



# TOWN OF LOOMIS

## ACTION MINUTES REGULAR MEETING OF LOOMIS TOWN COUNCIL LOOMIS DEPOT

5775 HORSESHOE BAR ROAD, LOOMIS, CA 95650

916-652-1840

[www.loomis.ca.gov](http://www.loomis.ca.gov)

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TUESDAY

FEBRUARY 9, 2021

6:00 P.M.

**CLOSED SESSION** – Pursuant to cited authority, the Town Council will hold a closed session to discuss the following listed items. A report of any action taken will be presented prior to adjournment of the regular meeting.

a. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.** Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: 1 case

TUESDAY

FEBRUARY 9, 2021

7:00 P.M.

PURSUANT TO EXECUTIVE ORDER N-29-20, CERTAIN PROVISIONS OF THE OPEN MEETING ACT ARE SUSPENDED DUE TO A STATE OF EMERGENCY IN RESPONSE TO THE COVID-19 PANDEMIC. CONSISTENT WITH THE EXECUTIVE ORDER, THE COUNCIL MEETING WILL INCLUDE TELECONFERENCING.

**CALL TO ORDER** Call to order by Mayor Duncan at 7:04 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present:

Mayor Jeff Duncan  
Mayor pro tempore Jenny Knisley  
Councilmember Brian Baker  
Councilmember Danny Cartwright  
Councilmember Jan Clark-Crets

Absent: None

**STATEMENT OF ACTION TAKEN DURING CLOSED SESSION**

There was no action taken.

**PUBLIC COMMENT PROCEDURE**

*In order to protect public health and the safety of our Loomis citizens, Public viewing for this meeting will be offered through the Town's YouTube Channel, located at*  
[https://www.youtube.com/channel/UCy8o0\\_g9piGfhFmfkM1IZLQ](https://www.youtube.com/channel/UCy8o0_g9piGfhFmfkM1IZLQ)

AND

*The meeting will also be available through the Zoom platform by clicking the following link:*  
<https://us02web.zoom.us/j/88033585375>

*Public comment will be opened for each agenda item only through the Zoom platform. Please note that YouTube livestream comments are disabled for the livestream.*

### **How To Participate in the Meeting via Zoom**

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<https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-in-a-webinar>

### **ZOOM Participation via computer or smartphone**

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### **ZOOM Participation by telephone (Audio Only Option)**

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2. When asked for the meeting ID, enter **880 3358 5375 #**.
3. When asked for your participant ID, press # to continue.
4. You will be muted by default. To inform the Clerk that you would like to make a public comment during each agenda item, dial \*9 to "Raise your hand". The Clerk will unmute you when it is your turn to speak and will identify you by the last three digits of your phone number. Please note that you should only raise your hand during public comment on the agenda item you are concerned about.

### **MATTERS OF INTEREST TO COUNCILMEMBERS**

None.

### **TOWN MANAGER REPORT**

Sean Rabe', Town Manager, gave an update on COVID-19, Costco, downtown businesses, recent storm impacts and Town Manager Tuesdays.

### **LOOMIS CHAMBER OF COMMERCE UPDATE**

Ryan DeMartini, Loomis Chamber President, pointed out that they have been going through the review process of over 30 businesses that submitted for the Placer Share Grants and will be notifying them tomorrow.

There was no public comment.

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:** This time is reserved for those in the audience who wish to address the Town Council on subjects that are not on the Agenda. The audience should be aware that the Council may not discuss details or vote on non-agenda items. The Council may refer your concerns raised during public comment to staff or placed on future agenda. **Please note that the audience will be allotted time to make public comments on any item on the agenda at the time it is heard.**

There was no public comment.

**ADOPTION OF AGENDA:** Council will typically adopt the agenda in the order listed or modify the order in a way that can best accommodate the people in attendance who wish to speak on agenda items. Speakers are requested to restrict comments to the item as it appears on the agenda and stay within a three-minute time limit. The Mayor has the discretion of limiting the total discussion time for an item.

