


**EAST BAY REGIONAL PARK DISTRICT
BOARD FINANCE COMMITTEE
AGENDA STAFF REPORT**

DATE March 12, 2025
TITLE Recommendation to the Board of Directions to Approve the Regional Parks Foundation 2024 Annual Report
DIVISION Finance & Management Services
FROM Deborah Spaulding, Assistant General Manager of Finance and Management Services
APPROVED Sabrina Landreth, General Manager 

RECOMMENDATION

Staff recommends the Board Finance Committee review this report and direct staff to prepare the information for acceptance by the Board of Directors in May 2025.

BACKGROUND

The Regional Parks Foundation (RPF) is the non-profit 501(c)3 organization that supports the East Bay Regional Park District (Park District) by raising funds to encourage and facilitate park access, environmental stewardship, education and recreational programming, and acquisition of parklands. RPF donors have made invaluable contributions to the Park District in many ways: providing real property and equipment; funding programming in underserved communities; granting funds for projects to preserve habitat and wildlife; and assisting the Park District in making improvements to parks.

ANALYSIS

To streamline the process for utilizing donated funds, provide better documentation of donated funds from the RPF and confirm the process for acceptance of donations, Procedure 5.4.a *Regional Parks Foundation Donation Budget Adjustments up to \$50,000* was approved by the District Board of Directors in May 2018 (Reso. 2018-05-101). This procedure allows the Park District CFO and Budget Manager to adjust budgets as RPF donations are approved throughout the fiscal year. This process has two major components:

1. For Park District funding requests greater than \$50,000 – The Park District Board of Directors will accept donations from the RPF by separate resolutions and authorize an amendment to both revenue and appropriations as necessary documentation of the donation.
2. For District funding requests up to \$50,000 – The Park District CFO and/or Budget Manager is authorized to amend both revenue and appropriations for each approved RPF funding request up to \$50,000 throughout the fiscal year. These funding requests require approval by the Division Assistant General Manager. An annual report describing these donations/appropriations is to be provided to the Board Finance Committee and Board of Directors by Park District staff.

Based on the procedure noted above the following charts detail the RPF donations and commitments during 2024.

Total of all Regional Parks Foundation Commitments for 2024 with details listed below:

Type of Support Provided	Amount
Unrestricted operating and programs support	\$716,732
Allocations approved by Park District Board (over \$50,000)	1,000,000
Foundation funds indirectly supporting Park District	213,118
Unrestricted general support	661,277
TOTAL	\$2,591,127

The following programs received funding via the Park District 2024 budget. These programs were managed or hosted by Park District employees with funding provided by the RPF:

EBRPD program support in 2024	
Kids Healthy Outdoor Challenge	76,436
Adventure Crew	72,941
Transportation, Supplies & Food for Community Programs	62,648
Scholarships for community & school groups boating/fishing, Parkin' It Day Camp and LIT, and Teen Eco-Action life/job skills development program	45,321
Black Diamond Mines Pond restoration	41,000
Watershed restoration apprentice program	40,000
Contra Loma Swim Lesson and Junior Lifeguard Program	35,700
All Abilities Events	27,085
Rescue utility vehicle	25,500
90th Sponsorship	25,000
Community Outreach Outdoor Program	24,597
Bay adventure & Junior Lifeguard Program	22,205
Point Molate donation	20,074
XPLORE East Bay Parks: a Parks to People Program	20,000
Parks Prescription Programs	17,500
Uniforms for VTSP volunteers	17,045
Botanic Garden Program Support	16,405
Western Pond Turtle Monitoring	15,724
Swim Lesson and Junior Lifeguard Program	14,320
Lizard diet genetic study	10,000
Ohlone Peoples Gathering	10,000
World Ranger Day 2024 sponsorship	9,999
International Day of Peace	9,999
Aquatic Adventure Camp	9,715
Hayward Shoreline restoration project	7,500

Contra Loma Fall Tree planting	7,100
Passthrough donation for World Ranger Day 2024	6,780
National Night Out 2024	6,000
Park Fest sponsorship from PG&E	5,000
T-shirts for farm volunteers at Tilden	4,060
CivicCorps habitat restoration at Roberts	2,589
Memorial bench program	2,500
Backpacks to Parks Program	2,163
Bike bells for Briones	1,980
Port Chicago promotional items	1,845
TOTAL	\$716,732

Per Park District Policy, donations over \$50,000 are brought to the Board of Directors for approval. The following were RPF commitments approved through separate Board resolution or action from January 1 through December 31, 2024:

Allocations approved by Park District Board (over \$50,000)	Amount
2022-04-166: Renovation Of Roberts Pool	\$ 1,000,000
TOTAL	\$ 1,000,000

The following RPF commitments were paid indirectly in 2024 for Park District projects:

Foundation funds indirectly supporting Park District	Amount
Campership Scholarships at Camp Arroyo	120,000
Vendor payments to support Botanic Garden	55,557
RIN mailing postages	14,500
Partners sponsorships	11,350
Stroll & Roll water bottles	3,000
Orchestra performance at Port Chicago Weekend	2,500
Various vendor payments to support park programs	2,097
Swimming pool rental at Chabot College	1,650
2024 fungus fair lecture honorarium	1,050
Trail Challenge guidebooks	864
Dutch rabbits for Little Farm	550
TOTAL	\$213,118

Additionally, the Regional Parks Foundation provided \$661,277 to the Park District in 2024 per the 2019 Memorandum of Understanding between the Park District and the RPF. These funds are reimbursement for the costs of staffing that are provided by the Park District to support the RPF. Total program supports, commitment thru separate Board resolution and reimbursement of administrative costs in 2024 are \$2,591,127.

FISCAL IMPACT

There is no cost associated with this item.

ATTACHMENTS

None.