

EXETER CITY COUNCIL ACTION MINUTES
June 25, 2019

A closed session of the City Council, City of Exeter was held on Tuesday, June 25, 2019, at 6:30 p.m., in the Exeter City Council Chambers, 137 North F Street.

COUNCIL PRESENT: Mary Waterman-Philpot, Barbara Sally, Frankie Alves

COUNCIL ABSENT: Jeremy Petty

STAFF PRESENT: Adam Ennis, Julia Lew, Shonna Oneal

A. CALL TO ORDER CLOSED SESSION

Mayor Waterman-Philpot called the closed session to order at 6:33p.m.

B. PUBLIC COMMENTS REGARDING CLOSED SESSION MATTERS – Mayor Waterman-Philpot requested those who wish to speak on matters listed on the Closed Session Agenda to do so at this time.

There were no public comments presented.

C. ADJOURN TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION(S):

Mayor Waterman-Philpot adjourned to closed session at 6:33 p.m.

1. 54956.9(d)(2) Conference with Legal Counsel – Significant Exposure to Litigation: Two Cases:
 - a. 3/5/19 letter from Quall-Cardot, LLP regarding RTC Claim.
 - b. Right to Sue Letter from DFEH dated May 20, 2019
2. 54956.9(d)(4) Conference with Legal Counsel – Potential Initiation of Litigation: One Case
3. 54956.8(b) Conference with Real Property Negotiators
 Property: 125 S. B Street, Exeter, CA 93221
 Under Negotiation: Terms of Lease Agreement
 Negotiating parties: Adam Ennis

A regular session of the City Council, City of Exeter was held on Tuesday, June 25, 2019, at 7:00 p.m., in the Exeter City Council Chambers, 137 North F Street.

COUNCIL PRESENT: Mary Waterman-Philpot, Barbara Sally, Frankie Alves, Dave Hails

COUNCIL ABSENT: Jeremy Petty

STAFF PRESENT: Adam Ennis, Julia Lew, John Hall, Daymon Qualls, Chris Tavarez, Shonna Oneal, Lisa Wallis Dutra

D. CALL TO ORDER REGULAR SESSION AND REPORT ON CLOSED SESSION ITEMS (if any)

Mayor Waterman-Philpot called the regular session to order at 7:06 p.m. There were no reportable items from Closed Session.

E. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Pro Tem Sally led the Pledge of Allegiance and an invocation was given by Pastor Allen Whittenburg.

F. SPECIAL PRESENTATIONS (if any): None

G. PUBLIC COMMENTS:

Mayor Waterman-Philpot requested those who wish to speak on matters that are not on the agenda that are within the jurisdiction of the Exeter Council, or to address or request a matter be pulled from the consent calendar to do so at this time. She also stated comments related to Individual Business or Public Hearing items that are listed on the agenda will be heard at the time that matter is addressed on the agenda.

Garrett German addressed the Council to propose an event for Christmas time.

Mike Germaine addressed the Council to provide an update on projects at the Bark Park.

There were no further public comments presented.

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H. CONSENT CALENDAR:

It was moved by Council Member Alves, seconded by Mayor Pro Tem Sally and carried 4-0 (Council Member Petty absent) that the items on the Consent Calendar be approved as presented.

1. **Approve minutes of June 11, 2019 Special and Regular Meetings**
2. **Payment of the Bills**
3. **Payroll: June 14, 2019**
4. **Treasurer's Report May 2019**
5. **Adopt Resolution 2019-15 approving Government Crime Insurance Policies for the purpose of bonding city officers and employees and establishing policy limits.**
6. **Adopt Resolution 2019-16 authorizing the City Administrator, or his designee, to execute a Sustainable Communities Strategic Partnership Grant agreement with Caltrans for \$196,537 with a local match of \$25,463 from Measure R, and appropriate said funding in the Measure R Fund, for a project total of \$222,000 to prepare the "Complete Street with ADA Compliance and Active Transportation Safety Enhancement Plan".**

I. INDIVIDUAL BUSINESS ITEMS

1. **Appointment of Dave Hails to City Council District A position declared vacant at the May 14, 2019 Council meeting until the next general election in November 2020 and swearing in ceremony –** Mayor Waterman-Philpot advanced this item to follow Citizen Comments. City Administrator Adam Ennis provided a report for Council's review and consideration. With no discussion, it was moved by Council Member Alves, seconded by Mayor Pro Tem Sally and carried 3-0 (Council Member Petty absent) to appoint Dave Hails to the City Council District A position declared vacant on May 14, 2019 until the next general election in November 2020. City Clerk/Personnel Officer Shonna Oneal administered the Oath of Allegiance to Dave Hails.
2. **Review and consideration of Council representation on various Boards and Committees –** City Administrator Adam Ennis provided a report for Council's review and consideration. Following discussion, it was moved by Council Member Alves, seconded by Mayor Pro Tem Sally and carried 4-0 (Council Member Petty absent) to appoint Mayor Pro Tem Sally to be the liaison with the Exeter Chamber of Commerce, Mayor Waterman-Philpot as primary and Council Member Hails as alternate to the Economic Development Corporation and to return this item for additional review and consideration when all Council Members are present.
3. **Approve and authorize the Mayor and City Administrator to execute an Addendum to Finance Director Chris Tavarez and Public Works Director Daymon Qualls's employment contracts providing for 1) an extension of the contracts until June 30, 2020, 2) a 1% salary increase effective July 1, 2019 (Finance Director monthly compensation \$9,085 and Public Works Director monthly compensation \$8,441) and 3) ending dental/vision reimbursement program to begin dental/vision insurance on July 1, 2019.** City Administrator Adam Ennis provided a report for Council's review and consideration. Following brief discussion, it was moved by Council Member Alves, seconded by Mayor Pro Tem Sally and carried 4-0 (Council Member Petty absent) to approve the item as presented.
4. **Approve and authorize the Mayor to execute an Addendum to City Administrator Adam Ennis' employment contract providing for 1) a 1% salary increase effective July 1, 2019 (monthly compensation of \$13,309) and 2) ending dental/vision reimbursement program to begin dental/vision insurance on July 1, 2019 –** City Clerk/Personnel Officer Shonna Oneal provided a report for Council's review and consideration. Following brief discussion, it was moved by Council Member Alves, seconded by Mayor Pro Tem Sally and carried 4-0 (Council Member Petty absent) to approve the item as presented.
5. **Approve and authorize the Mayor and City Administrator to execute an Addendum to Police Chief John Hall's employment contract providing for 1) a 1% salary increase effective July 1, 2019 (monthly compensation of \$10,105), 2) ending dental/vision reimbursement program to begin dental/vision insurance on July 1, 2019 and 3) correcting vacation leave accrual to 23 days per year (15 -1/3 hours per month) based on his prior years of municipal service in accordance with his current contract language –** City Administrator Adam Ennis provided a report for Council's review and consideration. Following brief discussion, it was moved by Council Member Alves, seconded by Council Member Hails and carried 4-0 (Council Member Petty absent) to approve the item as presented.

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6. **Approve an amendment to the California League of City Employee Association (CLOCEA) and Exeter Police Officers Association (EPOA) Memorandums of Understanding (MOU) and authorize the same change to benefits for the unrepresented employees that ends dental/vision benefit program to begin dental/vision insurance on July 1, 2019** – City Administrator Adam Ennis provided a report for Council's review and consideration. Following brief discussion, it was moved by Mayor Pro Tem Sally, seconded by Council Member Alves and carried 4-0 (Council Member Petty absent) to approve the item as presented.
7. **Adopt Resolution 2019-17 approving budget amendments to the 2019/20 budget and adopt Resolution 2019-18 approving the 2019/20 fiscal year position allocation, 2019/20 salary schedule, and adding the classifications of City Clerk/Human Resources Manager and Financial Analyst** – Finance Director Chris Tavaréz provided a PowerPoint presentation highlighting the recommended budget amendments to the 2019/20 budget. Following discussion, it was moved by Council Member Alves, seconded by Council Member Hails carried 4-0 (Council Member Petty absent) to adopt Resolution 2019-17 as presented. With no further discussion, it was moved by Council Member Alves, seconded by Council Member Hails and carried 4-0 (Council Member Petty absent) to adopt Resolution 2019-17 as presented; it was further moved by Council Member Alves, seconded by Council Member Hails and carried 4-0 (Council Member Petty absent) to adopt Resolution 2019-18 as presented.
8. **Authorize the piggyback of a contract that was competitively bid for street sweeping services and authorize the City Administrator to execute a one-year agreement for up to \$40,000, annually renewable up to two additional years, with Central Valley Sweeping of Visalia, CA for street sweeping services in the City of Exeter** – Public Works Director Daymon Qualls provided a report for Council's review and consideration. Following discussion, it was moved by Council Member Alves, seconded by Mayor Pro Tem Sally and carried 4-0 (Council Member Petty absent) to approve the item as presented.

J. CITY COUNCIL ITEMS OF INTEREST

Council Members Alves, Mayor Pro Tem Sally and Mayor Waterman-Philpot reported on recent meetings and events they have attended.

K. CITY ADMINISTRATOR/DEPARTMENT COMMENTS

City Administrator Adam Ennis reported on recent events he has attended and upcoming events in the community. Mr. Ennis also advised of the upcoming water valve exercising project and a swing project in the park.

L. ADJOURN REGULAR MEETING

Mayor Waterman-Philpot adjourned the regular meeting at 8:02 p.m.

Shonna Oneal City Clerk

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ACS/XEROX FINANCIAL SYSTEM CITY OF EXETER
 6/20/2019 15:45:15 Payments for Publication GL335R-V08.08 PAGE

Approved on 6/20/2019 for Payments Through 6/20/2019

Vendor Name	Description	Amount
AETNA HEALTH OF CALIFORNIA INC	JULY PREMIUMS	26,331.66
AMERICAN BUSINESS MACHINES	FREIGHT-CARTRIDGE TONER	13.12
BASIC	JUN COBRA ADMIN FEE	30.00
BEN-E-LECT INC.	JULY CLAIMS 5/1-5/31	16,040.39
BOARD OF EQUALIZATION	2018 USER FUEL TAX RETUR	377.99
BUSTOS HEATING & COOLING	WIRELESS DIGITAL THERMOS	400.00
BUZZ KILL PEST CONTROL	PEST CONTROL @ PD	163.00
CALIFORNIA BUSINESS MACHINES	ADMIN-6/8/19-7/7/19	92.96
CENTRAL CALIFORNIA BABE RUTH	2019 BABERUTH TOURNAMENT	210.00
CHARTER COMMUNICATIONS	6/6-7/5/19 MEDIA SERVICE	90.04
CSJVRMA	JUN-19 CRIME SHIELD PROG	95.00
CULLIGAN	MAY PD WATER SERVICE	165.25
DARREN L. RICH	5/21/19 CARRETERO, ANDRU	136.00
DEPT OF JUSTICE	MAY BLOOD ALCOHOL ANALYI	35.00
EMMETTS EXCAVATION	CMAQ BELMONT BIKE PATH	173,574.10
ENNIS/ ADAM	5/22/19 ENNIS, ADAM	469.00
EXETER MERCANTILE CO.	CHAIN COIL-VINE LIFTSATI	877.89
FOOTHILLS SUN-GAZETTE	5/29/19 PN-19/20 BUDGET	279.13
FRONTIER CALIFORNIA INC.	5714/6-4 TO 7/3/19	83.41
GLOBAL WATER MANAGEMENT, LLC	MAY METER SERVICE	5,466.69
GOPHER GETTER	MAY GOPHER SERVICE	450.00
GUERRA/ MIGUEL A	AC UNIT-CONDENSER COIL	171.10
IMS INFRASTRUCTURE MANAGEMENT	CONSULTING SERV PAVEMENT	1,831.25
JACK GRIGGS INC	MAY 2019 GAS	8,863.61
KIMBALL-MIDWEST	BLADE/DISC/CABLE TIE	657.44
KRC SAFETY CO INC.	ENNIS STRIPING PAINT-5GA	2,614.12
LAWRENCE TRACTOR CO	CARBURETOR-HONDA EU3000I	330.48
LEAF CAPITAL FUNDING LLC	TA2552CI KYOCERA-PW	103.93
MCCORMICK KABOT JENNER & LEW	MAY LEGAL SERVICES	3,584.50
MILLER & NARAHARA O.D.'S	5/23/19 RAMIREZ, MARIA	789.20
MIRACLE PLAYSYSTEMS INC	CITY PARK GROOVE SLIDE	1,313.49
MORRIS LEVIN & SON	GB TIP SPRAY RAC 5/FILTE	125.53
OFFICE DEPOT	BINDER	14.51
OMEGA INDUSTRIAL SUPPLY, INC.	TOMBSTONE/COOLING TOWEL	340.22
PROFORCE	SIMMS TRNG EQUIP-GLK/9MM	1,881.26
ROMAN CATHOLIC BISHOP	6/13/19 ARROYO DONATION	18.00
SELF-HELP ENTERPRISES	MAY LOAN PORTFOLIO-189	1,181.25
SHRED-IT USA LLC	JUNE SHREDDING AT PD	105.23
SIMMONS TIRE SERVICE	FLAT/DM&M-CAT BACKHOE	40.12
SOUTHERN CALIFORNIA EDISON	9109A/4-18 TO 5/20/19	9,331.50
SOUTHERN CALIFORNIA GAS CO.	7144/5-1 TO 6/1/19	265.61
SWRCB	GRADE D1 EXAM-MILLAN	50.00
TELSTAR INSTRUMENTS INC	TERMINATE NEW PUMP	603.25
TRANSUNION RISK & ALTERNATIVE	APR PERSON SEARCH	100.00
TU CO ENVIRONMENTAL HEALTH	350 W FIREBAUGH PERMIT	795.00
TULARE COUNTY	APR MAIL-DELIQ/WTR	6,023.32
TULARE COUNTY INFO TECHNOLOGY	RADIO SERVICE-WTR TOWER	80.00
TULARE COUNTY JAIL	GRAPHICS-VOLUNTEER PATRO	404.06

Approved on 6/20/2019 for Payments Through 6/20/2019

Vendor Name	Description	Amount
TULARE COUNTY SHERIFF'S DEPT	APR-JUN 2019 DISPATCH	19,789.75
TULARE REGIONAL MEDICAL CENTER	MAY 2019 LAB FEES	621.00
UNIVAR USA, INC.	1906 W MYER SOD HYPO	1,762.66
US BANK N.A.	MAY 2019 CUSTODY CHARGES	57.75
USA BLUEBOOK	WOODEN PLUGS	55.60
VALLEY PACIFIC PETROLEUM	NA GUARDSMAN FM AW HYD32	220.49
VERIZON WIRELESS	4/29/19-5/28/19 IPADS	270.06
VOLLMER EXCAVATION, L.P.	TRANSFER ROAD BASE	430.46
WALTER JR/ JOSEPH J	E07-LIGHTBAR CONTROLLER	195.00
WARREN & BAERG MANUFACTURING	PUMP REPAIR #2 CLARIFIER	3,294.29
WELDON/ BEN	REIMB-BABE RUTH SHIRTS	309.60
WILLITTS EQUIPMENT CO., INC.	PULL/REINSTALL PUMP	200.00

**

Final Totals...

294,205.27

Approved on 6/25/2019 for Payments Through 6/25/2019

Vendor Name	Description	Amount
CARD MEMBER SERVICES	CANOPIES-10FTX10FT DIGIT	6,059.78
Final Totals...		6,059.78

**

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PERIOD 2 DATING 6/10/2019- 6/23/2019 CHECK DATE 6/28/2019
DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
43287	63.69	CA STATE DISBURSEMENT UN 2		1 VENDOR CHECK
43288	1,861.06	PHELPS/KEVIN M	429	1
43289	192.50	GARVER/ELIJAH MORGAN	507	1
43290	66.50	KANE/SAMANTHA	550	1

TOTALS FOR CHECK FORM: CHEK			
NEGOTIABLE CHECKS		COUNTS	
2,120.06	*EMPLOYEE CHECKS	3	
63.69	*VENDOR CHECKS	1	
0.00	*BANK CHECKS	0	
2,183.75	**TOTAL NEGOTIABLE CHECKS	4	
OTHER CHECKS			
0.00	*MANUAL CHECKS	0	
0.00	*CANCELLED CHECKS	0	
2,183.75	**TOTAL FOR CHECK FORM		
NON-NEGOTIABLE CHECKS			
0.00	*DIRECT DEPOSIT STUBS	0	
0.00	*VENDOR DIR DEP STUBS	0	

PERIOD 2 DATING 6/10/2019- 6/23/2019 CHECK DATE 6/28/2019
DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
46849	234.00	CLOCEA	4	1 VENDOR STUB ONLY
46850	405.00	EXETER POLICE OFFICER AS	3	1 VENDOR STUB ONLY
46851	235.35	EXETER POLICE OFFICER AS	3A	1 VENDOR STUB ONLY
46852	4,450.75	ENNIS/ADAM	206	1 STUB ONLY
46853	2,250.53	ONEAL/SHONNA N	203	1 STUB ONLY
46854	506.54	ALDRIDGE/SHAWNA	305	1 STUB ONLY
46855	1,250.51	HERNANDEZ/XOCHITL	306	1 STUB ONLY
46856	1,450.63	IBARRA/MARLENE	302	1 STUB ONLY
46857	3,270.41	TAVAREZ/CHRISTOPHER	309	1 STUB ONLY
46858	1,317.08	SEE/EEKHONG	304	1 STUB ONLY
46859	35.09	CANALES/MICHAEL W	430	1 STUB ONLY
46860	1,105.14	CARRETERO/VANESSA	402	1 STUB ONLY
46861	2,369.68	CORREA/GABRIEL JR	436	1 STUB ONLY
46862	1,236.79	CULLUM/TRENT	444	1 STUB ONLY
46863	2,767.36	DURKEE/MARK	404	1 STUB ONLY
46864	1,429.74	ECHEVARRIA/TYLER J	443	1 STUB ONLY
46865	2,209.58	FERNANDEZ/CESAR	434	1 STUB ONLY
46866	2,049.16	FRICK/JOCELYNN LEANN	433	1 STUB ONLY
46867	2,489.99	GIEFER/MICHAEL DAVID	438	1 STUB ONLY
46868	1,548.74	GUZMAN/TIMOTHY CHARLES	410	1 STUB ONLY
46869	2,945.42	HALL/JOHN T	406	1 STUB ONLY
46870	2,315.87	INGLEHART/BRETT A	411	1 STUB ONLY
46871	2,490.16	KNOX/MARK	442	1 STUB ONLY
46872	1,424.66	LOPEZ/ESTEBAN	445	1 STUB ONLY
46873	1,293.52	MACLEAN/JANET L	413	1 STUB ONLY
46874	1,476.17	SALINAS/ALEXANDER	419	1 STUB ONLY
46875	1,944.72	WALKER/PAUL	425	1 STUB ONLY
46876	2,387.10	YARBER/ISABEL	422	1 STUB ONLY
46877	922.52	ALDRIDGE/GARY	618	1 STUB ONLY
46878	1,414.20	ARROYO/MARIE	623	1 STUB ONLY
46879	1,822.12	ESPINOLA/DANIEL M	602	1 STUB ONLY
46880	1,387.97	HUGGINS/KYLE AARON	621	1 STUB ONLY
46881	2,801.76	QUALLS/DAYMON	607	1 STUB ONLY
46882	8.36	QUALLS/DAYMON	607	2 STUB ONLY
46883	1,074.81	RABOIN/CHRISTOPHER	627	1 STUB ONLY
46884	1,331.54	RAMIREZ/JUAN	608	1 STUB ONLY
46885	554.61	WENDT/EDDIE	626	1 STUB ONLY
46886	506.60	WHITTENBURG/ALLEN	612	1 STUB ONLY
46887	1,246.73	CARTER/AMY JO	502	1 STUB ONLY
46888	1,223.98	MILLAN/MARCUS	622	1 STUB ONLY
46889	819.37	MILLER/JAMES	624	1 STUB ONLY
46890	483.84	MIRWALD/PHILIP	625	1 STUB ONLY
46891	1,169.39	QUIROZ/PATRICK P	512	1 STUB ONLY
46892	1,587.93	HAYES/CURTIS W	437	1 STUB ONLY

City of Exeter Agenda Item Transmittal

Meeting Date: July 9, 2019

Agenda Item Number: H4

Wording for Agenda: Authorize the City Administrator to provide a letter of authorization to the Tulare County Environmental Health Department for a regional grant application through the Department of Resources Recycling and Recovery (CalRecycle) on behalf of the City of Exeter to help fund county wide Household Hazardous Waste and Used Oil collection.

Submitting Department: Administration

Contact Name: Adam Ennis

Phone Number: (559) 592-4539

Email: adam@exetercityhall.com

For action by:

☒ City Council

Regular Session:

☒ Consent Calendar

☐ Regular Item

☐ Public Hearing

Review:

**City Administrator
(Initials Required)**



Department Recommendation:

Staff recommends that the Council authorize the City Administrator to provide the requested letter of authorization to the County for the grant application.

Summary/Background:

The Tulare County Environmental Health Department (County) is applying for a regional grant through the Department of Resources Recycling and Recovery (CalRecycle) on behalf of the County of Tulare and the incorporated cities. This is the current cycle of the annual grant that has helped fund county wide Household Hazardous Waste and Used Oil collection for the past seventeen years.

In order to submit the regional grant application, the County must submit a letter of authorization signed by the Manager or Administrator of each incorporated city. The letter serves only to authorize inclusion of each city in the grant applications and does not involve any additional obligations on the cities' parts. The authorization letter is required to be submitted to CalRecycle along with the regional application.

The grant will continue to help fund existing County regional programs for the collection of household hazardous waste and used oil throughout Tulare County.

Fiscal Impact: None

Prior Council/Board Actions: None

Attachments: None

Recommended motion to be made by Council/Board: I move to Authorize the City Administrator to provide a letter of authorization to the Tulare County Environmental Health Department for a regional grant application through the Department of Resources REcycling and Recovery (CalRecycle) on behalf of the City of Exeter to help fund county wide Household Hazardous Waste and Used Oil collection.

City of Exeter Agenda Item Transmittal

Meeting Date: July 9, 2019

Agenda Item Number: 11

Wording for Agenda: Public Hearing: Intent to levy and collect assessments of \$73,416.44 on eighteen existing Landscape & Lighting Districts 91-01; 97-01; 98-01; 00-01; 00-02; 01-01; 01-02; 03-01; 03-02; 04-01; 04-02; 04-03; 04-04; 04-05; 05-01; 05-02; 06-01; and 08-01; and Adopt Resolution 2019-19 approving the Engineer's Report and certifying the process to the County of Tulare.

Submitting Department: Finance/Public Works

Contact Name: Chris Tavaréz, Finance Director
Daymon Qualls, Public Works Director
Lisa Wallis-Dutra, City Engineer (QK)

Phone Number: 559-592-2755

Email: ctavarez@exetercityhall.com
dqualls@exetercityhall.com

For action by:

☒ City Council

Regular Session:

☐ Consent Calendar

☐ Regular Item

☒ Public Hearing

Review:

**City Administrator
(Initials Required)**



Department Recommendation:

After receiving public comment in the public hearing, it is recommended that the Council consider adopting Resolution 2019-19 approving the Engineer's Report for the Landscape and Lighting Districts (with minor non-substantive changes prior to final submission) and certifying the process to place assessments of approximately \$73,416.44 on eighteen Landscape and Lighting Districts to the County of Tulare.

Summary/Background:

The City has formed 18 landscape districts since 1991 as a part of the approval of various subdivisions for the purpose of maintaining the surrounding landscaping in each of the subdivisions. The City maintains the turf, shrubs, trees, irrigation systems, and walls on the exterior of the subdivisions, all located in the public right-of-way. Each parcel, within each subdivision, is assessed a proportionate amount to cover the costs for said maintenance. Each fiscal year the City is required by the rules for the assessment districts to do a cost accounting of the assessments for the upcoming year:

1. The Engineer's Report has been prepared based upon the income/expense for 2018/19 and projected income/expense for 2019/2020. Minor non-substantive changes may be made prior to final submission. The public hearing for all of the districts is on July 9, 2019. There are 14 districts for which the recommendation is a 3% increase in assessment per the allowable formation limits (Post Prop. 218). Three districts (Glen View Estates No. 1, Citrus Crest No. 2 and Maple Place) with a significant positive balance will not have an increase. The one original district (Country View 1 & 2, Awbrey, and Wildrose #1) assessment amounts are to remain the same (Pre Prop. 218). The resolution approves the Engineer's Report and certifies the process for all district assessments to the County.
2. Subsequent to Council action, staff will deliver the information to the County Assessor's office.

3. The adjusted assessments will then be added to the County's assessment rolls in August and the City would receive from the County the monies from the two semiannual property tax collections in December and in April.

Summary of costs: The eighteen assessment districts have a total of 569 assessed lots. The total assessment for all districts for 2019/20 is \$73,416.44, as allowed per the formation limits, which is an increase from the \$71,884.18 for 2018/19.

The purpose of these districts is to provide maintenance to the turf areas, shrubs, trees, irrigation systems and walls on the exterior of the subdivisions. Each lot within a subdivision will be assessed it's proportionate amount to cover the projected costs for maintenance for 2019/20 (up to the allowed amount). There are 569 parcels in the 18 Landscape and Lighting Districts that will have an assessment placed.

Financial Impact:

This action will result in approximately \$73,416.44 in assessments on the Landscape and Lighting Districts. There are ten districts that have positive balances and with their level of assessment will cover their projected expenses with this action.

There are eight districts in which there are deficit balances as of June 30, 2019. Using standard maintenance schedules, the expenses for the following districts are larger than the allowable assessments which have led to the deficit balances : Orchard Estates (04-02), Park Place No. 1 (04-04), Park Place No. 2 (04-05), Country View Estates No. 3 (05-02), Rocky Hill Haciendas (06-01), Exeter Golf Estates (08-01), (Country View Estates No. 1, Country View No. 2, Awbery Estates, Wildrose Estates No. 1 (91-01) and Citruscrest No. 1 (98-01) (See Table 1). Reductions in levels of maintenance have been implemented and a cost analysis conducted to minimize the growth of the deficit balances.

Table 1: Summary of districts with deficit balances

District #	District Name	Projected Balance
04-02	Orchard Estates	(6,773.48)
04-04	Park Place No. 1	(11,285.90)
04-05	Park Place No. 2	(22,974.46)
05-02	Country View Estates No. 3	(9,357.02)
06-01	Rocky Hill Haciendas	(16,880.78)
08-01	Exeter Golf Estates	(3,238.48)
91-01a	Country View Estates No. 1, Country View No. 2, Awbery Estates	(1,695.99)
91-01b	Wildrose Estates No. 1	(22,439.31)
98-01	Citruscrest No. 1	(5,256.00)

If assessments remain the same It will likely be necessary for levels of maintenance to be reduced further in some districts to insure that district assessments are able to pay their costs.. Staff has looked at various options in reducing maintenance levels for these districts with the landscape contractor and will begin initiating communication with residents in those districts to see if they are willing to increase their assessments to maintain a typical maintenance schedule or whether they prefer to see a decreased maintenance schedule at a lower cost. Staff will work to initiate a hearing in accordance with Prop 218/State law to increase those district

assessments where the residents choose that option, however, any increases and/or adjustments in maintenance would become effective for fiscal year 2020/21.

Staff has scheduled to return to City Council with proposed measures to bring these districts into positive district balances. As directed by Council ballots would be distributed to property owners in September/October of 2019 with results to be received and considered for acceptance by City Council by December 2019. Any change in assessment would be considered for the 2020/21 fiscal year.

Prior Council/Board Actions: None

Attachments: Resolution 2019-19

Engineer's Report for the 18 Landscape and Lighting Districts in the City of Exeter

Recommended motion to be made by Council/Board: I move to adopt Resolution 2019-19 as presented.

RESOLUTION 2019-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER CERTIFYING TO THE COUNTY OF TULARE THE VALIDITY OF THE LEGAL PROCESS USED TO PLACE LANDSCAPE AND LIGHTING DISTRICT SPECIAL ASSESSMENTS ON THE SECURED TAX ROLL

WHEREAS, the notices and the required public hearings have been held for Landscape and Lighting District assessments to be included on the regular County property tax; and

WHEREAS, district assessment reports have been reviewed and certified by the City Engineer; and

WHEREAS, there will be assessments totaling \$73,416.44 on eighteen existing Landscape & Lighting Districts 91-01; 97-01; 98-01; 00-01; 00-02; 01-01; 01-02; 03-01; 03-02; 04-01; 04-02; 04-03; 04-04; 04-05; 05-01; 05-02; 06-01; and 08-01; and

WHEREAS, the City is placing the special assessments on the Tulare County secured property tax roll for collection; and

WHEREAS, the City has complied with all laws pertaining to the levy of the special assessments to be collected; and

WHEREAS, the special assessments have been levied in accordance with a particular benefit to each parcel to be assessed without regard to its assessed valuation; and

WHEREAS, the Landscape and Maintenance District special assessments as used for maintenance and operation of the improvements situated in the specific Maintenance District; and

WHEREAS, the City agrees that it shall be solely liable and responsible, and will defend and hold the County of Tulare harmless from any liability as a result of claims or claims for refunds and related interest due filed by taxpayers against any assessments, fees, charges or taxes placed on the roll for the City by the County; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Exeter that the list submitted with parcel numbers and amount are certified as being correct, the Finance Director is hereby directed to give the list to the Tulare County Auditor on behalf of the City for placement on the secured tax roll for collection:

1. Parcel and Assessment special assessments
2. Direct Charge (Special Assessment) Control Sheet
3. Direct Charge (Special Assessment) Change Authorization Sheet
4. Compliance Certification and Hold Harmless Statement

Passed, approved, and adopted this 9th day of July, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

Attest:

City Clerk