Mary Beth, Town Planner, asked to pull item 11 off the agenda and continue it to a special meeting.

A motion was made to adopt the amended Agenda, pulling item 11 off for a later meeting. On motion by Councilmember Baker, seconded by Councilmember Clark-Crets and passed by the following roll call vote:

Ayes: Baker, Cartwright, Clark-Crets, Duncan, Knisley  
Noes: None  
Abstained: None  
Absent: None

**OPPORTUNITY TO COMMENT ON CONSENT CALENDAR:** All items listed under the Consent Agenda are considered by the Council to be routine in nature and will be enacted by one motion unless an audience member or Councilmember requests otherwise, in which case, the item will be removed for separate consideration.

There was no public comment.

A motion was made to approve the Consent Agenda. On motion by Councilmember Clark-Crets, seconded by Councilmember Baker and passed by the following roll call vote:

Ayes: Baker, Cartwright, Clark-Crets, Duncan, Knisley  
Noes: None  
Abstained: None  
Absent: None

## CONSENT AGENDA

## RECOMMENDED ACTION

- |     |                                                                                                                                                            |                                      |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 1.  | Council Action Minutes – 1/12/21, 1/12/21 Special Meeting.                                                                                                 | APPROVE                              |
| 2.  | Monthly Check Register                                                                                                                                     | RECEIVE AND FILE                     |
| 3.  | Statement of Activity                                                                                                                                      | RECEIVE AND FILE                     |
| 4.  | Treasurer's Report                                                                                                                                         | RECEIVE AND FILE                     |
| 5.  | Planning Status Report                                                                                                                                     | RECEIVE AND FILE                     |
| 6.  | General Plan Update Status Report                                                                                                                          | RECEIVE AND FILE                     |
| 7.  | A Resolution of the Town Council of the Town of Loomis Acknowledging the Review, Receipt and Filing of the Annual Statement of Investment Policy           | ADOPT RESOLUTION<br>Resolution 21-04 |
| 8.  | Mayor's Appointment, Gail Waller, to Serve Three Years on the Loomis Library Board                                                                         | APPROVE                              |
| 9.  | A Resolution of the Town Council of the Town of Loomis Amending the Agreement for Public Works and Engineering Support Services with CSG Consultants, Inc. | ADOPT RESOLUTION<br>Resolution 21-05 |
| 10. | Reaffirmation of Local Emergency Declared March 17, 2020                                                                                                   | APPROVE                              |

## CONSENT ITEMS FORWARDED

## BUSINESS

11. **General Plan Update – Committee Assignments** (Continued from January 12, 2021 Council Meeting)  
Town staff began outreach for volunteers to serve on the various General Plan Update Committees in August 2020. At this time, Councilmembers have reviewed the 57 remaining applications received to determine their recommendations.  
**Recommended action:** Council will appoint remaining General Plan Committee Members for Circulation, Environmental Justice, Land Use and Community Development. Public Services and Facilities, Conservation of Resources, and Public Health and Safety, including sub-committees.  
**Public comment:**

This item was continued to a later date.

12. **Planning Commission Appointments**  
The Municipal Code provides the method by which Planning Commissioners are appointed. Councilmembers recommend an appointment to the Commission at the regular Council meeting following election and the appointment becomes effective on March 1<sup>st</sup> of that year. With the 2020 election, new Councilmembers Cartwright and Knisley need to make their appointments.  
**Recommended action:** Approve Councilmember Cartwright and Councilmember Knisley recommendations for Planning Commission appointments.  
**Public comment:**

Councilmember Knisley appointed Greg Obranovich on the Planning Commission.

There was no public comment.

A motion was made to appoint Greg Obranovich on the Planning Commission. On motion by Councilmember Baker, seconded by Councilmember Clark-Crets and passed by the following roll call vote:

Ayes: Baker, Cartwright, Clark-Crets, Duncan, Knisley

Noes: None

Abstained: None

Absent: None

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Councilmember Cartwright appointed Stephanie Youngblood on the Planning Commission.

There was no public comment.

