

City of Carson City
Agenda Report

Item # 11A

Date Submitted: May 29, 2006

Agenda Date Requested: June 7, 2007

Time Requested: 5 Minutes

To: Mayor and Supervisors

From: Parks and Recreation Department

Subject Title: Action to approve a request from the American Cancer Society to waive the rental fee for the Parks and Recreation Department's mobile stage for "Relay for Life" events to be held June 30 and July 1, 2007, in Fallon, Nevada, and July 21 and 22, 2007, in Carson City.

Staff Summary: The American Cancer Society annually conducts "Relay for Life" events in order to promote cancer awareness and raise money for cancer prevention programs. This year the American Cancer Society will be renting the mobile stage for two events. The first will be held in Fallon, Nevada, at the Churchill County Junior High School on June 30 and July 1. The second event will be held on July 21 and 22 at the Carson High School football stadium. The American Cancer Society is requesting a waiver of the rental fees for the stage. Waiving the fees allows the Society to retain more money for their programs. This action does not include waiving the cleaning deposit fees of \$604 nor the administration fees of \$14.

Type of Action Requested: (check one)

☐ Resolution

☐ Ordinance

☒ Formal Action/Motion

☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to approve a request from the American Cancer Society to waive the rental fees for the Parks and Recreation Department's mobile stage for "Relay for Life" events to be held June 30 and July 1, 2007, in Fallon, Nevada, and July 21 and 22, 2007, in Carson City.

Explanation for Recommended Board Action: The American Cancer Society is a nationwide community-based voluntary health organization dedicated to eliminating cancer as a major health problem by preventing cancer, saving lives, and diminishing suffering from cancer through research, education, advocacy, and service. The annual "Relay for Life" event is the American Cancer Society's largest promotion and fund raising event. Waiving the fees for the rental of the Parks and Recreation Department's mobile stage assists the society in their fund-raising efforts.

Applicable Statute, Code, Policy, Rule or Regulation: N/A

Fiscal Impact: \$632

Explanation of Impact: The Non-profit, Non-resident rate for 120 hours of rental for the mobile stage is \$632.

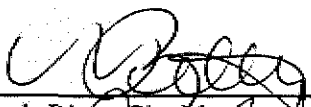
Funding Source: N/A

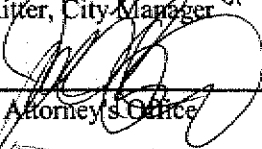
Alternatives: Do not approve the request or approve with conditions.

Supporting Material:

1. Letter from Julia Spears from the American Cancer Society.
2. Letter from Shane Phillips from the American Cancer Society.
3. Two Requests for Reduction/Waiver of Fees forms.

Prepared By:  Date: 5/29/07
Roger Moellendorf, Parks & Recreation Director

Reviewed By:  Date: 5/29/07
Linda Ritter, City Manager

 Date: 5/29/07
District Attorney's Office

 Date: 5/29/07
Finance Department

Board Action Taken:

Motion: _____ 1: _____ Aye/Nay
2: _____

(Vote Recorded By)



February 22, 2007

TO: Carson City Board of Supervisors

FROM: Julia Spears, Relay For Life of Fallon Chairperson

RE: Stage Donation for Relay For Life

I am respectfully submitting this request to you to donate the stage to the American Cancer Society's Relay For Life in Fallon, Nevada on June 30th and July 1st 2007. Every person in our community, as well as Carson City's, has been touched by cancer. I lost my mother-in-law to cancer and watched my mother battle and survive cancer.

It is estimated that over 11,000 people in Nevada will be diagnosed with cancer this year. The Relay For Life is a fundraising event that celebrates cancer survivorship and raises money for cancer research, education, advocacy and service. These services benefit cancer patients throughout Northern Nevada, as well as their families and citizens concerned about cancer. We expect to have more than 110 cancer survivors and over 1,000 people attend the event. Because of the money raised through Relay For Life, we are able to offer programs such as:

Road to Recovery – rides to and from cancer treatment
Reach to Recovery – One on one support for breast cancer patients
Man to Man – Prostate cancer support
Gift Closet – Wigs, bras, prosthesis, liquid supplement for patients
Look Good, Feel Better – Free makeovers and makeup for female cancer patients
1-800-ACS-2345 – www.cancer.org

The American Cancer Society is the nationwide community-based voluntary health organization dedicated to eliminating cancer as a major health problem by preventing cancer, saving lives, and diminishing suffering from cancer, through research, education, advocacy, and service.

Please let us know if you will be able to waive the fee for the stage. If you have any questions or concerns, please let me know. Thank you in advance for your kind consideration.

