



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

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|-----------------|---|
| DATE | May 21, 2024 |
| TITLE | Approval of Regional Park Foundation 2023 Annual Report |
| DIVISION | Finance and Management Services |
| FROM | Deborah Spaulding, Assistant General Manager of Finance & Management Services Susan Shiu, Assistant General Manager of Public Affairs Sabrina Landreth, General Manager |
| APPROVED |  |

RECOMMENDATION

Staff recommends the Board of Directors review and accept this report.

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 2023.

Total of all Regional Parks Foundation Commitments for 2023 with details listed below:

| Type of Support Provided | Amount |
|---|------------------|
| Unrestricted programs support | \$ 435,199 |
| Allocations approved by Park District Board (over \$50,000) | 80,000 |
| Foundation funds indirectly supporting Park District | 262,686 |
| TOTAL | \$777,885 |

The following programs received funding via the Park District 2023 budget. These programs were managed or hosted by Park District employees with funding provided by the RPF:

| Unrestricted operating and programs support | Amount |
|--|---------------|
| Kids Healthy Outdoor Challenge | 75,200 |
| Watershed Restoration Apprentice Program | 40,000 |
| Teen Eco Action Week | 36,800 |
| Community Outreach Outdoor Program | 20,407 |
| Feral Pig Management Study | 20,000 |
| Fence Relocation for Botanic Garden | 16,892 |
| Multicultural Wellness Walks | 15,556 |
| Adventure Crew - Richmond Rangers | 15,000 |
| XPLORE East Bay Parks: a Parks to People Program | 15,000 |
| Stay Healthy in Nature Everyday (SHINE) | 14,935 |
| Adventure Crew | 14,852 |
| Monarch Occupation Restoration Education | 11,000 |
| Fish Friends Program | 11,000 |
| Doug Siden Explore Your Bay Program | 10,790 |
| Folding Nursery Benches | 10,727 |
| Aquatic Adventure Camp | 9,245 |
| Vasco Caves Community Tours | 9,174 |
| Black Diamond Mine Program expenses | 9,000 |
| Explore Your Watershed From the Redwoods to SF Bay | 8,161 |
| Afterschool Excursions to Parks | 7,414 |
| Veteran's Fishing Day | 6,876 |
| Golden Eagle Research | 6,000 |
| Thurgood Marshall Youth Development Program | 5,709 |
| Special Populations Fishing Derbies | 5,041 |
| Family Campout - Dumbarton Quarry Campground | 5,000 |
| La Clinica Outside | 5,000 |
| All Abilities Halloween Program | 4,500 |
| Boating and Fishing Scholarships | 3,563 |
| Language Accessibility for Visitor Center Exhibits Sunol | 3,500 |
| Big Break Translation Services | 3,500 |
| Pollinator Ally Program | 3,396 |

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|---|-------------------|
| Memorial Bench | 2,500 |
| Plants Sale Supplies | 2,294 |
| Financial Aid Program | 2,130 |
| Bike Bells | 1,680 |
| American Sign Language Interpretive Programming | 1,262 |
| Parks Express to Redwood Park | 1,050 |
| Volunteer Trail Maintenance Event | 661 |
| 2023 Radke Championing Advocacy Award Trophy | 383 |
| TOTAL | \$ 435,199 |

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, 2023:

| Allocations approved by Park District Board (over \$50,000) | Amount |
|--|------------------|
| 2023-06-141: Trail Within Pleasanton Ridge | \$ 80,000 |
| TOTAL | \$ 80,000 |

The following RPF commitments were paid indirectly in 2023 for Park District projects:

| Funds distributed to outside vendors | Amount |
|--|-------------------|
| Campership Scholarships at Camp Arroyo | \$ 92,024 |
| Trails Challenge guidebooks, t-shirts & pins | 89,237 |
| Vendor payments to support Botanic Garden | 31,187 |
| Roaming cat management project | 25,000 |
| Contra Loma Swim Lesson program | 10,860 |
| Various vendor payments to support park programs | 8,378 |
| Heritage breed heifer cows for Little Farm | 6,000 |
| TOTAL | \$ 262,686 |

Additionally, the Regional Parks Foundation provided \$557,885 to the Park District in 2023 per the 2019 Memorandum of Understanding between the Park District and the RPF. These funds are partial reimbursement for the costs of staffing, office space, furnishings and supplies that are provided by the Park District to support the RPF.

FISCAL IMPACT

There is no cost associated with this item. The Regional Parks Foundation support of \$777,885 to the Park District, together with partial reimbursement of \$557,885 for the costs described above totals \$1,335,771.

ATTACHMENTS

None.



**EAST BAY REGIONAL PARK DISTRICT
RESOLUTION NO. 2024 – 05 -
MAY 21, 2024**

APPROVAL OF REGIONAL PARK FOUNDATION 2023 ANNUAL REPORT

WHEREAS 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; and

WHEREAS Procedure 5.4.a “Regional Parks Foundation Donation Budget Adjustments up to \$50,000” allows the Park District CFO and Budget Manager to accept RPF donations up to \$50,000 and adjust budgets as these funds are received throughout the fiscal year; and

WHEREAS , per Procedure 5.4a, these donations and budget adjustment shall be described to the Board of Directors via an annual report;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the East Bay Regional Park District hereby accepts the report of donations from the RPF to the Park District as presented to the Board on May 21, 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 May 21, 2024, by the following vote:

FOR:

AGAINST:

ABSTAIN:

ABSENT: