



REPORT TO COUNCIL

City of Sacramento

30

915 I Street, Sacramento, CA 95814-2671
www.CityofSacramento.org

STAFF REPORT
May 23, 2006

Honorable Mayor and
Members of the City Council

Subject: Agreement Approval With Friends of Camp Sacramento

Location/Council District: Camp Sacramento, Twin Bridges, El Dorado County

Recommendation: Adopt a Resolution authorizing the City Manager to sign an agreement with Friends of Camp Sacramento (Friends), a non-profit organization, allowing the City to collect and disburse to Friends funds from two fund-raising projects conducted by Friends that will be used for projects benefiting Camp Sacramento.

Contact: David Mitchell, Program Manager, 808-6076

Presenter: David Mitchell, Program Manager, 808-6076

Department: Parks and Recreation

Division: Recreation and Human Services

Organization No: 4736

Summary:

Friends of Camp Sacramento (Friends) has a long history of raising funds for and providing volunteer labor for the betterment of the City's Camp Sacramento. For many years, Friends has conducted two fundraising projects at Camp Sacramento, relying on the City to collect the funds on its behalf and share the funds with the City according to a negotiated formula. This agreement would put into writing this long-standing practice so that responsibilities are clarified and the proper financial transactions can occur.

Committee/Commission Action: None with this item.

Background Information:

Friends of Camp Sacramento was formed in 1979 and registered with the State as a non-profit organization in 1981 to support the City's operation of Camp Sacramento. Friends regularly provides funds and volunteer labor to make improvements at Camp Sacramento.

For many years Friends have participated in work projects to open Camp Sacramento prior to the beginning of the season and to close Camp at the end of the season. Their generous donation of hundreds of hours of volunteer labor has saved the City thousands of dollars in additional labor costs. With the help of Friends, the following efforts have been a success:

Construction and/or Installation

Shade structure refurbishment
 Horseshoe pit installation
 Playground equipment
 Creek bank relaxation area
 Window blinds and curtains
 Stage curtain replacement
 Table and chair painting
 Plants and flowers planting
 \$36,000 toward new restrooms

Purchase and/or Donation

Commercial kitchen equipment (refrigerators, ice cream freezer, soda dispenser, microwave and convection ovens, toasters)
 Patio furniture
 Children's activities equipment (for archery and fishing)
 Maintenance shop equipment
 Maintenance tools

Over the years Friends has conducted two fundraising efforts at Camp Sacramento – the sale of merchandise in the Camp store and the sale of cabin reservations for Labor Day weekend. The City's Department of Parks and Recreation, which manages Camp Sacramento, has collected the funds for both projects and has shared the proceeds based on an agreed-upon and equitable formula. The raising of funds and the sharing of revenue has taken place without benefit of a written agreement. An agreement has now been created and Council approval is requested for the City Manager to execute it. The agreement is on file in the City Clerk's Office for review; a summary is provided in Attachment 1.

The merchandise sold in the Camp store typically consists of custom-made wine glasses advertising Camp Sacramento. Friends give the glasses to the Camp Manager on consignment, and at the end of the Camp season, the City gives Friends the total amount collected from the sales of their merchandise.

Labor Day weekend traditionally has generated very few reservations at Camp Sacramento, and for many years, Camp was closed that weekend. With cool weather approaching and school beginning, few families have chosen to reserve cabins at that time of year. Several years ago, Friends asked permission for exclusive use of Camp Sacramento during Labor Day weekend so that they could encourage their members and friends to reserve the cabins. Friends agreed to provide much of the labor normally provided by the City to operate recreation programs and the kitchen during this weekend. In exchange for exclusive use of the facility during that weekend, Friends agreed to give the City fifty percent (50%) of the net revenue earned through cabin reservations and Camp store sales.

As a result of these fundraising projects, Friends last year earned approximately \$2,000 from merchandise sales and \$4,000 from Labor Day weekend. As in prior years, Friends will be planning their next set of projects to improve Camp Sacramento with this money.

