EXETER CITY COUNCIL ACTION MINUTES
July 14, 2020

A closed session of the City Council, City of Exeter was held on Tuesday, July 14, 2020, at 6:30 p.m., via Zoom and in the Exeter City Council Chambers, 137 North F Street, Exeter, California.

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

COUNCIL ABSENT: None

STAFF PRESENT: Adam Ennis, Julia Lew, Shonna Oneal

A. CALL TO ORDER CLOSED SESSION
Mayor Waterman called the work session to order at 6:33 p.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.

No public comments were 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. 54957.6 Conference with Labor Negotiators
   Agency Negotiator: Adam Ennis
   Employee Groups: All represented and unrepresented employees

A regular session of the City Council, City of Exeter was held on Tuesday, July 14, 2020, at 7:00 p.m., via Zoom and in the Exeter City Council Chambers, 137 North F Street, Exeter, California

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

COUNCIL ABSENT: None

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

D. CALL TO ORDER REGULAR SESSION AND REPORT ON CLOSED SESSION ITEMS (if any)
Mayor Waterman-Philpot called the regular session to order at 7:00 p.m. City Attorney Julia Lew advised there were no reportable actions.

E. PLEDGE OF ALLEGIANCE AND INVOCATION
The pledge of allegiance was given by Council Member Mayor Pro Tem Sally and an invocation was given by Pastor David Welch.

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.

No public comments were presented.

H. CONSENT CALENDAR:

It was moved by Council Member Alves, seconded by Mayor Pro Tem Sally and unanimously carried that the items on the Consent Calendar be approved as presented.

1. **Approve minutes of June 23, 2020**
2. **Payment of the Bills**
3. **Payroll: June 26, 2020**
4. **Treasurer's Report: May 2020**
5. **Approve a one year extension of the California League of City Employee Association (CLOCEA) and Exeter Police Officers Association (EPOA) Memorandums of Understanding (MOU), change the Christmas Eve Holiday in the MOU's from ½ day to 1 day (based on an 8-hour day) and authorize the City Administrator to make the following optional benefits available to these employee groups as they are developed:**
1) option to continue primary health insurance coverage (currently Aetna) into retirement at employee's cost, 2) option to participate in Roth 457 deferred compensation program (with no City contribution).

I. INDIVIDUAL BUSINESS ITEMS

1. **Public Hearing Intent to levy and collect assessments of $79,561.96 on nineteen existing Landscape and Lighting Maintenance Assessment Districts (LLMAD) 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; 08-01; 91-01A; 91-01B; 97-01; and 98-01; and Adopt Resolution 2020-30 certifying the process to place this Special Assessment and $106,589.68 on Code Enforcement Nuisance Abatements on the Tulare County secured property tax roll** – Financial Analyst Eekhong See provided a PowerPoint highlighting the landscape and lighting maintenance assessment and code enforcement nuisance abatements for Council's review and consideration. Mayor Waterman-Philpot opened the public hearing at 7:11 p.m., receiving no public comment, closed the public hearing at 7:11 p.m. Following no discussion, it was moved by Council Member Hails, seconded by Council Member Alves and unanimously carried to adopt Resolution 2020-30 as presented.

2. **Receive presentation on proposed Disc Golf Course Project at Unger Park (with potential future expansion to other parks) to be designed, installed and maintained by the Rocky Hill Triathlon and provide any comments and direction to the Rocky Hill Triathlon and City staff regarding the proposed project.** City Administrator Adam Ennis introduced the item and Charles Duby and Dave Nielsen of the Rocky Hill Triathlon Committee. Mr. Duby and Mr. Nielsen provided the Council with a layout for a proposed disc golf course at Unger Park and requested feedback about the design and implementation. Following brief discussion, it was moved by Council Member Alves, seconded by Mayor Pro Tem Sally and unanimously carried to direct staff to work with the Rocky Hill Triathlon Committee to start the project.

3. **Public Hearing to consider adoption of Resolution 2020-31 that would adopt the City's five-year Permanent Local Housing Allocation (PLHA) Plan for an affordable housing project to be located in the City of Farmersville and administered by Self-Help Enterprises or Tulare County, authorize the submittal of the application/plan for funding and adopt Resolution 2020-32 authorize the City Administrator to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, aswell as any other documents which are related to the Program or the PLHA grant awarded.** Finance Director Chris Tavarez introduced the item and Betsy McGovern-Garcia of Self-Help Enterprises. Mayor Waterman-Philpot declared a conflict, recused and excused herself because a potential beneficiary of the action contracts with her for professional services. Ms. McGovern-Garcia provided a brief PowerPoint presentation highlighting the application/plan for funding for the proposed project. Mayor Pro Tem Sally opened the public hearing at 7:13 p.m., receiving no public comment, closed the public hearing at 7:13 p.m. The Council posed questions and City Administrator Adam Ennis and City Attorney Julia Lew provided responses thereto. Following discussion, it was moved by Council Member Hails, seconded by Council Member Alves and carried 3-0 (Mayor Waterman-Philpot recused) to adopt Resolution 2020-31 and Resolution 2020-32 as presented.

4. **Adopt Resolution 2020-33 approving Measure R Expenditure Plan Amendment Five (5).** City Administrator Adam Ennis provided a report for Council's review and consideration. Following brief discussion, it was moved by Council Member Hails, seconded by Council Member Alves and unanimously carried to adopt Resolution 2020-33 as presented.

5. **Discussion of COVID-19 status and review the need to continue the state of emergency established by Resolution 2020-12 due to the Novel Coronavirus (COVID-19) for another 60 days.** City Administrator Adam Ennis provided a report for Council's review and consideration. Following discussion, it was moved by Mayor Pro Tem Sally, seconded by Council Member Hails and unanimously carried to continue the state of emergency established by Resolution 2020-12 due to the Novel Coronavirus (COVID-19).

6. **Second reading and adoption of Ordinance #692 amending Ordinance No. 246 of the Exeter Zoning Ordinance relating to the Reclassification of Real Property in Exeter from the CS (Service Commercial) to the RM-1.5 (Multi-Family Residential, one Unit per 1,500 Square Feet) Zone District, ready by title only and waiving further reading.** Mayor Waterman-Philpot gave second reading of Ordinance #692. It was moved by Mayor Pro Tem Sally, seconded by Council Member Alves and unanimously carried to give second reading and adopt Ordinance #692 amending Ordinance No. 246 of the Exeter Zoning Ordinance relating to the Reclassification of Real Property in Exeter from the CS (Service Commercial) to the RM-1.5 (Multi-Family Residential, one Unit per 1,500 Square Feet) Zone District, ready by title only and waiving further reading.

7. **Second reading and adoption of Ordinance #693 amending Exeter's Municipal Code, Title 17: Zoning, ready by title only and waiving further reading.** Mayor Waterman-Philpot gave second reading of Ordinance #693. It was moved by Council Member Alves, seconded by Council Member Hails and unanimously carried to give second reading and adopt Ordinance #693 amending Exeter's Municipal Code, Title 17: Zoning, ready by title only and waiving further reading.

8. **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, 2021, 2) roll over of unused 2019/2020 executive leave, available until 12/31/2020 with no cash out, and authorize the City Administrator to develop the following benefits through Administrative Policies or Rules and Regulations modifications that would be made available to Mr. Tavarez and Mr. Qualls as they are developed: 3) option to continue primary health insurance coverage (currently Aetna) into retirement at employee's cost, 4) option to participate in Roth 457 deferred compensation program (with no City contribution), 5) participation in a roll-up time program for exempt employees to allow additional schedule flexibility, and 6) convert Christmas Eve Holiday from ½ day to 1 day (based on an 8-hour day).** 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 Hails and unanimously carried to 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, 2021, 2) roll over of unused 2019/2020 executive leave, available until 12/31/2020 with no cash out, and authorize the City Administrator to develop the following benefits through Administrative Policies or Rules and Regulations modifications that would be made available to Mr. Tavarez and Mr. Qualls as they are developed: 3) option to continue primary health insurance coverage (currently Aetna) into retirement at employee's cost, 4) option to participate in Roth 457 deferred compensation program (with no City contribution), 5) participation in a roll-up time program for exempt employees to allow additional schedule flexibility, and 6) convert Christmas Eve Holiday from ½ day to 1 day (based on an 8-hour day).

