

# **Council Properties**

## **Section G**

## GATEWAY COUNCIL PROPERTIES CAMPS

Girl Scout camping provides a creative, educational opportunity where girls can participate in group living in the out-of-doors. Camping utilizes Girl Scout program, trained leadership and the resources of natural surroundings for an outdoor Girl Scout experience.

Troop camping is often a girl's introduction to overnight camping. All troops are encouraged to camp year round and take advantage of all council-owned sites. To reserve a campsite, please see the Reservations page located in this section, and complete a Camping Application form, (sample is in the back of this section). There are also many public, private and state parks in our area worthy of investigating. Check with your area Chamber of Commerce, Florida Department of Commerce, the Internet, or AAA for information on campsites. Your Service Unit Manager may have information on approved sites.

### **Gateway Council-Owned Property**

Girl Scouts of Gateway Council owns three beautiful camps (North Fork under construction) and other facilities that troops may visit. These sites have some of the equipment necessary for a day or weekend outing.

All camping facilities are closed on Girl Scouts of Gateway Council observed holidays so that our Site Managers/Camp Rangers may enjoy this time with their families. Camping facilities are also closed two days per year for staff meetings and two weeks in December to observe the winter holidays.

### **Camp Kateri**

Camp Kateri is located in Orange Springs on State Road 21, southwest of Palatka and southeast of Gainesville.

### **Seminole Springs**

Located adjacent to Camp Kateri, Seminole Springs has the unique reputation of being the only Girl Scout camp in the world with a spring-fed, heart-shaped swimming pool.



### **North Fork-**

### ***CONSTRUCTION!***

North Fork will be closed for regular camping August 2009 through March 2010. Construction began in June 2009 and will be undergoing various phases of construction through March 2010. There may be limited opportunities for primitive camping and day use in specific areas during this period. Please contact the Registrar to determine potential usage.

### **Camps are closed on the following holidays:**

New Year's Day  
Martin Luther King Day  
President's Day  
Memorial Day  
Independence Day  
Labor Day  
Columbus Day  
Veterans Day  
Thanksgiving - Thursday through Sunday  
Winter closing

## Who May Go Camping?

### Girl Scout Daisies

Daisies may participate in an overnight family camping experience with parents, guardians, or other adult family members. Camping should be in a secure backyard or on council-owned property ONLY.

### Girl Scout Brownies

Brownies may camp in cabins or tents for one or two nights ONLY in a backyard or on council-owned property. If camping off council property, Girl Scout Brownies may camp ONLY in cabins.

### Girl Scouts Juniors, Cadettes, Seniors, and Ambassadors

May participate in camping trips lasting one or more nights. They may camp in council approved public, private, state, and national parks.

### Camping Standards

It is strongly encouraged that each troop is accompanied by:

- a Basic Leadership trained troop leader
- a Basic Troop Camp trained, registered Girl Scout adult (must attend pre-planning sessions with troop)
- an adult certified in First Aid as described in *Safety-Wise*
- adequate adult coverage as described in *Safety-Wise*

### Pets

Household pets are not permitted on Girl Scout camp properties except for seeing eye dogs assisting visually impaired individuals.

### Insurance

Additional insurance is required if a camping trip is more than two nights (or three nights when one is a legal holiday). Contact the Membership Registrar at the Jacksonville Service Center for details, 904-388-4653 or 1-800-347-2688 if outside the Jacksonville calling area.

### Siblings

Siblings (a non-registered child) must abide by the same health and safety standards and policies established by Girl Scouts. Non-Girl Scout children are the responsibility of the parent(s) and are not covered by Girl Scout Activity Insurance. Contact the Membership Registrar (see above) for information.

### Fire Ban

In the event a fire ban is enforced in the state or county, Girl Scouts of Gateway Council will adhere to the following procedure.

There will be no open fires at Camp Kateri and Camp Seminole Springs and North Fork! You may use a self-contained grill with charcoal as long as it is kept inside the fire

### Smoking

Smoking is not allowed while with the girls. Smoking is permitted in unoccupied fire circles, your vehicle or other designated areas. Cigarette butts should be disposed of properly, and placed in a trash can when thoroughly extinguished. In the event of a fire ban, Girl Scouts of Gateway Council, Inc. strongly encourages all guests on Girl Scout Camp properties to refrain from smoking. Please help us protect our camps by reducing ring or in the fireplace hearth.

## Campsite Reservation Procedures

### Little Houses:

Our Little Houses (Beaches, Palatka and Fernandina) are open to troop meetings and overnight reservations. Reservations can be made in the following timeframes:

Beginning June 16<sup>th</sup> for dates between August 1st and December 31<sup>st</sup>

Beginning November 16<sup>th</sup> for dates between January 1<sup>st</sup> and July 31<sup>st</sup>

### North Fork: *Closed for Construction Starting August 2009*

The Main House and West Cottage are open to troop meetings and overnight reservations. Opening dates for these sites are the same as for Little Houses.

Day Events for these sites are possible, but may necessitate additional permits. Please discuss this with your leader if you are interested in going to the site.



### Camp Seminole Springs:

Additional sleeping space has been created to increase the sleeping capacity at Camp Seminole Springs. Mattresses have been placed in the Lodge, additional platform tents have been established. Please refer to the Camp Seminole Spring Site Chart for details.

A limited number of weekends have been reserved for council sponsored camping programs such as Brownies Exploring the Great Outdoors and Autumn Harvest of Fun.

Troop reservations for Camp Seminole Springs can be made in the following timeframes:

Beginning June 16<sup>th</sup> for dates between August 1st and December 31<sup>st</sup>

Beginning November 16<sup>th</sup> for dates between January 1<sup>st</sup> and July 31<sup>st</sup>

Service Unit reservations for Camp Seminole Springs

Beginning May 1<sup>st</sup>, Service Unit reservations for Camp Seminole Springs will be accepted for all weekends from September thru May. Any space at Camp Seminole Spring not requested for use by a Service Unit by May 5<sup>th</sup> will be available for council events and training or for troop reservations.

Service Units with fewer than 200 girl members may be assigned to Camp Seminole Springs for Service Unit Campouts. Service Units with more than 400 girls may include use of Seminole Springs in their May 1st reservation in conjunction with a reservation for all units at Camp Kateri. Please note deposit and fee information below.

A Chef Trained volunteer will be needed for use of the Lodge kitchen for Service Unit Campouts at Camp Seminole Springs.

