

SPECIAL MEETING of the ROSS TOWN COUNCIL  
ANNUAL BUDGET WORKSHOP  
THURSDAY, APRIL 24, 2025  
*Held In-Person and Teleconference via Zoom*

**1. 9:03 a.m. Call to Order.**

Mayor Bill Kircher, Jr., Mayor Pro Tem Julie McMillan; Council Members Teri Dowling; Elizabeth Robbins; Mathew Salter; Town Manager Christa Johnson.

**2. Posting of agenda.**

Town Manager Johnson confirmed the agenda was posted according to government requirements.

**3. Public Comment for Items on the Agenda.**

None.

**4. Appointment of Mayor. (Mayor Pro Tempore)**

Mayor Kircher briefly outlined the protocol for appointment of Mayor. Council Member Robbins nominated Mayor Pro Tem McMillan to be Mayor, and there were no further nominations.

**Council Member Robbins moved and Council Member Dowling seconded, to appoint Mayor Pro Tempore McMillan as Mayor. Motion carried unanimously (5-0).**

**5. Appointment of Mayor Pro Tempore. (Mayor)**

Council Member Dowling nominated Council Member Robbins to be Mayor Pro Tempore, and there were no further nominations.

**Council Member Dowling moved and Council Member Kircher seconded, to appoint Council Member Robbins as Mayor Pro Tempore. Motion carried unanimously (5-0).**

Council Members presented former Mayor Kircher with a personalized pen for his service as Mayor and for her service, former Mayor Pro Tem McMillan received flowers, and a round of applause followed.

**6. Review and Confirm Town Goals.**

Town Manager Johnson provided the staff report, background on the development of goals, and asked for any revisions or comments.

Council Members recommended a Council Member be present at the Post Office the Wednesday before the Council meeting to engage with the public, to change the "Morning After" date to Monday or Thursday and/or to rename it to the "Week After," and to continue providing copies of the publication at the Post Office.

Town Manager Johnson suggested, and Council Members agreed, to add Goal #8 to: "Provide Efficient/Effective/Increased Communication with the Public. Town Manager Johnson agreed to bring this back at a future agenda.

7. **Town Council to consider a request for FYE 26 funding in the amount of \$25,500 to the Ross Property Owners' Association and provide direction to staff regarding the amount of funding to include in the FYE 26 budget.**

Town Manager Johnson gave the staff report and overview of the request.

Jeff Koblick, RPOA, spoke of the collaborate partnership with the Town, events, fundraising which goes back to the Town, and described their request to include \$25,500 in the FYE 26 budget.

Council Member discussion ensued regarding the Town's support and success of RPOA's events, requested RPOA ensure all events are inter-generational, asked for work on landscape improvements to Kittle Park, encouraged RPOA membership to attend Council meetings, and voiced support of the funding request of \$25,500.

Mayor McMillan confirmed that staff had sufficient direction.

8. **Town Council to review and provide guidance to the Town Manager on the draft Fiscal Year 2025-26 (FYE26) budget beginning July 1, 2025 and ending June 30, 2026.**

Town Manager Johnson gave the staff report and PowerPoint presentation regarding the draft FY 2025-26 beginning July 1, 2025 and ending June 30, 2026, presented accomplishments, elements of organizational capacity, five-year forecast, revenues and expenditures, fundable level of services over the next five years, Cal PERS valuation report and assumptions, additional/optional paydowns made towards unfunded pension liability, General Fund funds and special revenue funds, year-over-year budget comparisons, expenditures by department and type, exceedance of the Reserve policy and transfers, healthy fund balances, new and priority projects, department-wide programs, staffing and consultants, Fire Department transition and costs, Police Department's funded positions and special initiatives, Public Works initiatives, succession/cross training/staff and consultant support.

Council Member discussion ensued regarding the budget, a request to communicate the Town's accomplishments to residents, request and agreement to add the ADR group to the chart and invite them to the May Town Picnic, confirmation that the current public safety tax starts in July 2025 and expires in 2035, a request for a graph showing changes in the Capital Projects Fund, discussion on maintenance of the Town's 30% reserve, request for review of stock performance in relationship to paydowns towards pension liabilities, discussion of the Fire JPA agreement and the Town's cost allocation, a request to have a table at the Post Office for increased Alert Marin sign-ups, and succession planning.

**BREAK**

Mayor McMillan called for a brief break at 10:52 a.m., and thereafter reconvened the Special meeting.

Town Manager Johnson continued her presentation highlighting the Recreation Department programs and goals, confirmed Recreation Manager Borthwick will look into a non-key entrance for the tennis courts, and lastly described the Housing Element, zoning amendments, General Plan, various programs to be brought to the Council, and streamlining the design review processes.

After brief discussion, there was Council consensus for the Town Manager to work with the Mayor/Mayor Pro Tem about ways to improve Council effectiveness and improve communications.

**9. Town Council discussion and input on the Draft Five-Year Capital Improvement Plan (CIP) document. Based on discussion, an updated final version of the CIP will be included for adoption in the Fiscal Year 2025-26 budget document.**

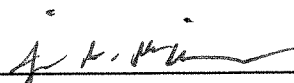
Public Works Director Rich Simonitch gave the staff report and PowerPoint Presentation of the Draft Five-Year Capital Improvement Plan (CIP).

Council Member discussion included questions and staff responses about the Allen Avenue project and future Council review, the unexpected high costs and long-term effectiveness of the undergrounding project, the estimate and work involved to plan for the Public Facilities Master Plan Concept B for the paramedic facility and police station, dependability of Rule 20A funds by PG&E, adding parking to the downtown through potential restriping, expansion of the red curb paint up to the parking T's at the Ross Common, and priority and timing for a bond measure or parcel tax to complete the Civic Center and transfer of set-aside funds made to date.

Mayor McMillan and Council Members thanked staff for their presentations and work on the draft Fiscal Year 2025-26 (FYE26) budget and Draft Five-Year Capital Improvement Plan (CIP) document.

**10. Adjournment**

The meeting adjourned at 11:47 a.m.

  
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Julie McMillan, Mayor

**ATTEST:**

  
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Cyndie Martel, Town Clerk