

Camp Bountiful

Revised 1/11/2014

Camp Use Policies and Use Agreement

The Church of Jesus Christ of Latter-day Saints
Stakes of Zion

Antelope -- Carmichael -- Chico -- Cordova -- Sacramento -- Sacramento East -- Sacramento North -- Yuba City

Sections:

- 1. Camp Bountiful Usage Plans**
- 2. Camp Bountiful Use Agreement**
- 3. General Use Guidelines and Rules**
- 4. ATV Use**
- 5. Emergency Checklist and Camp Cell Phone Activation and Usage**
- 6. Camp Check-in / Check-Out**
 - a. Columns #1 and #2 specific to Young Women's Camp**
 - b. Columns #3 and 4 specific to other use as described within this document.**

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Camp Bountiful Usage Plans

Only groups from the (8) participating Stakes may schedule and use Camp Bountiful facilities: Antelope, Carmichael, Chico, Cordova, Sacramento, Sacramento East, Sacramento North and Yuba City.

A group is an officially organized priesthood quorum, scout troop, church auxiliary, Stake or Ward organization, family, or other group that is authorized to use Camp Bountiful facilities by a Bishop or a Stake President from within these participating Stakes of the Church of Jesus Christ of Latter-day Saints. Groups may schedule & use Camp Bountiful facilities if they reserve the dates in advance through the Camp Bountiful Use Coordinator, Sister Debra Corbridge at (916) 991-2228.

Camp Bountiful Use Plans; Two (2) types of use plans apply to the use of Camp Bountiful outside of Young Women's Camp

FULL USE PLAN includes use of all improved facilities, including electricity, kitchen, bathrooms and showers.

1. **FEES:** \$150.00 per day plus \$1.00 (dollar) per camper. Fees are to be calculated by total nights of use. (see page 2) All fees must be paid by check in advance to Sacramento North Stake; care of Sister Debra Corbridge.
2. **USE AGREEMENT:** This Camp Bountiful Use Agreement must be fully completed and turned in to the Use Coordinator, Sister Debra Corbridge, prior to camp use.
3. **CAMP OPERATOR REQUIRED:** A "CAMP OPERATOR" must be present during entire camp use. Each Stake has a trained Camp Operator(s). The group scheduling Camp use is responsible to arrange for the Camp Operator to be present. This agreement will not be approved without a Camp Operators name attached. Scheduling of a Camp Operator will not be done by the Use Coordinator. The User will be responsible to assure the Camp is utilized in accordance with Church policies and the Camp Bountiful **General Use Guidelines and Rules.**
4. **NOTE: The Camp Operator MUST physically Open and Close Camp. He may not pass this responsibility to another.**

B. LIMITED USE PLAN excludes use of improved facilities. It includes use of ***pit toilets and water from hose bibs only.*** ***There is no guarantee that water will be available in the hose bibs.***

1. **FEES:** \$25.00 (dollar) flat fee.
2. **USE AGREEMENT:** This Camp Bountiful Use Agreement must be fully completed and turned in to the Use Coordinator, Sister Corbridge, prior to Camp use, at which time a Camp Bountiful gate key will be issued.
3. **CAMP OPERATOR IS NOT REQUIRED FOR LIMITED USE:** Responsible adult leaders (minimum age 25 years) are expected to provide supervision in accordance with Church policies and the Camp Bountiful **General Use Guidelines and Rules.**
4. **NOTE: The Camp Operator MUST be made aware of Limited Use.**

Note:

1. There shall be no scheduled use of Camp Bountiful on Sundays.
2. There shall be no scheduled use of Camp Bountiful other than scheduled Young Women's Camp during summer months from the beginning of the 1st scheduled Young Women's Camp through the last scheduled Young Women's Camp.

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Camp Bountiful Use Agreement

Organization, Group, or Family: _____

Dates of Use: from _____ to _____

Total number of Nights _____ Total number of Campers: _____

Check one:

Full Use Plan:

\$150.00 x _____ nights = \$ _____ + \$1.00 per camper \$ _____ = \$ _____ Total Use Fee

Camp Operator: Name _____

Phone Number _____

Full Use Plan. Fee is to be made out to Sacramento North Stake. Agreement & fee to be turned into the Use Coordinator, Debra Corbridge, P.O. Box 753, Elverta Ca. 95626. Phone: 916-991-2228. Keys will be provided by the Camp Operator.