## Camp Kateri:

Additional space has been created to increase the sleeping capacity at Camp Kateri. Additional beds are located in Daisy Lodge and “Wall Tents” have been added in some units. “Wall Tents” are the typical four-bed canvas tents, but they do not have a platform. **Campers should plan to bring ground covers with them for “Wall Tents”**. Please refer to the Camp Kateri Site Chart for details.

### Service Unit reservations for Camp Kateri:

Service Unit campouts provide opportunities for the greatest number of girls to participate in an overnight experience. Service Unit campsite reservation requests can be submitted from May 1<sup>st</sup> for **all** weekends beginning September thru May with the exception of the Thanksgiving weekend and Winter Holiday closures and Memorial Day Weekend. Any space at Camp Kateri not reserved by a service unit by May 5<sup>th</sup> will be available for events and troop camping. Please note deposit and fee information below. Maximum seating at the Dining Hall is 200 people. Larger groups will need to plan for 2 sittings.

Service Units with fewer than 200 girl members are strongly encouraged to request Seminole Springs for Service Unit Campouts. Priority will be given to service units with more than 200 girl members for use of Kateri from September through May. Service Units with more than 400 girls may include use of Seminole Springs in their May 1st reservation in conjunction with a reservation for Camp Kateri.

## Deposits and Fees for Council Properties

### • Service Unit Campouts

Service Unit reservations must be accompanied with a non refundable \$25 deposit per unit, dining hall and kitchen use. Please see the capacity and fee chart on the following page to determine full fee based on space reserved.

### • Troop Day Use:

Reservations are required. The fee is \$10 per day for up to 25 people for a troop to use a Little House or camp unit for a day outing. Additional individuals beyond 25 will be charged .25¢ per individual.

### • Troop Overnight Use:

The **non-refundable** deposit and minimum site fee is \$25.00 per unit. This amount must be paid at the time the reservation is made. The total camping fee is \$1 per person per night beyond the \$25.00 minimum.

### • Key Deposits

Please pick up keys for the Little Houses or the Main and Guest House at North Fork before your arrival at camp from the Jacksonville Service Center. This should be done the week before you go **OR** you may request in writing that they be mailed to you. There is a \$5.00 refundable deposit on all set of keys. Send an extra \$1.00 for postage if you would like the keys mail to you. Please return keys the following week.

## Troop Camping

- a) Fill out the camping application completely, giving three (3) choices of sites and dates in order of preference.
- b) Send all three (3) copies to the Jacksonville Service Center with site deposit or entire fee.
- c) A confirmation will be sent within two (2) weeks, indicating date, site reserved and balance due.
- d) If the balance is not received on time (14 days prior to campout), the site will become available to other troops/groups.

**Telephone requests** for campsite reservations are held for three business days. At the end of the third day, if the completed application, including fees, is not received by the activities registrar the reservation will be canceled.

## **Sharing campsites:**

If the number of girls registered in a troop plus the adult coverage suggested by *Safety Wise* is less than the number of beds available in a unit, the **open tents or cabins will be made available to other troops**. The unit house will be included with the reservation for the first troop confirmed at a site. When more than one troop is confirmed to a unit, the troops will share kapers for the Kawashi, fire ring and other common areas. Each troop will be responsible for their individual sleeping space.

## **Service Unit Camping at Kateri and Seminole Springs:**

**Fees for Service Unit Camping will be based on full unit use.** The site chart lists the fee for each unit, based on \$2 per bed per weekend. Service Units must reserve each unit individually. The full unit fee less the deposit paid is due 30 days prior to the arrival date.

**A non-refundable \$25 deposit per unit must accompany your Service Unit campsite reservation.** Service Units may choose not to reserve all units, due to the increased bed capacity. Please list the specific units requested on your campsite reservation. The deposit for all 11 units at Camp Kateri is \$275. The deposit for all 8 units at Camp Seminole Springs is \$200. Service Units with 400+ girl members may reserve both Kateri and Seminole Springs on the same weekend. The maximum deposit will be \$300.

**\*NOTE:** Beginning with reservations for the 2009 –2010 membership year, a fee for use of the kitchen and for use of the dining hall will be included in Service Unit Campout reservations. If use of the dining hall for activities is requested, a \$25 usage fee per weekend will be required. This fee needs to be paid at the time the reservation is made. Also, a usage fee of \$25 per meal will be charged if using the kitchen. This fee is due at the time the final balance is submitted. Service Units may want to consider unit based meals in order to encourage troops to allow girls to develop age appropriate outdoor cooking skills necessary for troop camping beyond the service unit organized event.

**If a service unit does not anticipate needing use of the full camp please do not reserve all units.** If a service unit releases a reservation for a full unit before 30 days prior to their event, they will forfeit the deposit, but will not be required to pay the balance for the site(s) released. Cancellations after the 30<sup>th</sup> day before the event result in full forfeiture of all deposits and fees.

## **High Adventure Program Statements for GSGC**

By following this link to our website <http://www.girlscouts-gateway.org/cms/page.aspx?pageid=287> you will be able to find Girl Scouts of Gateway Council High Adventure Statements. These statements include operational and safety procedures for the activities listed below when they occur on council-owned camp properties. The statements are in compliance with the accreditation that is earned through the American Camp Association (ACA). According to the accreditation guidelines, the statements are site specific and include location of supplies, operational procedures, participation and supervision requirements, safety information and emergency procedures. There may be a few items that pertain specifically to the summer resident camp season, as there are some additional standards to meet during this program opportunity.

- Beachfront Swimming (Kateri)
- Archery (Kateri & North Fork)
- Fire Building and Camp Fires (all GSGC properties)
- Small craft : Canoe, Kayak, Sail (Kateri)

## **Borrowing /Renting Council-Owned Equipment**

**Canoes** used off-site - \$2.50 each per weekend - \$12.50 each per week. To use on-site, no additional fee required. The Equipment Reservation form located at the end of this section must be completed and submitted at least 2 weeks in advance. See *Safety Wise* for required training needs.

**Canoe trailers** used off-site - \$5 per weekend - \$25 per week.

**Kayaks** are located at Camp Kateri and may be used on-site at no additional cost. The Equipment Reservation form located at the end of this section must be completed and submitted at least 2 weeks in advance. See *Safety Wise* for required training needs.

**Sailboats** are located at Camp Kateri and may be used on-site at no additional cost. The Equipment Reservation form located at the end of this section must be completed and submitted at least 2 weeks in advance. See *Safety Wise* for required training needs.

