



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

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<b>DATE</b>	February 18, 2025
<b>TITLE</b>	Authorization to Execute a Contract with Granicus in the Amount of \$120,000 for Public Meeting Streaming and Agenda Management
<b>DIVISION</b>	Finance and Management Services
<b>FROM</b>	David Rusting, Chief Information Officer Deborah Spaulding, Assistant General Manager of Finance and Management Services
<b>APPROVED</b>	Sabrina Landreth, General Manger 

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**RECOMMENDATION**

The General Manager recommends that the Board of Directors authorize execution of a contract with Granicus, Inc. for \$120,000 for consulting services and support of the East Bay Regional Park District’s public meeting streaming and agenda management system.

**BACKGROUND**

The East Bay Regional Park District (Park District) has used a company called PrimeGov for public meeting streaming support and agenda management software since 2021, PrimeGov’s parent company, RockSolid, was acquired by a company called Granicus in 2022. The public meeting streaming service and agenda management software allows the Clerk of the Board to manage the agenda process for public meetings, and also allows the Park District to stream public meetings live, as well as provide and archive recordings. Granicus provides these services to multiple local government agencies throughout the nation.

**ANALYSIS**

In 2023, the Board approved the implementation of the public meeting streaming service with PrimeGov (Resolution No. 2023-05-113). For 2025 and 2026, anticipated spending will be approximately \$60,000 per year; the request to increase the contract amount to \$120,000 will address previously contracted amounts and anticipated future expenditures.

The Board could choose not to proceed with the contract, but this is not recommended because the Park District would not have the needed operational support for streaming public meetings and agenda management.

**FISCAL IMPACT**

This action will increase the contract authorization to \$120,000 to cover costs of agenda management and public meeting streaming. This amount is based on historical costs, and 2025 and 2026 forecasted expenditures. Sufficient funds are budgeted and expected to be available in the Information Services Department’s General Fund budget, Account # 101-4150-000-6443-Support Contracts.

## **ATTACHMENTS**

None.



**EAST BAY REGIONAL PARK DISTRICT  
RESOLUTION NO. 2025 – 02 -  
FEBRUARY 18, 2025**

**AUTHORIZATION TO EXECUTE A CONTRACT WITH GRANICUS IN THE  
AMOUNT OF \$120,000 FOR PUBLIC MEETING STREAMING AND AGENDA  
MANAGEMENT**

**WHEREAS**, the East Bay Regional Park District (Park District) requires public meeting streaming service and agenda management software; and

**WHEREAS**, Granicus, or its predecessors in interest, has provided these services to the Park District since 2021; and

**WHEREAS**, all purchases in excess of \$50,000 require approval by the Board of Directors;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of the East Bay Regional Park District hereby authorize execution of a contract with Granicus for \$120,000 for 2025 and 2026 for public meeting streaming services and agenda management software for the Park District's operations, to be funded from Information Services budget, Account # 101-4150-000-6443-Support Contracts, as presented to the Board on February 18, 2025; 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 February 18, 2025, by the following vote:

FOR:

AGAINST:

ABSTAIN:

ABSENT: