



AGENDA

Regular Meeting of the Ross Town Council
Thursday, May 8, 2025

Town Hall
31 Sir Francis Drake Boulevard
Ross, CA 94957

The meeting will be held in person. As a courtesy, and technology permitting, members of the public may participate remotely and provide public comment via Zoom. Please be advised that those participating in the meeting remotely via Zoom do so at their own risk. Council meetings will not be canceled due to technical difficulties. If no members of the Town Council are attending the meeting via teleconference, and a technical error or outage occurs on the teleconference feed, the Town Council will continue the meeting in person in the Ross Town Hall, 31 Sir Francis Drake Boulevard, Ross, CA.

Zoom Webinar: <https://us02web.zoom.us/j/86512972869>

Webinar ID: 865 1297 2869# or Call-in Number: +1 (669) 900-9128

Submit public comment by:

1. Emailing cmartel@townofrossca.gov prior to 4:00 P.M. the day before the meeting.
2. Attend the meeting in person and provide public comment.
3. If participating remotely, during the public comment portion of the Open Session select the "Raise Hand" icon in the Zoom meeting or press *9 if calling into the meeting.

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1. **6:00 p.m. Call to Order.**
 2. **Posting of agenda/changes to agenda.**
 3. **Open Time for Public Expression.**
Limited to three minutes per speaker on items not on the agenda.
 4. **Presentation of 10-year service award to Donna Redstone. (Martel)**
 5. **Presentation of 20-year service award to Danny Moy. (Pata)**
 6. **Presentation by Cedars. (Dowling)**
 7. **Mayor's Report.**

 Full agenda packet available online by clicking [here](#).

8. Council Committee & Liaison Reports.

9. Staff & Community Reports.

a. Town Manager

b. Ross Property Owners Association

10. Consent Agenda.

The following items will be considered in a single motion, unless removed from the consent agenda:

a. Minutes:

Regular Meeting, April 3, 2025 [!\[\]\(c50c8b7b2cc2cf9ff925edec0ee94c0d_img.jpg\)](#)

Special Meeting, April 3, 2025 [!\[\]\(6a9b39b98eb945faa14c645ec99e4eaa_img.jpg\)](#)

Special Meeting Budget Workshop, April 24, 2025 [!\[\]\(9c2e8d1b5bd77cb5c9f83b7a9cff79fd_img.jpg\)](#)

b. Demands for March 2025 and April 2025 [!\[\]\(e3275251d0893157c3584e20c81dc3ba_img.jpg\)](#)

c. Declaration of Kindness. (Martel) [!\[\]\(f60b7a900783ac3fd531bfd9c111be6d_img.jpg\)](#)

d. Town Council to waive the second reading, read by title only and consider adoption of Ordinance No. 728 amending various Chapters of the Ross Municipal Code (RMC) to reflect clean-up amendments to Town holidays, job titles, gendered language, scrivener's errors, grammatical corrections, errors and omissions, and other administration provisions, which was introduced at the April 3, 2025 Town Council meeting. (Lopez-Vega) [!\[\]\(f1c5da15572e3e09d343161be98f508d_img.jpg\)](#)

e. Town Council to waive the second reading, read by title only and consider adoption of Ordinance No. 729 designating Fire Hazard Severity Zones in the Ross Local Responsibility Area, which was introduced at the April 3, 2025 Town Council meeting. (Mahoney/Feliciano) [!\[\]\(235bfe13ebf007ce2eea9e689707fac7_img.jpg\)](#)

f. Town Council to consider adoption of Resolution No. 2522 appropriating Road Repair and Accountability Act (SB 1) funding to the FY 2025-26 Annual Operating Budget for Fiscal Year (FY) 2025-26, estimated as of January 2025 to be \$61,289, to fund portions of various pavement rehabilitation projects for the FY 2025-36 Roadway fund budget and adopting the list of projects to be funded by SB 1 in FY 2025-26. (Simonitch) [!\[\]\(eabd9f9ababee93effadc3b380fe65fd_img.jpg\)](#)

g. Town Council to consider accepting the Investment Report for the nine-month period ended March 31, 2025. (Johnson) [!\[\]\(83bbbd261710c59db0214aa27b2edc0d_img.jpg\)](#)

h. Town Council to review and consider accepting the fiscal year 2024-25 third quarter, nine-month, Financial Summary Report. (Johnson) [!\[\]\(166772600a13ad0a433053f90fe45649_img.jpg\)](#)

- i. **Mayor McMillan recommends that the Town Council ratify the appointments to Town Council committees, subcommittees, and liaison assignments for Fiscal Year 2025-26. (Martel)** [!\[\]\(0551a83d441798e532995956b603f604_img.jpg\)](#)
- j. **Town Council to consider adding an eighth goal to the Town Goals: “Provide effective and timely communication with residents”. (Johnson)** [!\[\]\(54ee180c0037b66a36ce2219a481afde_img.jpg\)](#)
- k. **Town Council to consider authorizing the Town Manager to execute an agreement with Marin IT in the amount of \$131,000 for cybersecurity implementation and information technology managed services for the period July 1, 2025 through June 30, 2026. (Johnson)** [!\[\]\(73ae654e8897db9b21f1bf9d9efc07ef_img.jpg\)](#)

End of Consent Agenda.