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9. **Approve and authorize the Mayor and City Administrator to execute an Addendum to Police Chief John Hall's employment contract providing for 1) transition of deferred compensation contribution to salary, adjusted for no extra cost to City representing a change in salary from $10,105 per month to $10,652 per month, 2) roll over of unused 2019/2020 executive leave, available until 12/31/2020 with no cash out, and authorize the City Administrator to develop the following benefits through Administrative Policies or Rules and Regulations modifications that would be made available to Chief Hall as they are developed: 3) option to continue primary health insurance coverage (currently Aetna) into retirement at employee's cost, 4) option to participate in Roth 457 deferred compensation program (with no City contribution), 5) participation in a roll-up time program for exempt employees to allow additional schedule flexibility, 6) convert Christmas Eve Holiday from ½ day to 1 day (based on an 8-hour day).** City Administrator Adam Ennis provided a report for Council's review and consideration. Following brief discussion, it was moved by Council Member Hails, seconded by Council Member Alves and unanimously carried to approve and authorize the Mayor and City Administrator to execute an Addendum to Police Chief John Hall's employment contract providing for 1) transition of deferred compensation contribution to salary, adjusted for no extra cost to City representing a change in salary from $10,105 per month to $10,652 per month, 2) roll over of unused 2019/2020 executive leave, available until 12/31/2020 with no cash out, and authorize the City Administrator to develop the following benefits through Administrative Policies or Rules and Regulations modifications that would be made available to Chief Hall as they are developed: 3) option to continue primary health insurance coverage (currently Aetna) into retirement at employee's cost, 4) option to participate in Roth 457 deferred compensation program (with no City contribution), 5) participation in a roll-up time program for exempt employees to allow additional schedule flexibility, 6) convert Christmas Eve Holiday from ½ day to 1 day (based on an 8-hour day).

10. **Authorize the City Administrator Adam Ennis to participate in the following benefits through Administrative Policies or Rules and Regulations modifications that are being made available to all management staff as they are developed: 1) option to continue primary health insurance coverage(currently Aetna) into retirement at employee's cost, 2) option to participate in Roth 457 deferred compensation program, 3) participation in a roll-up time program for exempt employees to allow additional schedule flexibility, 4) convert Christmas Eve Holiday from ½ day to 1 day (based on an 8-hour day).** Mayor Waterman-Philpot introduced the item. Following brief discussion, it was moved by Mayor Pro Tem Sally, seconded by Council Member Hails and unanimously carried to authorize the City Administrator Adam Ennis to participate in the following benefits through Administrative Polices or Rules and Regulations modifications that are being made available to all management staff as they are developed 1) option o continue primary health insurance coverage (currently Aetna) into retirement at employee's costs; 2) option to participate in Roth 457 deferred compensation program, 3) participation in a roll-up time program for exempt employees to allow additional schedule flexibility, and 4) convert Christmas Eve Holiday from ½ day to 1 day (based on an 8-hour day).

11. **Authorization for the following benefits to be provided to the "middle management group" consisting of the City Clerk/Human Resources Manager, Operations Manager, Financial Analyst and Police Lieutenant positions and authorize the City Administrator to develop the benefits through Administrative Policies or Rules and Regulations modifications that would be made available to the middle management group as they are developed: 1) roll over of unused 2019/2020 executive leave, available until 12/31/2020 with no cash out, 2) option to continue primary health insurance coverage (currently Aetna) into retirement at employee's cost, 3) option to participate in Roth 457 deferred compensation program (with no City contribution), 4) participation in a roll-up time program for exempt employees to allow additional schedule flexibility, 5) convert Christmas Eve Holiday from ½ day to 1 day (based on an 8-hour day).** City Administrator Adam Ennis introduced the item. Following brief discussion, it was moved by Council Member Hails, seconded by Council Member Alves and unanimously carried to authorize the City Administrator to develop the benefits through Administrative Policies or Rules and Regulations modifications that would be made available to the middle management group as they are developed: 1) roll over of unused 2019/2020 executive leave, available until 12/31/2020 with no cash out, 2) option to continue primary health insurance coverage (currently Aetna) into retirement at employee's cost, 3) option to participate in Roth 457 deferred compensation program (with no City contribution), 4) participation in a roll-up time program for exempt employees to allow additional schedule flexibility, 5) convert Christmas Eve Holiday from ½ day to 1 day (based on an 8-hour day).

12. **Adopt Resolution 2020-34 approving the City's 2020/2021 Salary Schedule for all Regular and Part-time employees, City Council Members, and Seasonal/Temporary employees and adding the classification of Crew Leader.** Finance Director Chris Tavarez 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 unanimously carried to adopt Resolution 2020-34 as presented.

J. CITY COUNCIL ITEMS OF INTEREST

Council provided updates on recent meetings attended.

K. CITY ADMINISTRATOR/DEPARTMENT COMMENTS

City Administrator Adam Ennis provided a brief update on ongoing City projects.

L. ADJOURN REGULAR MEETING

Mayor Mary Waterman-Waterman adjourned the regular meeting at 8:15 p.m.

Shonna Oneal City Clerk

EXETER CITY COUNCIL ACTION MINUTES
July 22, 2020

A special meeting of the City Council, City of Exeter was held on Wednesday, July 22, 2020, at 5:02 p.m., via zoom and in the Exeter City Council Chambers, 137 North F Street, Exeter, California.

COUNCIL PRESENT: Mary Waterman-Philpot, Barbara Sally, Frankie Alves[5:06 p.m.], Dave Hails

COUNCIL ABSENT: None

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

1. Call to Order Special Meeting
Mayor Waterman-Philpot called the Special Meeting to order at 5:02 p.m.

2. Public Comment Regarding Special Meeting
Mayor Waterman-Philpot requested those who wish to speak on matters listed on the Special Meeting Agenda to do so at this time.

No public comments were presented.

3. Receive presentation of the results from the community survey conducted by FM3 Research per Council direction to staff on May 19, 2020; and provide any comments and direction to staff on how to proceed with the proposed revenue measure. City Administrator Adam Ennis introduced the item and Richard Bernard and Laura Covarrubias of FM3 Research. Mr. Bernard and Ms. Covarrubias provided a PowerPoint presentation highlighting the results of the community survey regarding a proposed revenue measure. Following discussion, it was moved by Mayor Pro Tem Sally, seconded by Council Member Alves and unanimously carried to prepare the revenue measure for placement on the November 2020 ballot by returning to Council on July 28, 2020 for final consideration of and potential adoption of a resolution approving final ballot language, presenting the Ordinance that would be established by approval of the voters and authorization to consolidate the Revenue Measure with the November 2020 General Election,

4. Adjourn Special Meeting
Mayor Waterman-Philpot adjourned the Special Meeting at 6:02 p.m.

Shonna Oneal City Clerk

ACS/XEROX FINANCIAL SYSTEM CITY OF EXETER
7/16/2020 13:52:07 Payments for Publication GL335R-V08.14 PAGE

Approved on 7/16/2020 for Payments Through 7/16/2020

Vendor Name	Description	Amount
AAA QUALITY SERVICES	PORTA-POTTY RENTAL	168.16
ADVENTIST HEALTH TULARE	@FY@ JUNE 2020 LAB FEES	1,974.00
AMERICAN BUSINESS MACHINES	@FY@ CH MF735 4/13-7/12	149.15
AT&T	@FY@ JUNE LIVESCAN	410.63
BALDWIN HEATING & COOLING	REPLACED AC UNIT COMPRES	2,950.00
BEN-E-LECT INC.	@FY@ AUG CLAIMS 6/1-6/30	2,004.56
BONILLA/ RHONDA & BUCK	UB DEPOSIT REFUND	85.10
BUZZ KILL PEST CONTROL	@FY@ JUN PEST CONTROL PD	163.00
CALIFORNIA BUSINESS MACHINES	ADMIN-7/8/20 TO 8/7/20	114.18
CALIFORNIA LAW ENFORCEMENT	CLEARS TRAINING-CARRETER	400.00
CENTRAL CAL WATERWORKS, INC	JULY 2020 WWTP	6,233.33
CENTRAL VALLEY SWEEPING LLC	@FY@ JUN STREET SWEEPING	3,150.00
CERVANTES/ RAQUEL	UB DEPOSIT REFUND	129.15
CHARTER COMMUNICATIONS	7/6/20-8/5/20 MEDIA SERV	94.10
CITY OF VISALIA	JULY 2020 ANIMAL SERVICE	7,472.39
COLANTUONO, HIGHSMITH &	@FY@ SCE COALITION	50.72
CRAIGS AUTO PARTS	@FY@ RED GREASE PAIL WWT	734.92
CRAWFORD/ MARK	UB DEPOSIT REFUND	87.74
CULLIGAN	@FY@ JUNE PD WTR SERVICE	172.50
DELTA LIQUID ENERGY, ARRO AUTO	@FY@ 6/3/2020 ALDRIDGE	179.34
DIVISION OF STATE ARCHITECT	@FY@ APR-JUN $4 DSA FEE	23.60
ELITE CORPORATE MEDICAL SERV	MEDICAL CLINIC FEES-53	1,245.50
EMD NETWORKING SERVICES, INC.	AUGUST MONTHLY BILLING	1,493.63
EWING IRRIGATION PRODUCTS INC	@FY@ INDUSTRIAL BATTERY	27.69
EXETER CHAMBER OF COMMERCE	@FY@ CC 19/20 QTR 4 DONA	120.00
EXETER IRRIGATION & SUPPLY	@FY@ GALV 90 ST EII 2"	59.32
EXETER MOTORS, INC.	@FY@ E09 FAN & MOTOR	1,168.03
FERGUSON ENTERPRISES INC	@FY@ LF 1 CTS COMP X MTR	5,654.99
FOODLINK FOR TULARE COUNTY	@FY@ CC 19/20 QTR 4 DONA	40.00
FOOTHILLS SUN-GAZETTE	PN 692 7/1/20 555-27	351.25
FRONTIER CALIFORNIA INC.	5714/7-4/20 TO 8/3/20	83.41
GALLEGOS/ PALEMON	UB DEPOSIT REFUND	29.62
GHD INC	@FY@ VISALIA RD IMPROVEM	6,501.94
GLASS SHOP/THE	3/8" THICK CLEAR GLASS	610.00
GOPHER GETTER	@FY@ JUNE GOPHER SERVICE	450.00
GROVE/ MELISSA	UB DEPOSIT REFUND	123.95
GUERRA/ CIANA	@FY@ TBALL REFUND-MELANI	110.00
HIGH SIERRA LUMBER CO.	WOOD STAKES/NAIL 6D DUPL	91.56
KAWEAH PUMP, INC.	@FY@ WELL 9 CYCLED SYSTE	364.00
KIMBALL-MIDWEST	DRILL BIT	144.67
LEAF CAPITAL FUNDING LLC	PW-TA2552CI KYOCERA 002	103.93
METER READINGS HOLDING LLC	@FY@ DCU RENEWAL PKG	15,035.98
NATIONAL WASTE ASSOCIATES	UB REFUND	671.31
OASIS SECURITY SYSTEMS	JULY-SEPT 20 SECURITY SY	105.00
PF DISTRIBUTION CENTER, INC.	POWER FLARE LIGHTS	2,991.83
PHELPS/ KEVIN	EDUCATION REIMB-PHELPS	750.00
PRUDENTIAL OVERALL SUPPLY	@FY@ 6/18/20 UNIFORM SER	260.00
PUBLIC AGENCY RISK MANAGEMENT	20/21 PUBLIC ENTITY MEMB	150.00

