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**THOMAS V. LEE**  
DEPUTY CITY MANAGER  
DOWNTOWN DEPARTMENT

**CITY OF SACRAMENTO**  
CALIFORNIA

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SACRAMENTO, CA  
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September 20, 1999

City Council  
Sacramento, California

Honorable Members in Session:

**SUBJECT: AGREEMENT WITH SACRAMENTO CONVENTION & VISITORS BUREAU  
FOR PAYROLL SERVICES FOR OLD SACRAMENTO MANAGEMENT  
STAFF**

**LOCATION AND COUNCIL DISTRICT:** Old Sacramento, Council District 1

**RECOMMENDATION:**

It is recommended that the City Council authorize the City Manager to execute an agreement with the Sacramento Convention & Visitors Bureau (SCVB) to provide payroll services for Old Sacramento Management staff.

**CONTACT PERSON:** Barbara Bonebrake, Downtown Department Manager, 264-7733  
Thomas V. Lee, Deputy City Manager, 264-5704

**FOR COUNCIL MEETING OF:** September 28, 1999

**SUMMARY:**

In February 1999, as part of the Old Sacramento Management Plan, the City Manager was authorized to negotiate an agreement with SCVB to provide payroll services for the non-City Old Sacramento management staff. This report requests Council authorization for the City Manager to execute the negotiated agreement with SCVB to provide payroll services.

**COMMITTEE/COMMISSION ACTION:**

None.

**BACKGROUND INFORMATION:**

On February 23, 1999, the Council authorized the City Manager to negotiate a contract with the Sacramento Convention & Visitors Bureau (SCVB) to provide payroll services for Old Sacramento management staff. The City previously had an agreement with SCVB to manage the Old Sacramento Historic District (OSHD); under that agreement, a full-time Town Manager was responsible for the day-to-day operation of the OSHD with the SCVB responsible for the overall administration and management of the OSHD, and payroll administration for the non-City staff.

In order to allow more flexibility in obtaining grants and private funding and because of the organizational changes of the SCVB, it was recommended and approved that a non-profit, Old Sacramento Management, Inc., be formed to support the OSHD. The agreement between the SCVB and the City allows SCVB to continue providing payroll services for non-City Old Sacramento management staff.

**FINANCIAL CONSIDERATIONS:**

Payroll costs for Old Sacramento management staff are included in the approved budget.

**ENVIRONMENTAL CONSIDERATIONS:**

Pursuant to the California Environmental Quality Act, Section 15268, CEQA does not apply to ministerial projects.

**POLICY CONSIDERATIONS:**

The recommended actions carry out the previously approved policy of creating a financially stable and fiscally responsible organization to support Old Sacramento as a thriving historic visitor destination.

**ESBD CONSIDERATIONS:**

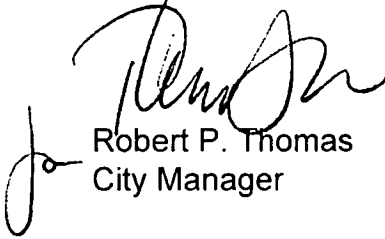
There are no ESBD considerations regarding this report.

Respectfully submitted,



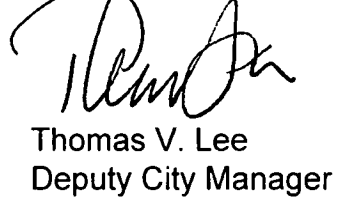
Barbara Bonebrake  
Downtown Department Manager

RECOMMENDATION APPROVED:



Robert P. Thomas  
City Manager

APPROVED:



Thomas V. Lee  
Deputy City Manager

**RESOLUTION NO.**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

**AGREEMENT WITH SACRAMENTO CONVENTION & VISITORS  
BUREAU FOR PAYROLL SERVICES FOR OLD SACRAMENTO  
MANAGEMENT STAFF**

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

Section 1. The City Manager is authorized to execute an agreement with the Sacramento Convention & Visitors Bureau (SCVB) to provide payroll services for Old Sacramento Management non-City staff.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

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FOR CITY CLERK USE ONLY

RESOLUTION NO: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

**From:** Linda Delong  
**To:** Mary Lou Silva  
**Date:** Wed, Sep 15, 1999 9:53 AM  
**Subject:** SCVB Agreement

Mary Lou-

I have asked Val to schedule the SCVB/City agreement on September 28th, consent. As I mentioned, we were going to wait for the agreement with Old Sac Management, Inc., but that appears to be taking too long. So, we want to move this (and I'm sure you want it off your desk!).

Thanks, Linda

**NOTE**

4.1.4

**To:** City Clerk's Office  
**From:** Linda DeLong  
**Date:** 8/30/99  
**Re:** Execution of Agreement – SCVB & City

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Please execute attached agreements between the City and the Sacramento Convention & Visitors Bureau which authorize the Bureau to provide payroll services for two Old Sacramento Management employees. The Council authorized the City Manager to negotiate this agreement February 23, 1999, Resolution # 99-078. If you have any questions, please call me at ext.7140.

When complete, please return our copies to me at #4310.

THANKS

*Has to come to  
Council.*

# RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

## AGREEMENT WITH SACRAMENTO CONVENTION & VISITORS BUREAU FOR PAYROLL SERVICES FOR OLD SACRAMENTO MANAGEMENT STAFF

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MAYOR

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CITY CLERK

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BUREAU FOR PAYROLL SERVICES FOR OLD SACRAMENTO  
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