**Archery Equipment** is available for on-site use at Camp Kateri and North Fork. The Equipment Reservation form located at the end of this section must be completed and submitted at least 2 weeks in advance. See *Safety Wise* for required training needs. Cost: \$20 for half day ~ \$40 for full day

**GPS Units** are available for on-site use at both Seminole Springs and Camp Kateri. The Equipment Reservation form located at the end of this section must be completed and submitted at least 2 weeks in advance. See *Safety Wise* for required training needs.

**Tents are available for use and** there is an equipment fee of \$10 per tent every 48 hours for off-council site usage plus a \$20 deposit. There is no fee for tents used at Council owned sites. That is part of the regular camp fee. If you bring your own tents, there is no fee associated with tents; however, ranger approval is needed for specific tent placement. The regular camping fee still applies.

**Camping Equipment** is available for troop use at Camp Kateri and Seminole Springs. Fill out an Equipment Reservation form and send the form to Jacksonville Service Center 2 weeks prior to the date the equipment is needed.

You will note the bold items on the form indicating the equipment that is already in each unit.

Any additional equipment will be in your unit when you check in and the ranger will inspect it during check out.

**Train** your girls to treat tents and equipment with care. Proceeds from product sales pays for this equipment. Please see that all equipment is clean and dry before putting it away. Immediately report any damage to the ranger or office personnel.

**When renting tents for off-site use, you are responsible for picking up and returning equipment from storage areas on the dates specified on the Equipment Reservation form.**

## **Camping at Other Camp Sites**

(Non-Girl Scout Properties)

- 1) Contact the campground to find out its reservation procedures, availability, and fees. Follow their procedures for reserving a campsite.
- 2) Complete the Trip or Camp Application for Non-Council Property and submit it to your Service Unit Manager or Program Consultant for approval no later than 10 days before your campout.
- 3) Within one week following your campout, submit your Trip Evaluation to your Service Unit Manager.
- 4) All Girl Scouts of Gateway Council's camping policies and standards apply on non-Council owned properties.

# **GATEWAY COUNCIL PROPERTIES LITTLE HOUSES**

**Basic Troop Camp I is the only camp training required in order to camp at the Little Houses.**

**Note: All little houses require a key for entry. A key can be obtained by contacting the activities registrar at the Jacksonville Service Center.**

## **BEACHES LITTLE HOUSE**

Located east of Jacksonville in Neptune Beach, Beaches Little House is in a city park with tennis and basketball courts, a playground with wheel chair swings and a picnic area.

### **Equipment and Facilities**

Overnight capacity is 20. There are two toilets and one shower, but sleeping space (on the floor) is limited. There are 20 mattresses.

The building contains two fire extinguishers, three ceiling fans, two toilets, two hand washing sinks, a shower, an electric stove with oven, a refrigerator, water heater, telephone (for local calls), one dutch oven, two cast iron skillets, 5 gallon igloo cooler, two garbage cans, five folding tables, 28 folding chairs, four tables that do not fold, 10 benches, a broom, mop, a plunger and toilet brush, three dishwashing buckets, three fire buckets, rake & shovel and 2 box fans and set of nesting pots. It also is equipped with a microwave. Plan to bring all other equipment and supplies.

## **PALATKA LITTLE HOUSE**

Located five and one half blocks off US 100 (on Hwy 20) in a quiet residential neighborhood on the corner of the Women's Club property. It is one large room with a separate kitchen and bathroom, a large screened-in back porch, a wheel chair ramp at the front entrance, and central heating and air conditioning.

### **Equipment and Facilities**

Overnight capacity is 20. There are 20 mattresses in the Little House for your use, as you will be sleeping on a hardwood floor.

The kitchen is equipped with an electric range and oven, microwave, refrigerator, sink and water heater, 2 cast iron skillets and dutch oven, 5 gallon igloo cooler and 3 dishwashing buckets, two fire extinguishers, and set of nesting pots. The telephone is in the kitchen. The bathroom is handicap accessible and has a shower with hot water, toilet brush and plunger. There are 8 folding tables, 55 folding chairs, a garbage can (outside), broom, mop, 3 fire buckets, rake and shovel. The books and other items on the bookshelves belong to Putnam Service Unit and/or its troops.



## **FERNANDINA LITTLE HOUSE**

Located in a city park 1 mile east of A1A off Atlantic Avenue. There is playground equipment available

### **Equipment and Facilities**

Overnight capacity is 20. There are twenty mattresses for your use.

The Fernandina Little House is essentially one large room with a front and back door, a wood-burning fireplace, a separate kitchen and two bathrooms. The kitchen is equipped with a water heater, refrigerator, stove, tall kitchen trash can, brooms and dust pan, mop, 5-gal Igloo, rake and shovel, three

dishwashing buckets and three fire buckets, microwave, dutch oven, skillets, and a set of nesting pots, six folding tables, one table that doesn't fold, twenty six folding chairs, and one box fan. There are also flags for an indoor ceremony (two American flags, one GSUSA flag, two Brownie Girl Scout flags, and a Daisy Girl Scout flag.) The bathrooms have both a toilet bowl brush and a plunger – bring your own cleaning supplies.

There are two fire extinguishers, a battery-powered smoke detector, and a security/motion light on the front porch. The fuse box is located on the wall in the main room.

## ARRIVING AT CAMP

### Rangers

All of our camps have rangers who are responsible for its security and maintenance.

Camp Kateri \* (352) 546-5271

Site Manager: John Burke

Seminole Springs (352) 546-5271

Ranger: John Burke

North Fork \* (904) 291-2229

Site Manager: JR Kauffman

Ranger: Marty Wenzel  
(352) 209-5854

\* Site Manager lives on the property.

### At Camp

Our Camp Rangers are more than just stewards of our camp property. They are the appropriate person to notify if a sink is stopped, a light bulb is out, etc. They are also responsible for security on our sites and should be notified of **any** suspicious activity.

### Check-In

Upon arrival at camp, immediately check in with the Ranger. At the time of check in, make arrangements with the Ranger for check out. If you find that your actual arrival time at camp will differ more than one hour from the estimated arrival time you've indicated on your Troop Camp Application, **PLEASE CALL THE RANGER AND INFORM HIM OF YOUR CHANGE IN PLANS.**

Inexperienced Leaders should not plan to arrive at camp after dark. Instead, make arrangements to arrive the next morning to assure happy campers and a pleasant experience.

### Gates

The main gates at all Girl Scouts of Gateway Council campsites are locked and gate codes are required. Troop/groups must make arrangements to get the gate code prior to arriving at camp. The confidential code can be obtained from the Jacksonville Service Center and should be provided only to those who will need it.

