



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Parks



**Date:** February 7, 2017  
**Board Meeting Date:** March 28, 2017  
**Special Notice / Hearing:** None  
**Vote Required:** 4/5ths

**To:** Honorable Board of Supervisors

**From:** Sarah Birkeland, Acting Parks Director

**Subject:** Accept Donation from Friends of Fitzgerald Marine Reserve

**RECOMMENDATION:**

Resolutions authorizing:

- A) The acceptance of a donation from the Friends of Fitzgerald Marine Reserve to support a dedicated Park Aide-Extra Help position for Park District IV to provide additional support to the Fitzgerald Marine Reserve in the amount of \$8,000 for FY 2016-2017; and
- B) The approval of an appropriation transfer request in the amount of \$8,000 from Gifts and Donation to Extra Help Hours - Regular Pay.

**BACKGROUND:**

The Friends of Fitzgerald Marine Reserve (FFMR) is a 501(c)(3) nonprofit organization of volunteers who provide docent tours of the Fitzgerald Marine Reserve/Montara State Marine Protected Area's tide pools and funding in support of rocky intertidal research, education, and stewardship activities. Volunteer members of FFMR have been conducting programs at the Reserve for over 40 years.

**DISCUSSION:**

In 2015, the FFMR's Board identified a need to have increased park staff presence at the Reserve for sensitive resources protection and crowd management, particularly during extreme low tides and when harbor seals are birthing and rearing their pups. The FFMR Board offered to donate funding to partially fund a Park-Aide-Extra Help position to be assigned at Fitzgerald Marine Reserve during low tides, weekends and pupping season.

In December 2015, a Park Aide was hired to provide extra support as desired by the FFMR and assist with other park operations within Park District IV. The FFMR funding

paid for 520 hours of the Park Aide's time. The person hired for the Park Aide position was later hired to fill a Park Ranger II vacancy. At the end of 2016, Parks hired a Park Aide for District IV to provide additional support for the Reserve. The FFMR would like to donate \$8,000 again to help fund this extra help position for FY 2016-2017.

County Parks and the FFMR's agreement for this Park Aide-Extra Help position is that the Park Aide's total number of hours and work schedule shall be set or changed at the sole discretion of the County. The Park Aide's shifts will generally concentrate on low tide events, holidays, tour dates and seal pupping season (late February through late May of each calendar year). The County shall provide the Park Aide's radio, uniform, and other equipment deemed necessary at the County's sole discretion, and the County shall train, supervise, schedule, direct, manage, and evaluate the Park Aide as a County employee.

County Parks and the FFMR also agree that FFMR may provide to the County commentary regarding trainings FFMR would like to provide this Park Aide and/or observations for use in the County's evaluation of the employee. Such commentary may be considered by the County, but all final decisions are at County's sole discretion. Finally, the FFMR shall not provide direction or feedback directly to this Park Aide, other than to report a Marine Protected Area ordinance violation.

**FISCAL IMPACT:**

Annual funding for park operations comes primarily from the County General Fund. The FFMR's donation supplements the County's funding and enhances park operations, including resource protection at Fitzgerald Marine Reserve. The appropriation transfer request presented with this item represents the unanticipated revenue and expenditures of the \$8,000 donated by the Friends. The balance of the funding for this Park Aide position comes from budgeted park aide salaries and salary savings from vacant positions. There is no impact on Net County Cost.