Approved on 7/16/2020 for Payments Through 7/16/2020

Vendor Name	Description	Amount
ROMAN CATHOLIC BISHOP	7/10/20 ARROYO DONATION	18.00
SANTILLAN/ ANTONIO A LOPEZ	UB DEPOSIT REFUND	110.14
SELECT BUSINESS SYSTEMS	6/30/20-6/29/21 SHARP	745.11
SELF-HELP ENTERPRISES	@FY@ JUN LOAN & GRANT-WA	67,740.66
SHRED-IT USA LLC	@FY@ 6/16/20 SHREDDING	116.88
SOUTHERN CALIFORNIA EDISON	@FY@ 9240C/5-26-6/24/20	24,021.17
SOUTHERN CALIFORNIA GAS CO.	@FY@ 7144/6-1/20-7/1/20	26.22
STANDARD INSURANCE CO.	JULY 2020 LIFE INSURANCE	2,250.41
STERICYCLE, INC	@FY@ 20 GAL TUB DISPOSAL	143.60
SUBURBAN PIPE & STEEL	@FY@ HINGES W140-01	22.92
SWRCB	GRADE D2 EXAM-MILLAN, MA	65.00
TF TIRE AND SERVICE	@FY@ E14 FIREHAWK GT PUR	283.58
TRANSUNION RISK & ALTERNATIVE	@FY@ JUNE PERSON SEARCH	50.00
TULARE COUNTY	@FY@ JUNE MAIL-DELIQ/WTR	5,819.03
TULARE COUNTY LAFCO	2020/21 LAFCO COSTS	4,186.74
UNITED STATES TREASURY	@FY@ 2ND QTR PCORI FEE	68.60
UNIVAR SOLUTIONS USA INC	1906 W MYER SOD HYPO	2,518.65
US BANK N.A.	@FY@ JUN CUSTODY CHARGES	44.75
VALLEY GREEN LANDSCAPE	@FY@ JUNE CITY PRK MAINT	9,076.00
VAST NETWORKS	JULY 2020 UTILITY SYSTEM	1,000.00
VERIZON WIRELESS	@FY@ 5/29/20-6/28/20	1,307.25
VILLAPUDUA/ MAURICE X	UB DEPOSIT REFUND	44.95

** Final Totals... 185,143.84

PAYROLL........S BI-WEEKLY RUN-07/08/2020 10.18.31 PAGE 2
CHECK FORM..STUB CHECK REGISTER PR311R-V14.09 Paymate

PERIOD 1 DATING 6/22/2020- 7/05/2020 CHECK DATE 7/10/2020
DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ	
48011	198.00	CLOCEA	4	1	VENDOR STUB ONLY
48012	780.00	EXETER POLICE OFFICER AS	3	1	VENDOR STUB ONLY
48013	235.35	EXETER POLICE OFFICER AS	3A	1	VENDOR STUB ONLY
48014	968.21	BRITO/ELISHA	403	1	STUB ONLY
48015	4,435.97	ENNIS/ADAM	206	1	STUB ONLY
48016	2,478.71	ONEAL/SHONNA N	203	1	STUB ONLY
48017	1,323.68	HERNANDEZ/XOCHITL	306	1	STUB ONLY
48018	1,383.26	IBARRA/MARLENE	302	1	STUB ONLY
48019	3,310.00	TAVAREZ/CHRISTOPHER	309	1	STUB ONLY
48020	1,999.39	SEE/EEKHONG	304	1	STUB ONLY
48021	1,196.41	CARRETERO/VANESSA	402	1	STUB ONLY
48022	2,289.28	CORREA/GABRIEL JR	436	1	STUB ONLY
48023	1,625.96	CULLUM/TRENT	444	1	STUB ONLY
48024	2,286.60	DURKEE/MARK	404	1	STUB ONLY
48025	1,646.91	ECHEVARRIA/TYLER J	443	1	STUB ONLY
48026	2,305.24	FERNANDEZ/CESAR	434	1	STUB ONLY
48027	2,314.86	FRICK/JOCELYNN LEANN	433	1	STUB ONLY
48028	2,237.78	GIEFER/MICHAEL DAVID	438	1	STUB ONLY
48029	1,434.87	GUZMAN/TIMOTHY CHARLES	410	1	STUB ONLY
48030	3,262.43	HALL/JOHN T	406	1	STUB ONLY
48031	1,233.48	HAMPTON/JUSTIN	446	1	STUB ONLY
48032	3,590.41	INGLEHART/BRETT A	411	1	STUB ONLY
48033	1,883.14	KNOX/MARK	442	1	STUB ONLY
48034	1,537.12	SALINAS/ALEXANDER	419	1	STUB ONLY
48035	1,746.58	WALKER/PAUL	425	1	STUB ONLY
48036	2,471.47	YARBER/ISABEL	422	1	STUB ONLY
48037	899.10	ALDRIDGE/GARY	618	1	STUB ONLY
48038	1,389.47	ARROYO/MARIE	623	1	STUB ONLY
48039	1,843.99	ESPINOLA/DANIEL M	602	1	STUB ONLY
48040	1,469.13	HUGGINS/KYLE AARON	621	1	STUB ONLY
48041	2,839.72	QUALLS/DAYMON	607	1	STUB ONLY
48042	74.90	QUALLS/DAYMON	607	2	STUB ONLY
48043	1,717.99	RAMIREZ/JUAN	608	1	STUB ONLY
48044	213.35	WENDT/EDDIE	626	1	STUB ONLY
48045	1,238.05	CARTER/AMY JO	502	1	STUB ONLY
48046	1,106.34	WACHTER/LINDA S	517	1	STUB ONLY
48047	1,222.57	MILLAN/MARCUS	622	1	STUB ONLY
48048	1,177.74	MILLER/JAMES	624	1	STUB ONLY
48049	719.91	MIRWALD/PHILIP	625	1	STUB ONLY
48050	1,182.81	QUIROZ/PATRICK P	512	1	STUB ONLY
48051	1,749.81	HAYES/CURTIS W	437	1	STUB ONLY

PERIOD 1 DATING 6/22/2020- 7/05/2020 CHECK DATE 7/10/2020
DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ

TOTALS FOR CHECK FORM: STUB

NEGOTIABLE CHECKS		COUNTS
0.00	*EMPLOYEE CHECKS	0
0.00	*VENDOR CHECKS	0
0.00	*BANK CHECKS	0
0.00	**TOTAL NEGOTIABLE CHECKS	0
OTHER CHECKS		
0.00	*MANUAL CHECKS	0
0.00	*CANCELLED CHECKS	0
0.00	**TOTAL FOR CHECK FORM	
NON-NEGOTIABLE CHECKS		
67,806.64	*DIRECT DEPOSIT STUBS	38
1,213.35	*VENDOR DIR DEP STUBS	3