### Evacuation Procedures

Check and review with your girls the evacuation procedures posted in your campsite area.

### Camp Ambassador

The Camp Ambassador program supports Camp Rangers by providing assistance with property and equipment, and filling in when Rangers are on vacation.

The Camp Ambassador will contact troops who have reserved campsites the week prior to their camping weekend. They will verify that the group still plans to attend, their arrival time, if they will be camping with a sister troop, and any special needs. Where appropriate, Camp Ambassadors can provide program support, such as hikes, service projects, and all-camp activities.

### Parking/Driving on Camp Property

Each camp has a designated parking area for all cars to park. Only one vehicle (to be used for emergencies only) is allowed to be driven to the designated emergency parking area near your camp site. This one vehicle can be loaded with heavy gear and driven to the unit and parked. All vehicles must be backed into the designated parking areas at the camp and remain parked during your stay. Vehicles are to be used for emergencies only.

Exceptions can be made for wheelchairs and/or physically impaired individuals. Girls are to carry their personal gear and hike to their unit.

### **Emergency Procedures**

Large events and service unit encampments should use walkie talkies, provided at camp. Walkie talkies are available at check in. The on site health care supervisor and the event chair/council staff member on site should be in contact via walkie talkie to handle emergencies. Both of these individuals should have an emergency vehicle fueled and ready to go to the hospital if necessary.

When troop camping, every Girl Scout troop/group must have its own First Aider on site (see *Safety-Wise* for requirements). An emergency vehicle must be backed in at the designated emergency parking area for the unit. If you have a serious accident, illness or other emergency, **notify the Camp Ranger or Camp Ambassador**. They are trained in Girl Scouts of Gateway Council emergency procedures, have an evacuation plan for the site, a 911 access plan, or can give you directions to the nearest hospital.

### **Golf Carts**

Golf carts may be available at the camps for use by physically impaired individuals. Use of the golf cart **must** be requested on an Equipment Reservation form, located in the back of this section, and submitted to the Director of Property. You must be 18 years or older and have a valid FL driver's license to operate golf carts.

### **Refrigeration/Cooking Temperatures**

Refrigeration units are available in kitchens at each camp and at each campsite at Camp Kateri. Thermometers are available for each refrigeration unit. Chef trained supervisors and/or camp trained volunteers monitor temperature of refrigeration unit upon arrival at camp and at least daily during camp stay. Record temperature on log, and initial in folder provided at check in. Notify

ranger if temperature exceeds 40° F. Ice chests or coolers for cookouts or temporary food storage should be monitored for safe temperatures. Any “potentially hazardous food” stored in ice chests may not be returned to kitchen.

### **Garbage and Rubbish Containers**

These containers are available at all camps and unit houses. You must bring your own trash bags. Garbage and rubbish are to be put in dumpsters prior to leaving camp.

### **Paper Products**

Troops or groups using council campsites are encouraged to use white paper products so that potentially toxic dyes will not be released into the soil. Styrofoam plates, cups, bowls, etc. may be used at council campsites for any purpose if paper products are not available.

### **Coat Hangers**

Coat hangers may not be used for roasting marshmallows or any foods. Check with the Ranger to find out if palmetto fronds may be cut, and where they can be found.

### **Space Heaters**

Space Heaters should not be used in any tent cabin, or unit. Space heater can become a potential hazard at our properties.

### **Extension or Electrical Cords**

Extension or electrical cords should not be used to run power to units, cabins or tents as they can become a potential hazard.

### **Camp Manners**

Never walk through another groups' campsite without first asking their permission.

### **Campfire**

Practice minimal impact camping. Use the smallest fire possible for cooking. The evening program can be fun without fire. If you feel the need for fire, keep it small. Chemicals may not be used to start a fire or to create colors in campfires.



### **Departing Camp**

See clean-up checklist provided in folder at check-in. Leave your unit cleaner than you found it and have the Ranger inspect the campsite before leaving. He will request two girls to help with the inspection to correct any areas that don't meet standards. Report any equipment problems to the Ranger.

### **After Camp**

Evaluate the camping experience with girls and note any recommendation for future camping. Complete the Evaluation form on the back of your camp registration form and submit it to the Service Unit Manager within one week following your campout. Please turn in Property Repair Request to the Site Manager/Ranger on your departure.

# Camp Kateri

John Burke, Site Manager  
1031 South State Road 21  
Orange Springs, FL 32182  
352-546-5271 Office  
352-209-5855 Cell

## Camp Capacity

There are 335 beds at Camp Kateri. Groups may have an additional 100 people join in the activities during the daytime, but not sleep over. To accommodate these people, the group will have to bring in 5 portable toilets at their expense (one toilet per 20 people, or portion thereof.)

## Entrance Gate

Please share this information with anyone who will be arriving late to the camp or who will need to pick up a camper early. It is the service unit or troop leader's responsibility to obtain and give out the gate code to the appropriate people needing to access the camp. The key pad is located on the left side of the front gate. Enter the code and the gate will open automatically and will remain open for all vehicles to enter as long as each vehicle follows another in a timely manner. To exit, enter the gate code.

## Equipment

Beds, mattresses, fire buckets, dishwashing buckets, 1 skillet, one 5 gallon Igloo container, a charcoal chimney, Dutch Oven, rake, a shovel, several brooms, mops, plungers, folding tables and chairs, picnic tables and garden hoses are available at each unit. Additional equipment may be reserved on the Equipment Reservation Form. Each troop must bring cooking equipment, eating utensils, garbage bags, dishwashing and toilet supplies, cleaning supplies and paper products for the kiwashi's (bathhouse).

## Telephone

Emergency telephones are located in all unit houses, kitchen in the Dining Hall, Boathouse and Stable. Signs reflecting all extensions are posted by each phone. Calls may be placed to Orange Springs and 911 only. Use a calling card to reach other calling areas. You must dial "9" before using your calling card..

## Dining

The Dining Hall has seating capacity for 200. Use of the kitchen requires a chef-trained adult in charge.

## Swimming

Two lakes are available for swimming. Troops who swim **MUST** supply lifeguard and appropriate number of qualified watchers. Lifeguards **MUST** present their certification cards to the Camp Ranger.

## Ice

Arrive with coolers filled. The ice machine in the Dining Hall is available for refills only.

