



# TOWN OF LOOMIS

## AGENDA 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)

**TUESDAY** **MAY 11, 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 7:02 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**

**The Council meeting at the Depot will be closed to public attendance.**

*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/87495479484>*

*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**

*You can participate in the meeting via Zoom software or via telephone. When you join the meeting, you will be muted by default. To inform the Clerk that you would like to make a public comment, you will use the "Raise Hand" feature. Instructions for using the "Raise Hand" feature when using a computer or mobile device can be found at the link below:*

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

**ZOOM Participation via computer or smartphone**

*You can join the meeting from your computer using a web browser or the Zoom software. You can join the meeting by clicking the following link <https://us02web.zoom.us/j/87495479484> . Please note that you should only raise your hand during public comment on the agenda item you are concerned about.*

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

1. Dial (669) 900-9128
2. When asked for the meeting ID, enter **874 9547 9484#**.
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**

Councilmember Knisley suggested having a discussion on the American Rescue Plan funds.

## **TOWN MANAGER REPORT**

Sean Rabe', Town Manager, updated the Council on the following: COVID-19, drought and fire season, Blue Anchor Park spray pad, Costco, Hidden Grove Project, PG&E gas line inspection project, Town staffing, and Town Manager Tuesdays.

## **LOOMIS CHAMBER OF COMMERCE UPDATE**

Ryan DeMartini, Executive Director President, stated the Chamber of Commerce office will reopen after June 15<sup>th</sup> and they plan on having the Eggplant Festival this year.

**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.**

Sonja Cupler stated the following:

- concerned with a report that came out in the Environmental Justice committee regarding groups in society that are disadvantaged which also included part of Rocklin
- suggested having a synopsis that the public can have to understand what is going on in all the 17 committee meetings

Miguel Ucovich complimented the Sheriff's Department on their speeding enforcement in Sunrise Loomis and on King Road.

**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.

A motion was made to adopt the Agenda. 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 Knisley 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 – 4/9/21<br>4/13/21 (With Councilmember Baker abstaining)  | APPROVE<br>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 Status Update  | RECEIVE AND FILE                     |
| 7.  | Resolution of the Town Council of the Town of Loomis<br>Accepting Downtown Master Plan Phase 3 Constructed by<br>Western Engineering, Inc.  | ADOPT RESOLUTION<br>Resolution 21-14 |
| 8.  | Resolution of the Town Council of the Town of Loomis<br>Adopting a List of Projects for Fiscal Year 2021-22 Funded by<br>SB 1: The Road Repair and Accountability Act of 2017   | ADOPT RESOLUTION<br>Resolution 21-15 |
| 9.  | Resolution of the Town Council of the Town of Loomis<br>Authorizing the Town Manager to Approve Work to be Done by<br>Bear Electrical Solutions (BES) for Pedestrian Crossing System<br>Improvements on Taylor Road and Speed Feedback Signs on<br>Rutherford Canyon Road | ADOPT RESOLUTION<br>Resolution 21-16 |
| 10. | Introduce and Read by Title Only an Ordinance Amending<br>Chapter 3.12 Of the Town Municipal Code to Increase the Town<br>Manager's Contracting Authority for the Purchase of Supplies and<br>Services  | FIRST READING<br>Ordinance 287       |
| 11. | Authorize the Town Manager to Sign an Agreement for Advancement<br>Of Funds, Reimbursement, and Indemnification for the Processing<br>Of the Proposed Hidden Grove Subdivision  | APPROVE                              |
| 12. | Authorize the Town Manager to Enter into a Consulting Agreement<br>With CIVILIS Consultants for Up to \$27,775 for Assistance with Public<br>Engagement Centered Around Community Building  | APPROVE                              |

CONSENT ITEMS FORWARDED

**BUSINESS**

13. **Pavement Management Program**  
Staff will give a presentation on the Pavement Management Program, the methodology behind it, and the resulting overall condition of the Town's street network.  
**Recommended action:** Receive and file.  
**Public comment:**

Merrill Buck, Town Engineer, gave a presentation on the Pavement Management Program, overview on how streets deteriorate, types of pavement distress, scores by road type, preventative maintenance, funding sources and answered questions.

David Ring asked if there was information on how much longer streets last with alternative transportation routes.

Miguel Ucovich asked if the Town can seal coat more assessment district roads this year.

Received and filed.

14. **Operating Budget for 2021/2022 Fiscal Year**

Consider the proposed operating budget for the 2021/2022 Fiscal Year.

**Recommended action:** Take public comment; adopt Resolutions adopting the Annual Operating Budget for Fiscal Year 2021/2022 and Setting Forth Position Allocations for the Fiscal Year 2021/2022.

