



# 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**

**November 14, 2023**

**7:00 P.M.**

The Town Council meeting will be held at the Loomis Depot Building and is open to public attendance. The meeting is also available through the Town of Loomis **Zoom** platform by clicking the following link:

<https://us02web.zoom.us/j/87041117410>

*Public comment will be opened for each agenda item through the Zoom platform. Use the "Raise Hand" feature. Instructions for using the "Raise Hand" feature when using a computer or mobile device can be found at:*

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

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

1. Dial (669) 900-9128
2. When asked for the meeting ID, enter **870 4111 7410 #**
3. 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.

You may also view the meeting through the **Town's YouTube Channel** at:

[https://www.youtube.com/channel/UCy8o0\\_g9piGfhFmfkM1ZLQ](https://www.youtube.com/channel/UCy8o0_g9piGfhFmfkM1ZLQ)

Please note that YouTube livestream comments are disabled during livestream viewing.

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

**ROLL CALL** Mayor Danny Cartwright  
Mayor pro tempore Stephanie Youngblood  
Councilmember Amanda Cortez  
Councilmember Jenny Knisley  
Councilmember David Ring

**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.

**RECOGNITIONS:** Loomis Eggplant Volunteers  
Small Business Saturday

## MATTERS OF INTEREST TO COUNCILMEMBERS

### TOWN MANAGER REPORT

### LOOMIS LIBRARY AND COMMUNITY LEARNING CENTER LIBRARIAN'S REPORT

### LOOMIS CHAMBER OF COMMERCE UPDATE

### PARTNER AGENCIES UPDATE

**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.**

**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.

### PUBLIC COMMENT

#### CONSENT AGENDA

#### RECOMMENDED ACTION

- |     |   |                         |
|-----|---|-------------------------|
| 1.  | A. 20231010 Draft Council Action Minutes  | <i>APPROVE</i>          |
|     | B. 20231013 Draft TC/PC Training Draft Action Minutes   | <i>APPROVE</i>          |
|     | C. 20231017 Draft TC/PC Workshop Draft Action Minutes   | <i>APPROVE</i>          |
| 2.  | Disbursement Report October 2023  | <i>RECEIVE AND FILE</i> |
| 3.  | Planning Status Report  | <i>RECEIVE AND FILE</i> |
| 4.  | General Plan Status Update  | <i>RECEIVE AND FILE</i> |
| 5.  | Engineering Status Update   | <i>RECEIVE AND FILE</i> |
| 6.  | A Resolution of the Town Council of the Town of Loomis<br>Authorizing the Town Manager to donate the Placer County Water<br>Agency Turf removal rebate to the UC Master Gardener Demonstration<br>Garden Project in an amount not to exceed \$10,000. | <i>APPROVE</i>          |
| 7.  | A Resolution of the Town Council of the Town of Loomis<br>authorizing the Town Manager to increase the Eide Bailly contracted<br>Finance Services budget \$179,000 for a total budget of \$303,145.   | <i>APPROVE</i>          |
| 8.  | A Resolution of the Town Council of the Town of Loomis<br>Authorizing submittal of claims for Local Transportation and<br>Authorizing the Town Manager to execute.  | <i>APPROVE</i>          |
| 9.  | A Resolution of the Town Council of the Town of Loomis<br>Authorizing the Town Manager to enter into a contract with Van<br>Groningen & Associates for finance services in an amount not to<br>Exceed \$162,000.                                      | <i>APPROVE</i>          |
| 10. | A Resolution of the Town Council of the Town of Loomis<br>Approving the salary range for the Finance Director Position to<br>Range 57 on the schedule   | <i>APPROVE</i>          |
| 11. | A Resolution of the Town Council of the Town of Loomis<br>Approving amendment #1 to the Sierra college Widening project's   | <i>APPROVE</i>          |

- Contract for services with Coastland Civil Engineering,  
Authorizing a \$145,000 increase to the contract amount.
12. A Resolution of the Town Council of the Town of Loomis *APPROVE*  
Accepting the Hunter Oaks Rockery Wall improvements as  
Complete, and authorizing an additional \$10,000 appropriation  
From the Hunter Oaks Maintenance District to the project's  
Construction budget.
13. A Resolution of the Town Council of the Town of Loomis *APPROVE*  
Authorizing the Mayor to sign a letter of commitment to the  
California Public Utilities Commission for At-Grade Railroad Crossing  
Improvements as part of a Phase II Sierra College Blvd widening project.

**BUSINESS:**

14. **CONSIDERATION OF A RESOLUTION CALLING FOR A BALLOT MEASURE TO ASK VOTERS  
WHETHER THE POSITION OF LOOMIS TOWN CLERK SHOULD BE APPOINTIVE**  
State law requires every general law city to have a City (Town) Clerk, who may be elected by  
the voters, appointed by the Town Council, or appointed by the Town Manager. The default  
under state law is an elected clerk, and the Town Clerk position in Loomis has been elective  
since incorporation. Changing the position from elective to appointive requires a vote by the  
Loomis electorate. The purpose of this report is to provide the Town Council with information  
on the process by which the position can be changed from elective to appointive, and to  
provide Council with a draft Resolution for consideration should the Council decide to move  
forward with a ballot measure on the question.

