



Office of the
CITY CLERK

November 28, 2018

VIA Certified Mail

Andrea E. Tavener
1568 Shady Oak Drive
Sparks, Nevada 89434

Dear Ms. Tavener:

In connection with your application for appointment to the City Council on behalf of Ward 3, the Mayor and City Council may be considering your character, competence, or health at the meeting of December 10, 2018. The meeting will begin at 2:00 p.m. in the Legislative Building located at 745 Fourth Street, Sparks, Nevada.

This notice is provided to you pursuant to the requirements of 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 that person of the time and date of the meeting; and
 - (b) Received proof of service of the notice.
2. The writing notice required pursuant to subsection 1:
 - (a) Except as otherwise provided in subsection 3; must be
 - (1) Delivered personally to that persona at least 5 working days before the meeting;

Sincerely,

A handwritten signature in cursive script that reads "Teresa Gardner".

Teresa Gardner
City Clerk

Copy:
Ronald E. Smith, Mayor



Office of the
CITY CLERK

November 28, 2018

VIA Certified Mail

Paul S. Anderson
5379 Siltstone Way
Sparks, Nevada 89436

Dear Mr. Anderson:

In connection with your application for appointment to the City Council on behalf of Ward 3, the Mayor and City Council may be considering your character, competence, or health at the meeting of December 10, 2018. The meeting will begin at 2:00 p.m. in the Legislative Building located at 745 Fourth Street, Sparks, Nevada.

This notice is provided to you pursuant to the requirements of 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 that person of the time and date of the meeting; and
 - (b) Received proof of service of the notice.
2. The writing notice required pursuant to subsection 1:
 - (a) Except as otherwise provided in subsection 3; must be
 - (1) Delivered personally to that persona at least 5 working days before the meeting;

Sincerely,

A handwritten signature in black ink that reads "Teresa Gardner". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Teresa Gardner
City Clerk

Copy:
Ronald E. Smith, Mayor