



# TOWN OF LOOMIS

## ACTION MINUTES 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)

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TUESDAY

SEPTEMBER 8, 2020

7:00 P.M.

PURSUANT TO EXECUTIVE ORDER N-29-20, CERTAIN PROVISIONS OF THE OPEN MEETING ACT ARE SUSPENDED DUE TO A STATE OF EMERGENCY IN RESPONSE TO THE COVID-19 PANDEMIC. CONSISTENT WITH THE EXECUTIVE ORDER, THE COUNCIL MEETING WILL INCLUDE TELECONFERENCING.

### CALL TO ORDER

Call to order by Mayor Clark-Crets at 7:02 p.m.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

Present:

Mayor Jan Clark-Crets  
Mayor pro tempore Jeff Duncan  
Councilmember Brian Baker  
Councilmember Rhonda Morillas  
Councilmember Tim Onderko

Absent: None

### PROCLAMATION/RECOGNITION

Britton Snipes, Town Engineer/Public Works Director

### PUBLIC COMMENT PROCEDURE

*In order to protect public health and the safety of our Loomis citizens, Public access for this meeting will be offered through the Town's YouTube Channel, located at [https://www.youtube.com/channel/UCy8o0\\_g9piGfhFmfkM1IZLQ](https://www.youtube.com/channel/UCy8o0_g9piGfhFmfkM1IZLQ).*

*The meeting will also be available through the Zoom platform by clicking the following link: <https://us02web.zoom.us/j/89589876422>*

AND

*Via the Zoom platform*

*Public comment will be opened for each agenda item through the Zoom platform. Please note that YouTube livestream comments are disabled for the livestream.*

### **How To Participate in the Meeting via Zoom**

*You can participate in the meeting via Zoom software or via telephone. When you join the meeting, you will be muted by default. To inform the Clerk that you would like to make a public comment, you will use the "Raise Hand" feature. Instructions for using the "Raise Hand" feature when using a computer or mobile device can be found at the link below:*

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

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3. When asked for your participant ID, press # to continue.
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## **MATTERS OF INTEREST TO COUNCILMEMBERS**

Councilmember Onderko stated that he decided not to run for re-election on the council.

## **TOWN MANAGER REPORT**

Sean Rabe, Town Manager, gave an update on the Town COVID-19 activities, free public WIFI system at the Depot and Loomis Community Library, and the Town has received its first two CARE Act payments from the State.

## **LOOMIS CHAMBER OF COMMERCE UPDATE**

Jenny Knisley stated the following:

- thanked Brit for working with them on the "I Dig Loomis" and talking with the businesses
- they are not able to hold the Eggplant Festival but will be doing some virtual events
- they are partnering with Roseville, Rocklin, Lincoln Chambers and having a "Placer Valley Eats" encouraging people to support our local businesses
- they will be having a new plant logo which goes with the theme of "We Love Loomis"
- they will be having a cookbook sale

**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.**

Sonja Cupler asked when public will be able to attend regular council meetings.

Sean Rabe stated he doesn't know, because we don't have enough room at the Depot for proper social distancing.

**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.

Mary Beth, Town Planner, requested to move item 23 before item 22.

A motion was made to adopt the Agenda. On motion by Councilmember Morillas, seconded by Councilmember Baker and passed by the following roll call vote:

Ayes: Baker, Clark-Crets, Duncan, Morillas, Onderko

Noes: None

Abstained: None

Absent: None

**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.

There was no public comment.

A motion was made to adopt the Consent Agenda. On motion by Councilmember Morillas, seconded by Councilmember Baker and passed by the following roll call vote:

Ayes: Baker, Clark-Crets, Duncan, Morillas, Onderko  
 Noes: None  
 Abstained: None  
 Absent: None

