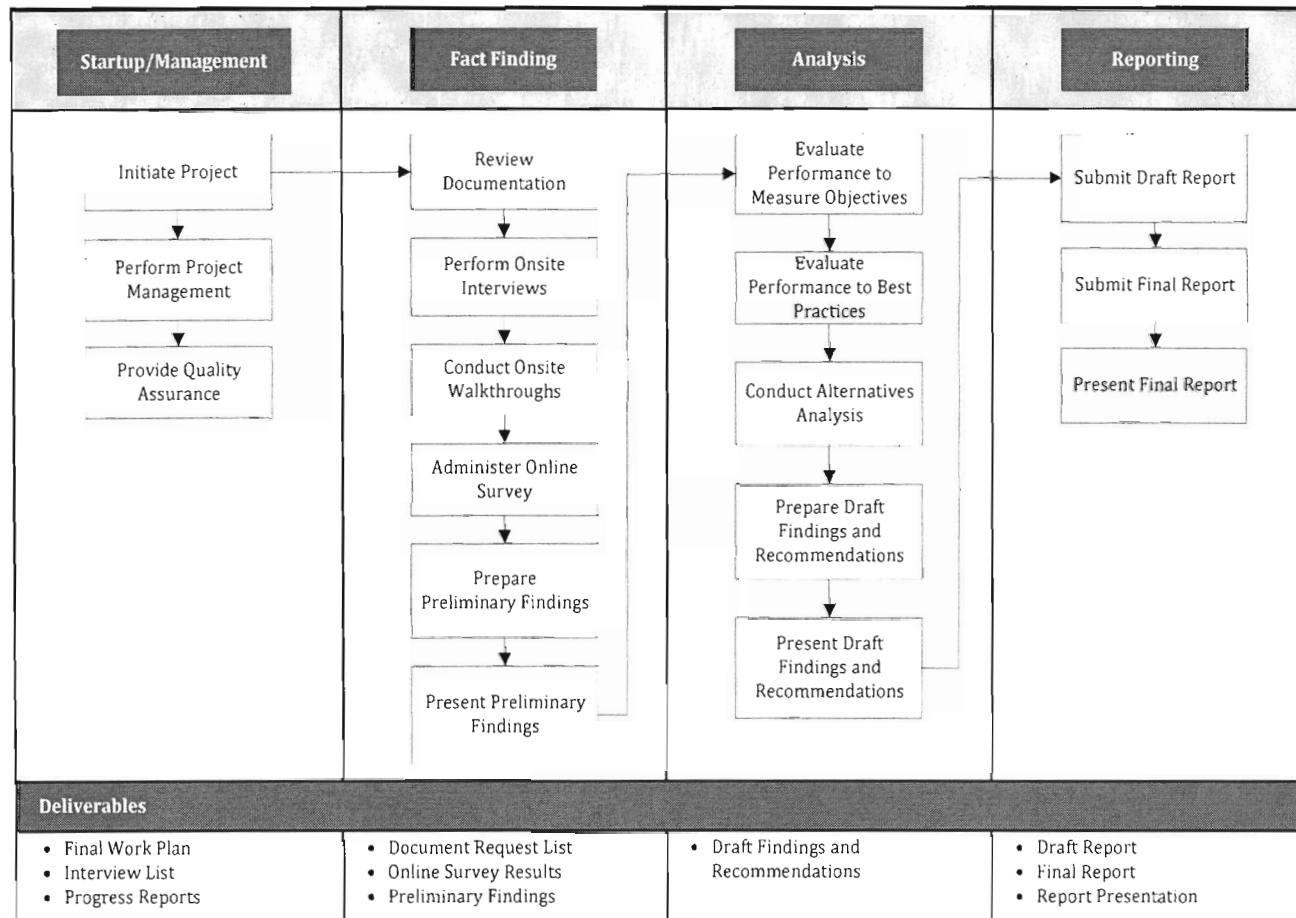


Scilla Outcalt
Senior Consultant

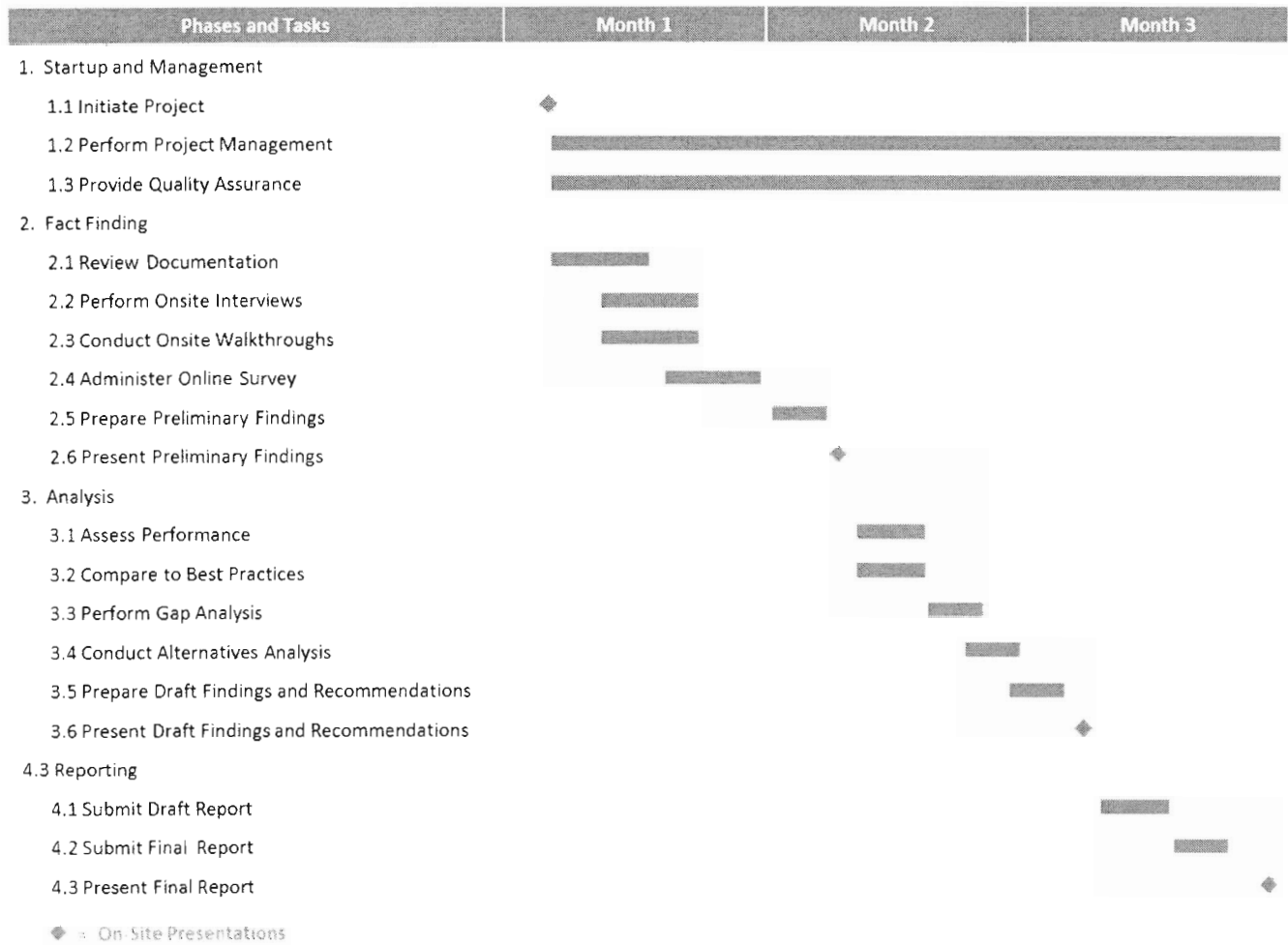
APPROACH

- Independent and objective
- Collaborative
- Leverage best practices
- No surprises

PROCESS



SCHEDULE



BUDGET

- Based on top down approach
- Estimated cost \$45,000 to \$50,000
- FY 13-14 Internal Audit balance \$20,000 to \$25,000

WHY SELECT MOSS ADAMS

- Strong commitment to local government
- Breadth and depth of management review experience
- Already understand your organization
- Collaborative, flexible, and responsive
- Team tailored to scope of work
- Focused on delivering value
- Cost effective services
- Action oriented



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