

RICHARDSON BAY REGIONAL AGENCY

STAFF REPORT

For the meeting of January 12, 2023

To: Board of Directors
From: Steve McGrath, Interim Executive Director
Subject: Regional Government Services, Contract Amendment #1

STAFF RECOMMENDATION:

Motion: Approve Contract Amendment #1 with 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 harbormaster and part time administrative support through June 30, 2023. (See related staff report/Executive Director; Karen Prows started with RBRA April 1, 2022; Anne Luger joins as Deputy Harbormaster this month).

The proposed amendment enacts a new 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 IMPACT:

None at this time. As the Executive Director and Deputy Harbormaster positions as budgeted had not been filled for the first half of FY 23, only \$76,450 of the \$501,000 had been expended as of November 30, 2022.

Attachments:

Attachment #1: Agreement with Regional Government Services
Attachment #2: RGS Agreement Amendment #1