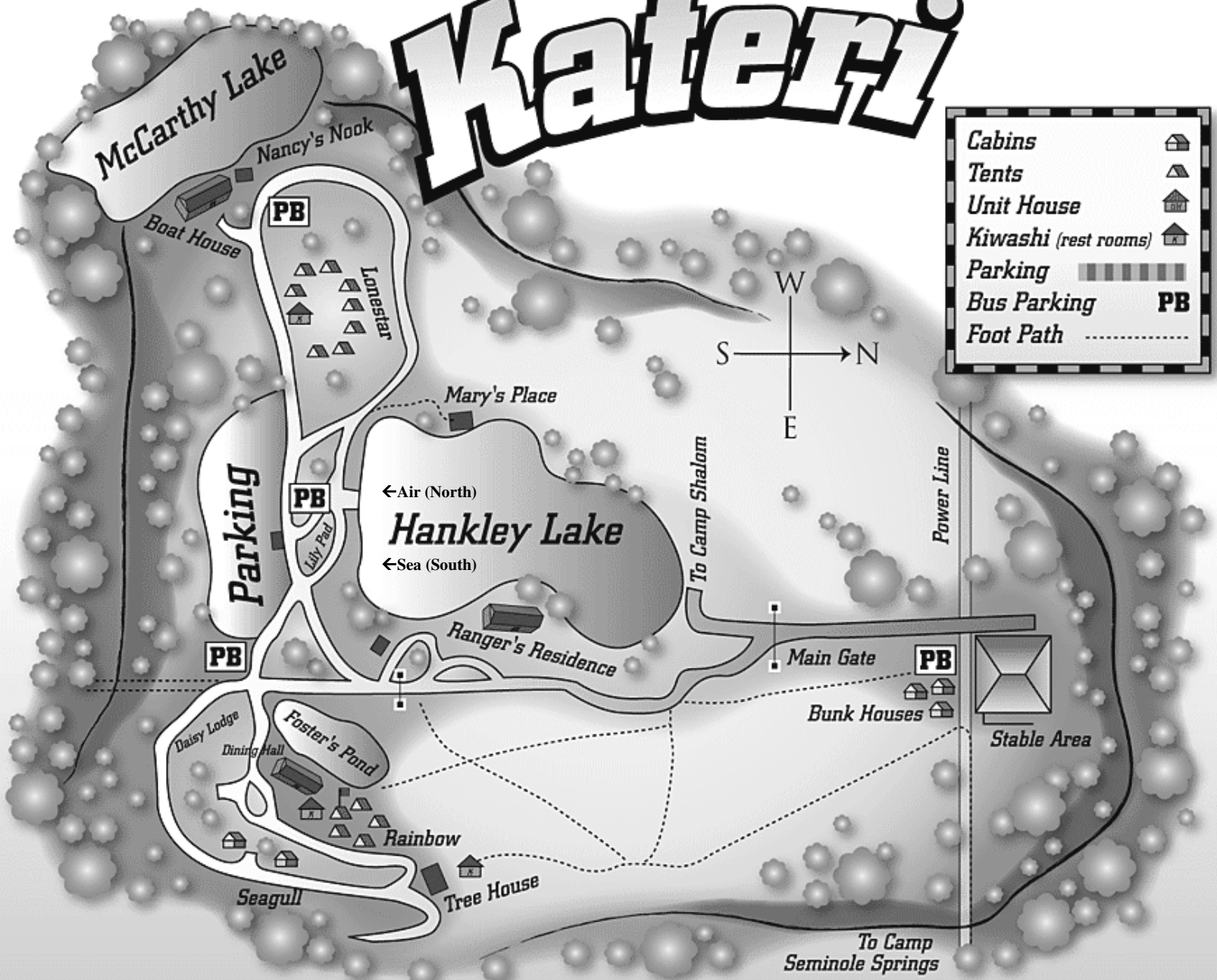
## Unit Sharing

Two or more small troops may be assigned to share a unit. Why not make your campout a sister troop adventure, or invite a troop with a new Leader to go camping with you?

## Treehouse Unit

The treehouse unit is available to experienced Girl Scout Junior, Cadette, Senior and Ambassador troops.

# Kateri



Cabins	
Tents	
Unit House	
Kiwashi (rest rooms)	
Parking	
Bus Parking	<b>PB</b>
Foot Path	

## Camp Kateri Site Chart – Effective 10-1-08

**Total bed space: 335**

Unit	Cabins/Tents	Beds	UH	BH	W	Elec	Picnic Area	Ice	Fire Circle	Kitchen	Training Required
Rainbow Circle \$80 per weekend	5 Plat 5 Wall	40		X	H C		X		X		2
Bunkhouses \$88 per weekend	2 3 Plat	44		X	H C	X	X		X		2
Lonestar \$88 per weekend	9 Plat 2 Wall	44	X	X	H C	BH	X		X	***	2
Seagull – Port ** \$44 per weekend	1 1 Plat	22		X	H C	X	X		X		1
Seagull – Starboard** \$44 per weekend	1 1 Plat	22		X	H C	X	X		X		1
Treehouses \$76 per weekend	9	38	X	X	H C	UH BH	X		X	#	2
** Lilypad \$96 per weekend	4 4	48	X	X	H C	X	X		X	***	2
** Daisy Lodge \$60 per weekend	1	20 Beds 10 mattresses on floor		X	H C	X	X		X	***	1
Nancy's Nook \$30 per weekend	1 15 mattresses on floor		X	X	H C	X	X		X	oven	1
Air-(North) \$32 per weekend	4	16		X	H C				X		2
Sea-(South) \$32 per wkeekend	4	16		X	H C				X		2
** Dining Hall				X	H C	X		X		X	
Boat House					C	X	X				
<b>Total Bed Cap</b>		<b>335</b>									

Canoe Trailers    5                    BH = Bath House  
 Canoes            32                    UH = Unit House (enclosed shelter for group's use)  
 Prams             12                    C = Cold Water  
 Lasers            4                     H = Hot Water  
 Kayaks            18                    ## = Stove top  
 \*\* = Wheel Chair Accessible    \*\*\*= Refrigerator Only

1 = Basic Troop Camp I Training Required  
 2 = Basic Troop Camp I & 2 or Basic Troop Camp Combo Training Required

Note: Seagull Unit – toilet and showers inaccessible by wheel chair.

Note: Some additional tents may be pitched at all units for an additional \$2 per tent per night. Please contact Ranger for details. Note: Unit Fees listed apply to use for Service Unit reservations only.

**Seminole Springs**  
John Burke, Site Manager  
P.O. Drawer J  
12695 NE 245<sup>th</sup> Street Road  
Orange Springs, FL 32182  
Office 352-546-5271  
Cell 352-209-5855

Seminole Springs has a covered pavilion with water and electricity and a two-story lodge with a small kitchen, fireplace, and loft area.

