RICHARDSON BAY REGIONAL AGENCY
Board of Directors
DRAFT REGULAR MEETING MINUTES
May 8, 2025
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 Ryan, Director Burke, Director Carapiet, Director Moulton-Peters (arrived at 5:56 p.m.)

   STAFF PRESENT: Brad Gross, Executive Director; Jim Malcolm, Harbormaster; Deborah Padovan, Board Clerk

2. **PUBLIC COMMENT: (ITEMS NOT ON THE AGENDA)**
   No public comment.

3. BOARD MEMBER NOMINATION AND ELECTION OF OFFICERS FOR VACANT POSITIONS OF CHAIRPERSON AND VICE-CHAIRPERSON **Staff Report by Executive Director**

   Board Comments: None
   Public Comments: None

   Jack Ryan volunteers to be nominated as Chairperson.

MOTION: Appoint Jack Ryan as Chair for the term July 1, 2025 – Jun 30, 2027.

Carapiet nominates Ryan as Chair, Burke seconds the motion.
Motion passed 3/0

Chair Ryan nominates Patricia Carapiet as Vice Chair, Burke seconds the motion.

MOTION: Appoint Patricia Carapiet as Vice Chair for the term July 1, 2025 – Jun 30, 2027.

Ryan/Burke
Motion passed 3/0

4. REPORTS AND COMMENTS:
Staff Reports:

4.1 Executive Director – Reporting Period March 1, 2025 to April 30, 2025

4.2 Harbormaster - Reporting Period February 28, 2025 to April 30, 2025

Board Member Comments/Questions: Ryan, Burke, Carapiet

Executive Director Gross and Harbormaster Malcolm responded.

Public Comments: None

5. CONSENT AGENDA

5.1 Approve Minutes – March 13, 2025

5.2 County of Marin Housing Case Management Agreement Amendment #2 extending the term to June 30, 2026, and increasing the accepted amount of Grant funding by $295,449. **Staff Report by Executive Director**

5.3 Progress Public Affairs, LLC Contract Amendment #3 extending the contract term to June 30, 2026 and adding an additional $90,000 in funds.
Staff Report by Executive Director

5.4 Beth Pollard Contract Amendment #1 extending the contract term to June 30, 2026 and adding an additional $30,000 in funds.
Staff Report by Executive Director

5.5 Adopt Fiscal Year 2025/2026 (FY26) Budget Allocation for Regional Government Services (RGS) **Staff Report by Executive Director**

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STAFF RECOMMENDATION: Recommend Approval of Consent Items 5.1, 5.2, 5.3, 5.4, and 5.5.

Board Member Comments/Questions: None

Public Comments: None

MOTION: Approve Consent items 5.1, 5.2**,** 5.3, 5.4, and 5.5.

Burke/Carapiet
Motion passed 3-0

6. DISCUSSION:

6.1 Adopt Fiscal Year 2025-2026 Final Budget with total expenditures in the amount of $1,556,349. **Staff Report by Executive Director**

STAFF RECOMMENDATION: Staff recommends the Board consider the Final Budget for Fiscal Year 2025-2026 (FY26), and after discussion and public comment, adopt Resolution 25-11, approving the Final Budget for FY26 with total expenditures in the amount of $1,556,349.

Board Member Comments/Questions: Burke, Ryan

Executive Director Gross responded.

Public Comments: None

MOTION: Adopt Resolution 25-11, approving the Final Budget for FY26 with total expenditures in the amount of $1,556,349.

Burke/Carapiet
Motion passed 3/0

Comments: Executive Director Gross proposed that an ad hoc committee be formed to discuss the FY27 budget. Chair Ryan agreed and suggested that the Chairperson be part of the committee and Executive Director Gross requested that Director Moulton-Peters also be on the committee.

6.2 RBRA Code Section 3.04.010; Revision **Staff Report by Executive Director**

STAFF RECOMMENDATION: Introduce Ordinance 25-01 revising the Richardson Bay Regional Agency Code to set forth the conditions for the overnight anchoring of

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vessels in the Designated Anchorage.

Board Member Comments/Questions: Carapiet
Public Comment: None

Executive Director Gross responded.

MOTION: Direct staff to open a public comment period until June 8, 2025; to return with the revised Richardson Bay Regional Agency Ordinance Code, as amended, and comments received for further discussion prior to adoption on July 10, 2025.

Burke/Carapiet
Motion passed 4/0

7. ANNOUNCEMENT OF BOARD MEETINGS AND EVENTS

7.1 The next regular board meeting will be held on July 10, 2025 at 5:30 pm at the Tiburon Town Hall, 1505 Tiburon Boulevard, Tiburon, CA 94920 and via Zoom.

Comment: Executive Director Gross said he will poll the Board via email regarding attending on July 10 because of it's close proximity to the July 4th holiday.

8. ADJOURNMENT was at 5:58 p.m.

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

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