



Staff Report

May 9, 2023

TO: Honorable Mayor and Members of the Town Council
FROM: Merrill Buck, Town Engineer
RE: Approval of the Plans and Specifications for the Hunter Oaks Landscape and Rockery Walls Improvement Projects, Approval of a \$225,000 Appropriation from the Hunter Oaks Maintenance District, and Authorization for the Town Manager to Award Construction Contracts for Each Project with a Combined Project Construction Budget of \$225,000

Recommendation

Staff recommends that the Town Council adopt a resolution:

1. Approving the plans and specifications and authorizing the solicitation of bids for both the Hunter Oaks Landscape Improvements Project and the Hunter Oaks Rockery Walls Project; and
2. Appropriating \$225,000 from the Hunter Oaks Maintenance District; and
3. Authorizing the expenditure of a combined project construction budget, which consists of the anticipated construction contract amounts plus construction contingencies, in the amount of \$225,000; and
4. Authorizing the Town Manager to execute construction contracts for both projects with the lowest responsive and responsible bidder if the combined total of the lowest bid from each project is within the construction budget.

Issue Statement and Discussion

The Hunter Oaks Maintenance District was established in 2002 to provide for the maintenance and operation of certain subdivision improvements including street, curb, gutter and sidewalks, drainage system pipes and inlets, open space berms and walls, and entryway and frontage landscaping. The Engineer's Report for the Maintenance District, on file with the Town Clerk, describes a certain frequency of maintenance for the various improvements and an estimated annual cost, which at the time of establishment was \$556 per lot, adjusted annually for inflation, for each of the 37 homes in the subdivision.

In August 2022, the Town received a letter from Hunter Oaks Homeowner Association Board members, along with a handful of other residents, asking for Town assistance in refreshing the landscaping and rebuilding the erosion control wall on the hillside slope at the end of Hunter Oaks Lane (See Letters included as Attachment B, and Project Limits Map included as Attachment C).

Upon review, staff found the landscaping along the Brace Road frontage and the end of Hunter Oaks Lane to have deteriorated significantly, and would agree that it no longer meet the intent of the original landscape design. In addition, the existing large stone rip rap at the end of Hunter Oaks Lane was not serving its intended purpose as erosion control for the hillside slope. It allowed for water and sediment to flow past the rocks and onto the sidewalk. Staff agreed with the Hunter Oaks

homeowners that the landscaping and rip rap erosion control measures had reached the end of their serviceable life and agreed to work with the community on replacement improvements.

Under the guidance of the Hunter Oaks Homeowners Association Board, the Town contracted with a Landscape Architect to prepare plans and specification for replacement improvements. Several meetings were held with the Board to ensure that the project was responsive to their needs, and that they had ownership of the vision, direction, and final project scope. At the last meeting held with the Board, the final improvement plans were presented, and the Board was delighted with the end result, highly supportive of the project, and looking forward to its implementation.

Two project bid packages were prepared, with the scope of work for each project described below. The decision to split the work into two projects was made since the rockery wall work scope is more of a specialty-license classification, so bidding the work as two projects avoids the added cost of subcontracting. A copy of the project plans and specifications for each project are available at the Town Clerk's office for review.

Hunter Oaks Landscape Improvements:

The frontage landscaping along Brace Road, including turf and mature shrubs, will be replaced with drought tolerant shrub and groundcover plantings, selected to thrive with the established mature trees that will remain and be protected in place. The irrigation system will be converted from overhead spray to a combination of drip and bubbler irrigation equipment, and the entry monument sign will be upgraded with a new block wall planter and solar powered up-lighting. The sound berm landscaping will be comprised of a combination of shade tolerant slope stabilization groundcovers to mitigate erosion and provide year-round interest. The irrigation will consist of on-grade drip irrigation, and tree rings for existing trees at the berm and within the open space parcel.

Hunter Oaks Rockery Walls:

The rip rap on the hillside slope at the end of Hunter Oaks Lane will be removed and reused with additional rock to create 4-foot high, terraced rockery walls with drainage. This will mitigate the erosion problem while also providing planting pockets that will be landscaped under the Hunter Oaks Landscape Improvements Project described above.

Schedule:

Both projects will be advertised, awarded, and constructed within the same time frame. Construction is anticipated to start late June and be finished by September 2023.

CEQA Requirements

Replacing existing improvements is exempt from the provisions of the California Environmental Quality Act pursuant to CEQA Guidelines Section 15304 Minor Alterations to Land.

Financial and/or Policy Implications

The Hunter Oaks Maintenance District has a current balance of \$270,000. Sufficient project funds are therefore available to authorize the expenditure of the recommended \$225,000 construction budget. The Engineer's Estimate for the construction improvements is \$185,000.

Attachment

- A. Resolution
- B. Letters
- C. Project Limits Map

TOWN OF LOOMIS

RESOLUTION NO. 23 - _____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOOMIS APPROVING THE PLANS AND SPECIFICATIONS FOR THE HUNTER OAKS LANDSCAPE AND ROCKERY WALL IMPROVEMENT PROJECTS, APPROVING A \$225,000 APPROPRIATION FROM THE HUNTER OAKS MAINTENANCE DISTRICT, AND AUTHORIZING THE TOWN MANAGER TO AWARD CONSTRUCTION CONTRACTS FOR EACH PROJECT WITH A COMBINED PROJECT CONSTRUCTION BUDGET OF \$225,000

WHEREAS, the Town has identified the Hunter Oaks Landscape Improvement Project and the Hunter Oaks Rockery Walls Project as a needed improvement in accordance with the Town’s Maintenance responsibility outlined in the Hunter Oaks Maintenance District Engineers Report; and