### **Camp Capacity**

With the exception of the Lodge and the Grist Mill, camping is in platform tent units and primitive units. Total bed capacity is 135. Each unit has running water and a Kiwashi is located at the Lodge and near Pocatawa, Chuluta, and the Talachee Unit.

Groups may have an additional 100 people join in the activities during the daytime, but not sleep over. To accommodate these people, the group will have to bring in 5 portable toilets at their expense (one toilet per 20 people, or portion thereof).

### **Entrance Gate**

Please share this information with anyone who will be arriving late to Camp Seminole Springs or who will need to pick up a camper early. It is the service unit or troop leader's responsibility to obtain and give out the gate code to the appropriate people needing access to the camp. The key pad is located on the left side of the front gate. Enter the code and the gate will open automatically and will remain open for all vehicles to enter as long as each vehicle follows another in a timely manner. To exit, enter the gate code.

### **Equipment**

Fire buckets, dishwashing buckets, rake, a shovel, a bow saw, several brooms, mops, picnic tables, and garden hoses are available at each unit. Additional equipment may be reserved on the Equipment Reservation Form. Each troop must bring cooking equipment, eating utensils, garbage bags, dishwashing and toilet supplies, cleaning supplies and paper products for the Kiwashi's (bathhouse).

### **Telephone**

An emergency telephone is located on the front porch of the Lodge. Calls can be placed to Orange Springs and 911 only. Use a calling card to reach other calling areas. You must dial "9" before placing your call.

### **Dining**

Troops may request use of the Lodge kitchen on a first-come, first-served basis. Groups of 50 or more require the council chef training class.

### **Swimming**

The heart-shaped pool is available for swimming. The pool must be reserved during your reservation process to ensure the pool is available during your troops visit. Troops who swim must supply lifeguard and appropriate number of qualified watchers. Lifeguards **MUST** present their certification cards to the Camp Ranger.

### **Ice**

Arrive with coolers filled. The ice machine at the Lodge is available for refills.

### **Grist Mill**

The Grist Mill is a working mill and is used at large events. The second floor of the Grist Mill is available for Girl Scout Cadette, Senior and Ambassadors to sleep. There are bunk beds for a total of 7 beds.





## Camp Seminole Springs Site Chart

**Total bed space: 135**

Any additional campers may require rental of port-a-lets

**Note regarding troop use of Seminole Springs:**

**Unit Fees listed apply to use for Service Unit reservations only. Refer to fees and deposits for troop use listed previously. Additional tents may be pitched in some units for an additional fee of \$2 per tent.**

**Please contact the Ranger for details.**

Unit	Cabins/Tents	Beds	BH	W	Elec	Picnic Area	Ice	Fire Circle	Training Required
Anati \$32 per weekend	4 Platform	16	use Lodge		C	X	X	X	2
Chuluta \$32 per weekend	8 Eureka pitched tents	16	use Pocataw		C	X	X	X	2
Pocataw \$32 per weekend	4 Platform	16	H C		C	X	X	X	2
Talatchee \$48 per weekend	6 Platform	24	use Pocataw		C	X	X	X	2
Helukaw \$40 per weekend	5 Platform	20	use Lodge			X	X	X	2
Lodge \$40 per weekend	1	20 mattress in Loft	H C	X	X	X	X	X	1
Chipola & Pavilion \$32 per weekend	8 Eureka pitched tents	16	use Lodge	X	X	X	X	X	2
+ Grist Mill \$14 per weekend	1	7	use Lodge	X		X	X	X	2

H = Hot Water

C = Cold Water

+ for use by Girl Scouts Cadette Senior, and Ambassadors and adults

1 = Basic Troop Camp I Training Required

2 = Basic Troop Camp I & 2 or Basic Troop Camp Combo Training Required

**North Fork**  
4375 Lazy Acres Road  
Middleburg, FL 32068

<b>Main House</b>	<b>904-291-2225</b>
<b>Ranger Office</b>	<b>904-291-2229</b>
<b>JR Kauffman, Site Manager – Pager</b>	<b>904-949-0643</b>
<b>Marty Wenzel, Ranger – Cell Phone</b>	<b>352-209-5854</b>

The newest Girl Scout property, North Fork, is available to troops and service units for limited use. Reservations can be requested using the current campsite reservation form. Current usage is as follows:

**Camp Capacity**

**Limited availability** – As the long-term development of the North Fork begins, availability and program options for the current buildings may change. Please watch Pathways for future information and changes.

**Day use:**

Small group use (up to 50 people) can reserve the Main House or Guest Cottage for day use. The Main House would be wonderful for troops to use for meetings and cookouts. Reservations are accepted for Saturday and Sunday afternoons only.

Large group use (more than 50 people) can reserve the Main House for Service Units. Port-a-lets are required for groups of 20 participants or portion thereof) and are the responsibility of the service unit. Reservations for large events will be considered on an individual basis.

The Site Manager will make the final decision based on appropriateness of the activity, facility limitations, and areas of the property. Every effort will be made to work with the committees to develop program plans that can be accommodated. Separate reservations must be made for overnight use of the Main House or Guest Cottage in conjunction with large group events.

**Overnight use:**

Main House – Up to 22 people can sleep at the Main House. 9 cots and 13 extra mattresses are provided. The kitchen has a refrigerator and stove. The fireplace in the Main House has been closed and is not available for use.

**Guest Cottage** – Up to 11 people can sleep at the Guest cottage. 2 cots and 9 extra mattresses are provided. The kitchen has a refrigerator and stove.

**The Main House & A-Frame have air conditioning.**

**Entrance Gate**

A gate code is provided with confirmed reservations. A keypad is located on your left as you approach the gate. Enter the code and the gate will open automatically. Upon departure approach gate slowly and the gate will open automatically.

**You must have the house key for entry to the Main House.**

Trailer and 6 canoes are available. Reservations are found in *Safety Wise* on page 100. You must submit an Equipment Reservation form to reserve canoes.

A telephone is located in the Main House. The number is 904-291-2225. Incoming calls are not allowed, but only local outgoing calls can be made.

The pool is CLOSED and not available for use. The size and filtration system is not designed for group use.