CITY OF EXETER

PO BOX 237 - 137 N F STREET, EXETER 93221
Phone 592-3710 - Fax 592-3556

Treasurer's Report June 2020

Beginning Balance as of June 1, 2020				$	1,123,162.05
Deposits	wire Transfer	$	200,000.00		
	wire Transfer	$	200,000.00		
	wire Transfer	$	300,000.00		
	#1466	$	5,039.96		
	#1467	$	113,556.01		
	#1468	$	124,900.42		
	#1469	$	32,101.44		
	#1470	$	4,422.50		
	Direct Deposit #1471	$	254,816.74	$	1,234,837.07
TOTAL DEPOSITS	City Checks Processed	$	366,178.32		
Withdrawals	Payroll EFT	$	155,736.34		
	Payroll Checks	$	9,699.08		
	CalPERS Retirement costs	$	50,649.31		
	P/R Taxes	$	27,281.97		
	Def Comp	$	2,678.10		
	FSA Disbursements	$	4,085.69		
	Bank Charges/Misc	$	114.90		
	Chargebacks	$	279.68		
	State DU	$	737.52		
	Transfer to Old Main Account	$	200,000.00		
	Transfer to Old Main Account	$	200,000.00		
	Wire Transfer	$	400,000.00		
	Wire Transfer	$	15.00		
TOTAL WITHDRAWALS					
				$	1,417,455.91
	Ending Bank Balance as of June 30, 2020			$	**940,543.21**
	Undeposited cash on hand #1471			$	2,682.00
Bank of the Sierra ending balance				$	**943,225.21**
Outstanding Checks					
	General	$	11,656.17		
	Payroll	$	345.49		
				$	12,001.66
	Adjusted Bank Balance as of June 30, 2020			$	931,223.55
Investments					
	US Savings	$	499,910.50		
	Government Agency Bond	$	246,375.00		
	CD's	$	1,482,000.00		
	Local Agency Investment Fund	$	5,362,397.32		
	Fair Market Value Adjustment gain/(loss)	$	31,909.61		
	Charles Schwab	$	0.23		
				$	7,622,592.66
Total City Funds 6/30/2020				$	**8,553,816.21**
	Ratio of Invested Funds/Available Funds				89%

City of Exeter
Treasurer's Report
Investments as of 6/30/2020

Rate	Maturity Date	Description	Purchase Date	Principal Value	
Certificates of Deposit					
1.75%	6/30/2021	WELLS FARGO #5AH48	Dec-19	$ 249,000	
1.70%	1/21/2021	GOLDMAN SACHS BANK USA	Jan-20	$ 245,000	
1.75%	10/29/2021	COMENITY CAPITAL #ASX5	Oct-16	$ 249,000	
1.75%	11/2/2021	DISCOVER BANK #2M39	Nov-16	$ 247,000	
2.40%	11/15/2022	CAPITAL ONE #RKE0	Nov-17	$ 247,000	
3.00%	8/9/2021	ALLY BANK #GEE9	Aug-18	$ 245,000	
2.06% Average					$ 1,482,000
Money Market Funds					
1.22% Demand		Local Agency Investment Fund	Various	$ 5,362,397	
Demand		US Savings	Various	$ 499,911	
Demand		Charles Scwab	Various	$ 0.23	
					$ 5,862,308
Government Securities					
1.88%		Federal Home Loan Bank		246,375	
			Total Investments		$ 246,375
					$ 7,590,683

By - E.See/C. Tavarez

City of Exeter Agenda Item Transmittal

Meeting Date: July 28, 2020

Agenda Item Number:	**H5**

Wording for Agenda: Authorize the City Administrator to enter into a five-year purchase and service agreement sole sourced to Axon Enterprise, Inc. of Scottsdale, Arizona, for body worn cameras, associated equipment/software and digital data storage for a total sum of $109,938.45.

For action by:
_X_ City Council

Regular Session:
_X_ Consent Calendar
___ Regular Item
___ Public Hearing

Review:

City Administrator (Initials Required)

Submitting Department: Police
Contact Name: John Hall, Chief of Police
Phone Number: 592-3103 ext. 2001
Email: jhall@exeterpd.com

Department Recommendation:
Staff recommends that Council authorize the City Administrator to enter into a five-year purchase and service agreement sole sourced to Axon Enterprise, Inc. (Axon) for body worn cameras, associated equipment/software and digital data storage for a total sum of $109,938.45.

Summary/Background:
In 2014, the Exeter Police Department was the first law enforcement agency in Tulare County to implement a Body Worn Camera (BWC) program. BWC's have proven invaluable in collecting evidence during criminal investigations, and provides an unbiased perspective of officers' actions when in the field. When this program was implemented, the Department purchased a computer server for storage of the video, and currently all collected video are stored "in house" on this server. Additionally, a video management system was purchased to manage the storage of all body worn camera footage.

Six years later the Department is using the same server, video management system, and same camera platform. As can be expected, many of these items have reached, or are reaching their expected end of life, and advances in technology have resulted in significant improvement in the hardware and software used in BWC programs.

The server is reaching its end of life and will soon need to be replaced. A replacement server with the capabilities needed by the Department, would cost between $15,000 and $20,000. The video management software has not kept up with improvements in technology and lacks the necessary redaction capabilities needed by law enforcement. Purging old videos to clear storage space on the server requires an employee to enter the system and manually review each video and then delete the video when determined appropriate and within retention guidelines. The vendor has stated the current video management software is in its final form and no future upgrades are anticipated. The BWC themselves is a two piece system which has since been determined to lack the durability and reliability of a one piece system. These cameras are regularly being replaced as they reach their end of life, or as they are damaged and determined to be no longer useable.

In researching various options to upgrade the BWC program in its entirety, it was determined to be in the best interest of the Department and the public safety to locate a vendor who could provide all of the necessary components rather than piecing the program out to a series of independent vendors. This determination was made based on the need to have an effective, reliable and efficient program, which would not place an undue burden on staff in having to manage the program. In researching options that would meet this need, staff was able to identify only one vendor, Axon, who could provide these services and who is doing so for multiple other law enforcement agencies not only in Tulare County, but throughout the state and nation.

Axon currently provides all the components for a BWC program for the Tulare County Sheriff's Department, Porterville Police Department, Visalia Police Department, Tulare Police Department, and Farmersville Police Department, as well as hundreds of other law enforcement agencies throughout the nation. The Porterville Police Department, Farmersville Police Department, and Tulare Police Department, all reported Axon as being a sole source provider for an all-inclusive BWC program, due to their ability to encompass all the necessary components. Their camera systems are the industry standard by which other cameras are evaluated. Additionally, the Tulare County District Attorney's Office utilizes the cloud based storage of evidence.com, similar to Axon, for sharing of BWC video and other digital evidence in a secure manner that minimizes staff time and expense in handling and delivering reports and/or evidence.

For all of the aforementioned reasons, only the Axon BWC coupled with their evidence.com cloud based storage fully meets the needs of the Exeter Police Department. It is therefore recommended that the Police Department utilize Axon as a sole source provider, to meet all of the needs for a BWC program. The Axon Body 3 is a single component camera which attaches to the Officer's uniform. The camera can easily be turned on by Officers in the field and can be set to include a 30 second buffer, which allows for the retention of video for 30 seconds prior to the time when the Officer actually "turns on" the cameras recording feature. Furthermore, it also includes gunshot detection technology which results in the camera automatically being turned on upon the detection of gunshots, which would allow Officers in life threatening situations to focus on taking the actions necessary to save and protect life while evidence is automatically being collected.

Axon also provides access to a service known as evidence.com which provides for digital data storage and video software management. This combination would allow for significant cost savings by eliminating the need for hardware replacement for data storage, and would be used for pictures and other digital data in addition to the videos. The software also allows for rapid and easy sharing of digital evidence to the District Attorney's Office, something that currently requires an employee to transfer to a disc or thumb drive, and then deliver said item to the DA's Office.

Recent legislative changes have resulted in more law enforcement BWC footage being subject to public disclosure. And while more footage is subject to disclosure, agencies are still required to redact certain information in accordance with Public Record laws. Unfortunately, recent court rulings have also made it clear that these redaction costs must be incurred by the agency and cannot be passed on to any other entities. As it currently stands, the Department would be required to contract with an outside vendor at additional costs should a video need to be redacted.

Significant time will also be saved on the part of the Officers who wear the BWC's. Currently they must manually plug each BWC into a computer, manually download the videos, and then label each video using the software. Each camera must also be separately charged at the end of each shift. The new BWC's will allow officers to label the videos in the field, and at the end of their shift place the BWC into a docking station which automatically downloads the videos and charges the camera. This will allow officers to spend much more time in the field.

In addition to the numerous advantages as described above, this program as managed through Axon also provides for a five year unlimited, no questions asked warranty for replacement of the BWC's. Furthermore, at 2 ½ years the BWC's are automatically replaced with new, upgraded versions. 24 hour technological support is also available.

It is staff's recommendation that the Department enter into a five year contract with Axon for the BWC program. The total cost at the end of the five years would be $109,938.45 spread over five annual payments as described below.

