



## **AGENDA**

Regular Meeting of the Ross Town Council  
Thursday, January 9, 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](mailto: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. **Mayor's Report.**
  5. **Presentation by Diane Doodha regarding the Marin County Commission on Aging.**
  6. **Council Committee & Liaison Reports.**









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

**7. Staff & Community Reports.**

- a. **Town Manager**
- b. **Ross Property Owners Association**

**8. Consent Agenda.**


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

- a. **Minutes: Special Meeting Closed Session, December 3, 2024**   
**Minutes: Special Meeting Closed Session, December 12, 2024**   
**Minutes: Regular Meeting, December 12, 2024**   
**Minutes: Special Meeting Closed Session, December 19, 2024** 
- b. **Demands for December 2024. (Johnson)** 
- c. **Town Council to approve Contract Amendment No. 1 with Moe Engineering Inc. in the amount of \$20,000 and authorize the Town Manager to execute Contract Amendment No. 1 in the amount of \$20,000 for additional scope of work items related to the Natalie Coffin Greene Park Pedestrian Bridge Project. (Simonitch)** 
- d. **Town Council to authorize the Public Works Director to execute contract change orders with Bauman Landscape and Construction, Inc. in the amount of \$95,757.20 for additional and unforeseen construction-related tasks for the Laurel Grove Safe Pathways Phase IIB Project. (Simonitch)** 
- e. **Town Council to approve minor revisions to the Council Procedures Manual for the Town of Ross recommended by the General Government Subcommittee and adopt Resolution No. 2501. (Johnson)** 

**End of Consent Agenda.**

**9. 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. **3 Quail Ridge, Design Review, Demolition Permit, a Hillside Lot Permit and Town Council adoption of Resolution No. 2446 approving the project, subject to conditions. (Lopez-Vega)**   
Todd and Diane Blake, 3 Quail Ridge, A.P. No. 074-291-16, Zoning: R-1: B-5A, General Plan: VL (Very Low Density), Flood Zone: X (Moderate to Low Risk).

**Project Summary:** The applicant requests approval from the Town Council for Design Review, Demolition Permit and Hillside Lot Permit. The project proposes several improvements and additions to an existing 2,564-square-foot single-family residence. The proposed additions total 536 square feet and include a new laundry room, two bedrooms, a breakfast room, a powder room, and a primary bathroom. Exterior upgrades include replacing the existing board lap siding with painted cement boards in a shiplap pattern and adding finished plaster at the base of the home. The project also proposes replacing the existing decks and railings with new coated aluminum guardrails and clear glass railings. Site improvements include the construction of new site walls, walkways, and a spa, as well as the rehabilitation of the front yard landscaping. The driveway will be enlarged as part of the project, with a portion to be pervious. Exterior lighting fixtures will be updated to be downward facing and shielded.

**b. Marin Art and Garden Center, Design Review, Demolition Permit and Town Council consideration of Resolution No. 2444. (Lopez-Vega) [📄](#)**

Jessica Fairchild on behalf of Marin Art and Garden Center, 30 Sir Francis Drake Blvd, A.P. No. 073-231-23, Zoning: C-C (Community Cultural), General Plan: RC (Limited Specialized Recreational/Cultural), Flood Zone: AE (Special Flood Hazard Area) and X (Moderate to Low Risk)

**Project Summary:** The applicant requests approval from the Town Council for Design Review and Demolition Permit related, but not limited to, renovation of the Livermore Pavillion, replacement of celebration platform, replacement of storage structures, 7-ft high-site fencing, site work within twenty-five feet of a creek, renovation of landscaped areas, decks, planting, paving, lighting and pathways over 2,500 square feet.

**End of Public Hearings on Planning Projects - Part 1.**

**Administrative Agenda.**

- 10. Town Council to adopt Resolution No. 2502 amending the Town's Salary Schedule to add a Senior Accountant classification effective February 1, 2025; adding a full-time Senior Accountant position to the number of authorized positions in the Administration Department; and authorizing the Town Manager to initiate a recruitment to fill the position . (Johnson) [📄](#)**
- 11. Town Council to authorize the Town Manager to modernize the Town Council Chambers by replacing public seating and tables thereby increasing utilization of the space for community meetings, workshops, and recreational programs. (Borthwick) [📄](#)**

**End of Administrative Agenda.**

**There are no Public Hearings on Planning Projects – Part 2.**

- 12. No Action Items: (Mayor)**
  - a. Council correspondence**
  - b. Future Council items**

- 13. 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](mailto: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.*