

RICHARDSON BAY REGIONAL AGENCY

STAFF REPORT

For the meeting of May 9, 2024

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

STAFF RECOMMENDATION:

Receive and file.

Reporting period March 9, 2024 – April 30, 2024

SUMMARY:

Fiscal:

- 1 Completed work on FY25 budget.
- 2 Researched and drafted a Lease Capitalization Policy.
- 3 Worked with County Counsel to draft Contract and Agreement Amendments.
- 4 Final Annual Financial Report Years Ended June 30, 2023 and June 30, 2022 (attached to Draft Lease Capitalization Policy).
- 5 Final Board of Directors and Management Report for the year ending June 30, 2023 (attached to Draft Lease Capitalization Policy).

Administration:

- 1 Meetings with County Counsel and outside counsel regarding ongoing operations and enforcement activities.

BCDC:

- 1 Monthly meetings with BCDC enforcement committee staff continue with positive feedback.
- 2 Communication with the managing staff at BCDC has provided positive results.

Housing:

- 1 The program initiated 5/1/23, and since its start:
 - 10 vouchers issued and 11 persons housed.

- 3 with vouchers are in housing search.
 - 1 person is in process.
 - 3 persons are transitioning to Federal Housing Choice Voucher Program (HCV).
- 2 Housing Team meetings every two weeks for program review and information exchange.
 - 3 Weekly meeting with South Marin Case workers.
 - 4 Worked with HHS to amend the agreement and extend for an additional 12 months, now to June 30, 2025.

Vessel Buyback:

- 1 No significant activity during this reporting period.

Richardson Bay:

- 1 Communications with Harbor Master Malcolm on consistent basis for briefings on activities in the anchorage and throughout the bay.
- 2 Floating home transited anchorage as part of FH exchange. RBRA was not involved, nor did RBRA have advance notice.
- 3 Worked with Harbor Master Malcolm drafting a letter to known commercial and non-commercial tow operators and area marinas advising about towing vessels to RB.

Eelgrass:

- 1 Working with CPS to facilitate Eelgrass Protection Zone signage project and work continues with anticipated installation by 10/24.
- 2 CPS continues monthly meetings with Eelgrass project partners.

Sausalito:

- 1 Communications with the City have been reestablished with more meetings tentatively scheduled.
- 2 One meeting held with City Manager with positive outcomes.

Grants:

- 1 Received updates on all grants, grant balances and applications.
- 2 SAVE 24 Grant application submitted to the Division of Boating and Waterways.
- 3 The quarterly EPA Grant report (attached) has been submitted.

Public Outreach:

- 1 Weekly meetings with Progress Public Affairs to update and strategize.
- 2 Communication with the press on a frequent basis continues in conjunction with our press consultants.
- 3 Working with PR staff on a draft of quarterly newsletter.

- 4 Extensive time spent with Nature Bay Magazine Reporter for their summer issue.

General:

- 1 Harbor Master Malcolm, Board Clerk Karen Prows working with County Counsel continue to dedicate extensive time to respond to the current Public Records Act request. The level of attention has increased during this reporting period.
- 2 Ten PRAs received during this reporting period.
- 3 Communication with County of Marin Housing Department regarding Floating Homes moving to local marinas.

Attachments:

Attachment 1: EPA Quarterly Report, January 1, 2024 - March 31,2024