The City's Department of Parks and Recreation, which manages Camp Sacramento, has

collected the funds for both fundraising projects and has distributed the proceeds based on an agreed-upon formula. The raising of funds and the sharing of revenue has taken place without benefit of a written agreement. An agreement has now been created and Council approval is requested for the City Manager to execute it. The agreement is on file in the City Clerk's Office for review.

Financial Considerations:

In a typical year, the City would collect for Friends approximately \$2,000 from the sale of Friends' merchandise in the Camp store and a net amount of \$4,000 from Labor Day weekend. This money would be paid to Friends so that they could undertake their improvement projects at Camp Sacramento. The City's management of the process for collecting and distributing funds incurs only minimal costs, which is far outweighed by the financial and labor benefits provided to Camp Sacramento by the Friends of Camp Sacramento.

Environmental Considerations:

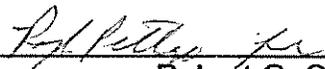
There are no environmental considerations with this report.

Policy Considerations:

This report is consistent with the City's strategic plan to achieve sustainability and enhance livability.

Emerging Small Business Development (ESBD):

There are no ESBD considerations with this report.

Approved by: 
Robert G. Overstreet II
Parks and Recreation Director

Recommendation Approved:


RAY KERRIDGE
City Manager

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Attachment 1

Summary of the Agreement
Between the City of Sacramento
and Friends of Camp Sacramento

The negotiated agreement puts into writing the prior relationship with the City and Friends. Friends is required to provide the merchandise on consignment and obtain City approval for the merchandise to be sold in the Camp store; ensure that all cabins to be used during Labor Day weekend are reserved through the City's reservation system; provide qualified people to operate recreation and kitchen services during Labor Day weekend; obtain City approval for any improvement projects conducted at Camp Sacramento; and spend at least ninety percent (90%) of the funds raised under the agreement on projects directly improving Camp Sacramento.

Under the agreement, the City is required to sell the merchandise in the Camp store, deposit the funds in City accounts and turn over 100% of the proceeds to Friends at the end of the season; allow Friends to be the only outside organization to sell merchandise in the Camp store; provide Friends with the exclusive use of Camp Sacramento during Labor Day weekend; process the cabin reservations for Labor Day weekend and collect the funds for the reservations; keep track of all gross revenue collected for Labor Day weekend; and subtract from the gross revenue any additional City costs incurred during that weekend and gives Friends their 50% share.

RESOLUTION NO.

Adopted by the Sacramento City Council

**AUTHORIZING APPROVAL OF AN AGREEMENT
BETWEEN THE CITY AND FRIENDS OF CAMP SACRAMENTO
FOR THE SHARING OF CERTAIN REVENUE**

BACKGROUND

- A. Friends of Camp Sacramento (Friends) has a long history of raising funds and providing volunteer labor for the betterment of the City's Camp Sacramento.
- B. Over the years, Friends has conducted two fundraising projects at Camp Sacramento -- the sale of merchandise in the Camp store, and the sale of cabin reservations for Labor Day weekend.
- C. The City's Department of Parks and Recreation, which manages Camp Sacramento, has collected the funds for both projects and has shared the proceeds based on a agreed upon formula. The raising of funds and the sharing of revenue has taken place without benefit of a written agreement. An agreement has now been created and Council approval is requested for the City Manager to execute it.

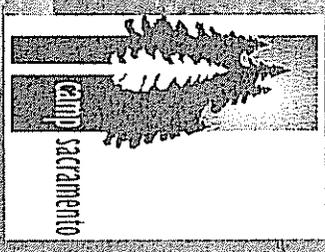
**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL
RESOLVES AS FOLLOWS:**