**RECOMMENDED ACTION**

The Town Council should consider proposing a ballot measure for the March 5, 2024 primary  
election asking voters whether the position of Town Clerk should be changed from elective to  
appointive. If the Council decides to propose the ballot measure, staff recommends adoption of  
the attached Resolution.

**PUBLIC COMMENT**

**COUNCIL COMMITTEE REPORTS**

**COUNCIL COMMITTEES**

- Placer County Economic Development Board – Cortez/Youngblood as alternate
- Placer County Mosquito Abatement – Russ Kelley as citizen rep (2026)
- Placer County Flood Control/Water Conservation District – Ring/ Youngblood as alternate
- Placer County Transportation Planning Agency - Cartwright/Cortez as alternate
- PCTPA Funding Strategy Update Steering Committee - Cartwright/Cortez as alternate
- Placer County Air Pollution Control District – Ring/Cortez as alternate
- Sacramento Area Council of Governments- Knisley/ Ring as alternate
- Local Agency Formation Commission (LAFCO) – Knisley
- Borders Committee - Knisley/Cartwright as alternate
- Business Committee - Youngblood/Knisley as alternate
- Schools Liaison – Cortez / Ring as alternate
- SPMUD Ad Hoc Committee Youngblood / Knisley as alternate
- Library Representative – Ring / Knisley as alternate
- Pioneer Board – Cortez/Cartwright as alternate
- Law Enforcement Liaison- Youngblood
- Greater Sacramento Economic Council - Cartwright
- Countywide Homelessness Task Force – Ring/Youngblood as alternate
- Public Safety committee – Youngblood, Cortez

## ADJOURNMENT \_\_\_\_\_

### ACCOMMODATING THOSE INDIVIDUALS WITH SPECIAL NEEDS

In compliance with the Americans with Disabilities Act, the Town of Loomis encourages those with disabilities to participate fully in the public hearing process. If you have special needs or requirements in order for you to attend or participate in the Town's public hearing process or programs, please contact Carol Parker at Town Hall, 652-1840, prior to the public hearing or program you wish to attend, so that we can accommodate you.

Materials relating to an item on this agenda that are submitted to the Council after distribution of the agenda packet will be available, upon request, at the Town Clerks office, 3665 Taylor Road, Loomis, CA 95650 or [www.loomis.ca.gov](http://www.loomis.ca.gov).

**ADMINISTRATIVE REMEDIES MUST BE EXHAUSTED PRIOR TO ACTION BEING INITIATED IN A COURT OF LAW.** If you challenge the proposed project in court, you may be limited to raising only those issues you raised at the public hearing described in the notice, or in written correspondence delivered to the Town at, or prior to the public hearing.

### PUBLIC HEARING PROCEDURE:

1. Town staff makes its presentation on the Project and outlines all recommended actions
2. Commission/Council asks questions of staff
3. Chair/Mayor opens the public hearing
4. Applicant makes its presentation – 15 minutes (At the discretion of the mayor or chair, time may be extended depending on the size/scope of the proposed project. The applicant must make the request for a time extension prior to the beginning of the meeting.)
5. Commission/Council asks questions of the applicant (and staff)
6. Public comment – maximum 3 minutes per speaker, one opportunity to speak each
7. Applicant opportunity to respond to public comments – 5 minutes (At the discretion of the mayor or chair, time may be extended depending on the number of comments made during public comment.)
8. Chair/Mayor closes the public hearing is closed
9. Staff responds to all public comments; Commission/Council asks any additional questions of staff
10. Council deliberates and acts on requested entitlements

**Mission Statement.** *The Town of Loomis is committed to preserving: a quality of life in which families can grow and enjoy the small town atmosphere; a town in which there are concerns for all segments of society, including businesses and residents; a town that encourages the participation of all of its citizens in civic and community activities; a council and town staff that responds courteously and respectfully to the concerns and needs of the town's residents; and a plan that calls for slow, quality growth while preserving the financial integrity of the town.*

### Certification of Posting of Agenda

I, CAROL PARKER, Deputy Town Clerk, for the Town of Loomis, declare that the foregoing agenda for the Tuesday, November 14, 2023, Regular Meeting of the Town of Loomis Town Council was posted November 8, 2023 at Town Hall of the Town of Loomis, 3665 Taylor Road, Loomis, California, 95650. The agenda is also available on the Town website at [www.loomis.ca.gov](http://www.loomis.ca.gov).

Signed, November 8, 2023 at Loomis, California

Carol Parker

Deputy Town Clerk