



AGENDA

SPECIAL GENERAL ADMINISTRATION & PERSONNEL COMMITTEE VILLAGE OF HOFFMAN ESTATES September 30, 2009

Immediately following Public Health & Safety

Members: Karen Mills, Chairperson
Ray Kincaid, Vice-Chairperson
Gary Pilafas, Trustee

I. Roll Call

NEW BUSINESS

1. Request waiver of certain fees by Rotary Club of Schaumburg and Hoffman Estates for the Touch a Truck Fundraiser on October 11, 2009.
2. Request waiver of certain fees by American Cancer Society for the Making Strides against Breast Cancer 5 Mile Run/Walk on October 18, 2009.

II. Other

III. Adjournment

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Request waiver of certain fees by Rotary Club of Schaumburg and Hoffman Estates for the Touch A Truck Fundraiser on October 11, 2009.

MEETING DATE: September 30, 2009

COMMITTEE: General Administration & Personnel Committee

FROM: Becky Suhajda, Administrative Intern

PURPOSE: To consider a request for a waiver of permit fees by the Rotary Club of Schaumburg and Hoffman Estates for the Touch A Truck Fundraiser event on Sunday, October 11, 2009.

DISCUSSION: The Rotary Club of Schaumburg and Hoffman Estates is requesting waiver of the following fees:

Permit Fees

Electrical Permit--\$40

Tent Permit--\$45

License Fees

Special Event License --\$50

Temporary Food Vendor License --\$50

Total Request: \$185.00

FINANCIAL IMPACT: Should the Committee waive the permit fees for this event as requested, those fee amounts would not be collected.

RECOMMENDATION: Historically, the Village has waived permit/license fees for 501(c)3 charitable organization events.

ATTACHMENTS: Fee waiver request letter
501(c)3 tax exemption verification letter

Rotary Club of Schaumburg-Hoffman Estates
PO Box 958121, Hoffman Estates, IL 60195
(888) ROTARY-6 or (888) 768-2796
www.RotaryTouchATruck.com



To Whom it may concern--

Re: Request permit fee waiver

On October 11, our Rotary Club is hosting Touch A Truck, a fundraiser for Alexian Brothers Pediatric Services, on the campus of St Alexius Medical Center. We are requesting that the permit fees totaling \$185 be waived. It is our understanding that we need the following permits:

- Tent Permit - \$45
- Electrical Permit -\$40
- Special Event License - \$50
- Temporary Food Vendor License - \$50

All of the proceeds of this donation only event will be given to the hospital and none will generate profit. We are a 501 c 3 organization as documented by a letter enclosed with our application. We sincerely appreciate the Village considering the waiver of these fees as it only increases what we can donate to the hospital. As a thank you for your waiver of the fees, we will list the Village as a sponsor on our event website (www.RotaryTouchATruck.com) and day of event signage.

Additionally, we would like permission to post election size signs. The signs will say "Touch A Truck Today" with an arrow pointing. Very plain and simple. Again, thanks for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Marie".

Marie Gildersleeve
Chairperson
Rotary Club of Schaumburg-Hoffman Estates
Marie.gildersleeve@yahoo.com
847-849-3058 cell



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248162362
June 24, 2009 LTR 4170C E0
36-3891070 000000 00 000
00029650
BODC: TE

THEODORE M GROSS ATTORNEY
1156 SHURE DRIVE STE 140
ARLINGTON HEIGHTS IL 60004

6752

Person to Contact: Mr. McQueen
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of June 15, 2009, regarding the tax-exempt status of ROTARY CLUB OF SCHAUMBURG-HOFFMAN ESTATES CHARIT.

Our records indicate that a determination letter was issued in January 1995, granting this organization exemption from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate this organization is not a private foundation within the meaning of section 509(a) of the Code because it is described in section 509(a)(2).

Donors may deduct contributions to this organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to the organization or for its use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown above.

Sincerely yours,

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Request waiver of certain fees by American Cancer Society for the Making Strides against Breast Cancer 5 Mile Run/Walk on October 18, 2009.

MEETING DATE: September 30, 2009

COMMITTEE: General Administration & Personnel Committee

FROM: Becky Suhajda, Administrative Intern

PURPOSE: To consider a request for a waiver of permit fees by the American Cancer Society for the Making Strides against Breast Cancer 5 Mile Run/Walk on October 18, 2009.

DISCUSSION: The American Cancer Society is requesting waiver of the following fees:

Permit Fees

Electrical Permit--\$40

Tent Permit--\$45

License Fees

Special Event --\$50

Total Request: \$135.00

FINANCIAL IMPACT: Should the Committee waive the permit fees for this event as requested, those fee amounts would not be collected.

RECOMMENDATION: Historically, the Village has waived permit/license fees for charitable organization events.

ATTACHMENTS: Fee waiver request letter
501(c)3 tax exemption verification letter



September 21, 2009

To Whom It May Concern:

This letter is in reference to the Special Event, Tent and Electrical Fees for our Making Strides Against Breast Cancer event to be held on October 18, 2009 at AT&T in Hoffman Estates. Making Strides Against Breast Cancer is a 5 mile non-competitive, pledge-based walk, comprised mostly from corporate and community teams (of 2, or 22, or 222). All walkers are encouraged to collect donations as each dollar raised goes to fight breast cancer. We expect 2,000 walkers and hope to raise \$165,000 for much needed breast cancer research, education, advocacy and patient services for breast cancer patients and their families.

I would ask that in an effort to raise the maximum amount of funds toward our mission, you waive the Special Event, Tent and Electrical Fee.

Thank you in advance for your consideration and for the Village's continued support of our live-saving mission. Please don't hesitate to contact me with questions

Together in the fight,

A handwritten signature in black ink that reads "D Adolph". The signature is written in a cursive, somewhat stylized font.

Douglas H. Adolph
Walk Manager, Making Strides Against Breast Cancer
Doug.Adolph@cancer.org



Internal Revenue Service

Washington, D.C. 20224

Date: JUN 18 1972 In reply refer to: TMS:FOUR

American Cancer Society, Inc.
219 East 42nd Street
New York, New York 10017

Gentlemen:

This is in reply to a letter dated May 1, 1972, from your legal representative, John C. Baity, requesting a ruling that you and your subordinate Divisions qualify as "publicly supported" organizations under section 170(b)(1)(A)(vi) of the Internal Revenue Code of 1954.

Our records show that in a group ruling issued by this office under date of November 5, 1942, you and your subordinate Divisions were recognized to be exempt from Federal income tax under predecessor sections of section 501(c)(3) of the Internal Revenue Code of 1954.

Based on the information furnished by Mr. Baity, we rule that you and your subordinate Divisions are organizations described in section 170(b)(1)(A)(vi) of the Code. Accordingly, for taxable years beginning after December 31, 1969, individuals will be allowed a deduction to the extent that the aggregate of their contributions to you and your subordinate Divisions does not exceed 50 percent of their contribution base.

Since neither you nor your subordinate Divisions are private foundations, neither you nor they are subject to the excise taxes under Chapter 42 of the Code. However, neither you nor your subordinate Divisions are automatically exempt from other Federal excise taxes.

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American Cancer Society, Inc.

You and your subordinate Divisions should report any changes in your character, method of operation, and the nature or extent of your public support to the District Director, Manhattan, New York, which is your key District for exempt organization matters.

Sincerely yours,

J. A. Tedlow
Chief, Rulings Section