

RICHARDSON BAY REGIONAL AGENCY

STAFF REPORT

For the meeting of: July 11, 2024

To: RBRA Board of Directors

From: Brad Gross, Executive Director

Subject: Carry forward of \$714,701 of expenditure budget, \$1,985,703 in contract encumbrances and \$2,661,092 in revenue budget in RBRA's Fund 8050, project 40RBRAEPA, which allows RBRA to fully utilize the EPA grant funds for FY 2024-25.

STAFF RECOMMENDATION:

Approve Budget Amendment No. 1 to the FY 2024-25 Budget and Adopt Resolution No. 24-11.

Motion: Approve Budget Amendment No. 1, in the Fiscal Year 2024-25 budget in the amount of \$714,701 of expenditure budget, \$1,985,703 in contract encumbrances and \$2,661,092 of revenue budget in RBRA Fund 8050, project 40RBRAEPA. Adopt Resolution 24-11.

BACKGROUND/DISCUSSION:

On June 8, 2023, this Board approved Resolution 23-11 accepting an award from the US Environmental Protection Agency (EPA) San Francisco Bay Water Quality Improvement Fund (SFBWQIF), for purposes of restoring at least 15 acres of eelgrass in Richardson Bay, and associated outreach, education, habitat monitoring and ancillary activities.

The grant award of \$2,782,586.00 is expected to be expended through 2027, with \$3,418,000 expected in state and local match. These match funds come from RBRA's now expended CA Ocean Protection Council grant, the one-time state budget allocation to RBRA for housing and other supportive services, commitments from project partners (including Audubon California and San Francisco State University), and in-kind contribution of existing RBRA staff and volunteer hours and each are included in current budget projections.

The EPA grant award increased revenue and expenditures in RBRA's Fund 8050, project 40RBRAEPA, by \$2,782,586, which allows RBRA to fully utilize the EPA grant across fiscal years.

At the June 8, 2023 meeting, this Board was advised that at the end of each fiscal year, staff will request authorization from this Board to carry forward any unrealized revenue or unspent expenditure budget to the next fiscal year until all funds for this project are expended.

As of June 17, 2024, \$82,182 in funds have been expended from RBRA's Fund 8050, project 40RBRAEPA. An additional \$1,985,703 in funds have been set aside in contract encumbrances. Actual grant revenue received is \$121,494. Therefore, staff is requesting authorization to carry forward \$2,661,092 in unrealized revenue budget, \$714,701 in unspent/unencumbered expenditure budget, along with \$1,985,703 in contract encumbrances for use during FY2024-25, increasing the budget in project 40RBRAEPA by these amounts, respectively.

FISCAL IMPACT:

The recommended action will increase the expenditure and revenue budgets in 40RBRAEPA by \$714,701 and \$2,661,092, respectively, in FY 2024-25. This action will also carry forward encumbrances of \$1,985,703 to be utilized in FY 2024-25.

EPA grant revenues and expenditures in RBRA's Fund 8050, project 40RBRAEPA, will continue to be tracked, and at the close of FY25, staff will request authorization from this Board to carry forward any unrealized revenue or unspent expenditure budget to the next fiscal year until all funds for this project are expended.

Attachments:

- Attachment 1 Year to date project budget/expenditure spreadsheet
- Attachment 2: June 17, 2024 MUNIS budget spreadsheet for 40RBRAEPA
- Attachment 3: DRAFT Resolution No. 24-11