**CONSENT AGENDA**

**RECOMMENDED ACTION**

- |  |                                      |
|--|--------------------------------------|
| 1. Council Action Minutes – 8/4/20 with Verbatim Minutes<br>8/11/20 with Verbatim Minutes  | APPROVE<br>APPROVE                   |
| 2. Monthly Check Register  | RECEIVE AND FILE                     |
| 3. Statement of Activity   | RECEIVE AND FILE                     |
| 4. Treasurer's Report  | RECEIVE AND FILE                     |
| 5. Planning Status Report  | RECEIVE AND FILE                     |
| 6. Public Works Project Status Report  | RECEIVE AND FILE                     |
| 7. A Resolution of the Town Council of the Town of Loomis<br>Approving Application(s) for Per Capita Grant Funds   | ADOPT RESOLUTION<br>Resolution 20-34 |
| 8. A Resolution of the Town Council of the Town of Loomis<br>Authorizing the Town Manager to Enter into a Reimbursement<br>Agreement with Union Pacific Railroad Company to Review the<br>Sierra College Boulevard Widening Project in an Amount Not<br>To Exceed \$50,000                                       | ADOPT RESOLUTION<br>Resolution 20-35 |
| 9. A Resolution of the Town Council of the Town of Loomis<br>Authorizing the Town Manager to Execute a Memorandum of<br>Understanding, and any Amendments thereto, as Required by the<br>Sacramento Area Council of Governments for Receipt of Regional<br>Early Action Planning Support Grant Program Funds     | ADOPT RESOLUTION<br>Resolution 20-36 |
| 10. Response to the 2019-20 Placer County Grand Jury Report and<br>Authorize Mayor Clark-Crets to Sign the Response  | APPROVE                              |
| 11. A Resolution of the Town Council of the Town of Loomis<br>Awarding a Planning Services Contract for the General Plan<br>Update to Hauge Brueck Associates and Authorize the Town<br>Manager to Execute an Agreement Acceptable to the Town for<br>Such Services  | ADOPT RESOLUTION<br>Resolution 20-37 |
| 12. A Resolution of the Town Council of the Town of Loomis<br>Awarding a Planning Services Contract for the General Plan<br>Update with Environmental Impact Report to AECOM and<br>Authorize the Town Manager to Execute an Agreement<br>Acceptable to the Town for Providing such Services                     | ADOPT RESOLUTION<br>Resolution 20-38 |
| 13. A Resolution of the Town Council of the Town of Loomis<br>Awarding a Planning Services Contract for the General Plan<br>Housing and Land Use Element Update with CEQA Addendum to<br>Placeworks and Authorize the Town Manager to Execute an<br>Agreement Acceptable to the Town for Providing Such Services | ADOPT RESOLUTION<br>Resolution 20-39 |
| 14. A Resolution of the Town Council of the Town of Loomis<br>Amending the July 11, 2017 Contract for Services Between<br>The Town of Loomis and AECOM   | ADOPT RESOLUTION<br>Resolution 20-40 |



15. Contract with CSG Consultants to Provide Town Engineer and Public Works Director Support and Authorize the Town Manager to Enter into a Short-Term Contract

APPROVE

#### CONSENT ITEMS FORWARDED

#### PUBLIC HEARING

16. **Revised Uniform Fire Code Chapter 11.04.100**

The South Placer Fire District evaluated the 2019 California Fire Code and prepared an amendment that reflects our local climatic, geological and topographical conditions. Placer County Board of Supervisors approved the Ordinance on June 23, 2020. The Penryn Fire Protection District is currently engaged in the process of adopting the 2019 California Fire Code as amended by the South Placer Fire District. Staff determined the ordinances are consistent and appropriate for the Town of Loomis.

**Recommended action:** Take public comment and introduce for first reading and subsequent adoption of the proposed revised Uniform Fire Code, Chapter 11.04 – "2019 California Fire Code."

**Public comment:**

There was no public comment.

Following further discussion on the matter, a motion was made to introduce for first reading Ordinance 286, amending Section 11.04.100 of the Loomis Municipal Code concerning local amendments to the California Fire Code. On motion by Councilmember Onderko, seconded by Councilmember Baker and passed by the following roll call vote:

Ayes: Baker, Clark-Crets, Duncan, Morillas, Onderko

Noes: None

Abstained: None

Absent: None

17. **South Placer Fire Protection District (District) Rate Increase**

On May 9, 2020 the District Board formally requested that the Loomis Town Council adopt and implement the approved annual inflationary adjustment on behalf of the District and that the Loomis Town Council amend the Town's enabling resolution for the District's fire impact fee to authorize an automatic inflationary adjustment unless another action is taken by the District Board or the Town Council.

**Recommended action:** Take public comment, and approve Resolution approving the inflationary adjusted fire impact fees and adopting an automatic inflationary adjustment provision for the South Placer Fire Protection District's Fire Impact Fee Program.

**Public comment:**

There was no public comment.

