

RICHARDSON BAY REGIONAL AGENCY

STAFF REPORT

For the meeting of January 9, 2025

To: Board of Directors
From: Brad Gross, Executive Director
Subject: Executive Director's Report

STAFF RECOMMENDATION:

Receive and file

Reporting period November 15, 2024 – January 2, 2025

SUMMARY:

Fiscal:

- 1 Budget process for FY26 has been initiated due to early reporting deadlines set by the County Department of Finance.
- 2 Executed Engagement Letter via delegated authority with O'Connor & Company to conduct FY24 State Controller Report for RBRA due on January 21, 2025.

Administration:

- 1 Meetings with County Counsel and outside counsel regarding ongoing operations and enforcement activities.
- 2 Executed via delegated authority a Professional Services Contract with Beth Pollard for continued special project support for RBRA.
- 3 Completed the RBRA Board Governance Manual. This is a multi-month project working with outside consultants, Regional Government Services, County counsel and RBRA staff.
- 4 Meetings with new insurance counsel and claims director.

BCDC:

- 1 Monthly meetings with BCDC enforcement committee staff continue with positive feedback.
- 2 Eelgrass Protection Zone was enacted on November 7, 2024.

Housing:

- The program initiated May 1, 2023, and since its start:
- 18 housed - 20 Vouchers issued – 13 current

- 3 Transitioned to Federal Housing Choice Voucher Program

Current activities:

- 4 people in housing search
- 4 program expiration letters provided (this activates the next step to a HCV).

Vessel Buyback:

- 1 Nothing to report

Richardson Bay:

- 1 Communications with Harbor Master Malcolm and Deputy Harbor Master Lesberg on a consistent basis for briefings on activities in the anchorage and throughout the bay.
- 2 EPZ and designated anchorage have now been established and enforcement actions are proceeding.

Eelgrass:

- 1 Enforcement efforts have been implemented.
- 2 CPS continues monthly meetings with eelgrass project partners.

Sausalito:

- 1 Communications continue with Sausalito City Manager.
- 2 Working with CPS and City staff for eelgrass signage on City property.

Grants:

- 1 Received updates on all grants, grant balances and applications.
- 2 One new grant final application was submitted during this reporting period to support the Vessel Buyback Program, the Removal of Abandoned and Derelict Vessels and the Removal of Underwater Debris from Richardson Bay.
- 3 Expect notification of the two grant submittals is expected mid 2025.

Public Outreach:

- 1 Responded to two interviews by the Ark.
- 2 Rebecca Schwartz Lesberg (CPS) interviewed by reporter for local news report on the EPZ.
- 3 Weekly meetings with Progress Public Affairs to update and strategize.
- 4 Quarterly newsletter was posted to the website in the second week of December.
- 5 Attended Mill Valley and Belvedere council meetings to offer appreciation for departing RBRA Chair Lynch and Board member Whickham.

General:

- 1 Harbor Master Malcolm, Board Clerk Karen Prows working with County Counsel continue to work responding to Public Records Act requests. The level of attention has remained steady during this reporting period.
- 2 Four PRAs received this reporting period. Four responses to PRAs provided during the reporting period.
- 3 With the departure of Chair Lynch, according to Roberts rules... If the bylaws are silent as to the method of filling a vacancy in the specific case of the chair, the vice-chair automatically becomes chair for the remainder of the term... It continues regarding the vice chair position; the board may hold a special election to fill the vacant vice chair position. Alternatively, the board may appoint a new vice chair from among its members. Therefore, staff will seek direction from this Board on how to proceed regarding the vice chair position to be presented at the next meeting of this Board

Attachments:

Attachment 1: RBRA/Pollard Professional Services Contract

Attachment 2: O'Connor & Company Engagement letter

Attachment 3: Executive Directors Report September 9 - November 14, 2024

Attachment 4: Harbor Masters Report September 4 - November 14, 2024