



London N. Breed, Mayor  
Philip A. Ginsburg, General Manager

**Date:** September 30, 2023 (amended January 18, 2024)  
**To:** Ashley Summers, Commission Liaison  
Recreation and Park Commission  
**From:** Antonio Guerra, Director of Administration and Finance  
Lisa Bransten, Director Partnerships  
**Subject:** Quarterly Report on Cash and In-Kind Grants Received from the  
San Francisco Parks Alliance for Annual Support – FY2022-23 Q4 &  
Year End

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This report has been amended to align with San Francisco Parks Alliance’s FY2022-23 reconciliation.

**Strategic Plan References:**

Strategy 3, Inspire Investment: Through community engagement, advocacy, and partnerships, cultivate more financial resources to keep San Francisco’s parks and programs accessible for all. Objective 3.3: Cultivate increased philanthropic support.

**Background**

RPD has a long history of partnering with private park supporters to deliver millions of dollars worth of public improvements and programming to San Franciscans that would not be possible with government funding alone. This work with private partners is undertaken as directed by the Department’s Strategic Plan, which was approved by the Recreation and Park Commission and calls on staff to “cultivate increased philanthropic support.”

The partnership with the San Francisco Parks Alliance and its predecessor organizations dates back to 1971 and the formation of Friends of Recreation and Parks. Each fiscal year, SFPA provides “Annual Support” in the form of cash and in-kind grants to support RPD’s operational and programmatic work. In past years these grants have been used to enhance the budgets for community events such as Scaregrove, Eggstravaganza, Summer Playday and the Holiday Tree Lighting. Grants also support volunteer programs, park bench maintenance, staff development programs and employee recognition and appreciation.

This operational support is governed by an MOU between the Department and San Francisco Parks Alliance that was approved by the Offices of the Controller and City Attorney and approved by the Recreation and Park Commission by Resolution No. 2105-007 and executed on May 28, 2021. This MOU had a one-year term with options for two one-year extensions and was extended in May 2022 until May 2023 and extended a second time in May 2023 until May 2024. As part of the MOU, SFPA is required to submit quarterly



to RPD a list of its Annual Support expenditures which is to be reconciled with RPD's tracking of these expenditures and then submitted to the Recreation and Park Commission within 30 days of receipt. The MOU provides for additional time (90 days) after the Quarter 4 period close, so SFPA and RPD can fully reconcile expenses for the entire fiscal year. This Q4 Year End Annual report reflects the final and fully reconciled expenses for FY 22-23. The report also includes the remaining FY21-22 balance of \$14,408.68 as previously reported in the Commission Memo dated October 22, 2022 entitled "Quarterly Report on Cash and In-Kind Grants received from the San Francisco Parks Alliance for Annual Support - FY2021-22 Q4 & Year End" (\$90,000 - \$75,591.32).

Annual support funding enhanced a variety of Department programs and included:

- **Tree Lighting:** Entertainment for event
- **Spring Fling:** Entertainment for event
- **JFK Promenade Halloween Event:** Accessible ramp for event
- **Commemorative Bench Program:** Materials for repair of park benches citywide
- **Greenagers Program:** Stipends for the youth in this environmental and workforce development program
- **Adaptive Recreation Summer Camps:** A music therapist for camps
- **San Francisco Bay Sox Girls Baseball:** Team support
- **Recreation Programming Technology:** Survey tool to support recreation programming and program management tool for Aquatics
- **Volunteer Programs:** A native tule crafting workshop at the Eco-Center
- **Holiday Trees:** For McLaren Lodge, Civic Center, and City Hall
- **India Basin Learn to Swim:** Equipment for new program
- **Mobile Rec:** Maintenance of Mobile Climbing Wall
- **Aquatics Program:** American Red Cross Certificates for Lifeguards

Fiscal Year 2023 concluded on June 30, and RPD expended \$93,870.88 of the \$104,408.68 available balance (\$90,000 approved by the Commission and \$14,408.68 carried forward from Fiscal Year 2022). These figures include \$4,846.85 in credit card fees that were charged to the Parks Alliance for the Bench Program and Recreational Program; and \$13.41 that were charged to the Parks Alliance in taxes for the Tennis Learning Center. Therefore, \$10,537.80 will be carried forward to FY23-24 to fund important and time sensitive operational needs in July, August and September 2023. These expenditures will be reported to the Recreation and Park Commission with the FY23-24 Q1 Annual Support report.

## Fiscal Year 22-23 Annual Support Fund Report

MOU Category	Strategic Plan Reference	FY 21-22 Balance	FY 22-23 Budget	Q1	Q2	Q3	Q4	Total Expenditures	Remaining Balance
<b>FY22 Balance*</b>				<b>\$6,783.10</b>	<b>\$7,625.58</b>			<b>\$14,408.68</b>	<b>\$0.00</b>
Community Events	Strategy 1 & 2: Inspire Place and Play		\$27,500.00	\$2,830.76	\$1,936.72	\$18,610.98	\$2,600.00	\$25,978.46	\$1,521.54
Park Bench Maintenance	Strategy 1: Inspire Place		\$28,000.00	\$254.44	\$12,497.61	\$7,020.34	\$8,689.86	\$28,462.25	-\$462.25
Recreation Programs	Strategy 2: Inspire Play		\$7,500.00		\$629.95	\$650.00	\$6,216.30	\$7,496.25	\$3.75
Youth Development Programs	Strategy 2 & 4: Inspire Play and Stewardship		\$17,500.00	\$11,012.50		\$1,120.00		\$12,132.50	\$5,367.50
Volunteer Programs	Strategy 4: Inspire Stewardship		\$2,500.00		\$532.48			\$532.48	\$1,967.52
Staff Development Program and Activities	Strategy 5: Inspire Our Team		\$5,000.00					\$0.00	\$5,000.00
Employee Recognition and Appreciation	Strategy 5: Inspire Our Team		\$2,000.00					\$0.00	\$2,000.00
Credit Card Fees & Taxes			\$0.00	\$1,221.89	\$948.42	\$1,390.78	\$1,299.17	\$4,860.26	-\$4,860.26
<b>Total</b>		<b>\$14,408.68</b>	<b>\$90,000.00</b>	<b>\$22,102.69</b>	<b>\$24,170.76</b>	<b>\$28,792.10</b>	<b>\$18,805.33</b>	<b>\$93,870.88</b>	<b>\$10,537.80</b>

*FY22 Annual Support Balance: \$7,153.10 on Recreation Programs in Q1 and Q2 and \$7255.58 on the Park Bench Program in Q2.*