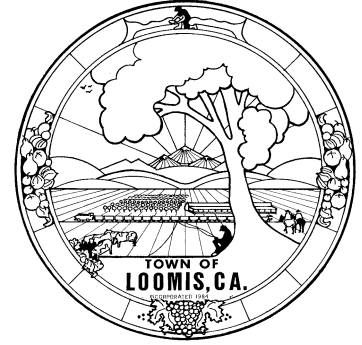


TOWN OF LOOMIS



TO: Honorable Mayor and Council Members
FROM: Wes Heathcock, Town Manager
DATE: August 8, 2023
SUBJECT: Town Manager Report for August 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.

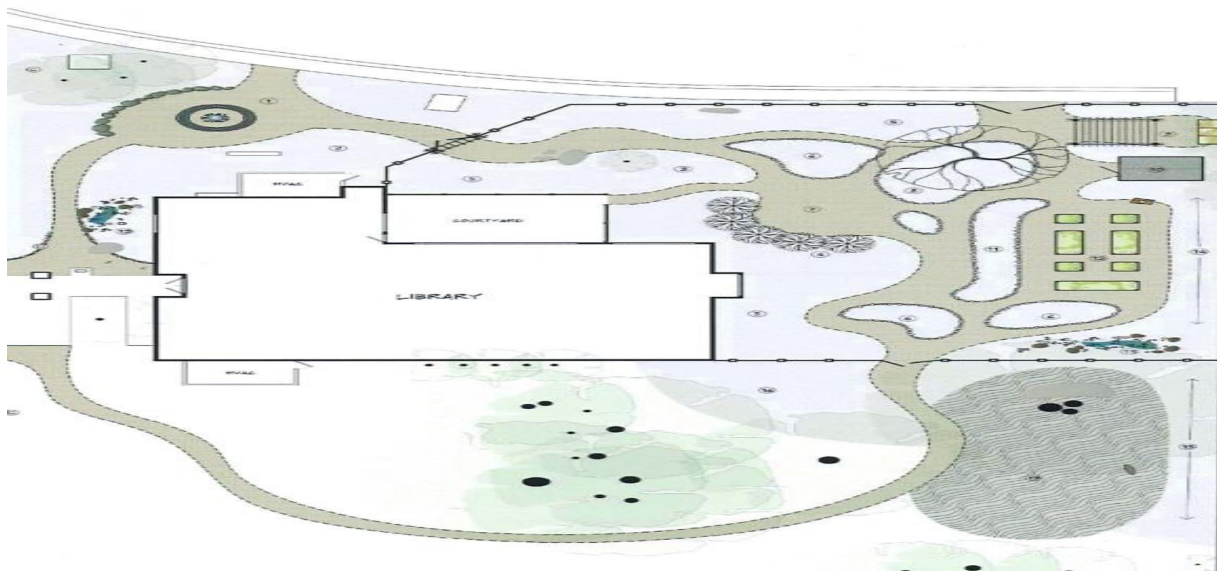
Finance Department

Staff worked with Eide Bailly to develop and submit a finance director job description for council approval. If approved, staff will start the recruitment process immediately with the anticipation of onboarding the new director in November 2023. Staff is also soliciting proposals from recruitment firms to begin the finance director job search once council approves the job description. Subsequently, the new finance director and Town Manager will work to establish the finance department subordinate staff job description.

The Town was recently notified that Fletcher and Company auditing service is not continuing their partnership with government agencies; therefore, staff was compelled to release a Request for Proposal (RFP) to procure the next auditing firm. The RFP was released on Thursday, July 20th with a due date of August 9, 2023. Given the late request for auditing services, it is likely that the firm selected will not be able to perform the service until January 2024. State law requires the audit to be completed within one-year of the budget year, which is achievable with a January 2024 start date.

UC Master Gardeners

Master Gardeners are scheduling a groundbreaking ceremony in September 2023.

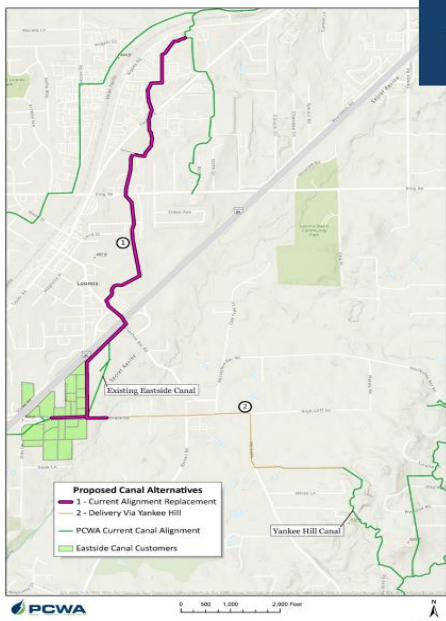


Costco

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.