**Public comment:**

Roger Carrol, Finance Director/Town Treasurer, gave the presentation and answered questions.

Jesse Lunsford pointed out that two new trucks were funded in 2018.

Following further discussion on the matter, a motion was made to amend the budget to pay for the \$35,000 Public Works truck and \$50,000 drainage project out of General Fund Capital and Streets Reserves; adopt Resolution 21-17, adopting the amended Annual Operating Budget for Fiscal Year 2021/2022; and adopt Resolution 21-18, Setting Forth Position Allocations for the Fiscal Year 2021/2022. 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

15. **2021-2029 Draft Housing Element**

Staff will give a presentation on the 2021-2029 Draft Housing Element that is one of seven State-Mandated elements that comprise the Town's General Plan and that serves as a policy document to assess housing characteristics, community needs and establishes programs to meet those needs. California State law requires all municipalities to update the Housing Element periodically. The Town's current Housing Element was adopted in 2014 by Town Council and is required to adopt an updated version for the 2021-2029 State Housing and Community Development (HCD) planning period by May 15, 2021, or within the grace period expiring September 10, 2021 to stay on an 8-year update cycle.

**Recommended action:** 1) Hear presentation, discuss and receive input regarding the Draft 2021-2029 Housing Element; 2) provide direction to staff regarding any issues or changes to the Draft 2021-2029 Housing Element; and 3) Adopt Resolution to submit the Draft 2021-2029 Housing Element to the California Housing and Community Development Department (HCD) for their 60-day review.

**Public comment:**

Jennifer Gastelum, with PlaceWorks, gave the presentation going over the project schedule and overview (Housing Element), sites inventory analysis and outreach, the Town's responsibilities, Regional Housing needs allocation for Loomis (352) over the next 8 years, consequence of a non-compliant Housing Element and answered questions.

Miguel Ucovich asked if it matters when an Accessory Dwelling Unit (ADU) was built and if that can be counted?

Jennifer Gastelum stated the Town will get credit for every ADU that is built and permitted after June 30, 2021.

Jean Wilson asked if someone is building an ADU at the same time they are building their house would that count?

Jeff Mitchell, Town Attorney, after June 30<sup>th</sup> it would count if a homeowner came in to take out a building permit for a new home and also an assessor dwelling unit.

Jesse Lunsford encouraged Council to begin an inclusionary housing program.

David Ring pointed out that the Housing committee did a good job of including the communities input.

Councilmember Clark-Crets requested to have an audit done for ADU's in Loomis and to start an inclusionary housing ordinance.

Sean Rabe' suggested having the Planning Commission vetting a draft inclusionary housing ordinance before bringing it to Council.

Following further discussion on the matter, a motion was made to approve Resolution 21-19, recommending submittal of the Draft 2021-2029 Housing Element to Housing & Community Development (HCD). 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

6/1/2021 10:51 AM

P:\Clerk\1 MINUTES\2021\May 11, 2021 TC Min.doc

## COUNCIL COMMITTEE REPORTS

### 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

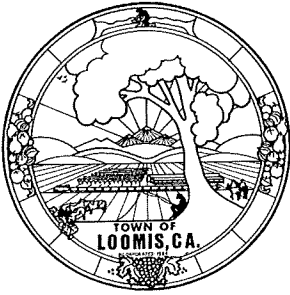
**ADJOURNMENT** Mayor Duncan adjourned the meeting at 9:23 p.m.

---

Mayor

---

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

MAY 13, 2021

5:30 P.M.

## CALL TO ORDER

Call to order by Mayor Duncan at 5:32 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

## ADOPTION OF AGENDA

**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. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Town Manager, pursuant to Section 54957 of the Government Code.**

**STATEMENT OF ACTION TAKEN DURING CLOSED SESSION** There was no action taken.

**PUBLIC COMMENT** There was no public comment.

**ADJOURNMENT** Mayor Duncan adjourned the meeting at 7:00 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
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**

**MAY 27, 2021**

**5:30 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

Called to order by Mayor Duncan at 5:32 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

### AGENDA

**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 REAL PROPERTY NEGOTIATOR:** Pursuant to Section 54956.9 of the Government Code:  
**Property:** 5820 Rocklin Road and 5500 Barton Road, APN 045-161-018, 045-161-019, 045-161-020, 045-161-021  
**Agency Negotiator:** Sean Rabé, Town Manager  
**Negotiating Parties:** Town of Loomis  
**Under Negotiation:** Price and term

### STATEMENT OF ACTION TAKEN DURING CLOSED SESSION

There was no action taken.

### PUBLIC COMMENT

There was no public comment.

### ADJOURNMENT

Mayor Duncan adjourned the meeting at 7:10 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Town Clerk