

December 11, 2023

Park and Recreation Department
450 South Main Street
Richland Center, WI 53581

Park and Recreation Board:

Total \$810⁰⁰ for 3 events

On behalf of the Ocooch Mountain Humane Society (OMHS) I am asking that our organization be considered for fee waiver approval. OMHS is a non-profit shelter for cats and foster home provider for dogs. We hold three events each year at the Community Center: Paws Fur the Holidays, Rummage Romp and Spring Plant Sale. All events are staffed with OMHS members and other volunteers and bring in 200 – 400 people. We also use the Community Center's parking lot in the summer to host our Animal House Chicago Hot Dog stand.

During the pandemic, our public fundraising events stopped for around two years which left an impact on what we could do for the community. All of the Shelter income comes from donations, fundraising, and occasionally endowments and while things are returning to pre-pandemic, we still trying to catch up in generating revenue for the organization. If we are granted a fee waiver it will go a long way to increasing our fundraising outcomes where every dollar counts.

Thank you for developing the waiver policy for Richland Center Facility usage fees. We appreciate how the City has managed, improved and grown the Park and Recreation facilities, programming, and access to nature while focusing on accessibility for all.

Thank you for your consideration.

Sincerely,



Linda Symons, OMHS Board Secretary

Enclosures: Documentation of Exempt Status
Waiver Request for OMHS Rummage Romp
Waiver Request for OMHS Paws Fur the Holidays
Waiver Request for OMHS Plant Sale

CITY OF RICHLAND CENTER



APPLICATION FOR SPECIAL CONSIDERATION FOR (MARK ONE):

Rental Fee Waiver Rental Fee Discount

Applications for fee waivers and/or discounts must be reviewed by the Park Board. The Park Board meets on the second Monday of each month. Request applications must be received by the Wednesday before a meeting to be considered. Submit questions and return your application WITH A COVER LETTER to Park & Recreation Department, 450 S. Main Street, Richland Center, WI 53581 or via email at jodi.mieden@richlandcenterwi.gov.

Name of Group:	Ocooch Mountain Humane Society (OMHS)		
Address:	391 Clarson St RC 53581 P.O. Box 229		
Contact Name/Phone/Email:	Linda Symons 608-647-3108 critterpaws2013@gmail.com		
Circle Type of Group:	<input checked="" type="radio"/> 501(c)3	<input type="radio"/> Government Agency	<input type="radio"/> Other- Specify:
Circle one of these:	<input type="radio"/> Rental Fee Discount	<input checked="" type="radio"/> Rental Fee Waiver	
Description of event or purpose for which City of Richland Center facilities will be used:	Spring Plant Sale - plants, pots, assorted garden tools, yard decorations will be sold		
Desired date(s)/Times:	May 10 (setup @ noon) May 11 8am - 2pm		
Desired Facility:	Killian Meyer \$136.00 (1/2 day + full day + sign)		
COMMUNITY BENEFITS			
How many Richland Center residents will benefit from your event? How will they benefit?	Wide variety of plants - low cost plants, growing expertise shared, support local animal shelter		
NEED:			
Why is it necessary to hold this event at a City facility?	Central location with space to display plants + process sales.		
If request is for a Fee Waiver: Explain why paying the fee would be a hardship.	OMHS relies on fundraisers to care for animals + find forever homes. All animals receive medical care as needed + are spayed/neutered.		
Are you willing to provide commensurate services in lieu of the rental fee? If so, what type?	Yes, Shelter tours for summer camper/program Shelter manager can do talks, Board member have other skills		
I declare under the penalties of perjury that this application for special consideration has been examined by me and to the best of my knowledge and belief is true, correct and complete.			
Signature:	L. Symons		
Date of application:	12/11/23		
STAFF USE ONLY			
Est. total value of waiver (\$):	\$136.00	Park Board Review date:	Approved date:

