



Office of the  
CITY CLERK

HAND DELIVERED

August 2, 2012

Shaun Carey  
City Manager  
City of Sparks

Reference: Notice of Meeting of the City Council to Consider your Character,  
Competence, or Health

Dear Mr. Carey:

In connection with your performance evaluation, the City Council may be considering your character, competence or health at the meeting on August 13, 2012. The meeting will begin at 2:00 p.m. in the Legislative Building located at 745 Fourth Street, Sparks, Nevada.

Per NRS 241.031, a public body shall not hold a closed meeting to consider the character, alleged misconduct or professional competence of a person who is an appointed public officer or who serves at the pleasure of a public body....a city manager.

This notice is provided to you under NRS 241.033 which states:

1. "A public body shall not hold a meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of any person...unless it has:
  - (a) Given written notice to that person of the time and place of the meeting; and
  - (b) Received proof of service of the notice....
2. The written notice required pursuant to subsection 1:
  - (a) Except as otherwise provided in subsection 3, must be:
    - (1) Delivered personally to that person at least 5 working days before the meeting."

Sincerely,

A handwritten signature in blue ink that reads "Linda K. Patterson".

Linda K. Patterson  
City Clerk and Clerk of the City Council

Copy: Agenda of 8/13/12

RECEIVED this 2<sup>nd</sup> day of August 2012.

A handwritten signature in blue ink that reads "Shaun Carey".  

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Shaun Carey, City Manager  
City of Sparks