WHEREAS, the Town has collaborated with, and sought the approval of, the Hunter Oaks Homeowners Association Board to come up with a plan to replace the landscaping and irrigation, upgrade the monument signage and rebuild the rip rap erosion control measures at the end of Hunter Oaks Lane into terraced rockery walls; and

WHEREAS, in accordance with procedures defined in the Public Contract Code, the Public Works Department has prepared plans, specifications and an estimate for the Hunter Oaks Landscape Improvements Project and the Hunter Oaks Rockery Walls Project and is ready to advertise the projects for bids; and

WHEREAS, the recommended construction budget, which consists of the anticipated construction contract amount plus construction contingencies is \$225,000; and

WHEREAS, \$225,000 will need to be appropriated to fund the project, and there are sufficient funds available in Hunter Oaks Maintenance District for the recommended appropriation; and

WHEREAS, the project will be advertised publicly, sealed bids will be accepted and opened by the Town Clerk, and if the lowest responsive and responsible bid for each project is found to have a combined total that is within the approved construction budget, it is the intent of the Town Council to allow staff to proceed with awarding and administering the construction of the projects.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Town Council of the Town of Loomis hereby:

1. Approves the plans and specifications and authorizes the solicitation of bids for the Hunter Oaks Landscape Improvements Project, and Hunter Oaks Rockery Walls Project.
2. Appropriates \$225,000 from the Hunter Oaks Maintenance District.
3. Authorizes the expenditure of a construction budget in the amount of \$225,000.
4. Authorizes the Town Manager to execute a construction contract with the lowest responsive and responsible bidder for each project if the combined total of the two bids is within the construction budget.

PASSED AND ADOPTED this 9th day of May 2023 by the following vote:

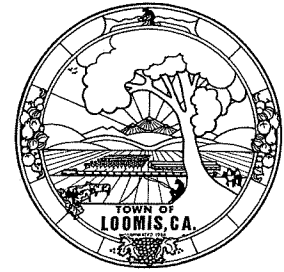
AYES:
NOES:
ABSENT:
ABSTAINED:

Mayor

ATTEST:

Deputy Town Clerk

TOWN OF LOOMIS



August 25, 2022

Shane Eggleston
4028 Hunter Oaks Lane
Loomis, CA 95650

Thank you for your letter which we received on August 25, 2022. I am responding on behalf of the Town Manager and have copied him with this response.

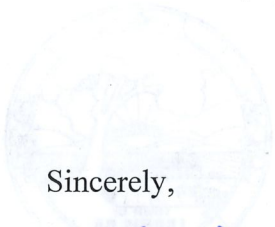
I recently drove out to look at the subdivision and noted what you have described. That there is little if any landscaping along the Brace Road frontage. And along the entryway, there is only landscaping on one side, probably placed by the adjacent property owner.

At the end of Hunter Oaks Lane are large, angular rocks that appear to be serving as a hillside erosion control measure. The plans call for this area to be a riprap retaining wall. I would agree with you that the riprap rocks there now, are not stacked like a retaining wall.

I don't know the history behind the subdivision's construction. So I don't know why the hillside slope control measures were accepted, nearly 20 years ago, the way they are. But I can help to direct the improvements to a standard that you would like to see. I can also help install new landscaping and irrigation in the entrance area and along Brace Road. I would suggest that this should be a collaborative process. That we can bring in the services of a landscape architect to meet with the Board, discuss criteria that you want implemented, design the improvements the way you want, and then put the work out for bids.

There are funds available in the Hunter Oaks Maintenance District for doing this. And as luck would have it, the Council recently approved a Maintenance District Master Planning capital improvements project to review the condition of all our Maintenance Districts against what the Town is responsible for, assess needs, and then implement an action plan for addressing any unmet needs. A Request for Qualifications was recently issued to hire a part time consultant to administer this effort as the project manager. My hope is that we will have the person on board by the end of September. We can then start addressing your concerns.

I have your HOA President's contact information and will reach out to him shortly once we've assembled our team. Perhaps we can meet at one of your Board meetings to introduce ourselves and discuss the matter further.



TOWN OF LOOMIS

Sincerely,

Merrill Buck
Loomis Town Engineer
(916) 824-1518
townengineer@loomis.ca.gov

cc: Sean Rabe, Town Manager
File – Hunter Oaks Maintenance District

Town of Loomis
Attn: Sean Rabe, Town Manager,
3665 Taylor Road
Loomis, CA 95650

RECEIVED

AUG 25 2022

TOWN OF LOOMIS

Dear Sean:

We are writing today regarding the need for landscape improvements for the Hunter Oaks community. The Community was founded in 2004 and continues to thrive today however, we need town support to improve our landscape along Brace Road and to assist with the proper build out of the Berm at the end of our community.

During the Planning Meeting it was noted that there are town funds available for landscape improvements. The area on Brace Road and the Berm at the end of Hunter Oaks Lane need attention. We are asking the town to assist with that endeavor.

Our HOA President has tried numerous times to reach the appropriate parties to no avail. We the homeowners need you to hear our voices and reply to the request made for funds from the town to support the necessary improvements. These improvements are primarily for the safety of the children in our neighbor as well as maintain the "Loomis" charm we've all come to love.

The berm at the end of Hunter Oaks Lane is eroding and we've seen rocks falling to the sidewalk. None of us want to see anyone injured by falling rocks. Based on information our President has uncovered, we have reason to believe the berm area was not built properly and should not have passed inspection. The grade is too steep to maintain any growth or landscape. We respectfully request that the town assist our community with the much-needed improvements.

We appreciate your time and help in this matter. We will follow up with you at the next town meeting.

Sincerely,

Shane Eggleston, Board Member
4028 Hunter Oaks Lane
Loomis, CA 95650

SITE PLAN
PROJECT LIMITS MAP

