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CITY OF SACRAMENTO

DEPARTMENT OF PARKS AND COMMUNITY SERVICES

3520 FIFTH AVENUE SACRAMENTO, CALIFORNIA 95817
TELEPHONE (916) 449-5200

ROBERT P. THOMAS
DIRECTOR

G. ERLING LINGGI
ASSISTANT DIRECTOR

CITY MANAGER'S OFFICE
RECEIVED
OCT 24 1984

CROCKER ART MUSEUM DIVISION
GOLF DIVISION
METROPOLITAN ARTS DIVISION
MUSEUM AND HISTORY DIVISION
RECREATION DIVISION
PARKS DIVISION
ZOO DIVISION

October 19, 1984

APPROVED
BY THE CITY COUNCIL

OCT 30 1984

OFFICE OF THE
CITY CLERK

AC 84082 (Museum)
AC 84083 (Metro Arts)

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Sacramento Metropolitan Arts Commission and Sacramento Museum and History Commission - Agreements with County of Sacramento

SUMMARY

Two resolutions are necessary authorizing the City to execute agreements with the County of Sacramento to provide for the County of Sacramento's share of support for the Sacramento Metropolitan Arts Commission and the Sacramento Museum and History Commission activities for fiscal year 1984-85.

BACKGROUND INFORMATION

These commissions function as a joint effort between the County and the City. Each year, the County disburses its share of payments pursuant to the terms of the agreement. The City is to be reimbursed by the County for 50% of the Commission's operating cost.

FINANCIAL DATA

The fiscal year 1984-85 agreements have been prepared by the County to provide \$66,000 for Metropolitan Arts cost and \$121,500 for Museum and History.

City Council
October 19, 1984
Page Two

RECOMMENDATION


It is recommended that the City Council, by resolution, authorize the City Manager to execute the agreements with the County of Sacramento.

Respectfully submitted,



ROBERT P. THOMAS, Director
Parks and Community Services

Recommendation Approved:


WALTER J. SLIPE
City Manager

RPT:js

October 30, 1984
All Districts

8

RESOLUTION NO. 84-911

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENT WITH THE COUNTY OF SACRAMENTO TO PROVIDE FOR COUNTY OF SACRAMENTO'S SHARE OF SUPPORT FOR THE SACRAMENTO MUSEUM AND HISTORY COMMISSION ACTIVITIES FOR FISCAL YEAR 1984-85

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

That the City Manager is hereby authorized to execute an agreement with the County of Sacramento providing for the County's share of support for the Sacramento Museum and History Commission activities for 1984-85.

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL

OCT 30 1984

OFFICE OF THE
CITY CLERK

APPROVED
BY THE CITY COUNCIL

OCT 30

OFFICE OF THE
CITY CLERK

RESOLUTION NO. 84-912

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENT WITH THE COUNTY OF SACRAMENTO TO PROVIDE FOR COUNTY OF SACRAMENTO'S SHARE OF SUPPORT FOR THE SACRAMENTO METROPOLITAN ARTS COMMISSION ACTIVITIES FOR FISCAL YEAR 1984-85

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

That the City Manager is hereby authorized to execute an agreement with the County of Sacramento providing for the County's share of support for the Sacramento Metropolitan Arts Commission activities for 1984-85.

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL
JUL 30 1984
OFFICE OF THE
CITY CLERK

November 6, 1984

Board of Supervisors
Attention: Resolution Desk
700 H Street, Suite 2450
Sacramento, CA 95814

Dear Members of the Board of Supervisors:

On October 30, 1984, the Sacramento City Council adopted a resolution authorizing the execution of an agreement between the City of Sacramento and the County of Sacramento for the County of Sacramento's share of support for the Sacramento Metropolitan Arts Commission activities for fiscal year 1984-85.

Enclosed are five (5) copies of said agreement executed by the City as authorized by the attached certified resolution.

Upon final execution, please return four (4) copies of said agreement to the Office of the City Clerk for the City's distribution.

Sincerely,

Lorraine Magana
City Clerk

Janice Beaman
Deputy City Clerk

LM/JB/dah/8
Enclosures

cc: Parks and Community Services
Risk Management
Sacramento Metropolitan Arts Commission

November 6, 1984

Board of Supervisors
Attention: Resolution Desk
700 H Street, Suite 2450
Sacramento, CA 95814

Dear Members of the Board of Supervisors:

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Sincerely,

Lorraine Magana
City Clerk

Janice Beaman
Deputy City Clerk

LM/JB/dah/8
Enclosures

cc: Parks and Community Services
Risk Management
Sacramento Museum and History Commission

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

Furthermore, it is noted that the records should be kept in a secure and accessible format. Regular backups are recommended to prevent data loss in the event of a system failure or disaster.

The second part of the document outlines the procedures for handling discrepancies. It states that any variance between the recorded amounts and the actual physical counts should be investigated immediately. The reasons for such discrepancies could range from clerical errors to theft or mismanagement.

It is also mentioned that the management should conduct periodic audits to ensure that the records are being maintained correctly and that the procedures are being followed.

In conclusion, the document stresses that a robust record-keeping system is essential for the success of any organization. It provides a clear framework for how to implement and maintain such a system, ensuring that all financial and operational data is accurately captured and reported.

Approved by:

 Date: _____

Prepared by:

 Date: _____

Reviewed by:

 Date: _____