A motion was made to appoint Stephanie Youngblood on the Planning Commission. On motion by Councilmember Baker, seconded by Councilmember Cartwright and passed by the following roll call vote:

Ayes: Baker, Cartwright, Clark-Crets, Duncan, Knisley

Noes: None

Abstained: None

Absent: None

13. **Improvements to Laird Road and High Cliff Road Intersection**

Over the last five years there has been four accidents at the intersection of Laird Road and High Cliff Road. Two accidents have occurred within the past year. In the interim, staff recommends that the Town installs flashing yellow warning lights, prior to the curve on Laird in both directions, along with additional signage to alert the drivers of the curve ahead and the need to slow down.

**Recommended action:** Adopt a resolution approving the installation of two flashing yellow warning lights and additional signage at the intersection of Laird Road and High Cliff road and authorize \$15,000 from the Transportation Fund.

**Public comment:**

Tom Ruark, Interim Town Engineer, gave the staff report and answered questions.

Pam Blake suggested the arrow on the sign show a 45-degree angle instead of just a curve.

David Ring agreed that something needs to be done and asked if the signs will be put in both directions.

Tom Ruark stated the signs can reflect the true angle of the curve and there will be signs in both directions.

Jean Wilson pointed out that the property owner dedicated that area to the town when he was processing a lot split and suggested doing the improvements on the curve as soon as possible.

Greg Obranovich suggested looking into putting speed bumps to slow traffic down.

Tom Ruark pointed out that it was looked at but they don't recommend the bumps because it causes problems with emergency vehicles and slows them down.

Roger Carroll suggested using rumble strips for those that may be falling asleep.

Tom Ruark pointed out that the police reports state the accidents were caused by excess speed.

Following further discussion on the matter, a motion was made to adopt Resolution 21-06, approving the installation of two flashing yellow warning lights and additional signage at the intersection of Laird Road and High Cliff Road and authorize \$15,000 from the Transportation Fund. On motion by Councilmember Clark-Crets, seconded by Councilmember Baker and passed by the following roll call vote:

Ayes: Baker, Cartwright, Clark-Crets, Duncan, Knisley

Noes: None

Abstained: None

Absent: None

14. **Mid-Year Budget Review**

The 2020-21 Operating Budget was prepared and adopted at the beginning of an unprecedented pandemic, we had little information and no comparable history to base our budget on. Some projections by industry specialists and other staff "best guesses," applied with extreme conservatism produced as safe a budget as could be expected. Now that half a year has passed, we can be confident that the worst of the projections will not come to pass and that some revenue sources were actually enhanced by the public's response to the pandemic. A typical mid-year review might yield a few adjustments to the budgeted numbers and allow staff to proceed on projects that can safely go forward.

**Recommended action:** Receive report and adopt resolution accepting the 2020-2021 Mid-Year Budget review and approving the resulting amendments.

**Public comment:**

Roger Carroll, Finance Director/Town Treasurer, gave the staff report and answered questions.

Pam Blake asked about the status of the Code Enforcement Officer, Lee Holt, and the follow-up of the violations and fines.

Roger Carroll pointed out that Lee Holt is now coming in once a week and last year \$4000 was brought in on fines for violations.

Following further discussion on the matter, a motion was made to approve Resolution 21-07, accepting the 2020-2021 Mid-Year Budget review and approving the resulting amendments. On motion by Councilmember Baker, seconded by Councilmember Cartwright and passed by the following roll call vote:

Ayes: Baker, Cartwright, Clark-Crets, Duncan, Knisley

Noes: None

Abstained: None

Absent: None

## COUNCIL COMMITTEE REPORTS

Councilmember Baker pointed out that Luke McNeel, Deputy Executive Director at Placer County Transportation Planning Agency, has taken a position in the private sector and will be greatly missed.

Councilmember Knisley stated Scott Alvord was elected chairman on Placer County Economic Development Board.

