

Item # 208

**City of Carson City
Agenda Report**

Date Submitted: 12/7/2009

Agenda Date Requested: 12/17/2009

Time Requested: 30 Minutes

To: Board of Supervisors

From: Linda Ritter, Special Projects – Strategic Planning

Subject Title: Review of the Carson City Operations Scorecard and reporting of measures and information affecting the 2009/2010 Business Plan.

Staff Summary: This item represents the monthly business review related to the City-wide performance scorecard. Staff is preparing a Briefing Book that highlights some of the interesting measures and developments that have taken place since the last report. A few subjects we will bring to you is a follow up to questions posed regarding transient room occupancy trends, especially in light of relatively stable taxable sales reported for food, drink and amusements. Staff will also present monthly revenue and expenditure data, set up as performance measures and compared against budget targets. This budget update will also include a report of the actions taken by staff to reduce expenses in light of continued declines in taxable sales.

Type of Action Requested:

Resolution

Ordinance

Formal Action/Motion

Other (Specify) Presentation Only

Does This Action Require A Business Impact Statement: Yes (XX) No

Recommended Board Action: No action

Explanation for Recommended Board Action: No action is scheduled for this item, however, should the Board wish to hold a detailed discussion and/or take action on any part of the business plan or briefing book, staff will schedule that discussion on the next agenda.

Applicable Statute, Code, Policy, Rule or Regulation: n/a

Fiscal Impact: n/a

Explanation of Impact: n/a

Funding Source: n/a

Alternatives: n/a

Supporting Material: Carson City Operations Scorecard, Board of Supervisors Briefing

Book and updated Business Plan will be made available via City website. The Board shall receive a .pdf copy of all documents as well.

Prepared By: Linda Ritter

Reviewed By:

(Department Head)

(City Manager)

(District Attorney)

Date: _____

Date: 12/8/09

Date: 12-8-09

Board Action Taken:

Motion: _____

- 1) _____
- 2) _____

Aye/Nay

(Vote Recorded By)