



# Community Development Department

108 E. Proctor Street  
Carson City, Nevada 89701  
(775) 887-2180 – Hearing Impaired: 711

**Late Material – 4.A**

**Staff Report To: Redevelopment Authority Citizens Committee**

**Meeting Date:** March 5, 2018

**Staff Contact:** Lee Plemel, Director ([lplemel@carson.org](mailto:lplemel@carson.org); 283-7075)

**Agenda Title:** For Possible Action: To make a recommendation to the Redevelopment Authority regarding the expenditure of \$5,000 from the FY 2018 Special Event budget of the Redevelopment Revolving Fund for the rental of special event tents and facilities rental for the Carson City Fair at Fuji Park.

**Staff Summary:** The Redevelopment Agency annually funds special events from a portion of the Revolving Fund. A total of \$30,000 was allocated in the FY 2018 budget for Redevelopment Special Events, and \$14,000 has already been authorized for expenditure for events, leaving \$16,000 available in the budget for other events. A recommendation is required from the RACC and approval by the Redevelopment Authority and Board of Supervisors is required to authorize the expenditure of the funds. This request replaces a prior request for \$5,000 to purchase a tent for the Fair.

**Proposed Motion:** I move to recommend to the Redevelopment Authority approval of the expenditure of \$5,000 from the FY 2018 Special Event budget of the Redevelopment Revolving Fund for the rental of special event tents and facilities rental for the Carson City Fair at Fuji Park.

---

## **DISCUSSION:**

The RACC recommended \$5,000 in funding on February 5, 2018, to purchase a large event tent for Fuji Park. After further discussions with City management and Parks and Recreation management after that meeting, it has been determined that City departments cannot take on the additional management and liability of such equipment. Therefore, staff has been directed to bring the item back to RACC and the Redevelopment Authority to consider authorizing funds to rent tents for the 2018 Carson City Fair in lieu of the proposed tent purchase.

The new request is to allocate \$5,000 for rental of the tents and the Fuji Park facilities rental, with \$3,000 for the tent rental and the remaining \$2,000 for facilities rental.

Of the \$30,000 allocated for special events in FY 2018, \$14,000 has been authorized for expenditure so far this year. This leaves \$16,000 available for events for the remainder of FY 2018 (prior to June 30, 2018), including the subject request.

This will be the second year that the Cooperative Extension has run the Carson City Fair. The application for the Special Event funding is attached. Lindsay Chichester from the Cooperative Extension will be available at the RACC meeting to answer questions regarding the 2018 Fair and funding for the tent rental needs.

If you have any questions regarding this item, please contact Lee Plemel at 283-7075 or [lpemel@carson.org](mailto:lpemel@carson.org).

Attachments:

- A. Request from Cooperative Extension