Julia Spears
217-2323



February 26, 2007

TO: Carson City Board of Supervisors

FROM: Shane Phillips – Carson City Relay For Life

RE: Stage Donation for Relay For Life

I am respectfully submitting this request to you to donate the stage to the American Cancer Society's Relay For Life in Carson City on July 21 and 22, 2007. Relay For Life is the American Cancer Society's signature fundraising event.

It is estimated that almost 12,000 people in Nevada will be diagnosed with cancer this year. The Relay For Life is a fundraising event that celebrates cancer survivorship and raises money for cancer research, education, advocacy and service. These services benefit cancer patients in Carson City, as well as their families and citizens concerned about cancer. We expect to have more than 100 cancer survivors and over 1,000 people attend the event. Because of the money raised through Relay For Life, we are able to offer programs such as:

- Reach to Recovery – One on one support for breast cancer patients
- Man to Man – Prostate cancer support
- Gift Closet – Wigs, bras, prosthesis, liquid supplement for patients
- Look Good, Feel Better – Free makeovers and makeup for female cancer patients
- 1-800-ACS-2345 – www.cancer.org

The American Cancer Society is the nationwide community-based voluntary health organization dedicated to eliminating cancer as a major health problem by preventing cancer, saving lives, and diminishing suffering from cancer, through research, education, advocacy, and service.

Please let us know if you will be able to waive the fee for the stage. If you have any questions or concerns, please let me know. Thank you in advance for your kind consideration.

Very best regards,

A handwritten signature in black ink, appearing to read "Shane Phillips".

Shane Phillips
Community Relationship Manager
775-329-0609

REQUEST FOR REDUCTION/WAIVER OF FEES

DATE: April 26, 2007
ORGANIZATION: American Cancer Society
NAME OF REPRESENTATIVE: Erin Simonton
ADDRESS: 6490 South McCarran Blvd. #40 Reno, NV 89509
PHONE NUMBER: (775) 329-0609
FACILITY REQUESTED: N/A
EQUIPMENT REQUESTED: Mobile Stage
DATE & TIMES REQUESTED: 6/29 - 7/2/07
REQUESTED WAIVER AMOUNT: \$448.00
REASON FOR REQUEST: See Attached Letter

FOR RESERVATION COORDINATOR USE ONLY:

COST OF FACILITY: \$ N/A
COST OF EQUIPMENT: \$316.00 (stage) \$132 (mileage delivery charge)
REFUNDABLE CLEANING DEPOSIT: \$ N/A
TOTAL: \$ 448.00
SIGNATURE: Gail Schroeder
Gail Schroeder

PLEASE FILL OUT COMPLETELY AND RETURN TO GAIL SCHROEDER AT 851 EAST WILLIAM STREET AND THIS REQUEST WILL BE SCHEDULED FOR THE BOARD OF SUPERVISORS MEETING.

Hi,
Please let me know
what date Jo my
renter can be there.

THANKS,

GAIL
887-2290
X102

REQUEST FOR REDUCTION/WAIVER OF FEES

DATE: April 26, 2007

ORGANIZATION: American Cancer Society

NAME OF REPRESENTATIVE: Shane Phillips

ADDRESS: 6490 South McCarran Blvd. #40 Reno, NV 89509

PHONE NUMBER: (775) 329-0609 (B) (775) 771-6649 (cell)

FACILITY REQUESTED: N/A

EQUIPMENT REQUESTED: Mobile Stage

DATE & TIMES REQUESTED: 7/20 - 23/07

REQUESTED WAIVER AMOUNT: \$288.00

REASON FOR REQUEST: See Attached Letter

FOR RESERVATION COORDINATOR USE ONLY:

COST OF FACILITY: \$ N/A

COST OF EQUIPMENT: \$288.00

REFUNDABLE CLEANING DEPOSIT: \$ N/A

TOTAL: \$ 288.00

SIGNATURE: Gail Schroeder

Gail Schroeder

PLEASE FILL OUT COMPLETELY AND RETURN TO GAIL SCHROEDER AT 851 EAST WILLIAM STREET AND THIS REQUEST WILL BE SCHEDULED FOR THE BOARD OF SUPERVISORS MEETING.

Hi,
Please let me know
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THANKS,
GAIL
887-2290
X102

Carson City Recreation

851 East William
Carson, NV 89701

(775) 887-2290

American Cancer Society
6490 S. McCarran Blvd. #40
Reno, NV 89509

Facility Permit

Status: Approved

Customer Type: Non-profit Non-resident

Authorized Agent: Shane Phillips

Work: (775) 828-2202 Home:

DATE/USER	PERMIT NUMBER	CHARGES	DISCOUNT	TAXES	REFUNDS & CREDITS	PAYMENTS	NEXT PAYMENT DUE	BALANCE DUE
10/12/2006 Gail Schroeder	2141	\$583.00	\$0.00	\$0.00	\$0.00	\$0.00	04/26/2007	\$583.00