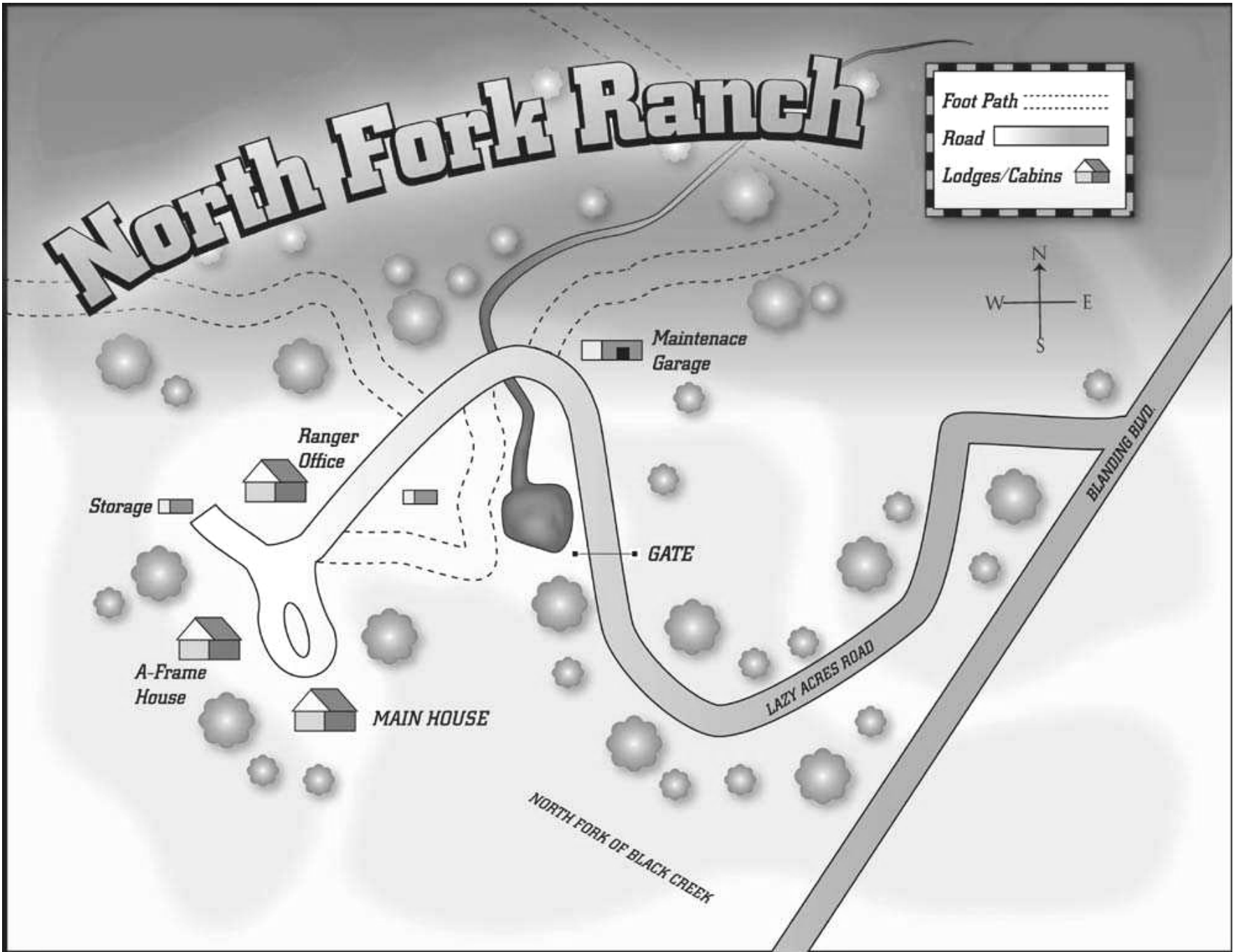
**Ice**

Arrive with coolers filled with ice, and ice machine is available for refills.

**Dining**

An outdoor barbeque area is located between the Main House and Guest Cottage. You must specify this area as “additional facilities requested” on the bottom of the campsite reservation form if you intend to use the space.





**North Fork Property Site Chart**  
**Total bed space: 33**

**Basic Troop Camp I is the only camp training required in order to camp in the Main or Guest House.**

Unit	Cabins	Beds	UH	Toilets Showers	Water	Elec.	Picnic Area	Refrigerator	Ice	Fire Circle	Kitchen
Main House		22		3 2	H C	x	a)	x	*	a)	x
Guest House		11		2 1			a)	x	*	a)	x
Canoes-6											
Canoe trailer-1											



UH = ... water  
a) Showers ... circles

- EACH UNIT MUST HAVE THE FOLLOWING:**
- 1 ...
  - 3 Buckets for dishwashing
  - 1 Trash can
  - 2 Cast Iron Skillets
  - 1 Dutch Oven
  - 1 set of Nesting Pots
  - 1 Charcoal Chimney
  - 1 Toilet Bowl Brush
  - 1 Toilet Plunger
  - 1 Mop
  - 1 Mop Bucket

**FIRE CIRCLE HAS THE FOLLOWING**

- 3 Fire Buckets (red)
- 1 Shovel
- 1 Rake
- 1 Bow Saw



GIRL SCOUTS OF GATEWAY COUNCIL, INC.  
 1000 Shearer Street  
 Jacksonville, FL 32205  
 Office 904-388-4653 Fax 904-384-1542  
 800-347-2688

EQUIPMENT RESERVATION FORM  
 Please submit 2 weeks prior to the event.



F = Fernandina Little House  
 B = Beaches Little House  
 P = Palatka Little House

**Submit one form per event to the Jacksonville Service Center**

Today's Date   North Fork  Kateri  Seminole Springs  Little House  F  B  P

Event Date   Troop Camping  Events  Day Camp  Resident Camp  Training

Date Reservation Made  Troop #/ Event Name

Coordinator  Home Phone

Street Address  Cell Phone

City, State, Zip  Email

**Note: Items 1-10 are provided at all unit houses. All items listed below, except the tents, cannot be taken off site.**

Items Requested	# Needed/Location	GPS	# Needed	Location
1. Broom		\$7.00 per unit		
2. Dishwashing Bucket (3 at each site)		<b>Note: GPS equipment can be used at Kateri and Seminole Springs only. Troops/Groups using GPS equipment must have basic knowledge of geocaching.</b>		
3. Dutch Oven		Archery	Date Needed	Indicate below: AM, PM, ALL DAY
4. Frying Pan				
5. Garbage cans (Specify trash or storage)		<b>Fee Schedule: \$20 1/2 day usage ~ \$40 full day usage</b>		
6. 5 Gallon Igloo Cooler		Certified Instructor (Name) <input type="text"/>		
7. Nesting Pots		Certified Level 1 First Aider (Name) <input type="text"/>		
8. Fire Bucket		Other Needs <input type="text"/>		
9. Rake				
10. Shovel				
Bow Saw				
Canoe				
Canoe Trailer				
Paddles. (Indicate length - Sh, Med, Long)				
Life Jackets (Indicate size - S, M, L, XL)				
Propane Stoves				
Trail Kits/Utensils				
Tents*				

\*Note: There is a fee when tents are used off site. Please contact the Activities Registrar when requesting tents for off site use.