Following further discussion on the matter, a motion was made to approve Resolution 20-41, approving the inflationary adjusted fire impact fees and adopting an automatic inflationary adjustment provision for the South Placer Fire Protection District's Fire Impact Fee Program. On motion by Councilmember Onderko, seconded by Councilmember Duncan and passed by the following roll call vote:

Ayes: Baker, Clark-Crets, Duncan, Morillas, Onderko

Noes: None

Abstained: None

Absent: None

#### BUSINESS

18. **Establishment of Loomis Local Business COVID-19 Grant Program**

In Response to the COVID-19 public health and economic crisis throughout the country, the federal government enacted the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") on March 27, 2020. The Town's portion of CARES Act funding is \$85,047. Staff is recommending the Town's CARES Act allotment be designated solely for the Town's local businesses that have been impacted by COVID-19.

**Recommended action:** Adopt resolution approving the establishment of the Loomis Local Business COVID-19 Grant Program, to be funded by the Town's CARES Act funding, and

authorize the Town Manager to execute grant agreements with approved Loomis businesses.  
**Public comment:**

Jenny Knisley thanked Council for setting these funds aside for the local businesses.

Sean Rabe noted a mistake in Exhibit A and corrected it to be \$85,047 instead of \$85,047,000.

Following further discussion on the matter, a motion was made to amend Exhibit A to show \$85,047 and to approve Resolution 20-42, approving establishment of the Loomis Local Business COVID-19 Grant Program. On motion by Councilmember Morillas, seconded by Councilmember Onderko and passed by the following roll call vote:

Ayes: Baker, Clark-Crets, Duncan, Morillas, Onderko

Noes: None

Abstained: None

Absent: None

19. **General Plan Update Status**

Staff will make a presentation on the status of the General Plan update, review the accomplishments, and review the next steps in the process.

**Recommended action:** Review the August 2020 General Plan Update Status presentation materials, participate in the presentation to the Council, receive the community's input, and provide direction to the staff.

**Public comment:**

Anders Hauge, Town Planning, expounded on the Town's vision, accomplishments in August, updated the General Plan schedule, requests received to serve on committees, and there will be an open house at the end of September.

There was no public comment.

Received and filed.

20. **General Plan Committees**

Staff will make a presentation on the recommendation for the formation of the General Plan Update Committees for Town Council consideration and direction.

**Recommendation action:** Review the Memorandum on the General Plan Update Committee Formation Process and the Draft Statement of Interest; participate in the presentation to the Council; receive the community's input; and provide direction to the staff.

**Public comment:**

Anders Hauge stated the following:

- they are looking for engagement from the community by forming committees to provide recommendations to the Planning Commission
- some of the committees may be - the Housing Element Committee, a park and recreation committee, an economic development committee, public health and safety element committee, environmental justice committee, etc.
- he recommended that each committee have five to 10 members and one Councilmember and one Planning Commissioner in each one
- all committees are under the Brown Act and must be noticed

Mayor Clark-Crets pointed out that a card needs to be mailed out to every resident in Loomis advertising the committees.

Someone on Zoom made the following comments:

- concerned this is occurring during COVID-19
- everyone needs to receive flyers and emails notifying of the committees
- she recommended extending the timeline

Sonja Cupler stated she agrees with extending the timeline for applicants to apply.

Jenny Knisley stated that the Loomis Library did a survey that was sent out to everyone in the community so the committees would get the community input.

Sean Rabe pointed out that we have to move forward on the Housing Element because the state requires the Housing Element to be done by May but they could slow down on the General Plan.

Greg Chew, with Sacramento Area Council of Governments (SACOG), stated the state law has a 120 day grace period for the Housing Element.

Jean Wilson suggested doing the Housing Element committee first and let the other committees be open for a longer time period.

Councilmember Onderko agrees with Ms. Wilson and suggested forming the other committees after the election and new council are onboard.

Anders Hauge stated the applications will be available for residents all through the process.

Sean Rabe suggested extending the deadline for applications on the Housing Element committee for 30 days and appoint all the other committees after December, when the new council are sworn in.

Mayor Clark-Crets stated the Council consensus is to go forward with the Housing Element committee now, send a mailer and email blast, give 30 days to submit applications, and be flexible adding more people as needed.

21. **General Plan Collaboration**

Staff will make a presentation on the availability of the General Plan Update draft documents for agency and community collaboration.

**Recommended action:** Review the General Plan Collaboration presentation; participate in the presentation to the Council; receive the community's input; and provide direction to the staff.

**Public comment:**

Anders Hauge stated they will be having community wide surveys, experimenting on new ways of communicating to the public and answered questions.

There was no public comment.

Receive and file.