Limited Use Plan:

Total number of nights _____

Flat Use Fee. \$25.00 Total Use Fee

Name of person responsible for Camp Key: _____

Camp key to be returned within 7 days of Camp use. Date of return: _____

Limited Use Plan. Fee is to be made out to Sacramento North Stake. Agreement & fee to be turned into the Use Coordinator, Debra Corbridge, P.O. Box 753, Elverta Ca. 95626. Phone: 916-991-2228. You must make arrangements to obtain a main gate key through Sister Debra Corbridge.

In the case that a ROPE program is scheduled as part of a Full or Limited Camp use please note:

ROPE Director: Name _____

Phone Number _____

**** Please note;**

- 1. All items brought on Camp property including all garbage generated during Camp use is to be removed from Camp property by the signed User. Any items or garbage left on the Camp property will be disposed of by Camp Bountiful Management at the expense of signed user.**
- 2. It is the responsibility of signed user to be aware of current fire restrictions and conditions and act accordingly.**
- 3. A ROPE Program falls within one of the 2 noted "Use Plans" and treated accordingly**

I agree to use Camp Bountiful facilities at my own risk. I agree to comply with the conditions of use set forth above, and in the attached **General Use Guidelines and Rules**. I hold harmless and agree to indemnify the owner(s) and operator(s) of Camp Bountiful from any injury, damage or loss resulting from my use or my group's use of Camp Bountiful property and/or facilities.

User Signature: _____ Date Signed: _____

User Printed Name: _____

User Address: _____

User Contact info: _____ / _____ / _____

Home Phone

Cell Phone

email

I authorize the above signed "User" to schedule and use Camp Bountiful.

Date _____ Ward/Stake _____

BISHOP OR STAKE PRESIDENT

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General Use Guideline and Rules

General Use Guidelines:

1. Use of Camp Bountiful property is to be used only upon permission and through reserving and scheduling as is articulated within the "Camp Bountiful Use Agreement."
2. Camping is allowed only within the 16 designated campsites (exception is when a remote camping experience is planned and approved away from the organized Camp)
3. With exception of the Nurses Cabin and Infirmary, no structure on the Camp property is approved for overnight occupancy. (This must be strictly enforced.)
4. No dogs or pets are allowed on camp property, except under abnormal conditions and by express permission of the Camp Management.
5. No live vegetation is to be cut or harmed in any way.
6. Camp must be left in a clean and orderly condition upon leaving.
7. Report any safety issues or items in disrepair to the Camp Operator.
8. All campsite tables are to remain at designated sites.
9. No natural items are to be removed from Camp property.
10. Hunting is prohibited on camp property except upon permission of the Agent Stake President, and only under abnormal conditions.
11. At times there are individuals or groups who want to donate food or other stuffs to camp. Any items accepted must be used by your Stake and removed from the facility when your Stake vacates the property. At no time should any such items be left on Camp property.
12. Vehicles in Camp:
 - a. Camp Speed limit is 5 MPH or less.
 - b. ATV use is prohibited on church property except for specific Camp maintenance by Camp Management
 - c. All roadways in Camp are to be free of parked vehicles at all times.
 - d. Vehicles are allowed in and around Camp sites for loading and unloading of gear only. **(For a maximum duration of 15 minutes)**
 - e. Vehicles must be parked in 1 of 4 designated parking areas; (see map)
 - i. 3 Staff parking areas.
 - ii. 1 General parking Lot area.
 - f. All vehicles are to remain on the roadway or in parking areas. No off road use is permitted.
 - g. Logs are not to be moved to accommodate vehicles.
 - h. All parked vehicles must be in a "backed in" position.

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General Safety:

1. Camp entrance gate is to be locked in an open position the entire time of Camp occupancy. This is to be accomplished utilizing the cable which is buried in the ground and the gate chain utilizing the main gate padlock.
No Exceptions (Attachment "Q")
2. Camp Fires:
 - a. Camp Fires are allowed in designated fire rings only.
 - b. A shovel and full bucket of water are required at each active camp fire.
 - c. A camp fire must be attended at all times.
 - d. A camp fire must be dead out utilizing water when going to bed.
 - e. A camp fire must not be extinguished using dirt.
 - f. The use of camp fires may be prohibited by the Camp Operator or any Fire Department official.
 - g. A Camp Fire Permit is not required for campfires utilizing fire rings within the organized portion of Camp Bountiful
3. All supervising adults shall have a copy of the "Camp Bountiful Emergency Action Plan" and be familiar with it (Portions of this plan are applicable to Young Women's Camp Only.)
4. In the event there is a medical emergency requiring an air ambulance the dam will serve as a landing zone. (Designated by CALFIRE.)
5. In the event of any type of incident where you are unsure of how to deal with, and you cannot make contact with your local priesthood lines of authority, you can make contact with Church Risk Management at Church Headquarters utilizing the phone number in section #9.B of this Camp Manual.

