



**RICHARDSON BAY REGIONAL AGENCY**

**Board of Directors Regular Meeting Notice**

**Thursday, January 9, 2025 at 5:30 p.m.**

**In person Meeting at Tiburon Town Hall**

**1505 Tiburon Boulevard, Tiburon, CA 94920**

**Also Via Remote Zoom Meeting:** Please click the link below to join the webinar.

**How to participate remotely:** Comments may be emailed to [James.Malcolm@MarinCounty.gov](mailto:James.Malcolm@MarinCounty.gov) in advance of the meeting; please write "Public Comment" in the subject line. Comments submitted at least one hour prior to the start of the meeting will be forwarded to the Board of Directors prior to the meeting start. Those received after this time will be shared with the Board members after the meeting.

The meeting will be available to the public in person at the address above, and through Zoom video conference. Those who do not have access to Zoom may access the meeting by calling one of the toll-free phone numbers below.

Topic: RBRA Board of Directors Regular Meeting  
Date: Thursday, January 9, 2025  
Time: Open session Regular Meeting begins at 5:30 PM Pacific Time (US and Canada)  
Location: 1505 Tiburon Boulevard, Tiburon, CA 94920 and via Zoom

Please click the link below to join the webinar:

**<https://us06web.zoom.us/j/87538124866>**

Passcode: 250713

Or One tap mobile :

+12063379723,,87538124866#,,,,\*250713# US (Seattle)  
+12532158782,,87538124866#,,,,\*250713# US (Tacoma)

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

+1 206 337 9723 US (Seattle)  
+1 253 215 8782 US (Tacoma)  
+1 669 219 2599 US (San Jose)

**Webinar ID: 875 3812 4866**

International numbers available: <https://us06web.zoom.us/u/keFIDtEYom>

The RBRA encourages that comments be submitted in advance of the meeting. Those members of the public using the Zoom video conference function who wish to comment on an agenda item for public comment may write "I wish to comment" in the chat section of the remote meeting platform, or click on "raise hand" when that item is underway. Those members of the public attending by telephone who wish to comment should press \*9 on their keypad. The Clerk will unmute the speakers one at a time at the appropriate time for public comment.

Any member of the public who needs special accommodations in advance of the public meeting to attend may email the Agency at [James.Malcolm@MarinCounty.gov](mailto:James.Malcolm@MarinCounty.gov) , or phone (415) 971-3919, and we will use our best efforts to provide assistance. If assistance is needed during the meeting, you may email [James.Malcolm@MarinCounty.gov](mailto:James.Malcolm@MarinCounty.gov) and best efforts will be made to provide such assistance.



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**Board of Directors Regular Meeting Agenda**  
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PUBLIC COMMENT IS INVITED CONCERNING EACH AGENDIZED ITEM PURSUANT TO THE BROWN ACT.

PLEASE LIMIT YOUR COMMENTS TO THREE (3) MINUTES.

Please see above meeting notice information about options to comment remotely in advance, during the meeting via Zoom by writing "I wish to comment" in the chat feature, or via phone by typing \*9 to raise your hand. You will be recognized to speak at the appropriate time during the agenda items.

**5:30 PM: CALL TO ORDER IN OPEN SESSION**

**1) CALL TO ORDER AND ROLL CALL - OPEN SESSION.**

**2) PUBLIC COMMENT:**

Members of the public are welcome to address the Board for up to three minutes per speaker on *matters not on the agenda*. Under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally only may listen.

**3) BOARD MEMBER DISCUSSION, NOMINATION, AND ADMINISTRATION OF OATHS OF OFFICE FOR NEW BOARD MEMBERS**

**4) RESOLUTIONS COMMENDING OUTGOING BOARD MEMBERS**

**4.1** Resolution 25-01 Commending Director James K. Lynch for his service  
Staff recommends approval and presentation of the Resolution.

**4.2** Resolution 25-02 Commending Director Jim Wickham for his service  
Staff recommends approval and presentation of the Resolution.

**Board Member Comments**

**Public Comment**

**MOTION:**

## 5) REPORTS/COMMENTS

### **Staff Report(s)**

**5.1 Executive Director** - Reporting Period November 15, 2024 to January 2, 2025

**5.1.1 Attachment 1:** RBRA/Pollard Professional Services Contract

**5.1.2 Attachment 2:** O'Connor & Company Engagement letter

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

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

**5.2 Executive Director** - Review of year-end Goals and Priorities for 2024

**5.3 Harbormaster** – Reporting Period November 14, 2024 –December 30, 2024

### **Board Member Comments**

#### **Public Comment**

**5.4 Staff Report/Introduction** by Executive Director for Will Reisman, Progress Public Affairs 2024 Year in Review

**5.4.1 Attachment 1:** Presentation by Progress Public Affairs - Will Reisman, Year End Review of 2024 activities.

**Staff Recommendation:** Receive, Comment and File

### **Board Member Comments**

#### **Public Comment**

**5.5 Staff Report/Introduction** by Executive Director for Coastal Policy Solutions, Rebecca Schwartz Lesberg, Annual Eelgrass Update

**5.5.1** Presentation by Coastal Policy Solutions – Rebecca Schwartz Lesberg, on the continued work by Coastal Policy Solutions and partners to protect and restore eelgrass in Richardson Bay.

**Staff Recommendation:** Receive, Comment and File

### **Board Member Comments**

**Public Comment**

**6) CONSENT AGENDA**

The Consent Agenda reflects those agenda items with prior policy approval from the Board and/or are administrative matters. Unless any item is specifically removed by a member of the Board, staff, or public in attendance, the Consent Agenda will be adopted by one motion.

**6.1** Approve Minutes – September 12, 2024

**6.1.1** DRAFT Minutes – September 12, 2024

**Staff Recommendation:** Recommend Approval of Consent Item

**Board Member Comments**

**Public Comment**

**MOTION:** Approve Consent item 6.1.1.

**7) DISCUSSION**

**7.1** Presentation of Board of Directors Governance Manual **Staff Report by Executive Director**

**7.1.1** Attachment 1: DRAFT RBRA Board of Directors Governance Manual

**7.1.2** Attachment 2: DRAFT Resolution 25-03

**7.2** Goals and Priorities for 2025 **Staff Report by Executive Director**

**STAFF RECOMMENDATION:** Review staff recommendations for Goals and Priorities for 2025.

**Board Member Comments**

**Public Comment**

**MOTION:** Approve staff recommendations for Goals and Priorities for 2025, as may be amended.

**8) ANNOUNCEMENT OF BOARD MEETINGS AND EVENTS**

**8.1** The next regular board meeting will be held on March 13, 2025 at 5:30 pm at the Tiburon Town Hall, 1505 Tiburon Boulevard, Tiburon, CA 94920 and via Zoom.

**9) ADJOURN**

AN AGENDA PACKET IS AVAILABLE AT THE RBRA WEBSITE [rbra.ca.gov](http://rbra.ca.gov), at the Marin County Community Development Agency, 3501 Civic Center Dr. Room 308, San Rafael, CA 94903, (415) 971-3919 [jamesmalcolm@marincounty.gov](mailto:jamesmalcolm@marincounty.gov); and at the Tiburon Town Hall, at 1505 Tiburon Boulevard, Tiburon, CA 94920.