2020	$22,273.93
2021	$21,916.13
2022	$21,916.13
2023	$21,916.13
2024	$21,916.13
Total	$109,938.45

Fiscal Impact: With the $109,938.45 spread over a five year period, funds are currently available in the next two fiscal years Department Budget to make the agreed upon annual payments as listed. Years three through five will need to be accounted for in future adopted City budgets.

Prior Council/Board Actions: None.

Attachments: Axon Enterprise, Inc. Quote

Recommended motion to be made by Council/Board: I motion to authorize the City Administrator to enter into a five-year purchase and service agreement sole sourced to Axon Enterprise, Inc. of Scottsdale, Arizona, for body worn cameras, associated equipment/software and digital data storage for a total sum of $109,938.45.

AXON

Exeter Police Dept. - CA

AXON SALES REPRESENTATIVE
Thom Ruseva-Mahan
+1 4805026238
tmahan@axon.com

ISSUED
7/16/2020

Q-258618-44028.874TR

Issued: 07/16/2020
Quote Expiration: 07/31/2020
Account Number: 154280

Payment Terms: Net 30
Delivery Method: Fedex - Ground

Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
Phone: (800) 978-2737

SHIP TO
John Hall
Exeter Police Dept. - CA
100 N. C Street
Exeter, CA 93221
US

BILL TO
Exeter Police Dept. - CA
100 N. C Street
Exeter, CA 93221
US

SALES REPRESENTATIVE
Thom Ruseva-Mahan
Phone: +1 4805026238
Email: tmahan@axon.com
Fax: +1 4809993359

PRIMARY CONTACT
John Hall
Phone: (559) 592-3103
Email: jhall@exeterpd.com

Year 1

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	6	0.00	0.00	0.00
73746	PROFESSIONAL EVIDENCE.COM LICENSE	60	2	0.00	0.00	0.00
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	22	0.00	0.00	0.00
73840	EVIDENCE.COM BASIC ACCESS LICENSE	60	22	0.00	0.00	0.00
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	320	0.00	0.00	0.00
73449	AWARE LICENSE	60	22	0.00	0.00	0.00
Hardware						
73202	AXON BODY 3 - NA10		22	699.00	0.00	0.00
74210	AXON BODY 3 - 8 BAY DOCK		3	1,495.00	1,495.00	4,485.00
74028	WING CLIP MOUNT, AXON RAPIDLOCK		24	0.00	0.00	0.00
11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2		22	0.00	0.00	0.00
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	22	336.00	336.00	7,392.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK		3	43.90	43.90	131.70

Year 1 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other						
71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK		3	0.00	0.00	0.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	159.12	318.24
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	22	180.00	180.00	3,960.00
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	320	4.80	4.80	1,536.00
73827	AB3 CAMERA TAP WARRANTY	60	22	0.00	0.00	0.00
73828	AB3 8 BAY DOCK TAP WARRANTY	60	3	0.00	0.00	0.00
73665	AWARE PAYMENT	12	22	108.00	108.00	2,376.00
Services						
85144	AXON STARTER		1	2,750.00	0.00	0.00
					Subtotal	21,260.94
					Estimated Shipping	0.00
					Estimated Tax	1,012.99
					Total	22,273.93

Year 2

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	22	336.00	336.00	7,392.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
Other						
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	468.00	936.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	22	180.00	361.77	7,958.94
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	320	4.80	4.80	1,536.00
73665	AWARE PAYMENT	12	22	108.00	108.00	2,376.00
					Subtotal	21,260.94
					Estimated Tax	655.19
					Total	21,916.13

Year 3

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	22	336.00	336.00	7,392.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
Other						
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	468.00	936.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	22	180.00	361.77	7,958.94
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	320	4.80	4.80	1,536.00
73309	AXON BODY CAMERA REFRESH ONE		22	0.00	0.00	0.00
73689	MULTI-BAY BWC DOCK MID REFRESH		3	0.00	0.00	0.00
73665	AWARE PAYMENT	12	22	108.00	108.00	2,376.00
					Subtotal	21,260.94
					Estimated Tax	655.19
					Total	21,916.13

Year 4

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	22	336.00	336.00	7,392.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
Other						
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	468.00	936.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	22	180.00	361.77	7,958.94
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	320	4.80	4.80	1,536.00

Year 4 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other (Continued)						
73665	AWARE PAYMENT	12	22	108.00	108.00	2,376.00
					Subtotal	21,260.94
					Estimated Tax	655.19
					Total	21,916.13

Year 5

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	22	336.00	336.00	7,392.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
Other						
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	468.00	936.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	22	180.00	361.77	7,958.94
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	320	4.80	4.80	1,536.00
73310	AXON BODY CAMERA REFRESH TWO		22	0.00	0.00	0.00
73688	MULTI-BAY BWC DOCK FINAL REFRESH		3	0.00	0.00	0.00
73665	AWARE PAYMENT	12	22	108.00	108.00	2,376.00
					Subtotal	21,260.94
					Estimated Tax	655.19
					Total	21,916.13

Grand Total	**109,938.45**

AXON

Discounts (USD)

Quote Expiration: 07/31/2020

List Amount	109,054.70
Discounts	2,750.00
Total	**106,304.70**

**Total excludes applicable taxes*

Summary of Payments

Payment	Amount (USD)
Year 1	22,273.93
Year 2	21,916.13
Year 3	21,916.13
Year 4	21,916.13
Year 5	21,916.13
Grand Total	**109,938.45**

Tax is subject to change at order processing with valid exemption.

Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature: ______________________ **Date:** ______________________

Name (Print): ______________________ **Title:** ______________________

PO# (Or write N/A): ______________________

Please sign and email to Thom Ruseva-Mahan at tmahan@axon.com or fax to +1 4809993359

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

The trademarks referenced above are the property of their respective owners.

Axon Internal Use Only		
		SFDC Contract#: Order Type: RMA#: Address Used: SO#:
Review 1	Review 2	
Comments:		

City of Exeter
Agenda Item Transmittal

Meeting Date: July 28, 2020

For action by:
_X_ City Council

Regular Session:
_X_ Consent Calendar
___ Regular Item
___ Public Hearing

Review:

City Administrator (Initials Required)
ABS

Agenda Item Number: H6

Wording for Agenda: Authorize the City Administrator to enter into a purchase agreement for two (2) 2020 Ford F-250 utility trucks with Monarch Ford of Exeter, CA utilizing cooperative purchase agreement pricing in the amount of $76,942.04

Submitting Department: Public Works
Contact Name: Daymon Qualls, Public Works Director
Phone Number: 592-3318
Email: dqualls@exetercityhall.com

Department Recommendation:
Staff recommends that Council authorize the City Administrator to enter into a purchase agreement with Monarch Ford utilizing cooperative purchase agreement pricing for two (2) 2020 Ford F-250 utility trucks for the Public Works Department.

Summary/Background:
Included in the approved Fiscal Year (FY) 2020/21 budget were two (2) utility trucks for the Public Works Department. Staff has found that trucks with utility beds (box compartments) and ladder racks are much more operationally efficient than the previously purchased trucks with regular beds. These new utility trucks will be replacing two older trucks, a 2005 F-150 and a 2007 F-150. Both vehicles have over 100k miles and have been used well beyond their useful lifespan. Once replaced these vehicles will be sold at auction.

Pricing for previous year vehicles was identified through the State Department of General Services Statewide Commodity Contracts (CMAS). The CMAS price, under contract 1-18-23-20A, for a "base model" 2019 Ford F-250 truck was $22,230.49. There is no CMAS pricing available for the current 2020 models.

In order to utilize local business as much as possible, City Staff met with representatives from Monarch Ford to discuss their ability to meet these prices. Monarch Ford staff quoted a price of $26,905 for a 2020 Ford F-250, with several added features that the base model does not have. Per Monarch's staff, this is the lowest possible price under the governmental fleet contract. Monarch also quoted the utility bed to outfit each truck at a cost of $8,678. Pricing for the utility beds was not available through CMAS.

The price difference between base model 2019 utility trucks through CMAS and 2020 models with added features through Monarch Ford is $4,674.51. This price difference appears reasonable based on the vehicle differences and, if purchased locally, a portion of the taxes would come back to the City of Exeter. For that reason, it is staff's recommendation that we purchase the 2020 utility trucks from Monarch Ford.

The total cost for both vehicles outfitted with a utility bed, including taxes and fees is $76,942.04

Fiscal Impact: These vehicles were included in the approved FY2020/21 budget at a cost of $95,000 and will be paid for using available water, sewer, and gas tax funds. Based on the actual cost there will be budget savings to release back to the respective funds for other projects and equipment purchases.

Prior Council/Board Actions: This item was included in the approved FY2020/21 budget.

Attachments: Quotes obtained from Monarch Ford.

Recommended motion to be made by Council/Board: I move to authorize the City Administrator to enter into a purchase agreement for two (2) 2020 Ford F-250 utility trucks with utility beds utilizing cooperative purchase agreement pricing with Monarch Ford of Exeter, CA in the amount of $76,942.04.

