



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** August 18, 2022

Staff Contact: Carol Akers, Purchasing & Contracts Administrator and Kimberly Adams, Chief Deputy Assessor

Agenda Title: For Possible Action: Discussion and possible action regarding a proposed contract with iLOOKABOUT (“ILA”) for the Streetscape Image Delivery System for an amount not to exceed \$69,000, and authorization for the Assessor to sign the contract. (Carol Akers; CAkers@carson.org and Kimberly Adams, KAdams@carson.org)

Staff Summary: If approved, ILA will take new photographs of buildings and structures in Carson City to assist appraisers during the property reappraisal cycles by providing uniformity and consistency, specifically with regard to multiple improvements on a single parcel. Funding was approved through the Fiscal Year (“FY”) 2023 Capital Improvement Program (“CIP”).

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve, and authorize the Assessor to sign, the contract as presented.

Board's Strategic Goal

Efficient Government

Previous Action

The final budget for FY 2023, including the CIP, was approved by the Board of Supervisors on May 19, 2022.

Background/Issues & Analysis

With the conversion to the Assessor’s Office new computer-assisted mass appraisal (“CAMA”) system, the City now has the ability to attach individual photographs of each structure to the parcel in the property database and have them available through the website. This is especially beneficial when there are numerous structures on a single parcel. Individual photographs can be attached to each improvement on that parcel to assist appraisers with valuation.

Many of the original photos are out of date, of poor quality or are no longer available for conversion to the new CAMA system. The Assessor’s Office would like to commence from the beginning, get the new images online and on the server for the website and for in-house use. For the Assessor’s Office to attempt to take on the task of recreating the photographs in-house, there would be a tremendous hardship on staff and delay the timeliness of the project. With over 19,000 parcels to photograph, it would take the appraisers several years to complete the project. Once ILA has completed taking new photographs, Assessor’s Office staff will be able to update any digital photographs as needed.

ILA will deliver images via hard drive to Carson City and will work with DEVNET, the City’s CAMA provider, to load the images into the CAMA system.

The ILA contract is currently undergoing final edits and will be provided as late material.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115(1)(h)

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Capital Projects Fund, Professional Services 2101002-500309

Is it currently budgeted? Yes

Explanation of Fiscal Impact: If approved, the professional services account will be reduced by \$69,000. Current approved budget is \$70,000, approved as part of the 2023 CIP.

Alternatives

Do not approve the contract and/or provide alternative direction.

Attachments:

Board Action Taken:

Motion: _____

- 1) _____
- 2) _____

Aye/Nay

(Vote Recorded By)