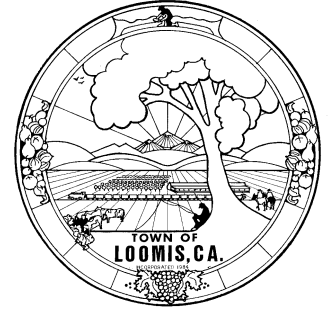


TOWN OF LOOMIS



TO: Honorable Mayor and Council Members
FROM: Wes Heathcock, Town Manager
DATE: October 14, 2025
SUBJECT: Town Manager Report for October 2025 Council Meeting

The following report is an update on some of the activities related to the Town of Loomis.

Finance – ERP Project

Staff selected ClientFirst as the consultant to assist the Town through the Enterprise Resource Planning (ERP) selection and implementation process. ClientFirst is a national firm that focuses on local government agency systems solutions. The next step is to compile department feedback to develop RFP framework. The RFP is expected to go out in October/November 2025.

The following is an update on the task completion of the project:

Step	Loomis CA ERP Software Selection Services	Target Project Timeline
<i>Project Coordination and Management</i>		
1	Project Planning and Coordination	On-Going
<i>Phase 1 - Project Team Development and Kick-off</i>		
2	Project Initiation, Kick-Off, and Project Team Development	Completed
<i>Phase 2 - Assessment and Process Reviews</i>		
3	Needs Assessment Questionnaires/Information Requests	Completed
4	Information Background and Analysis	Completed
5	Business Process Review and Requirements Workshops	Completed
6	System Requirements Documentation	September
7	System Requirements and Documentation Revisions	Sept. / Oct.
<i>Phase 3 - Develop Request for Proposals (RFP)</i>		
8	Preliminary Vendor Communication/Research	October
9	Develop Request for Proposals (RFP) Documents	October
10	RFP Issuance and Facilitate Vendor Response Activities	Oct. / Nov.
<i>Phase 4 - Vendor Proposal Evaluation and Finalist Vendor Selection</i>		
11	Vendor Proposal Evaluation	December
12	Vendor Analysis Workshop to Determine Vendor Finalists (Shortlist)	Dec. / Jan.
13	Develop Demonstration Documents, Agenda, and Coordination	Oct. / Nov.
14	Facilitate Vendor Demonstrations	Jan. / Feb.
15	Post-Demonstration Visit, Reference Check, Due Diligence, and Follow-Up	February
16	Facilitate Final Vendor Selection	Feb. / Mar.
<i>Phase 5 - Implementation Plan Review Contract Negotiations</i>		
17	Implementation Plan (SOW) Review	April - June
18	Contract Review and Negotiation Assistance	April - June

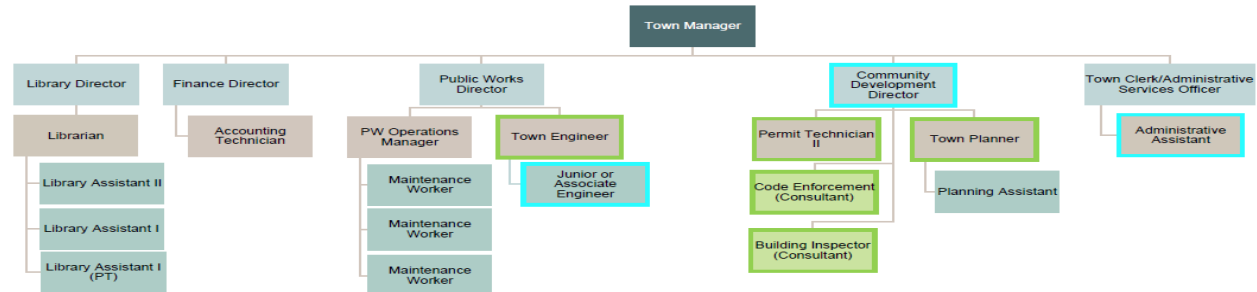
The project complies with 2024/25 Council Goals.

Organization Assessment Implementation

The added/changed positions programed in the draft FY 2025/26 budget include Community Development Director, Senior/Junior Engineer, Administrative Assistant, and Town Planner.

Staff conducted interviews for the Public Works Maintenance Worker and the Community Development Director positions.

RECOMMENDED LONG-TERM ORGANIZATIONAL CHART



LEGEND

-  Indicates a proposed change to a current role within the organizational structure
-  Indicates a proposed additional position.

The project complies with 2025/26 Council Goals

Horseshoe Bar Road / I-80 Interchange Project

The estimated completion date for the Project Study Report – Project Development Support (PSR-PDS) is June 2026.

