



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

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
APPROVED	Sabrina Landreth, General Manager

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

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: