



## CITY COUNCIL STAFF REPORT

Agenda Item: I-1  
Date: March 2, 2010  
Department: Administration

### **AGENDA TITLE:**

Status of the Orinda Community Fund and Discussion and Action Regarding Disbursement of the Funds to the Orinda Community Foundation

### **STAFF RECOMMENDATION:**

Review and discuss the status of the Orinda Community Fund and the proposed disbursement of the funds to the Orinda Community Foundation and provide direction to staff as appropriate.

### **BACKGROUND:**

Due to budgetary constraints, the City of Orinda no longer funds the Community Promotions Fund which previously helped to fund, through a grant process, such groups as the Orinda Chamber of Commerce, Orinda Idol, Friends of Orinda Creeks, and numerous other organizations and programs. Because the Community Promotions Fund could no longer be funded through a General Fund appropriation, Council Member Sue Severson initiated fundraising efforts to replenish the Fund, but under the title of the Orinda Community Fund. Fundraising activities include:

- Northern California Kids Triathlon
- Celebrity Golf Tournament
- City's 25<sup>th</sup> Anniversary Gala Dinner
- Antique Appraisal
- Direct Solicitation

Attached to this staff report (Attachment 1) is a spreadsheet detailing the balance in the Community Improvement Fund.

Council will note that along with the revenues from the events, there are also necessary expenditures related to the events. As the events have materialized, members of staff have expressed concerns that the events are being planned and implemented by volunteers who may not necessarily follow expenditure processes established through the City's Purchasing Policy. Staff is very appreciative of the volunteers' time and dedication to making the events successful but are also concerned that the current process of generating revenues for the Orinda Community Fund may not be the best model for the City for fundraising.

As such, staff discussed this concern with Council Member Severson and Mayor Thomas T. McCormick, who determined that the best approach might be through a non-

profit foundation. Council Member Severson has taken the lead in forming the Orinda Community Foundation and has filed the necessary paperwork with the State and is proceeding with establishing a Board of Directors. Staff is in concurrence that this would be a preferable model rather than having the funds come in and out of the City with no controls in place. An Orinda Community Foundation organizational meeting will be held on Thursday, March 4 in the City Hall Sarge Littlehale Community Room from 5-6 p.m. Meeting will be open to the public.

**SUMMARY:** With the creation of the Orinda Community Foundation, fundraising activities will no longer be run through the City but will instead go directly through the Foundation. It is anticipated that the Foundation will fund such organizations as were funded through the City's original Community Promotions Fund.

**FISCAL IMPACT:** The Orinda Community Fund currently has a fund balance of \$11,757. The funds that were raised through events noted above were intended to then be disbursed by the City Council similar to the Community Promotions Fund disbursements in the past. With the creation of the Community Improvement Foundation, staff recommends that the fund balance, net of \$100 specifically earmarked by a donor for artwork, be transferred to the Foundation so that they may oversee the disbursements and use some of the funds as seed monies for upcoming events. The \$100 donation for Art in Public Places can be transferred to the Parks and Recreation Foundation for art acquisition.

**NEXT STEPS:** Disburse funds to the Orinda Community Foundation and to the Parks and Recreation Foundation as directed by Council.

**ATTACHMENTS:**

Attachment 1: Orinda Community Fund FYE 2009 & 2010 Spreadsheet dated February 23, 2010

Respectfully submitted by,



Janet S. Keeter  
City Manager

Orinda Community Fund  
FYE 2009 & 2010

	<u>Revenue</u>	<u>Expenditures</u>	<u>Total</u>
Orinda Day in Aciton	\$ 3,661	\$ 4,094	\$ (433)
Art in Public Places	100	-	100
Nor-Cal Kids Triathlon	19,510	10,773	8,737
Celebrity Golf Tournament	-	2,000	(2,000)
Silver Ball Gala Dinner	-	47	(47)
Improvement Fund	5,400	-	5,400
Grand Total			<u>\$ 11,757</u>