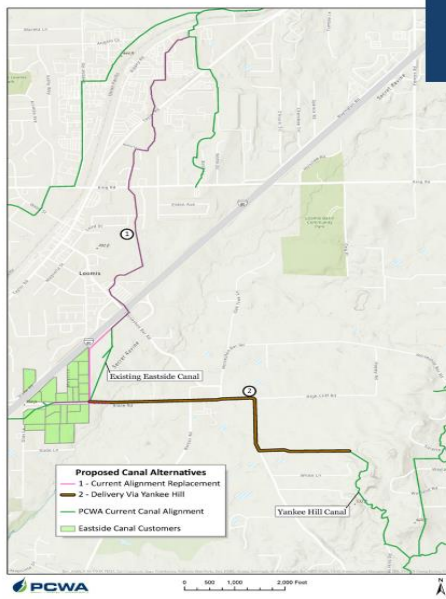
PCWA Eastside Canal

PCWA staff is presented the Eastside Canal alternatives below to the PCWA Board:



ALTERNATIVE 1 CURRENT ALIGNMENT REPLACEMENT

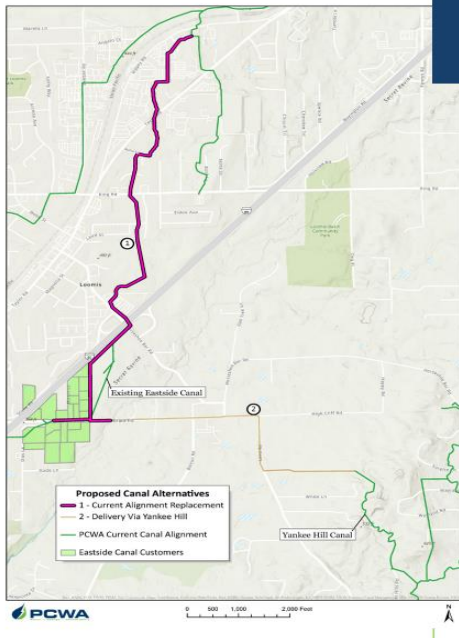
- Replace canal (via open trench and slip line) in current alignment from Rachel Lane to Brace Road Turnout Box at STA 110+86
- Scope Summary:
 - 4,051 LF open cut and 5,422 LF slip line replacement
 - 470 LF new overflow pipeline to Secret Ravine
 - 9,483 LF abandoned pipeline (south of STA 110+86)
- Total estimated project cost: \$4.7M
 - Additional engineering needed
 - Cost-sharing eligible



ALTERNATIVE 2 NEW CANAL DELIVERY

- Construct new piped canal delivery (via open trench and slip line) from Yankee Hill Canal to Brace Road Turnout Box at STA 110+86
- Scope Summary:
 - 6,500 LF open cut and 850 LF slip line replacement
 - 470 LF new overflow pipeline to Secret Ravine
 - 16,130 LF abandon entire existing canal
 - New Yankee Hill Canal turnout
- Total estimated project cost: \$3.8M
 - Additional engineering needed
 - Property acquisition/easement costs are not included
 - Cost-sharing eligible





ALTERNATIVE 3 AGENCY OWNERSHIP TERMINATION AND CUSTOMER ALTERNATIVE SOURCE ALLOWANCE

Each individual customer can choose between:

- **Option 3A:** Agency to provide legal rights to customer(s) to own and operate the canal and abandon canal south of Brace Road at STA 110+86
- **Option 3B:** Agency to provide customer(s) with \$11,800 alternative source allowance* and abandon the entire 16,130 LF existing canal alignment

*\$11,800 alternative source allowance would be provided by the Agency to the individual customer. The allowance would be applied at the property owner's discretion, no purchase receipts would be required.



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.

Loomis Traffic Mitigation Collaboration

Staff met with school district representatives to discuss traffic issues during the peak traffic pattern periods. Discussion included:

- Roadway and school property treatments to address queuing issues.
- Downtown traffic mitigation study.
- Pedestrian/Vehicle safety issues

Next steps include completing the comprehensive traffic mitigation study that includes downtown corridor and collector roadways for the schools. Subsequently, staff in conjunction with PCSO and schools will identify necessary roadway improvements to minimize current and future traffic impacts in the core areas of the Town of Loomis.