11. Public Hearings on Planning Projects – Part 1.

Public hearings are required for the following planning applications. Staff anticipates that these items may be acted upon quickly with no oral staff report, Council discussion, or public comment. If discussion or public comment is requested, the Council may consider the item later in the agenda.

- a. **51 Loma Linda, Design Review, a Demolition Permit and Town Council consideration of adoption of Resolution No. 2517 approving the project, subject to conditions. (Lopez-Vega)** [!\[\]\(67ff022fd78f943b679992c2874bbfd1_img.jpg\)](#)
Kristin and Jim Robillard, 51 Loma Linda, A.P. No. 072-121-01, Zoning: R-1: B-10, General Plan: M (Medium Density), Flood Zone: X

Project Summary: The applicant requests approval from the Town Council for a Design Review and a Demolition Permit. The project proposes to remodel the exterior detached garage with guest house structure by removing the existing plywood boards and replacing them for new cedar shingles.

- b. **313 Upper Toyon Road, a Hillside Lot Permit, a Variance and Town Council consideration of adoption of Resolution No. 2518 approving the project, subject to conditions. (Lopez-Vega)** [!\[\]\(2a133ebb0337313d16cc068f19494aa2_img.jpg\)](#)
Alex Shalavi, 313 Upper Toyon Road, A.P. No. 072-061-18, Zoning: R-1:B-5A, General Plan: VL (Very Low Density), Flood Zone: X

Project Summary: The applicant requests approval from the Town Council for a Hillside Lot permit, and a Variance. The project proposes to construct a 493 square foot open parking deck within the side yard setback. The parking pad will feature a stainless-steel cable guardrail, and the exiting mechanical equipment will be screened by a 5-foot-tall fence. A Variance is required to construct the parking deck within the side yard setback.

- c. **117 Laurel Grove, Design Review and Town Council consideration of adoption of Resolution No. 2519 approving the project, subject to conditions. (Lopez-Vega)** [!\[\]\(1e63609ed98a835f4eb8c01936fe5abe_img.jpg\)](#)
Jeff and Kim Qvale, 117 Laurel Grove, A.P. No. 072-112-20, Zoning: R-1:B-5A, General Plan: VL (Very Low Density), Flood Zone: X

Project Summary: The applicant requests approval from the Town Council for Design Review to construct a new 6-ft high fence and a 6-ft high stained cedar/redwood auto gate with exterior lighting.

d. 78 Shady Lane, Design Review, a Variance and Town Council consideration of adoption of Resolution No. 2521 approving the project, subject to conditions. (Lopez-Vega) [📄](#)

Heather Bennett, 78 Shady Lane, A.P. No. 073-101-41, Zoning: R-1:B-10, General Plan: VL (Very Low Density), Flood Zone: AE

Project Summary: The applicant requests approval from the Town Council for Design Review and a Variance. The proposed project includes new landscaping throughout the lot, incorporating a fire pit and water feature in the front yard, and a pool/spa, patio and outdoor kitchen in the rear yard. The pool equipment will be placed inside the garage. A variance is required to allow the outdoor kitchen, patio, pool and spa in the rear yard setback.

End of Public Hearings on Planning Projects - Part 1.

Administrative Agenda.

12. Town Council to consider adoption of Resolution No. 2503, an update to the Safety Element of the General Plan. The update incorporates updated data and information on natural hazards in Ross and revisions to policies intended to strengthen protections, improve emergency preparedness, and build community resilience to natural and humanmade hazards. (Andrew Hill, Dyett & Bhatia/Feliciano) [📄](#)
13. Town Council to consider approving the recruitment of an appointed Town Treasurer and provide direction to Town Manager regarding the amount of the position's monthly stipend, if any. (Johnson) [📄](#)

End of Administrative Agenda.

There are no Public Hearings on Planning Projects – Part II.

14. No Action Items: (Mayor)
 - a. Council correspondence
 - b. Future Council items
 - c. Council Member participation at the communication table at the Ross Post Office on the next Council meeting day
15. Meeting Evaluation.
16. Adjournment.

If any of the matters discussed above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this notice or in written correspondence delivered at, or prior to, the Council meeting at which this matter will be heard. (Government Code Section 65009). In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (415) 453-1453, extension 105 or email at cmartel@townofross.org. Notification at least 48 hours prior to the meeting will enable the town to make reasonable accommodation to help insure accessibility to this meeting.