



**RICHARDSON BAY REGIONAL AGENCY**  
**Board of Directors**  
**FINAL REGULAR MEETING MINUTES**  
**July 11, 2024**  
**5:30 PM – 7:00 PM**

**5:30 PM: CONVENED IN OPEN SESSION AT TIBURON TOWN HALL, 1505 TIBURON BOULEVARD, TIBURON, CA 94920 AND ALSO VIA ZOOM**

**1. CALL TO ORDER AND ROLL CALL**

**MEMBERS PRESENT:** Chair Lynch, Vice-Chair Ryan, Director Wickham  
Director Moulton-Peters

**STAFF PRESENT:** Brad Gross, Executive Director; Jim Malcolm, Harbormaster;  
Karen Prows, Board Clerk

**2. PUBLIC COMMENT: (ITEMS NOT ON THE AGENDA)**

None

**3. REPORTS AND COMMENTS:**

**Staff Reports:**

**3.1 Executive Director**

**3.2 Harbormaster**

**Board Member Comments/Questions:** Director Wickham and Chair Lynch. Executive Director Gross and Harbormaster Malcolm responded.

Director Moulton-Peters commented on the Harbormasters' report and asked a question. Harbormaster Malcolm responded.

**Public Comments:** None.

#### **4. CONSENT AGENDA:**

**4.1** Approve Minutes from May 9, 2024.

**4.2** Approve Marinlink Contract Amendment No. 1 for Distribution of Vessel Buyback Funds. Approve Amendment No. 1 to Professional Services Contract, approve Resolution 24-10. Staff Report by Executive Director.

Staff recommends approval of the Consent Items.

**Board Member Comments:** None

**Public Comments:** None

**Motion:** Approve Consent items 4.1 and 4.2  
(Wickham/Ryan)  
Motion passed 4-0

#### **5. DISCUSSION:**

**5.1** 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 Report presented by Executive Director Gross.**

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

**Board Member Comments:** None

**Public Comments:** None

**Motion:** Approve Budget Amendment No. 1 to the FY 2024-25 Budget and Adopt Resolution No. 24-11.  
(Moulton-Peters/ Ryan)  
Motion passed 4-0

**5.2 -** Carry forward of \$2,155,320 of expenditure budget and \$501,742 in contract encumbrances in RBRA's Fund 8050, project 40RBRAHOUS, which allows RBRA to fully utilize the Housing grant funds for FY2024-25.

**Staff Report** Presented by Executive Director Gross.

**Staff Recommendation:** Approve Budget Amendment No. 2, in the Fiscal Year 2024-25 budget and Adopt Resolution No. 24-12.

**Board Member Comments:** None

**Public Comments:** None

**Motion:** Approve Budget Amendment No. 2, in the Fiscal Year 2024-25 budget and Adopt Resolution No. 24-12.  
(Ryan/Moulton-Peters)  
Motion passed 4-0

**5.3 -** Ordinance Code - Revision Section 4.06.010

**Staff Report** Presented by Executive Director Gross.

**Staff Recommendation:** Direct staff to open a public comment period until August 12, 2024; to return with the revised Richardson Bay Regional Agency Ordinance Code, as amended, and comments received for further discussion prior to adoption on September 12, 2024.

**Board Member Comments:** None

**Public Comments:** None

**Motion:** Ordinance 24-01 revising the Richardson Bay Regional Agency Code Section 4.06.010 is approved and staff is directed to open a public comment period until August 12, 2024. Final adoption of the Ordinance will take place at the September 12, 2024 Board Meeting.  
(Moulton-Peters/Ryan)  
Motion passed 4-0

**ADJOURNMENT** was at 5:55 PM.

Video of the meeting is available at: <http://rbra.ca.gov/meeting-archives/>

Approved at the Regular Board Meeting of September 12, 2024.