Trash Disposal (also see Camp Manual section 9.F) :

1. All trash cans must be used with plastic garbage bag liners.
2. All trash cans must be emptied, rinsed as needed, and left upside down upon leaving Camp.
3. Trash Disposal:
 - a. During the timeframe of Young Women's Camp, Camp Bountiful has an agreement in place providing a 30 yard dumpster for garbage disposal.
 - b. This dumpster, when full will be replaced by an empty dumpster as needed.
 - c. It will be the responsibility of the Camp Operator to monitor the usage of the dumpster and make a call to have it replace with an empty as needed
 - d. For a routine pick up of a full dumpster a call should be placed to NWRS @ 530-274-3090 upon which time an empty Dumpster will be placed.
 - e. An area has been designated in the general parking lot allowing for two dumpsters, accommodating changing out a full for an empty.
 - f. It is encouraged that each Stake continues to recycle cardboard as well as other recyclables. (All items to be recycled must be removed from Camp each week).
 - g. During all other times when Camp Bountiful is utilized, all refuse must be removed from Camp property. Refuse transfer Station is located in North San Juan (Attachment "J")
4. All food must be taken with you upon leaving Camp.

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NOTE: Use of the Camp Bountiful ROPE course must be coordinated through your Stake ROPE Director. Any other use is prohibited.

NOTE: Any concerns regarding mosquitoes should be discussed with your Stakes Camp Operator prior to your scheduled activity. Spraying must be done ahead of arrival of Campers.

Camp Bountiful ATV Use

1. ATV Operations (Use and Operations):
 - a. Camp Bountiful owns a four wheel drive ATV. Operation and purpose of this ATV will strictly follow Church and State policy for Operations, as well as policy set forth by Camp Bountiful as follows:
 1. *Purpose for ATV:*
 - b. Towing the Pest Control trailer.
 - c. Towing the trash trailer.
 - d. Camp project and maintenance work.
 - e. Transportation throughout camp of the Camp Operator .
 2. *ATV Operations:*
 - a. Approved operators of the Camp ATV is limited to:
 - i. Camp Manager
 - ii. Project Manager
 - iii. Camp Specialists
 - iv. Camp Operators
 - b. Young Women's Camp Operation of the ATV is under strict control of the Camp Operator.
 - c. It is the intent of this policy for the Camp Operator to be the sole operator of the ATV during Young Women's Camp.
 - d. It should be the rare exception that anyone other than the Camp Operator is allowed to operate the ATV and only by direct approval of the Camp Operator.
 - e. If the operator of the ATV has reason to leave the Camp property an approved helmet is mandatory.
 - f. This ATV is not designed for 2 riders. Passengers are not allowed.
 - i. The only exception to this rule is in the rare instance where a sick or injured youth needs to be transported off of a hike where there are no other options and timely transport is prudent. In this instance 2 helmets are mandatory.
 - g. Youth are strictly prohibited from operations of the ATV.
 3. Personal ATV's on Camp Bountiful property:
 - a. Personal ATV's are allowed on Camp Bountiful property only by permission of the:
 - i. Camp Manager
 - ii. Camp Project Manager
 - iii. Camp Working Committee Chairman
 - b. Personal ATV's are only allowed on Camp property for maintenance and project work.
 - c. Operation of personal ATV's will fall under any policy items as noted above that would apply to a privately owned ATV.
 4. Operation and care of the ATV is found in the manual entitled "Camp Bountiful ATV, Operations and Care."

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“Emergency Checklist” with Cell Phone Instruction

Be prepared to give the following information and ✓ check the boxes as you give information to Dispatcher:

- Location of emergency is at camp; Physical location with latitude & longitude found below
- Location of emergency is away from Camp; Attempt to have both physical directions and latitude & longitude (GPS co-ordinants)
- Telephone number that call is being made from (number of Phone in Your Hand)
- Your name
- Name of patient(s)
- What happened (be concise)
- Number of people sick or injured
- Condition of patient(s)
- First aid being given

** Advise the Dispatcher that we have a designated Helispot for an Air Ambulance on the dam**

Wait for the dispatcher to hang up first. After they ask any remaining questions and hang up, you may hang

Ensure someone maintains control of callback phone with phone on in the case dispatch needs to re-contact you

Camp Bountiful Location Information (see Attachment “Map” and “Directions”)