Questions?  
 Contact Lori Colvin at the Jacksonville Service Center at the number above or by email at lcolvin@girlscouts-gateway.org.

Print Form

**GIRL SCOUTS OF GATEWAY COUNCIL, INC.**

1000 Shearer Street, Jacksonville, FL 32205  
 (904) 388-4653 1-800-347-2688 FAX (904) 384-1542

**TROOP / GROUP CAMPING APPLICATION**

(Please Print Legibly)

Troop/Group #: \_\_\_\_\_ Level: \_\_\_\_\_ Service Unit: \_\_\_\_\_ Date: \_\_\_\_\_  
 Leader: \_\_\_\_\_ Day phone: \_\_\_\_\_ Evening phone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City County Zip

E-mail address: \_\_\_\_\_ FAX: \_\_\_\_\_

Date & time of arrival: \_\_\_\_\_ Departure from camp: \_\_\_\_\_

Does this application include a sister troop camping with you?  Yes  No

If yes, troop # \_\_\_\_\_ Number of Girls: \_\_\_\_\_ Number of Adults: \_\_\_\_\_

Name of certified camper: \_\_\_\_\_ Certification level/date: \_\_\_\_\_

Name of First Aider/Nurse: \_\_\_\_\_ Certification date: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Day phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

I have read Safety-Wise and I am complying with all standards outlined. If the trip is longer than two consecutive nights (three nights if over an official holiday), I agree to apply for additional insurance.

Troop Leader's or Certified Camper Signature: \_\_\_\_\_

Date App. Rec'd _____	Total Rec'd \$ _____	Date _____
Deposit Rec'd \$ _____	Date _____	Date Confirm Mailed _____
Archery Equipment Fee \$10	Date _____	Date Key Deposit Rec'd _____
Balance Due \$ _____	Date _____	Date Key Returned _____
Balance Rec'd \$ _____	Date _____	

Approved by \_\_\_\_\_ Date \_\_\_\_\_

**Troop Reservations accepted beginning June 16<sup>th</sup> for reservations between August 1 and December 31, and beginning November 16<sup>th</sup> for reservations between January 1 and July 31. Please refer to VRG.**

**Service Unit Reservations: May 1 to June 15 to reserve one weekend between October 1 and May 15. Please refer to VRG.**

**New Change: To serve meals from the kitchen, the cost is \$25 per meal. To use the dining hall for activities, the cost is \$25 per weekend.**

Fill out application completely, giving three (3) choices of sites and dates in order of preference. Send **all three (3) copies** to the Jacksonville Service Center with site deposit or full fee. Reservations can be made online at [www.girlscouts-gateway.org](http://www.girlscouts-gateway.org)

- |                       |                        |                           |                             |
|-----------------------|------------------------|---------------------------|-----------------------------|
| ___ Camp Kateri       | ___ Nancy's Nook       | ___ Camp Seminole Springs |                             |
| ___ Rainbow Circle    | ___ Daisy Lodge        | ___ Anati                 |                             |
| ___ Bunkhouses        | ___ Hankley Lake North | ___ Chuluta               |                             |
| ___ Lonestar          | ___ Hankley Lake South | ___ Pocataw               |                             |
| ___ Seagull Port      | ___ Lilypad            | ___ Talatchee             |                             |
| ___ Seagull Starboard | ___ McCarthy Lake      | ___ Helukaw               | ___ Beaches Little House    |
| ___ Treehouses        |                        | ___ Lodge                 | ___ Fernandina Little House |
|                       |                        | ___ Chipola & Pavilion    | ___ Palatka Little House    |
|                       |                        | ___ Grist Mill            |                             |
|                       |                        | ___ Pool                  |                             |

**Campsite Equipment and Program  
 Equipment MUST be reserved  
 separately – refer to VRG**

**CHOICE OF DATE(S)**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

If swimming, name of certified lifeguard: \_\_\_\_\_ Certification Date: \_\_\_\_\_

If Archery, name of certified instructor: \_\_\_\_\_ Certification Date: \_\_\_\_\_

If boating, name of person certified in small craft usage: \_\_\_\_\_ Certification Date: \_\_\_\_\_



## EVALUATION

**Leader:** Complete and return this evaluation to your Service Unit Manager within one week of campout.

**Service Unit Manager:** Within one week, return this report to your membership specialist.

Campsite used: \_\_\_\_\_ Unit name: \_\_\_\_\_

Number of persons participating: Daisy \_\_\_\_\_ Brownie \_\_\_\_\_ Junior \_\_\_\_\_ Cadette \_\_\_\_\_  
Senior \_\_\_\_\_ Ambassador \_\_\_\_\_ Adults \_\_\_\_\_ Tags \_\_\_\_\_ Total \_\_\_\_\_

Dates of campout: \_\_\_\_\_ Number of nights at camp: \_\_\_\_\_

What program activity proved most interesting? \_\_\_\_\_

Did your troop perform a service project? \_\_\_\_\_ In what way(s)? \_\_\_\_\_

Was any equipment lost or broken? \_\_\_\_\_ If yes, describe: \_\_\_\_\_

Describe what your girls considered highlights: \_\_\_\_\_ Please list any suggestions and/or  
concerns: \_\_\_\_\_

How do you expect this experience to carry over into troop program? \_\_\_\_\_  
\_\_\_\_\_

Was there an accident or illness? \_\_\_\_\_ Did it require more than simple first aid? \_\_\_\_\_

If more than first aid required, did you complete an Incident Report ? \_\_\_\_\_ (located in Volunteer Resource Guide)

Program expenses: \$ \_\_\_\_\_ Camping fee: \$ \_\_\_\_\_

Transportation expense: \$ \_\_\_\_\_ Food /meal expense: \$ \_\_\_\_\_

Additional Insurance expense: \$ \_\_\_\_\_

Amount of money used from troop account: \$ \_\_\_\_\_

Amount of money collected from each girl: \$ \_\_\_\_\_

\_\_\_\_\_  
Evaluation completed by \_\_\_\_\_ Date \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_