



**STAFF REPORT  
TOWN COUNCIL MEETING OF DECEMBER 10, 2013**

**TO:** Town Council  
**FROM:** Town Manager  
**RE:** Planning Commission Appointments

**ISSUE**

At the request of Mayor Pro Tempore Wheeler and newly sworn in Councilmember Black this item has been placed on the December 10, 2013 Town Council meeting. When the Town Council chose Robert Black to fill the remaining term vacated by Walt Scherer, this created a vacancy on the Planning Commission as Mr. Black was a seated Planning Commissioner appointed by Mayor Pro Temp Wheeler. In addition, as a newly appointed Councilmember, Mr. Black needs to appoint a Planning Commissioner as provided for under 2.36.020 (B) of the Municipal Code which states:

“In the event a councilmember vacates a seat prior to the end of a term of office, his or her appointment to the planning commission is deemed terminated thirty days after the filling of the vacated council seat. The newly seated councilmember filling out the term of office of the vacated seat will make an appointment to the commission within thirty days of being seated.”

**RECOMMENDATION**

Approve the recommendations for Commissioner Appointments.

**CEQA**

There are no CEQA issues because it is self evident that appointments to commissions or committees will not impact the environment.

**FINANCIAL IMPLICATIONS:**

There are no financial issues with this matter.

**DISCUSSION**

As stated above, the Municipal Code provides the method by which Planning Commissioners are appointed. All appointment recommendations require an affirmative confirmation vote by a majority of all members of the Town Council prior to becoming effective. The current appointees are as follows:

	PLANNING COMMISSION
Mayor Pro Temp Wheeler	Vacant
Councilmember Black	Vacant
Councilmember Calvert	Pat Miller
Councilmember Morillas	Jean Wilson
Councilmember Ucovich	Mike Hogan

Mayor pro tempore Wheeler has indicated he will recommend that Brian Baker be appointed to the Planning Commission. Councilmember Black has indicated he will recommend that Jeff Duncan be appointed to the Planning Commission.

RECEIVED

OCT 24 2013

TOWN OF LOOMIS

# TOWN OF LOOMIS

## Application For Membership To Advisory Board Or Commission

PLEASE PRINT OR TYPE



I am applying for membership on the Planning Commission

If this Board/Commission/Committee calls for a specific type member (such as parent member, provider member, etc.), please indicate for which position you are applying Council member

Do you live within the limits of the Town of Loomis? Yes

Filing deadline: 1 Nov 2013

Name: Brian Baker

Residence address: 6025 Arcadia Ave. Loomis, Ca 95650

Mailing Address: \_\_\_\_\_

Phone Number (s) Home: 916-300-6949 cell Business: 916-300-6949

Time available (days, evenings, etc.): Evenings are best.

Employment Experience: I own two businesses. One selling construction equipment and consumables, and the other we repair pneumatic tools, and do metal fabrication. In both businesses I work with anyone from end users to cities and municipalities. I am also a commercial class A driver. Previously worked as a heavy hauler.

Organization and Community Experience: I work with Boy Scout troop 20 here in Loomis. The local scouts do tremendous job at serving our community. I also served as a Challenge Course Director for 5 years teaching local teens team building, communication, confidence, etc. It is important that our youth become great leaders, and active in their community.

Other experience which you believe would be helpful to bring to the attention of the Town Council in making this appoint: \_\_\_\_\_

Education (include high school, college and/or university, and graduate study): I attended Woodcreek High School for 2 years, then went on an accelerated home school program to finish early. I have some college, but am still working on my degree.

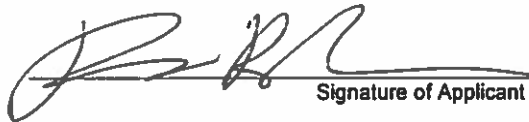
*Got agent left message?*

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Other training: \_\_\_\_\_

A resume containing other pertinent information about yourself would be helpful to the Town Council in evaluating your application. Please attach one if you can.