MONARCH FORD

CITY OF EXETER
2020 FORD F250 SUPER DUTY
VIN: 1FDBF2A65LEC57244
STOCK #: 4499
SALESPERSON: CHANCE GERNHARDT
07/13/2020 10:09 AM

Incentive programs and rebates are estimates, subject to change and verification. Tax Profile: 7.75% Tax

CASH PURCHASE	
Market Value	37,635.00
Discount Savings	- 10,730.00
Vehicle (after Savings)	26,905.00
Accessories	8,678.00
Sub Total	**35,583.00**

Taxes / Fees	2,888.02
Due On Delivery	**38,471.02**

Payments include Accessories: Scelzi Bed $8678

Interest Rates, Pricing, Rebates and Terms are estimates, subject to change and apply only on 07/13/2020.
FOR INTERNAL USE ONLY Monarch Ford -- (559) 592-3800 01.06.63.01

MONARCH FORD

CITY OF EXETER
2020 FORD F250 SUPER DUTY
VIN: 1FDBF2A65LEC57244
STOCK #: 4499
SALESPERSON: CHANCE GERNHARDT
07/13/2020 10:09 AM

This presentation is designed to provide an example of various finance options that may be available. Incentive programs, Rebates, Rates, Terms and Payments are estimates, subject to change and are impacted by individual credit history and subject to credit approval and program verification. Specific details will be provided when an alternative or alternatives are selected.

Cash Deal Structure

Market Value	37,635.00
Discount Savings	-10,730.00
Vehicle Price	26,905.00
Accessories	8,678.00
Document Prep Fee	85.00
License / Title	30.00
Tire/Battery/VTR Fee	8.75
Sales Tax	2,764.27
Due On Delivery	38,471.02
Tax: 7.75% TAX	7.75 %

On Approved Credit - APR and Payment may vary based upon Credit History, Down Payment and Lender Approval. Vehicle Price does not include Accessories. Vehicle Price is before Taxes and/or applicable fees. Tax Profile: 7.75% Tax

Cash Total includes: SCELZI BED $8678

City of Exeter
Agenda Item Transmittal

Meeting Date: July 28, 2020

Agenda Item Number:	**H7**

For action by:
_X_ City Council

Regular Session:
_X_ Consent Calendar
___ Regular Item
___ Public Hearing

Review:

City Administrator (Initials Required)
DJS

Wording for Agenda: Award and authorize the City Administrator to sign a contract with SW Construction of Bakersfield, CA in the amount of $21,901 to perform replacements of three water distribution system valves in the intersection of Palm and G Streets, and authorize a contingency amount of $40,000 for potential needed water line replacement (Utilize existing appropriation from CIP # 105.461.080.009 for water line replacement and appropriation transfer of $21,901 to #105.461.080.011 for water valve replacement).

Submitting Department: Public Works
Contact Name: Daymon Qualls, Public Works Director
Phone Number: 559.592.3318
Email: dqualls@exetercityhall.com

Department Recommendation:
Staff recommends that Council approve this item as presented.

Summary:
There are three water distribution system valves in the intersection of Palm and G Street that have been problematic for some time. The valves are now broken and in need of immediate replacement. With the Palm Reconstruction Project underway, the timing of these valve replacements is critical, as the intersection of Palm and G Street is included in the scope of work for the road rehabilitation project.

All pre-qualified contractors were contacted, provided a scope of work, and given an opportunity to bid on this project. Because of the potential for a large area being without water while this work is being completed, contractors were asked to provide a cost for doing the work at night. Only one bid response was received from the following pre-qualified contractor:

SW Construction		$18,580	Valve Replacements
		$3,321	Night Work Premium
	Total	**$21,901**	

Also, located in the intersection of Palm and G Street, is an 8" cast iron water mainline that runs from the aforementioned three valves, approximately 120' north where it tees into Brick House Park. This line has been previously repaired, and its current condition is questionable. Staff feels that it would be prudent and more cost effective to replace this small section of water mainline now if needed, rather than having to do it after Palm has been repaved. The contractor has given an estimate of $36,960 to replace the entire 120' section of water main. It is possible that not all 120' of this water line needs to be replaced. If this is the case, the cost could be less. For this reason, staff is requesting that Council authorize a contingency amount of $40,000 for replacement of the entire 120' of water line, should it be needed.

Background:
At the City Council meeting of April 23, 2019, the Exeter City Council accepted a list of five pre-qualified contractors to perform repair and rehabilitation projects on the City's water distribution and sanitary and storm sewer collection systems and authorized the City Administrator to execute initial agreements with each contactor. Table 1 shows the list of qualified contractors approved at that meeting.

Table 1, Qualified Contractors approved by Council on April 23, 2019:

Contractor	Location
Bill Nelson Gen Eng Const., Inc.	Fresno, CA
Dawson-Maulden, LLC	Selma, CA
Lyles Utility Const., LLC	Bakersfield, CA
SW Construction	Bakersfield, CA
West Valley Const.	San Jose, CA

The executed initial agreements with all of the above contractors put in place everything necessary that did not require the specific scope of work for a particular project. This qualified contractor list and initial agreements has already proven to be very effective in addressing immediate smaller scale construction needs for the City and the work already completed through this procedure has reduced system vulnerabilities.

Fiscal Impact: As part of the fiscal year 2020/21 Budget, $75,000 was appropriated for capital projects related to the City's water lines (CIP #105.461.080.009). This project's costs will be utilized from that appropriation (CIP #105.461.080.009 for water line replacement costs and $21,901 transferred to #105.461.080.011 for valve replacement costs).

Prior Council/Board Actions: List of qualified contractors accepted on April 23, 2019.

Attachments: SW Construction's proposal for valve replacement
SW Construction's proposal for waterline replacement

Recommended motion to be made by Council/Board: I move to award and authorize the City Administrator to sign a contract with SW Construction of Bakersfield, CA in the amount of $21,901 to perform replacements of three water distribution valves, and authorize a contingency amount of $40,000 for potential needed water line replacement using existing appropriation from CIP #105.461.080.009 as presented.

SW Construction

5630 District Blvd. Suite 107
Bakersfield, California 93313
(661) 398-2289 Fax: (661) 398-2279

July 10, 2020

PROPOSAL PREPARED FOR:

Phil Mirwald
Operations Manager – Water Division
City of Exeter

RE: **8" Valve Replacement**

SW Construction proposes to furnish and perform all labor necessary to complete the following:

Aquire encroachment Permit.

Call for utility locations and markings, set up Traffic control

Layout, remove existing asphalt, excavate and uncover valves.

Cut existing DI mainline and install new valves using a MJ couplings.

Complete installation of new Gate Valves and wrap per instructions.

Backfill and compact excavated area, install valve box and 6" PVC piping.

Finish surface area with cold Mix and compact patched area.

Remove all debris caused by our work.

The above work is to be completed within the timeframe specified by the Exeter Water District. Payment allocation(s) will commence as work is successfully completed and agreed upon by Water Division and SW Construction, but no later then 30 days after acceptance.

The above labor will be performed for the total amount of: **$18,580.00 (Eighteen Thousand five hundred eighty dollars).** This proposed estimate is based on a drawing and specification emailed 07/01/2020.

The Cost for working at night will be an additional cost of $3,321.00

**Any alteration or deviation from the above specification involving extra cost of material or labor will ONLY be executed upon written orders for the same, and will become an extra charge over the sum mentioned in this proposal. **

ACCEPTANCE

You are hereby authorized to furnish all labor and materials required to complete the work stated in this proposal, for which Panama-Buena Vista School District agrees to pay the amount mentioned in said proposal, and per the term thereof.

Accepted (signed) Dated:

Terms & Conditions of Contractor Quotation

The following Terms, and conditions and Clarification's describe the Bases of this Quotation

- All work to be done in accordance with specifications
- This quotation is based solely on a visual observation. Any major change will be considet to be a change in condition and will result in an additional charge.
- No work is included in proposal for plans.
- SW Construction Company shall guarantee the installation for a period of one (1) year.
- This proposal is to remain in effect for 30 days.
- Upon acceptance of stated amount, a full contract will be executed between all parties.
-

If you have any questions or concerns pertaining to this proposal, please don't hesitate to contact me. SW Construction appreciates the opportunity and we look forward to working with you on this project.

Respectfully Submitted,

Elias Garcia-Contractors License No: 971158
5630 District Blvd., Suite #107

(661) 398-2289 office

(661) 369-6729 mobile

SW Construction

5630 District Blvd. Suite 107
Bakersfield, California 93313
(661) 398-2259 Fax: (661) 398-2279

July 21, 2020

PROPOSAL PREPARED FOR:

Phil Mirwald
Operations Manager – Water Division
City of Exeter

RE: **8" Waterline Replacement**

SW Construction proposes to furnish and perform all labor necessary to complete the following:

Procure encroachment Permit from the city of Exeter.

Call for utility locations and markings, set up Traffic control

Layout, remove existing asphalt, excavate and expose waterline.

