

**September 7, 2011 Minden Town Board Meeting
Administrative Agenda, Item Number 5**

DATE: August 30, 2011

Prepared by: Town Office

SUBJECT: Discussion and possible action to approve, approve with conditions, continue, or deny a request by the Carson Valley Chamber of Commerce to waive the CVIC Hall rental fees for the Carson Valley Chamber of Commerce Bunco/Poker After Hours event on September 30, 2011. Appearance by Carson Valley Chamber of Commerce.

PREVIOUS ACTION:

- The Town Board approved a co-sponsorship of this event at the April 6, 2011, Board Meeting, which entailed waiving the rental fees of approximately \$390.

BACKGROUND: This is the second such event, combining poker and bunco play, food and beverage service, and a chance to spotlight new Chamber members to the public. The event will attract 150-200 people into the Minden core area. The Chamber will give first opportunity to our new members located in Minden to participate in the showcasing aspect and would be more than willing to work with our members near the CVIC Hall to distribute information and/or special offers for that night to the attendees. Of course, the Town of Minden will be listed as a sponsor in all outreach for the event.

If the event is successful in generating revenue for the Chamber and benefits for the participating businesses, the Chamber would expect to bring the event back once or twice a year. As the event matures, they will look at the financials of the event as well as the specific benefits generated by the businesses in the Town of Minden and, if appropriate, become a paying customer.

The Town is a member of the Carson Valley Chamber of Commerce.

FISCAL IMPACT: If the requested action is approved, the Town will waive fees for the rental of CVIC Hall in the amount of approximately \$350. This incorporates the 10% non-profit discount into the hourly rate of \$65 per hour.

POSSIBLE MOTION: Should the Board choose to waive the rental fees for the Chamber of Commerce, a possible motion would be: Move to approve a request for the Town of Minden to waive the CVIC Hall rental fees for the Carson Valley Chamber of Commerce Bunco/Poker After Hours event on September 30, 2011.

ACTION TAKEN: Approved Continued Denied

Approved with conditions: _____

Please return to: Town of Minden 1604 Esmeralda Ave. Suite 101 Minden, NV 89423
Phone: 775-782-5976 Fax: 775-782-5287

TOWN OF MINDEN CVIC HALL / MINDEN PARK WEDDING PACKAGE APPLICATION AND USE PERMIT

This application and deposit must be on file in Town of Minden in order to guarantee facility rental.

ALICIA MINDEN
Names of Bride and Groom

9-30-2011
~~9-9-11~~
Date(s) of Rental

Contact Person / Relationship to Wedding Party

450-4969 Home phone 782-3144 Work phone ALICIA@CARSONVALLEYNV.ORG Email Address

1477 US HIGHWAY 395 Mailing Address GARDNERVILLE NV 89410 City and State 89410 Zip Code

Physical Address City and State Zip Code

3 pm 1st Day: Requested opening time 9 pm Requested closing time 6 Total hours Anticipated number of People

2nd Day: Requested opening time Requested closing time Total hours Anticipated number of People

Will the activity involve alcohol consumption? Yes No If yes, will alcohol be sold? Yes No

If alcohol is to be sold, a permit must be obtained from the Sheriff's Office.

Also please check with Nevada State Health Department for temporary food permit.

CVIC Hall Amenities Requested (check all that apply):

*Fortnightly Room *Esmeralda Room *Microphones If so, how many? 1 *Audio-Visual Screen *Stage Lights
 *MP3 Connection *CD Player *Other Special Needs: _____

Minden Park Amenities Requested (check all that apply):

*Chairs *Tables *Electricity *Microphones If so, how many? _____ *CD Player

*Other Special Needs: _____

Will you be using a tent? Yes No Please refer to the Town Parks Policy regarding tent restrictions.

Policy Received:

Alicia Minden
Signature of applicant

8-22-11
Date

TO BE FILLED OUT BY OFFICE PERSONNEL ONLY:

EXPECTED FEES _____	DUE _____	ACTUAL FEES _____
Amount of Insurance Required: _____ Proof Rec'd: <input type="checkbox"/> Security Required: <input type="checkbox"/> Proof Rec'd: <input type="checkbox"/> (attached)		
Dep. Rec'd: <input type="checkbox"/> Check No. _____ Date: _____	QB Credit No. _____	QB Sales No. _____ QB Inv No. _____
Payment Rec'd: Check No. _____ Date: _____	Deposit Returned: <input type="checkbox"/> Date: _____	QB Credit Refunded <input type="checkbox"/>