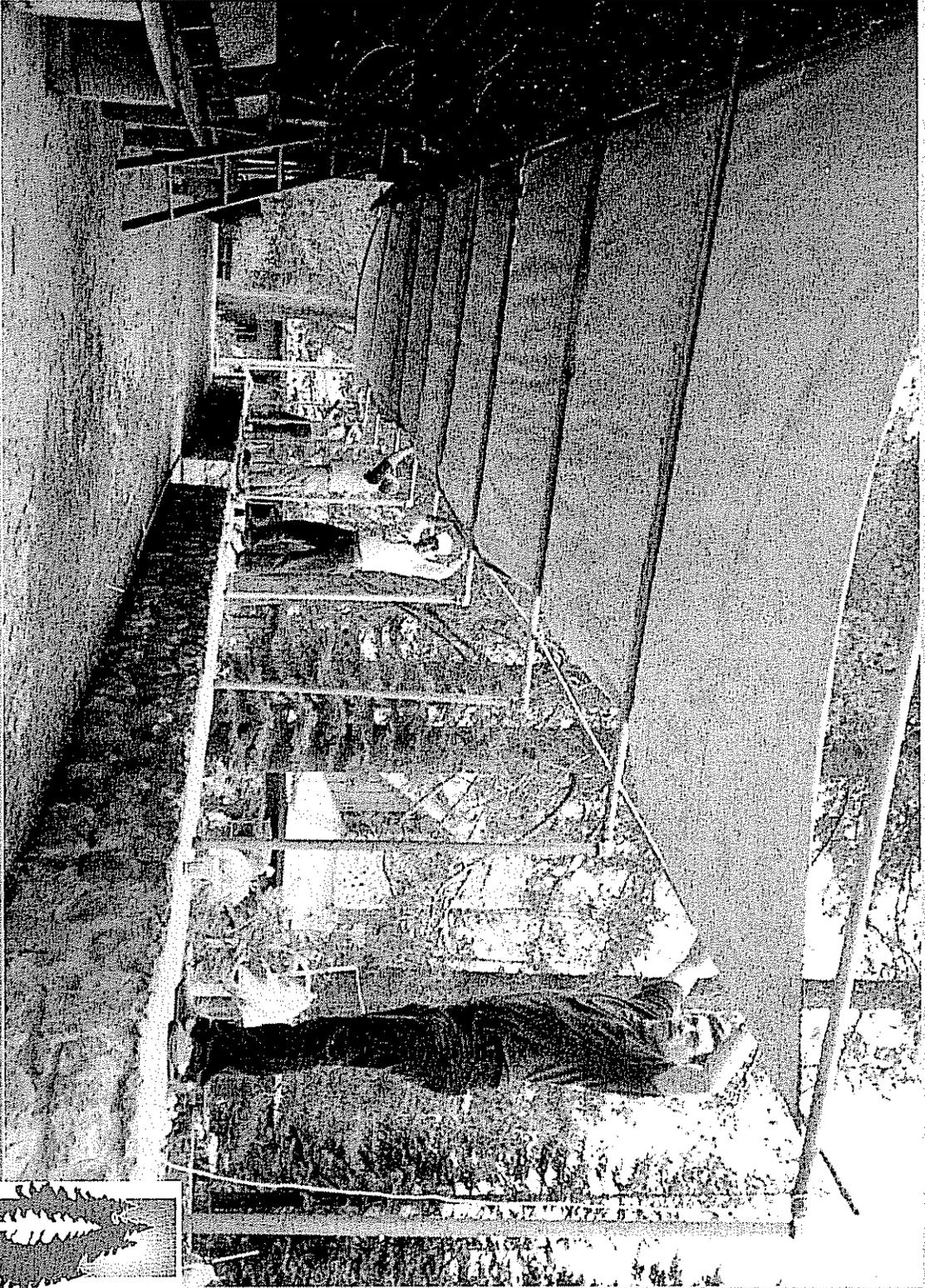
- Section 1. The City Manager is authorized to sign an agreement with Friends of Camp Sacramento, a non-profit organization, authorizing the City to collect and disburse to Friends funds from two fund-raising projects conducted by Friends that will be used for projects benefiting Camp Sacramento.