22. **Voting Delegates to League Conference**

The League of California Cities Virtual Conference October 7-9, 2020 will include League business and cities are asked to appoint voting delegates to conduct that business

**Recommended action:** Appoint a voting delegate and alternate to act on behalf of the Town and give direction on the voting.

**Public comment:**

There was no public comment.

A motion was made to appoint Mayor Clark-Crets as the voting delegate, Mayor pro tempore Duncan as first alternate and Sean Rabe as second alternate. On motion by Councilmember Morillas, seconded by Councilmember Onderko and passed by the following vote:

Ayes: Baker, Clark-Crets, Duncan, Morillas, Onderko

Noes: None

Abstained: None

Absent: None

23. **Rural Main Street Technical Assistance Program**

Sacramento Area Council of Governments, Greg Chew and Michelle Reeves of Civils, will provide a brief review of the Rural Main Street Technical Assistance Program and review the next steps in the process.

**Recommended action:** Discuss and provide direction to staff.

**Public comment:**

Greg Chew pointed out that they have received a grant from Caltrans that can help with services in local jurisdictions.

Michelle Reeves, with Civils, stated a large public workshop will be September 29<sup>th</sup> from 6 p.m. to 8 p.m. and a survey will go out after the workshop.

Mary Beth Van Voorhis, Town Planner, stated there will be also two hour workshops on the 23<sup>rd</sup> and the 24<sup>th</sup> of September.

There was no public comment.

Receive and file.

## COUNCIL COMMITTEE REPORTS

### COUNCIL COMMITTEES

- Placer County Economic Development Board – Clark-Crets/Onderko as alternate
- Placer County Flood Control/Water Conservation District – Morillas/Clark-Crets as alternate
- Placer County Transportation Planning Agency – Baker/Clark-Crets as alternate
- - PCTPA Funding Strategy Update Steering Committee – Baker/Clark-Crets as alternate
- Placer County Mosquito Abatement – Russ Kelley as citizen rep
- Placer County Air Pollution Control District – Duncan /Onderko
- Sacramento Area Council of Governments – Onderko/Clark-Crets as alternate

- Borders Committee – Onderko and Clark-Crets
- Business Committee – Clark-Crets/Onderko as alternate
- Schools Liaison – Onderko and Baker
- SPMUD Ad Hoc Committee – Onderko and Clark-Crets
- Library Representative – Clark-Crets/Morillas as alternate
- Pioneer Board – Duncan/Clark-Crets as alternate
- Law Enforcement Liaison - Duncan

**ADJOURNMENT**      Mayor Clark-Crets adjourned the meeting at 9:11 p.m.

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Jan Clark-Crets, Mayor

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Charleen Strock, Town Clerk







## TOWN OF LOOMIS

### ACTION MINUTES SPECIAL MEETING OF LOOMIS TOWN COUNCIL LOOMIS DEPOT

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TUESDAY

SEPTEMBER 22, 2020

6:00 P.M.

PURSUANT TO EXECUTIVE ORDER N-29-20, CERTAIN PROVISIONS OF THE OPEN MEETING ACT ARE SUSPENDED DUE TO A STATE OF EMERGENCY IN RESPONSE TO THE COVID-19 PANDEMIC. CONSISTENT WITH THE EXECUTIVE ORDER, THE COUNCIL MEETING WILL INCLUDE TELECONFERENCING.

**CALL TO ORDER** Call to order by Mayor Clark-Crets at 6:00 p.m.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

**Present:**

Mayor Jan Clark-Crets  
Mayor pro tempore Jeff Duncan  
Councilmember Brian Baker  
Councilmember Tim Onderko

**Absent:** Councilmember Rhonda Morillas

### PUBLIC COMMENT PROCEDURE

The public comment portion of the meeting will be available through the Zoom platform by clicking the following link: <https://us02web.zoom.us/j/89145745693>

Public comment will be opened after closed session through the Zoom platform.

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### ADOPTION OF AGENDA

**CLOSED SESSION – Pursuant to cited authority, the Town Council will hold a closed session to discuss the following listed items. A report of any action taken will be presented prior to adjournment of the regular meeting.**

**a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION.** Pursuant to Subdivision (a) of Section 54956.9 (d)(1).

Name of cases: - City of Rocklin  
- Citizens For Responsible Growth  
- Brace Taylor, LLC

**STATEMENT OF ACTION TAKEN DURING CLOSED SESSION**

There was no action taken.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

Mayor Clark-Crets adjourned the meeting at 6:51 p.m.

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Jan Clark-Crets, Mayor

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Charleen Strock, Town Clerk