RESERVATIONS

EVENT NAME	FACILITY	CENTER
Am Cancer Soc. Relay for Mobile Stage Life		Parks Equipment

DATES RESERVED		HRS	DATES RESERVED		HRS
Friday - 7/20/2007	08:00 AM to 11:00 PM	15	Saturday - 7/21/2007	08:00 AM to 11:00 PM	15
Sunday - 7/22/2007	08:00 AM to 11:00 PM	15	Monday - 7/23/2007	08:00 AM to 11:00 PM	15

Total Number of Dates: 4

Total Number of Hours: 60

NOTES: EVENT INFO - Please deliver mobile stage W/O extension to the CHS Football field BEFORE 4P ON 7/20 AND PICK BACK UP ON 7/23; Shane Phillips will be on site for setup location; RENTER IS AWARE MUST PROVIDE OWN POWER FOR STAGE; Shane Phillips 329-0609 (B) (775) 771-6649 (cell)

CHARGES

CHARGE DESCRIPTION	FACILITY/EVENT	UNIT FEE	QTY	TAX	TOTAL CHARGED	DISCOUNTED/PAID	BALANCE DUE
Admin. Fee - Mobile Stage	Mobile Stage - Am Cancer Soc. Relay for Life	\$7.00	1.00	\$0.00	\$7.00	\$0.00	\$7.00
Cleaning/Damage Deposit	Mobile Stage - Am Cancer Soc. Relay for Life	\$288.00	1.00	\$0.00	\$288.00	\$0.00	\$288.00
Mobile Stage Day 1	Mobile Stage - Am Cancer Soc. Relay for Life	\$288.00	1.00	\$0.00	\$288.00	\$0.00	\$288.00

PAYMENTS AND REFUNDS

RECEIPT NUMBER	DATE	CHARGE DESCRIPTION	FACILITY/EVENT	AMOUNT
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ADDITIONAL CUSTOMER INFORMATION

Company Phone 1: (775) 329-0609
Company Fax: (775) 329-8592

Company Phone 2: 775

Carson City Recreation

851 East William
Carson, NV 89701

(775) 887-2290

American Cancer Society
6490 S. McCarran Blvd. #40
Reno, NV 89509

Facility Permit

Status: Approved

Customer Type: Non-profit Non-resident

Authorized Agent: Erin Simonton

Work: (775) 329-0609 Home:

DATE/USER	PERMIT NUMBER	CHARGES	DISCOUNT	TAXES	REFUNDS & CREDITS	PAYMENTS	NEXT PAYMENT DUE	BALANCE DUE
07/11/2006 Gail Schroeder	1956	\$771.00	\$0.00	\$0.00	\$0.00	\$0.00	04/26/2007	\$771.00

RESERVATIONS

EVENT NAME		FACILITY	CENTER		
Am Cancer Soc. Relay for Mobile Stage Life			Parks Equipment		
DATES RESERVED		HRS	DATES RESERVED		HRS
Friday - 6/29/2007	08:00 AM to 11:00 PM	15	Saturday - 6/30/2007	08:00 AM to 11:00 PM	15
Sunday - 7/1/2007	08:00 AM to 11:00 PM	15	Monday - 7/2/2007	08:00 AM to 11:00 PM	15
Total Number of Dates: 4			Total Number of Hours: 60		

NOTES: EVENT INFO - On 6/22 deliver mobile stage W/OUT extension to the Churchill County Jr. High School football field at 650 South Main Street, Fallon, NV; Pick back up on 6/25; Will be used for American Cancer Society Relay for Life; Renter is AWARE must provide own power for stage; Contact is Erin Simonton 329-0609 (B)

CHARGES

CHARGE DESCRIPTION	FACILITY/EVENT	UNIT FEE	QTY	TAX	TOTAL CHARGED	DISCOUNTED/PAID	BALANCE DUE
Admin. Fee - Mobile Stage	Mobile Stage - Am Cancer Soc. Relay for Life	\$7.00	1.00	\$0.00	\$7.00	\$0.00	\$7.00
Cleaning/Damage Deposit	Mobile Stage - Am Cancer Soc. Relay for Life	\$316.00	1.00	\$0.00	\$316.00	\$0.00	\$316.00
Mobile Stage Day 1	Mobile Stage - Am Cancer Soc. Relay for Life	\$316.00	1.00	\$0.00	\$316.00	\$0.00	\$316.00
MobileStage Del./mile Min\$30	Mobile Stage - Am Cancer Soc. Relay for Life	\$132.00	1.00	\$0.00	\$132.00	\$0.00	\$132.00

PAYMENTS AND REFUNDS

RECEIPT NUMBER	DATE	CHARGE DESCRIPTION	FACILITY/EVENT	AMOUNT
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ADDITIONAL CUSTOMER INFORMATION