24 Oct. 2013  
Date

  
Signature of Applicant

Application must be filed with the Town Clerk / Deputy Town Clerk of the Council, Town Hall, at 3665 Taylor Rd or mail to PO Box 1330, Loomis, CA 95650



TOWN OF LOOMIS

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NOV 1 2013

Application For Appointment On Council

TOWN OF LOOMIS

PLEASE PRINT OR TYPE

I am applying for membership on the Loomis Planning Commission

Do you live within the limits of the Town of Loomis? Yes

Filing deadline: 11-1-2013

Name: Jeff Duncan

Residence address: 3221 Lawnview Ave., Loomis, Calif 95650

Mailing Address: SAME

Phone Number (s) Home: (916) 652 6822 Cell: (916) 770-5149 Business:

Time available (days, evenings, etc.): DAYS AND EVENINGS

Employment Experience: ON 12-1-2010 I retired from the California Department of Corrections after 24 years of service. Prior to corrections I had work experience in retail, construction mental health work, and machinist apprentice.

Organization and Community Experience: NONE

Other experience which you believe would be helpful to bring to the attention of the Town Council in making this appointment: Due to my career in corrections I have an appreciation for the fact that what we want to happen and what the law allows may be two different things.

Education (include high school, college and/or university, and graduate study): Bachelor of Arts Psychology CSUS 1994

Other training: Conflict Management, NonViolent Crisis Intervention

A resume containing other pertinent information about yourself would be helpful to the Town Council in evaluating your application. Please attach one if you can.

11-1-2013  
Date

Jeff Duncan  
Signature of Applicant

Application must be filed with the Town Clerk / Deputy Town Clerk of the Council, Town Hall, at 3665 Taylor Rd or mail to PO Box 1330, Loomis, CA 95650

emailed: G Tex duncan @ yahoo.com

# Jeff Duncan

3221 Lawnview Ave., Loomis, California 95650

Phone: 916 652-6822 Cell: 916 770 5149

## Objective

The reason for my interest in the Loomis Town Council position is based upon my love for Loomis. My wife Ronda and I moved to Loomis in 1986 and we stayed for the community and schools. Our son Jon attended Loomis, Franklin, and Del Oro. We have seen this town grow and are truly happy in the way Loomis has evolved into what it is today. I would like to help with the continued evolution of Loomis. I believe that my experience would be of great help to the Town of Loomis and would enjoy serving as a Loomis Town Council Member.

## Experience

I retired from the California Department of Corrections and Rehabilitation (CDC&R) on December 1, 2010 after 24 years of service. I served as a Correctional Officer, Correctional Counselor I, and Correctional Counselor II all at California State Prison Sacramento County (CSP-SAC, also known as New Folsom). All of these positions required the ability to communicate with an extremely diverse group of individuals. My last three years at CSP-SAC I spent working as an assistant to the Classification & Parole Representative. My duties included working with records staff to ensure that legal documentation received from the California Courts regarding inmate cases were correctly evaluated for the proper placement of inmates and that all legal criteria were met prior to the release of the parolee. In order to accomplish these tasks efficiently and accurately required an interaction with a variety of professionals from many areas, such as but not limited to, medical/psychiatric, classification, parole and custody. I accomplished these tasks with the cooperation of many and I was the liaison between them all. Everyone I worked with appreciated my professional and friendly demeanor. Prior to my career in public service I worked in construction, retail, as a mental health worker, and finally as a machinist apprentice. My retirement was not related to my medical issues that I had been dealing with for a couple of years; however my medical issues were one of several that determined that it was time to retire. My medical issues have been resolved and I am again ready to serve the public. Hopefully it will be with the town of Loomis.

## Education

**Bachelor of Arts: Psychology    1994    California State University Sacramento**

## Skills

My greatest asset is the ability to work with a diverse group of people to accomplish goals. I am dependable, trustworthy, analytical and friendly. I have skills, as well as training, in communication, supervision, investigation, and conflict management and conflict resolution.