## COUNCIL COMMITTEES

- Placer County Economic Development Board – Knisley/Clark-Crets as alternate
- Placer County Flood Control/Water Conservation District – Cartwright/Baker as alternate
- Placer County Transportation Planning Agency – Baker/Clark-Crets as alternate
- - PCTPA Funding Strategy Update Steering Committee – Baker/Clark-Crets as alternate
- Placer County Mosquito Abatement – Russ Kelley as citizen rep
- Placer County Air Pollution Control District – Duncan /Cartwright
- Sacramento Area Council of Governments – Clark-Crets/Knisley as alternate
- Borders Committee – Clark-Crets and Duncan
- Business Committee – Knisley/Clark-Crets as alternate
- Schools Liaison – Baker/Cartwright
- / • SPMUD Ad Hoc Committee – Cartwright and Clark-Crets
- Library Representative – Knisley/Clark-Crets as alternate
- Pioneer Board – Duncan/Clark-Crets as alternate
- Law Enforcement Liaison – Duncan
- Greater Sacramento Economic Council – Clark-Crets

**ADJOURNMENT** Mayor Duncan adjourned the meeting at 7:58 p.m.

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Mayor

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Town Clerk



# TOWN OF LOOMIS

## ACTION MINUTES SPECIAL MEETING OF LOOMIS TOWN COUNCIL LOOMIS DEPOT

5775 HORSESHOE BAR ROAD, LOOMIS, CA 95650

916-652-1840

[www.loomis.ca.gov](http://www.loomis.ca.gov)

THURSDAY

FEBRUARY 18, 2021

7:00 P.M.

PURSUANT TO EXECUTIVE ORDER N-29-20, CERTAIN PROVISIONS OF THE OPEN MEETING ACT ARE SUSPENDED DUE TO A STATE OF EMERGENCY IN RESPONSE TO THE COVID-19 PANDEMIC. CONSISTENT WITH THE EXECUTIVE ORDER, THE COUNCIL MEETING WILL INCLUDE TELECONFERENCING.

**CALL TO ORDER** Call to order at 7:05 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present:

Mayor Jeff Duncan  
Mayor pro tempore Jenny Knisley  
Councilmember Brian Baker  
Councilmember Danny Cartwright  
Councilmember Jan Clark-Crets

Absent: None

### PUBLIC COMMENT PROCEDURE

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There was no public comment on items not on the agenda.

### **ADOPTION OF AGENDA**

A motion was made to adopt the Agenda. On motion by Councilmember Clark-Crets, seconded by Councilmember Baker and passed by the following roll call vote:

Ayes: Baker, Cartwright, Clark-Crets, Duncan, Knisley  
Noes: None  
Abstained: None  
Absent: None

#### **1. General Plan Update – Committee Assignments** (Continued from February 9, 2021)

Town staff began outreach for volunteers to serve on the various General Plan Update Committees in August 2020. At the November 10, 2020 and the December 8, 2020 Council meetings the Housing Committee members were assigned. At this time, Councilmembers have reviewed the 57 remaining applications received to determine their recommendations.

**Recommended action:** Council will appoint remaining General Plan Committee Members for Circulation, Environmental Justice, Land Use and Community Development, Public Services and Facilities, Conservation of Resources, and Public Health and Safety, including sub-committees.

#### **Public comment:**

1. Mayor Duncan suggested Council appoint the Chairman and Vice Chairman for each committee first.

Council agreed.

Linda Kelly asked if there will be any conflicts with meeting times.

Mary Beth Van Voorhis stated no.

Miguel Ucovich stated Jenny Knisley should be on the Economic Development sub-committee.