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Circle one of these:	<input type="radio"/> Rental Fee Discount	<input checked="" type="radio"/> Rental Fee Waiver	
Description of event or purpose for which City of Richland Center facilities will be used:	Rummage Romp - Rummage Sale		
Desired date(s)/Times:	August 23 setup 4-8 August 24 7 ³⁰ -3 ³⁰ (event)		
Desired Facility:	Gym \$337 ⁰⁰ (3 weekend blocks + kitchen + sign)		
COMMUNITY BENEFITS			
How many Richland Center residents will benefit from your event? How will they benefit?	200-400 Access to high quality, low cost items opportunity to learn about OMHS + support mission. Remaining items go to Thrift Store, Goodwill, Homeless Shelter		
NEED:			
Why is it necessary to hold this event at a City facility?	Space is perfect for displaying large amount of items + still allow for fun shopping. People know the center, ample parking, easy to move items in + out for set up + take down		
If request is for a Fee Waiver: Explain why paying the fee would be a hardship.	OMHS function only on donations + fundraising Every saving in expenses goes a long way to caring for animals. Fee waiver will increase OMHS revenue.		
Are you willing to provide commensurate services in lieu of the rental fee? If so, what type?	Yes, Shelter tours for summer program, Shelter Manager can do pet care talks, Board members have other talents		
I declare under the penalties of perjury that this application for special consideration has been examined by me and to the best of my knowledge and belief is true, correct and complete.			
Signature:	L Symms		
Date of application:	12/11/23		
STAFF USE ONLY			
Est. total value of waiver (\$):	\$337 ⁰⁰	Park Board Review date:	Approved date:

CITY OF RICHLAND CENTER



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Description of event or purpose for which City of Richland Center facilities will be used:	Paws For the Holidays - Silent Auction, Bucket Raffle, obstacle course, Bake Sale, Fishing, Pond games, Santa		
Desired date(s)/Times:	November 8 (after 4) setup November 9 8:00-3:00		
Desired Facility:	Gym / Kitchen \$337.00 (3 weekend blocks + kitchen + sign)		
COMMUNITY BENEFITS			
How many Richland Center residents will benefit from your event? How will they benefit?	200-400 Family Fun, Dog activities, low cost gifts, food, Holiday goodies, Pet info, support local animal shelter		
NEED:			
Why is it necessary to hold this event at a City facility?	Space is perfect, Kitchen is accessible, Parking is available, set up is extensive and the gym has the access needed to make this easier		
If request is for a Fee Waiver: Explain why paying the fee would be a hardship.	OMHS relies on donations + fundraisers. Expenses for the event cut into operational funds. A fee waiver will help maximize funds raised		
Are you willing to provide commensurate services in lieu of the rental fee? If so, what type?			
I declare under the penalties of perjury that this application for special consideration has been examined by me and to the best of my knowledge and belief is true, correct and complete.			
Signature:	L Symons		
Date of application:	12/11/23		
STAFF USE ONLY			
Est. total value of waiver (\$):	\$337.00	Park Board Review date:	Approved date:

WISCONSIN SALES AND USE TAX
CERTIFICATE OF EXEMPT STATUS (CES)
(Governmental, Religious, Charitable, Scientific or Educational Organization)

Wisconsin Department of Revenue
PO Box 8902
Madison WI 53708-8902
PHONE (608) 266-2776
TDD (608) 267-1049

Sales to the below named organization are exempt from Wisconsin sales and use tax under sec. 77.54(9a) and 77.55(1), Wis. Stats.

This certificate is valid until revoked by the Wisconsin Department of Revenue.

CES NUMBER
045709
DATE ISSUED
7/19/2002

OCCOCH MOUNTAIN HUMANE SOCIETY

PO BOX 229

RICHLAND CENTER WI 53581

S-204(R, 8-99)

IMPORTANT:

Sales to your organization are taxable unless you furnish your supplier with the CES number shown above.
Sales by your organization may be subject to tax. If your organization makes taxable sales, it must obtain a seller's permit and remit sales tax to the Department of Revenue.

Questions: Contact the Department of Revenue by telephone at our above number, FAX (608) 267-1030, E-mail sales10@dor.state.wi.us, or at our Web site www.dor.state.wi.us

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INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 21 2006

Employer Identification Number:
30-0027124

DIN:

17053091907126

OCOOCH MOUNTAIN HUMANE SOCIETY INC
PO BOX 229
RICHLAND CENTER, WI 53581-0000

Contact Person:

JOHN JENNEWEIN

ID# 31307

Contact Telephone Number:

(877) 829-5500

Public Charity Status:

170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated March 2002, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

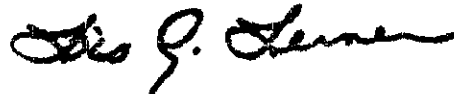
Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)