

RICHARDSON BAY REGIONAL AGENCY

STAFF REPORT

For the meeting of May 9, 2024

To: Board of Directors
From: Brad Gross, Executive Director
Subject: Resolution 24-07 Adopting Fiscal Year 2024/2025 (FY25) Budget Allocation for Regional Government Services (RGS)

STAFF RECOMMENDATION:

Receive report from staff and approve Resolution 24-07 for uninterrupted service to RBRA from RGS.

Motion: Approve Resolution 24-07 Adopting FY25 Budget Allocation for Regional Government Services

BACKGROUND/DISCUSSION:

On October 14, 2021, this Board approved a contract with 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 updating two sections of the agreement. Exhibit A was modified to cover Compensation, Fees, Terms of Payment and RBRA Contacts. Exhibit B was also modified, which updated the Scope of Service. 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. All other terms and conditions of the Agreement remain in full force and effect.

On March 14, 2024, This Board adopted the Preliminary Budget for FY25 which includes an allocation of \$541,832 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, 2025.

Approving Resolution 24-07 allows for uninterrupted service to RBRA from RGS.

FISCAL IMPACT:

FY25 staffing levels are proposed to remain consistent and a budget allocation of \$541,832 is included as part of the FY25 RBRA budget.

Attachments:

- Attachment 1: RBRA/RGS Agreement
- Attachment 2: DRAFT Resolution 24-07