Cut existing mainline and install new 8"C900 waterline and connect with MJ couplings.

Disinfect and flush waterline with chlorine.

Backfill and compact excavated area.

Finish surface area with cold Mix and compact patched area.

The amount below is based on night work.

Remove all debris caused by our work.

The above work is to be completed within the timeframe specified by the Exeter Water District. Payment allocation(s) will commence as work is successfully completed and agreed upon by Water Division and SW Construction, but no later then 30 days after acceptance.

The above labor will be performed for the total amount of: **$36,960.00 (Thirty Six Thousand nine hundred sixty dollars).** This proposed estimate is based on a verbal discussion on 07/20/2020.

**Any alteration or deviation from the above specification involving extra cost of material or labor will ONLY be executed upon written orders for the same, and will become an extra charge over the sum mentioned in this proposal. **

ACCEPTANCE

You are hereby authorized to furnish all labor and materials required to complete the work stated in this proposal, for which Panama-Buena Vista School District agrees to pay the amount mentioned in said proposal, and per the term thereof.

Accepted (signed) Dated:

Terms & Conditions of Contractor Quotation

The following Terms, and conditions and Clarification's describe the Bases of this Quotation

- All work to be done in accordance with specifications
- This quotation is based solely on a visual observation. Any major change will be considet to be a change in condition and will result in an additional charge.
- No work is included in proposal for plans.
- SW Construction Company shall guarantee the installation for a period of one (1) year.
- This proposal is to remain in effect for 30 days.
- Upon acceptance of stated amount, a full contract will be executed between all parties.
-

If you have any questions or concerns pertaining to this proposal, please don't hesitate to contact me. SW Construction appreciates the opportunity and we look forward to working with you on this project.

Respectfully Submitted,

Elias Garcia-Contractors License No: 971158
5630 District Blvd., Suite #107

(661) 398-2289 office

(661) 369-6729 mobile

City of Exeter
Agenda Item Transmittal

Meeting Date: July 28, 2020

For action by:
_X_ City Council
Regular Session:
_X_ Consent Calendar
___ Regular Item
___ Public Hearing
Review:
City Administrator (Initials Required)
CBS.

Agenda Item Number: H8

Wording for Agenda: Authorize the City Administrator to enter into a purchase agreement for office furnishings with Cal Bennetts Office Furnishing Planning and Design of Visalia, CA for up to $19,000, appropriated from the General Fund, to enhance the health and safety at City Hall and Administration by meeting current orders and guidance for the reduction of contact exposure of COVID-19.

Submitting Department: Finance and Administration
Contact Name: Chris Tavarez, Finance Director
Phone Number: 592-2755
Email: ctavarez@exetercityhall.com

Department Recommendation:
Staff recommends that Council authorize the City Administrator to enter into a purchase agreement for office furnishings with Cal Bennetts Office Furnishing Planning and Design of Visalia, CA for up to $19,000, appropriated from the General Fund, to enhance the health and safety at City Hall and Administration by meeting current orders and guidance for the reduction of contact exposure of COVID-19.

Summary/Background:
Due to the COVID-19 Pandemic, health guidelines from federal, state and county agencies have advised of numerous proactive measures in office settings to enhance the health and safety of employees inside an office. The City's office facilities are relatively small resulting in close contact of staff. Due to these space limitations the City has implemented multiple adjustments to adhere to guidelines from the Center for Disease Control (CDC) including, proper ventilation, additional sanitization, increasing employee separation where possible, utilizing HEPA fans and air barriers between staff and the public. Staff has identified another important improvement for City Hall and Administration that have open office areas used concurrently by multiple staff where close contact is likely to occur. Having office workstations with shields or barriers in between people at these locations would further decrease potential spread of the virus.

Staff contacted four office furnishing vendors of which two vendors submitted quotes, Cal Bennetts in Visalia and Core Spaces and Design in Fresno. The quotes include 4 workstations including desks, cabinets and include a six-foot shield/partition in between each station and a partition for the City Hall front desk area.

<u>Summary of quotes:</u>
Cal Bennetts (Visalia) - $19,000 (includes estimate for front office partition)
Core (Fresno) - $28,600 (includes estimate for front office partition and does not include removal of existing furnishings)
Green (Fresno) – No response
Stinsons (Bakersfield) – No response

Cal Bennetts quote provides pricing from an existing government agency bid contract and includes installation and removal of old furnishings. This vendor has provided for some office furnishings for the City in the past and they have provided excellent service.

Fiscal Impact: These furnishings were not included in the approved Fiscal Year 2020/21 budget. An appropriation from the General Fund of $19,000 is requested from City Council in order to implement these office furnishings and further enhance the health and safety of employees working in unshielded open office areas at City Hall and Administration. Staff will seek reimbursement of these costs from State funding made available through CARES Act due to this purchase being implemented to follow health guidance and orders in response to COVID-19. Should this purchase not be reimbursed, the costs would come from existing City General Fund unrestricted fund balance.

Prior Council/Board Actions: None

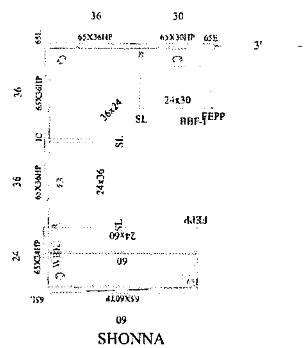
Attachments: Attachment 'A' – Design concept drawings

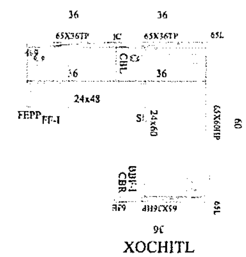
Recommended motion to be made by Council/Board: I move to authorize the City Administrator to enter into a purchase agreement for office furnishings with Cal Bennetts Office Furnishing Planning and Design of Visalia, CA for up to $19,000, appropriated from the General Fund, to enhance the health and safety at City Hall and Administration by meeting current orders and guidance for the reduction of contact exposure of COVID-19.

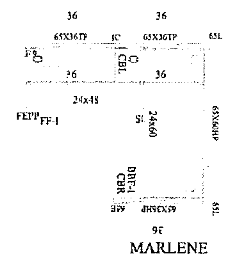
ATTACHMENT 'A' - Design concept drawings

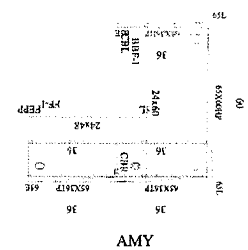
FINANCE DEPT.

ADMIN. DEPT.