The following was unanimously appointed as Chairman (Councilmember) and Vice Chairman (Planning Commissioner) for the following committees:

- Circulation Committee: Chairman Brian Baker and Vice Chairman Mike Hogan
- Environmental Justice Committee: Chairman Jenny Knisley and Vice Chairman Bonnie London
- Land Use Committee: Chairman Jan Clark-Crets and Vice Chairman Bonnie London
  - Land Use Sub-Committee (Sierra College Blvd, NW of RR ROW): Chairman Clark-Crets and Vice Chairman London
  - Land Use Sub-Committee (SE I80/Horseshoe Bar Rd.): Chairman Clark-Crets and Vice Chairman London
  - Land Use Sub-Committee (NW I80/Horseshoe Bar Rd.-behind Raley's): Chairman Clark-Crets and Vice Chairman London
  - Land Use Sub-Committee (Taylor Rd/Downtown Business Corridor): Chairman Clark-Crets and Vice Chairman London
  - Land Use Sub-Committee (Parks and Recreation): Chairman Clark-Crets and Vice Chairman London
  - Land Use Sub-Committee (Economic Development): Chairman Jenny Knisley and Vice Chairman London
- Public Services, Facilities and Finance: Chairman Danny Cartwright and Vice Chairman Linda Kelly
- Conservation of Resources: Chairman Jeff Duncan and Vice Chairman Stephanie Youngblood
  - Conservation of Resources Sub-Committee Historical/Cultural: Chairman Duncan and Vice Chairman Youngblood
  - Conservation of Resources Sub-Committee AIR/GHG/CLIMATE: Chairman Duncan and Vice Chairman Youngblood
  - Conservation of Resources Sub-Committee BIOLOGICAL & OPEN SPACE: Chairman Duncan and Vice Chairman Youngblood
- Public Health & Safety: Chairman Danny Cartwright and Vice Chairman Linda Kelly
  - Public Health & Safety – NOISE: Chairman Cartwright and Vice Chairman Kelly

A motion was made to approve the Chairman and Vice Chairman for all the committees. On motion by Councilmember Baker, seconded by Councilmember Clark-Crets and passed by the following roll call vote:

Ayes: Baker, Cartwright, Clark-Crets, Duncan, Knisley  
Noes: None  
Abstained: None  
Absent: None

2. Mayor Duncan noted Council will now appoint those on the committees.

Jean Wilson asked what happens if someone declines and what constitutes a quorum.

Mary Beth stated four people will be a quorum out of seven people.

Sean Rabe, Town Manager, suggested adding to the final motion that each Council can re-appoint another if one of their appointments declines.

Miguel Ucovich suggested looking at Sphere of Influence under land use.

Mary Beth Van Voorhis stated she will make a note to discuss that.

The following were the Council appointments on the committees:

- Circulation Committee:
  - Councilmember Baker - Russ Kelley
  - Councilmember Cartwright - Ed Horton
  - Councilmember Clark-Crets- Thor Lude
  - Mayor Duncan - Hector Wolansky
  - Councilmember Knisley - Tim Onderko
- Environmental Justice Committee:
  - Councilmember Cartwright - A.J. Moyer
  - Councilmember Clark-Crets - Lorraine Theibaud
  - Mayor Duncan - Sharon Lee O'Donnell
  - Councilmember Knisley - David Ring
  - Councilmember Baker - Stephanie Youngblood
- Land Use Committee:
  - Councilmember Clark-Crets - Jean Wilson
  - Mayor Duncan - Beth Cohen
  - Councilmember Knisley - Randy Elder
  - Councilmember Baker - Sharon Lee O'Donnell
  - Councilmember Cartwright - A.J. Moyer
- Land Use Sub-Committee (Sierra College Blvd, NW of RR ROW):
  - Mayor Duncan - Beth Williams-Ruskauff
  - Councilmember Knisley - Jon Cunningham
  - Councilmember Baker - Mike Fournier
  - Councilmember Cartwright- Ryan DeMartini
  - Councilmember Clark-Crets- Scott Toussaint
- Land Use Sub-Committee (SE I80/Horseshoe Bar Rd.):
  - Councilmember Knisley - Miguel Ucovich
  - Councilmember Baker - Ryan DeMartini
  - Councilmember Cartwright- Jared Taylor
  - Councilmember Clark-Crets- Eeden Lee
  - Mayor Duncan - Jean Wilson
- Land Use Sub-Committee (NW I80/Horseshoe Bar Rd.-behind Raley's):
  - Councilmember Baker - Ryan DeMartini
  - Councilmember Cartwright- Patrick Ponikvar
  - Councilmember Clark-Crets- Jesse Lundsford
  - Mayor Duncan - Nancy Nordlin
  - Councilmember Knisley - Nicole Reading
- Land Use Sub-Committee (Taylor Rd/Downtown Business Corridor):
  - Councilmember Cartwright- Jenny Knisley
  - Councilmember Clark-Crets- Tim Onderko
  - Mayor Duncan - Maureen Valli
  - Councilmember Knisley - Ryan DeMartini
  - Councilmember Baker - Russ Kelley
- Land Use Sub-Committee (Parks and Recreation):
  - Councilmember Clark-Crets- Eeden Lee
  - Mayor Duncan - Joanne Bridges
  - Councilmember Knisley - Kathryn Seers
  - Councilmember Baker - Matt Fox
  - Councilmember Cartwright- Thomas Savage