Agreement Approval with Friends of Camp Sacramento

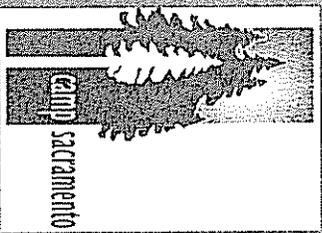
City Council Presentation

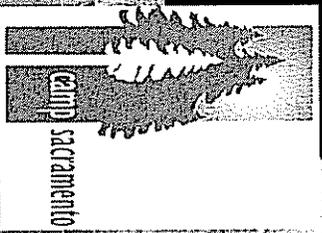
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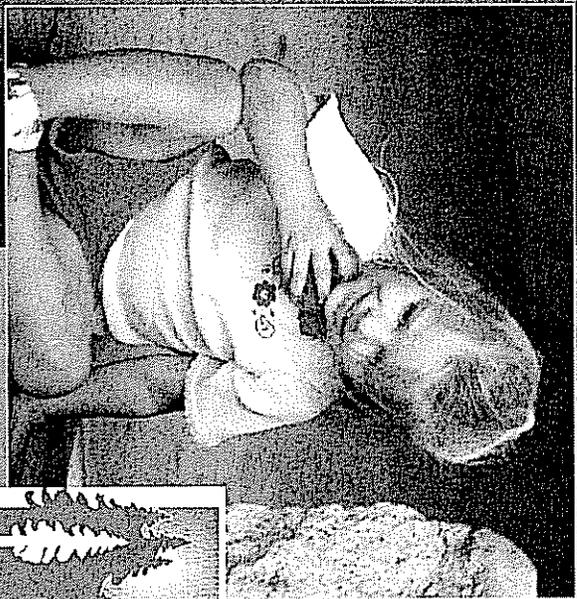
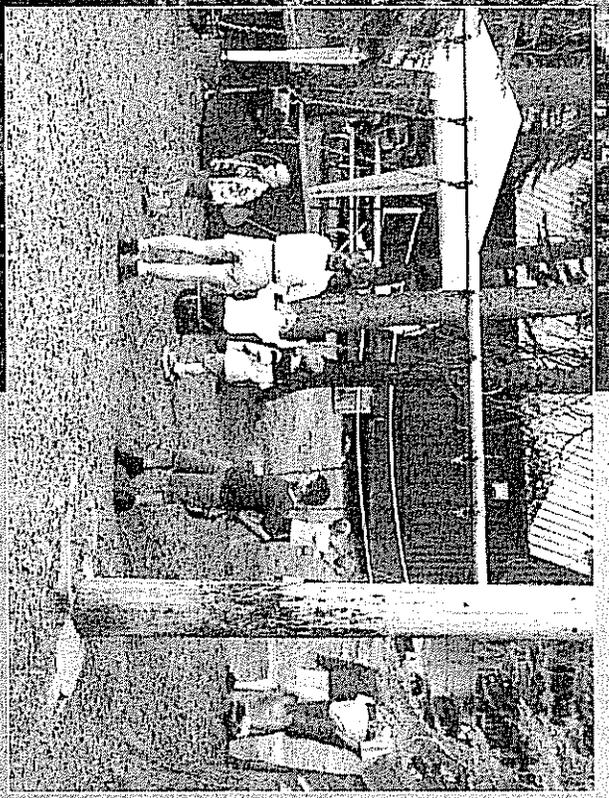
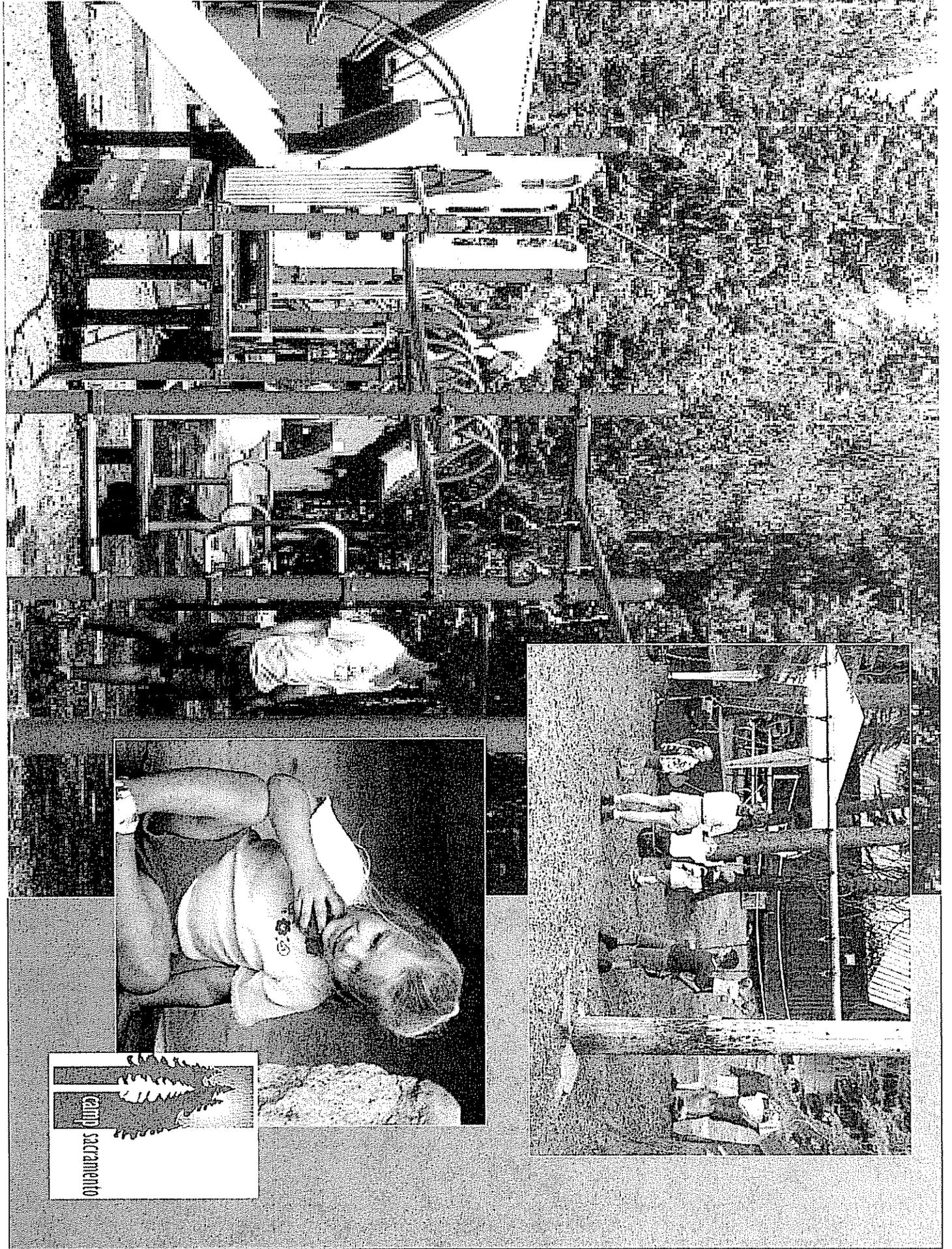





Camp Sacramento







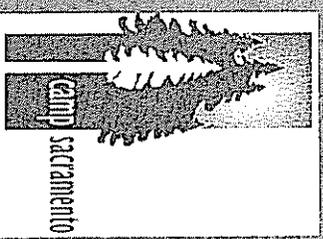

camp
sacramento

Past Projects

Friends of Camp

City

- Playground equipment
- Creek bank relaxation area
- Stage curtain replacement
- Commercial kitchen equipment
- Maintenance shop, tools and equipment
- Girls crew quarters
- Water distribution system
- Camp managers living quarters



Future Projects

- New ADA restroom and shower- Friends of Camp \$36,000 donation
- Upgrade electrical system
- Waterline from dam to tank
- Replace male staff quarters
- Replace all guest restrooms/shower facilities
- Implement ADA upgrades

