



**EAST BAY REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA STAFF REPORT**

DATE	October 15, 2024
TITLE	Authorization to Accept a Donation From the Taylor Family Foundation of Two Manufactured Buildings and Three Shipping Containers: Camp Arroyo
DIVISION	Operations
FROM	Tiffany Margulici, Business Services Manager Lisa Goorjian, Assistant General Manager of Operations
APPROVED	Sabrina Landreth, General Manager 

RECOMMENDATION

The General Manager recommends that the Board of Directors authorize acceptance of a donation from The Taylor Family Foundation of two manufactured buildings and three shipping containers to provide East Bay Regional Park District staff and the Camp Arroyo concessionaire with office space and additional storage at Camp Arroyo.

BACKGROUND

The Taylor Family Foundation (TTFF) has been an integral part of Camp Arroyo since its inception. In 2002, TTFF and the East Bay Regional Park District (Park District) entered into a 20-year agreement for TTFF's operations at Camp Arroyo, including onsite office space and storage, guaranteed reservation dates, and discounted lodging and food rates from the Camp Operator. A new agreement was approved by the Board in 2022 with an initial term of three years and including options for another 17 years. The initial three-year term ends on December 31, 2025, Resolution No. 2022-12-296.

TTFF has notified the Park District that it is moving its operations offsite and has given timely notice of its intent to terminate its Special Use Agreement with the Park District at Camp Arroyo as of the end of November 2024. TTFF would like to make an unrestricted donation to the Park District of its onsite office space and storage areas consisting of two manufactured buildings, one single-wide and one double wide, along with three shipping containers, one measuring 8 by 20 feet, one 8 by 30 feet and one 8 by 15 feet. The donation of the two manufactured buildings would also include the furniture therein.

The Park District's Policy 15.0, Policy for Acceptance of Donations and Gifts, requires donations of over \$10,000 obtain Board acceptance. This Policy notes that the Park District "welcomes donations that enhance Park District services, reduce costs that the Park District would otherwise incur or otherwise provide a benefit to the Park District."

ANALYSIS

This donation would be consistent with the goals articulated in Policy 15.0 in that accepting the manufactured buildings and shipping containers would enhance Park District services, reduce costs, and provide other benefits to the Park District. Specifically, the donation would have the following benefits:

1. Manufactured buildings can be used immediately.
2. Manufactured buildings operate on existing utilities and a permitted septic system.
3. Manufactured buildings will provide a location for Park District staff, concessionaire's employees, and lifeguards (seasonally) to use for work and break space, private staff restroom and shower facilities, office and meeting space, and kitchen facilities.
4. Manufactured buildings are already partially furnished, including some tables, desks, and chairs.
5. Manufactured buildings and shipping containers require very few repairs.
6. Use of the manufactured buildings will free up the Park District operations building to be used exclusively as a shop area for tool storage and usage.
7. Manufactured buildings provide an improved, cooler working environment for administrative duties and breaks.

FISCAL IMPACT

No revenue will be received. There is no cost to acquire these structures. Future maintenance costs have not yet been determined.

ATTACHMENTS

None.



**EAST BAY REGIONAL PARK DISTRICT
RESOLUTION NO. 2024 – 10 -
OCTOBER 15, 2024**

**AUTHORIZATION TO ACCEPT A DONATION FROM THE TAYLOR FAMILY
FOUNDATION OF TWO MANUFACTURED BUILDINGS AND THREE SHIPPING
CONTAINERS: CAMP ARROYO**

WHEREAS, The Taylor Family Foundation (TTFF) has an agreement with the East Bay Regional Park District (Park District) for TTFF's operations at Camp Arroyo, including onsite office space and storage; and

WHEREAS, TTFF has notified the park district that it is moving its operations offsite and has given timely notice of its intent to terminate its special use agreement with the park district at camp arroyo as of end of November 2024; and

WHEREAS, TTFF would like to make an unrestricted donation to the Park District of its onsite office space and storage areas consisting of two manufactured buildings, one single-wide and one double wide, including existing furnishings, as well as three shipping containers, one measuring 8 by 20 feet one 8 by 30 feet and one 8 by 15 feet; and

WHEREAS, acceptance of the donation will support Park District services, reduce costs that the Park District would otherwise incur, or otherwise provide a benefit to the Park District by providing existing structures that operate on existing utilities and a permitted septic system and that can be immediately used by Park District staff and concessionaire employees for office, meeting, storage, and break space;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the East Bay Regional Park District hereby authorizes acceptance of the donation from The Taylor Family Foundation of two manufactured buildings and three shipping containers, as presented to the Board on October 15, 2024; and

BE IT FURTHER RESOLVED, that the General Manager is hereby authorized and directed, on behalf of the Park District and in its name, to execute and deliver such documents and to do such acts as may be deemed necessary or appropriate to accomplish the intentions of this resolution.

Moved by Director _____, and seconded by Director _____, and adopted October 15, 2024, by the following vote:

FOR:

AGAINST:

ABSTAIN:

ABSENT: