

RICHARDSON BAY REGIONAL AGENCY

STAFF REPORT

For the meeting of June 8, 2023

To: Board of Directors
From: Brad Gross, Executive Director
Subject: Regional Government Services, Resolution 23-09 Adopting FY24 Budget Allocation

STAFF RECOMMENDATION:

Motion: Approve Resolution 23-09 Adopting FY24 Budget Allocation for Regional Government Services.

BACKGROUND/DISCUSSION:

On October 14, 2021, this Board approved a contract with Regional Government Services (RGS) to provide the administrative services of an interim Executive Director, and recruitment of a permanent Executive Director. After the end date of June 30, 2022, this agreement continued on a month-to-month basis. This agreement did not include a specific budget, but rather an agreement to pay for services rendered at a proscribed hourly rate.

On June 23, 2022, this Board adopted the budget for Fiscal Year 2023. This budget included \$501,000 for RGS services to staff the full time Executive Director position as well as part time deputy harbor master and part time administrative support through June 30, 2023.

On January 12, 2023, This Board adopted an amendment establishing a new contract end date of June 30, 2024, with a month-to-month continuance beyond that. This allows for uninterrupted service to RBRA from RGS; this Board may wish to adopt a new amendment annually to formally extend the term of the agreement. Additionally, the amendment specifies that expenses may not exceed the amount in the adopted fiscal year budget for RBRA without approval of the Board of Directors.

Fiscal Year 2023-24 budget includes an allocation of \$516,030 for the RGS contract and will allow for a contract encumbrance of this amount and enable RGS to continue to provide staffing of a full time Executive Director, a part time deputy harbor master and part time administrative support through June 30, 2024.

FISCAL IMPACT:

FY24 staffing levels are proposed to remain consistent and a budget allocation of \$516,030 is included as part of the FY24 RBRA budget.

Attachments:

Attachment 1: Agreement with Regional Government Services

Attachment 2: RGS Agreement Amendment #1

Attachment 3: DRAFT Resolution 23-09