Congressman Kiley office requested the Town of Loomis resubmit the project for the fiscal year 2026 appropriation, which was done in March 2025. Appropriation was approved in the amount of \$1,000,000 through the appropriation committee and awaiting congress approval.

The project has conducted several community workshops – July 24th and September 3rd. The project is scheduled to conduct another workshop on October 22, 2025.



FAQ for the Horseshoe Bar Road and I-80 Interchange can be found at the following link: [Horseshoe Bar Rd/ I-80 Interchange Upgrade FAQs - Loomis, CA](https://www.loomis.ca/Horseshoe-Bar-Rd-I-80-Interchange-Upgrade-FAQs)

The blue area in the image below represents the PSR area for consideration. The additional images are the intersection treatment concepts that Dokken Engineering has developed for community outreach.

The project complies with 2025/26 Council Goals.





Municipal Service Review

The Local Agency Formation Commissions (LAFCO) is tasked with performing Municipal Service Reviews (MSR) for districts and local government agencies. Loomis has never undergone the MSR process.

The process will identify the community's ability to meet the current build-out and potential Sphere of Influence areas service needs including our partnerships with the district services – fire, sanitary sewer, and water.

LAFCO provided Loomis with the initial request for information to start the MSR review process. Staff has completed the LAFCO information request. Subsequently, LAFCO consultant conducted a Town facilities tour to understand services and the ability to add capacity in the future.

LAFCO is experiencing a change in the administrative staff, which will delay the Loomis MSR until the first half of 2026.

The project complies with 2025/26 Council Goals.

Congressman Kevin Kiley Business Walk

Congressman Kevin Kiley, town leadership, and downtown businesses conducted a business walk on August 29th. The discussion included the value gained from the approved tax incentives. Congressman Kiley also visited the Horseshoe Bar Interchange location to discuss the project and future funding needs.



P.O. Box 1327, Loomis, CA 95650
Phone: 916-652-1840 Fax: 916-652-1847

Taylor/King Roads Intersection Graffiti

The intersection at Taylor Road and King Road has a history of Del Oro High School seniors graffiti the intersection. The activity is not sanctioned by the school or the Town. This year, the seniors' graffiti was excessive with written foul language and inappropriate drawings. The graffiti is covering the intersection striping exacerbating the safety issue caused by the vandalism.

Staff met with the Del Oro Principle, and Placer County Sheriff Office in an effort to develop a plan to prevent the intersection vandalism behavior moving forward. Ideas that were discussed include punitive action; Del Oro providing a space on-campus for the senior to apply tasteful graffiti or make the graffiti a senior design competition with the school leadership participating in the final designs applied to intersections. **The group has scheduled a second meeting with Del Oro staff and student leadership for November 10, 2025.**

Additional effort is needed to cover up a second graffiti tag that was recently made by two individuals. PCSO has placed a mobile camera in the area to catch any further vandalism attempts.





Taylor Road and Horseshoe Bar Road Transportation Survey

Staff have released a 3-minute survey for Taylor Road and Horseshoe Bar Road area to create a transportation plan that reflects the community's needs, improve safety, reduce congestion, and enhance the quality of life. Survey will be open until December 1, 2025. Survey link is below.



The poster features a large blue brushstroke background. At the top, the title "LOOMIS COMMUNITY TRANSPORTATION SURVEY" is written in bold white capital letters. Below the title, a red speech bubble contains the text "Takes just 3 minutes to complete!". In the center, an illustration shows a woman on the left holding a red smartphone and a man on the right holding a red tablet, both standing next to a large white clipboard with a red clip at the top. The clipboard has several lines of text, some with checkmarks and some with empty boxes. Below the illustration, the text "Your opinion matters!" is in bold black, and "Deadline is December 1" is in bold red. At the bottom left is the Loomis, CA seal, which depicts a landscape with a tree, a river, and a bridge. To the right of the seal, the text "Complete the survey and be entered to win a \$100 Visa gift card" is written in bold black. On the far right is a QR code.

LOOMIS COMMUNITY TRANSPORTATION SURVEY

**Takes just
3 minutes
to complete!**

Your opinion matters!
Deadline is December 1

**Complete the survey
and be entered to win a
\$100 Visa gift card**



Town of Loomis FAQ's

[3664 Magnolia Street Overflow Parking Lot - Loomis, CA](#)

[Law Enforcement Services from Placer County Sheriff's Office FAQ - Loomis, CA](#)

[Answers to the Question: What's up with Loomis' Roads? - Loomis, CA](#)

[Taylor and King Rd Intersection FAQ - Loomis, CA](#)

[Horseshoe Bar Rd/ I-80 Interchange Upgrade FAQs - Loomis, CA](#)

[Town Hall Expansion FAQs - Loomis, CA](#)

[Loomis Organization Assessment FAQs - Loomis, CA](#)