



RICHARDSON BAY REGIONAL AGENCY
Board of Directors
***DRAFT* REGULAR MEETING MINUTES**
December 14, 2023
5:30 PM – 7:00 PM

5:33 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 (arrived at 5:40 p.m.)

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

In addition to his report, Executive Director Gross presented 3 slides showing Judge William Orricks' opinion regarding a claim against RBRA. He announced that following the recruitment process, Bennett Lesberg accepted an offer of employment for the Deputy Harbormaster position and will start work on January 2, 2024. Also announced - the Regular Board of Directors meeting for January 11,

2024 has been cancelled and a Special meeting will be held on January 10, 2024 at Belvedere City Hall.

3.2 Harbormaster

Board Member Comments/Questions:

Director Wickham

Public Comments:

Anne Libbin and Rebecca Schwartz Lesberg.

Executive Director Gross and Harbormaster Malcolm responded.

4. CONSENT AGENDA:

4.1 Approve Minutes from November 16, 2023

Board Member Comments: None

Public Comments: None

Motion: Approve Consent item 4.1
(Ryan/Moulton-Peters)
Motion passed 4-0

5. DISCUSSION:

5.1 Records Policy and Records Retention Schedule. Staff Report by Executive Director Gross.

Staff Recommendation: That the Board receive the staff report, and, after discussion and public comment, adopt Resolution 23-15 adopting the Records Policy and Retention Schedule for the Richardson Bay Regional Agency and as may be amended.

Board Member Comments/Questions:

Chair Lynch said he appreciates the magnitude and complexity of this important undertaking and thanked the Executive Director for spearheading and presenting the project.

Public Comments: None

Motion:

(Wickham/Ryan)
Motion passed 4-0

6. **ADJOURNMENT** was at 5:57 p.m.

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

DRAFT