- Land Use Sub-Committee (Economic Development):
  - Mayor Duncan
  - Councilmember Knisley
  - Councilmember Baker
  - Councilmember Cartwright
  - Councilmember Clark-Crets
  - Mark Geyer
  - Ryan DeMartini
  - Nicole Reading
  - Patrick Ponikvar
  - Ashley Summers

- Public Services, Facilities and Finance:

- Councilmember Knisley
- Councilmember Baker
- Councilmember Cartwright
- Councilmember Clark-Crets
- Mayor Duncan
- Patrick Ponikvar
- David Ring
- Hector Wolansky
- Joanne Bridges
- Jesse Lundsford

- Conservation of Resources:

- Councilmember Baker
- Councilmember Cartwright
- Councilmember Clark-Crets
- Mayor Duncan
- Councilmember Knisley
- Tim Onderko
- Martha Merriam
- Jean Wilson
- Joanne Bridges
- Melissa Netzel

- Conservation of Resources Sub-Committee Historical/Cultural:

- Councilmember Cartwright
- Councilmember Clark-Crets
- Mayor Duncan
- Councilmember Knisley
- Councilmember Baker
- Eeden Lee
- Maureen Valli
- Melissa Netzel
- Russ Kelley
- David Ring

- Conservation of Resources Sub-Committee AIR/GHG/CLIMATE:

- Councilmember Clark-Crets
- Mayor Duncan
- Councilmember Knisley
- Councilmember Baker
- Councilmember Cartwright
- David Ring
- Maureen Valli
- Lorraine Theibaud
- Sharon Lee O'Donnell
- Joanne Bridges

- Conservation of Resources Sub-Committee BIOLOGICAL & OPEN SPACE:

- Mayor Duncan
- Councilmember Knisley
- Councilmember Baker
- Councilmember Cartwright
- Councilmember Clark-Crets
- Jean Wilson
- Jesse Lundsford
- Tim Onderko
- Hector Wolansky
- Lorraine Theibaud

- Public Health & Safety:

- Councilmember Knisley
- Councilmember Baker
- Councilmember Cartwright
- Councilmember Clark-Crets
- Mayor Duncan
- Patrick Ponikvar
- Russ Kelley
- John Ireland
- Martha Merriam
- Mark Geyer

- Public Health & Safety – NOISE:

- Councilmember Baker
- Councilmember Cartwright
- Councilmember Clark-Crets
- Mayor Duncan
- Councilmember Knisley
- Paul Bollard
- Bonnie London
- Eva Marshall
- David Ring
- Melissa Netzel

A motion was made to approve the appointments on the committees and if a Councilmembers appointment declines, they can re-appoint without coming back to Council. On motion by Councilmember Clark-Crets, seconded by Councilmember Knisley and passed by the following roll call vote:

Ayes: Baker, Cartwright, Clark-Crets, Duncan, Knisley

Noes: None

Abstained: None

Absent: None

## ADJOURNMENT

Mayor Duncan adjourned the meeting at 8:16 p.m.

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Mayor

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Town Clerk