*Camp Bountiful
19386 Holly Ravine Road
Nevada City, CA 95959

* **Camp Cell Phone #: 530- 680-9012**

*Latitude and Longitude:
N 39° 24.790
W 120° 53.944
Map Datum 84

Emergency Phone Numbers

*****Important Note: For Emergency Dial 911*****

Utilize the following Dispatch Center numbers if non-emergency phone calls need to be placed

Do not call any Dispatch Center or fire station for emergencies

- a. Cal Fire Dispatch Center: 530-477-5761
- b. Law Enforcement Dispatch Center: 530-265-7880

OTHER IMPORTANT CONTACT INFORMATION REGARDING PATIENT:

TITLE	NAME	PHONE #
Stake President	_____	_____
Bishop	_____	_____
Parent or Guardian	_____	_____

****See Other Side for use of Dedicated Camp Bountiful Cell Phone****

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Camp Bountiful Cell Phone and Signal Booster → Camp Cell Phone # 530-680-9012

Note: The cabinet housing the Cell Phone and Booster when locked utilizes the uniform Camp Bountiful padlock key. This cabinet is to remain continually unlocked throughout the summer during Young Women Camp.

1. Cell Phone location and Use:

- a. Cell phone is located inside the pavilion, inside a gray metal cabinet attached to the wall to the right of the kitchen door.
- b. During normal Camp Operations when the main generator is running, utilize the cell phone as you would use any phone.
- c. To ensure correct boost of the signal, make phone calls from within the pavilion.

2. Special Conditions Use of Cell Phone and Signal Booster:

- a. The signal booster, and phone charger requires electricity to function which can be overcome utilizing the following instructions, and equipment inside the cabinet containing:
 - i. Cell phone signal booster fastened in place.
 - ii. Camp Bountiful cell phone with charger; Phone # 530-680-9012.
 - iii. One 400 watt Power Inverter.
 - iv. One 50 foot extension cord.
 - v. An electrical Outlet.
- b. The signal booster and the cell phone charger are plugged into the electrical outlet.
- c. When the generator is not running, supplying electricity to the Signal Booster, the following procedure should be utilized to power the Signal booster.

Note: 5 minutes or less is required to set this procedure up.

- i. Bring vehicle up to the pavilion and nose in fairly close to the pavilion.
- ii. Leave engine running (Very Important.)
- iii. Stretch extension cord from cabinet to your vehicle along with taking the 400 watt power inverter to your vehicle.
- iv. Plug short power cord of 400 watt Power Inverter into a power point plug in your vehicle (cigarette lighter plug) and plug extension cord into 400 watt Power Inverter.
- v. Turn on the 400 watt Power Inverter utilizing the on/off switch on Inverter.
- vi. At the cabinet unplug the Signal Booster from the electric outlet and plug into the extension cord. (Do not remove cord from Signal Booster).

** The Power Booster should now have electrical power to operate and boost the cell phone signal.

** The cell phone should still be charged and useable. If not personal cell phones should work.

** The Signal Booster will boost many cell phone services including, and probably your phone.

** You may now use the cell phone as you normally would.

** Remain inside the pavilion to place cell phone calls to ensure proper boost of signal.

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Camp Check-in / Check-Out

Please be aware that Camp Bountiful is not staffed full time. It is necessary that this facility be secured to a certain extent when not in use. During the timeframe before and after the weeks of Young Women Camp, it is the intent of the Camp Bountiful staff that the facility be as "User Ready" as is feasible and yet secured when not in use.

Column #1: For Young Women's Camp weekly routine check-out. Use checklist #1 to prepare camp for the following weeks use.

Column #2: For Young Women's Camp final week of summer check-out. Use checklist # 2 in order to secure Camp to be unstaffed yet "User Ready."

Column #3: For the "Full Use Agreement". Use checklist #3 to put Camp into a full service use condition.

Column #4: For the "Full Use Agreement". Use checklist #4 to secure Camp to be unstaffed yet "User Ready."

**Please Note: For the "Limited Use Agreement", no check-in or check-out lists apply. Camp sites and pit toilets only, are to be used. The only exception is the use of the ROPE course when reserved. Please leave the Camp clean and clear of personal items and trash. Ensure main gate is locked upon leaving Camp.

***NOTE: A Status Report of the "Camp Facility Condition, is to be relayed to the Camp Manager/Project Manager, within 24 hours of vacating Camp, via E-mail. This report is required of all groups who utilize Camp Bountiful throughout the entire year, including Young Women's Camp. It is the responsibility of the Camp Operator to complete this task.**

This report is in addition to any report those responsible for an activity may choose to generate regarding the activity, including Young Women's Camp.