

**CITY OF CARSON CITY
AGENDA REPORT**

Date Submitted: April 22, 2015

Agenda Date Requested: May 7, 2015

Time Requested: 5 minutes

To: Mayor & Board of Supervisors

From: Gayle H. Robertson, Carson City Treasurer

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

Staff Summary: Per NRS 361.5648 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

Formal Action/Motion

Informational Only

Does this action require a Business Impact Statement: Yes No

Recommended Board Action: I move to accept the acknowledgement of Affidavit of Delinquent Notice Mailing for Real Property Taxes.

Explanation for Recommended Board Action:

Applicable Statute, Code, Policy, Rule or Regulation: NRS 361.5648(3).

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: Maile H. Roberts Date: 4-28-15

(Department Head)

Concurrences: Lock Marano Date: 4/28/15

(City Manager)

[Signature] Date: 4/28/15

(District Attorney)

[Signature] Date: 4/28/15

(Finance Director)

Board Action Taken:

Motion: _____ 1) _____ Aye/Nay
2) _____

(Vote Recorded By)

AFFIDAVIT OF MAILING

AFFIDAVIT:

I, GAYLE H. ROBERTSON, Carson City Treasurer and Ex-Officio Tax Receiver of Carson City, Nevada, do hereby certify that on March 20, 2015 there were 1,354 delinquent tax notices mailed in respect to each parcel. Of those, 18 that were returned, 9 were finally determined to be undeliverable.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this 20th day of April, 2015.


A handwritten signature in blue ink, reading "Gayle H. Robertson", is written over a horizontal line.

**GAYLE H. ROBERTSON
Carson City Treasurer and
Ex-Officio Tax Receiver**