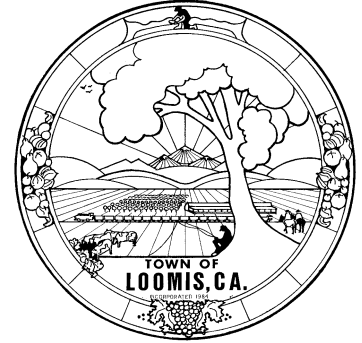


TOWN OF LOOMIS



TO: Honorable Mayor and Council Members
FROM: Wes Heathcock, Town Manager
DATE: July 11, 2023
SUBJECT: Town Manager Report for July 2023 Council Meeting

Mayor and Council Members,

The following report provides an update on some of the activities Town Staff has been working on in the past month.

Finance Department

Council authorized the contact amendment for Eide Bailey at the June 13, 2023, meeting to expand their scope of services, which allows for the use of a contract executive. Nick Rosas, Senior Manager with Eide Bailey will be filling the interim finance director position for the Town. Nick assumed the interim finance director role on June 22nd and will be physically in the office once a week for onsite collaboration. Nick will work remotely as needed otherwise.

The goal of onboarding an interim finance director is to improve the process and controls of the finance department, oversee the audit, assist in developing the finance director job duties, assist in the establishment of the finance department structure, and collaborate on other finance issues that arise.

Nick will present the status of the aforementioned items to council at the August 2023 meeting.

UC Master Gardeners

The Town Council entered into a Memorandum of Understanding (MOU) with the UC Master Gardeners to utilize the library grounds for a demonstration garden back on July 12, 2022. Since then, the UC Master Gardeners have developed the concept into a viable project.

The UC Master Gardeners have the funding through their sponsor agency and are ready to move forward with contractor solicitation. Town staff is supporting the UC Master Gardeners in their effort to solicit contractors for the library property project given the project falls under the public works projects requirements. Regulatory items required for the construction include prevailing wages and the contractor registration with the Division of Industrial Relations.

The UC Master Gardeners will also need to satisfy the permit process of the Town administration including planning review (setbacks) and building (ADA and electrical).



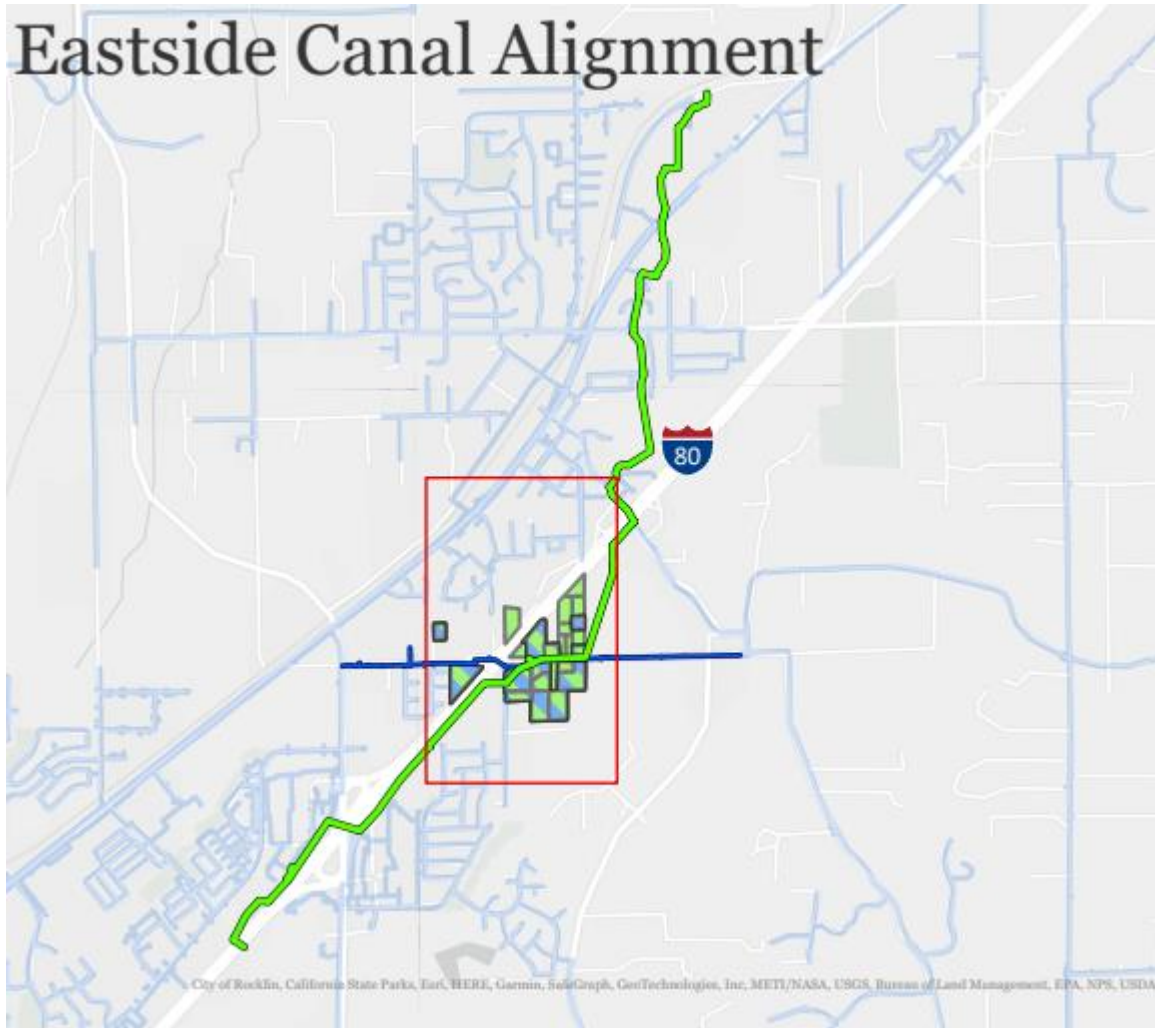
Since most of the council was not elected at the time of the MOU adoption, staff has requested the UC Master Gardeners present the project to the council at the July 11th meeting.

Costco

The Costco project is underway, which is evident by the site activity. Staff reviewed the Gantt Chart provided by Costco and determined the project is behind schedule by a few months. Costco Gantt Chart anticipated stocking store shelves at the end of January 2024. Based on current project progress, stocking store shelves could potentially be delayed until March 2024.

PCWA Eastside Canal

PCWA Eastside Canal conveys raw water to a section of Loomis near Brace Road through an antiquated water distribution system. PCWA is working with the current 24 customers to determine the future of the canal moving forward.



Public Safety Committee

At the June 2023 council meeting, staff was directed to bring forward a public safety committee for consideration. Staff is working with the emergency services team to develop a structure concept for the public safety committee. The goal is to have the committee concepts to council by September 2023.