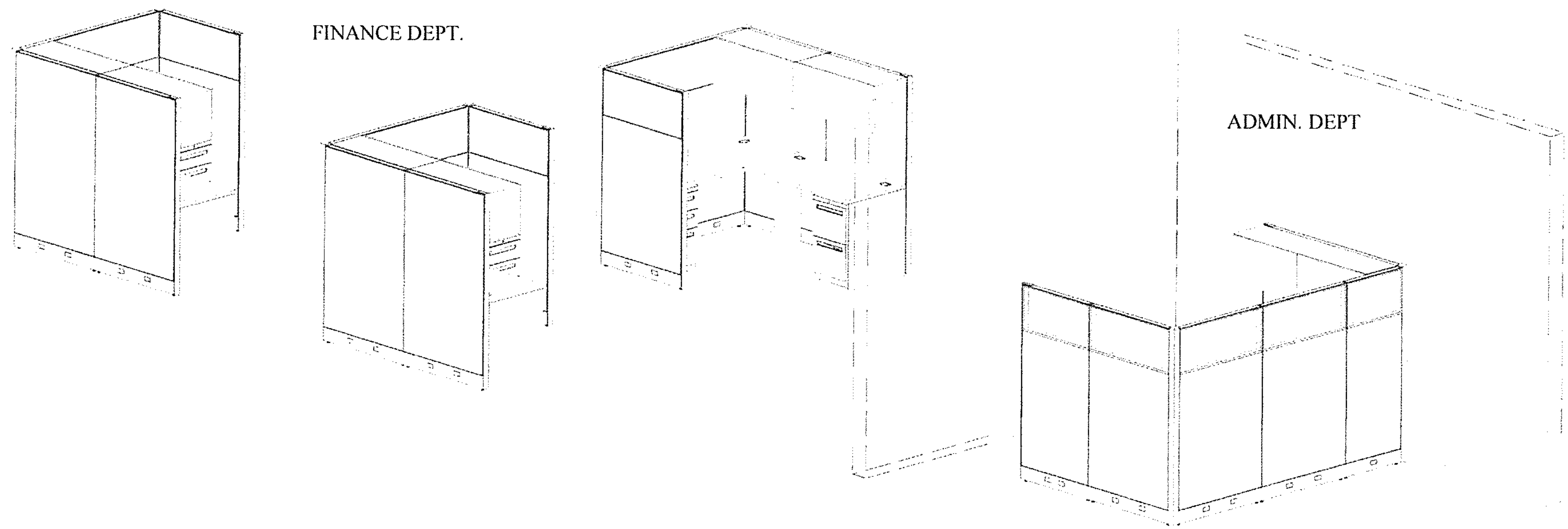


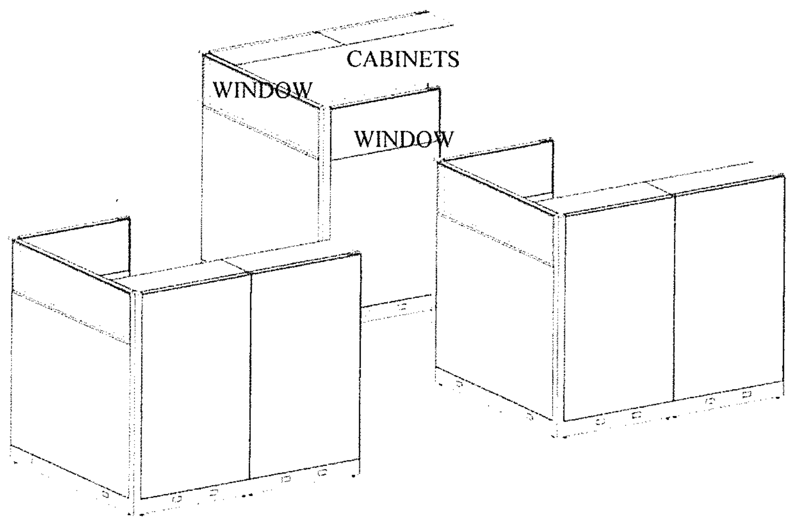


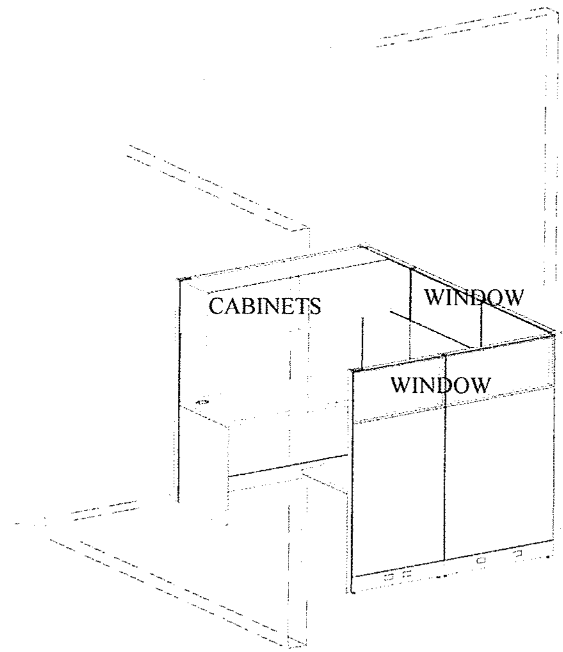
CITY OF EXETER

Scale: 1/4" = 1'-0"

CITY OF EXETER


FINANCE DEPT.
ADMIN. DEPT


CABINETS
WINDOW
WINDOW


CABINETS
WINDOW
WINDOW

City of Exeter
Agenda Item Transmittal

Meeting Date: July 28, 2020

Agenda Item Number:	**H9**

Wording for Agenda: Authorize purchasing authority up to 10% of the construction contract ($129,182) for contingency to the Public Works Director, contingent upon City Administrator approval, for potential change orders on the E. Palm Street Reconstruction Project.

Submitting Department: Public Works
Contact Name: Daymon Qualls, Public Works Director
Phone Number: 559.592.3318
Email: dqualls@exetercityhall.com

For action by:
_X_ City Council

Regular Session:
_X_ Consent Calendar
___ Regular Item
___ Public Hearing

Review:

City Administrator
(Initials Required)
ABL

Department Recommendation:
Staff recommends that Council approve this item as presented.

Summary/Background:
Design work for the E. Palm Street Reconstruction Project began back in 2017 when the Council authorized staff to move forward with the preliminary engineering and environmental review of the project. After several delays, the design was completed in early 2020 and the project was put out to bid.

At its regularly scheduled meeting on May 19, 2020 the Council awarded a contract to AJ Excavation in the amount of $1,291,819 for construction of the E. Palm Street Reconstruction Project, STPL-5195(022). The project bid at a lower cost than previously budgeted for and the savings was used to budget for future projects in the CIP list included in the recently approved budget. However, no funding was left in the Palm Project to fund contingency, and authorization was not requested for staff, to address potential construction change orders as the Palm Project progresses. Council previously approved an appropriation of $1,421,000 from Measure R (131) to cover the construction bid price, construction management and construction engineering costs. The construction for this project is funded by federal Surface Transportation Program funds and Measure R Local funds.

As the contractor has been in the process of demolition, a few unforeseen conditions have been identified so far, additional deterioration of some concrete and storm drainage components will require additional work and replacement and some parts are not available for some of the current older structures. These types of items will require the processing of change orders to properly construct the project.

Understanding there are daily costs associated with having the contractor on-site, it becomes imperative to keep construction of the project moving forward, without unnecessary delays. To accomplish this staff must have the ability to make quick and decisive decisions in the field, based on given circumstances. With the uncertainties of upcoming Council meeting schedules, and the duration between meetings, taking individual items to Council for approval can result in construction delays and additional contractor costs. For these reasons, staff is requesting a reasonable amount of purchasing authority for change orders so delays can be avoided.

Staff will closely scrutinize proposed change orders to evaluate the necessity and cost effectiveness of each one to ensure that the final project cost is minimized, and the project properly constructed. Staff will return to Council to report on approved change orders and for appropriation authorization when actual costs for approved change orders are known. This action may result in delays in other budgeted projects in the City's Capital Improvement Plan (CIP), however, staff will work to minimize impacts and still deliver a properly constructed project on E. Palm Avenue.

Fiscal Impact: Construction of this project is being funded by $750,000 of federal Surface Transportation Program funds and Measure R Local funds budgeted in the Measure R Fund (131). There is currently $1,421,000 available for construction. An additional appropriation will be determined later after necessary change orders are approved. Council most likely will need to re-appropriate funding programmed in the City's CIP and as mentioned above staff will work to minimize financial impacts to future planned projects.

Prior Council/Board Actions: May 19, 2020 - Council awarded the construction contract to AJ Excavation in the amount of $1,291,819, awarded CM/RE contract to 4 Creeks in the amount of $190,715.99, and approved an appropriation of $230,000 from Measure R Local funds (131)

Attachments: None

Environmental Clearance: This project has been reviewed by Staff for environmental compliance and was found to be exempt under the California Environmental Quality Act (CEQA). Additionally, the State determined that this project has no significant impacts on the environment as defined by the National Environmental Policy Act (NEPA) and, as such, is categorically excluded from the requirements to prepare an environmental assessment (EA) or environmental impact statement (EIS) under the National Environmental Policy Act.

Recommended motion to be made by Council/Board: I move to authorize purchasing authority up to 10% of the construction contract ($129,182) for contingency to the Public Works Director, contingent upon City Administrator approval, for potential change orders on the E. Palm Street Reconstruction Project.

City of Exeter
Agenda Item Transmittal

Meeting Date: July 28, 2020

For action by:
_X_ City Council
Regular Session:
__ Work Session
___ Consent Calendar
_X_ Regular Item
___ Public Hearing
Review:
City Administrator (Initials Required)
ABS.

Agenda Item Number: I1

Wording for Agenda: Adopt Resolution 2020-35 approving final ballot language, presenting the Ordinance that would be established by approval of the voters and authorization to consolidate the Revenue Measure with the November 2020 General Election subject to conforming changes as required by County Elections/Registrar of Voters; and consider authorizing the City Administrator to execute a contract with The Lew Edwards Group of Oakland, California for informational outreach services, at a cost of up to $30,000, if the Council approves placement of the revenue measure on the November 2020 ballot.

Submitting Department: Administration
Contact Name: Adam Ennis, City Administrator
Phone Number: (559) 592-4539
Email: adam@exetercityhall.com

Department Recommendation:
Staff recommends that the Council considers adoption of Resolution 2020-35 as presented and contracting with The Lew Edwards Group of Oakland, California for informational outreach services, at a cost of up to $30,000, if the Council approves placement of the revenue measure on the November 2020 ballot.

Summary:
Upon review of the 2020 Proposed Revenue Measure Advisory Committee (PRMAC) findings and recommendations and the community survey results presented by FM3 Research, the Council directed staff to return at this meeting for a final consideration for placement of the Revenue Measure on the November 2020 ballot. There are three primary options available at this stage for the Council:

1.) Adopt Resolution 2020-35 approving final ballot language, presenting the Ordinance that would be established by approval of the voters and authorizing consolidation of the Revenue Measure with the November 2020 General Election,

OR

2.) Prepare to place the revenue measure on a future ballot with staff returning to Council at a future date with a revised development plan and schedule,

OR

3.) Discontinue development of a revenue measure.

To ballot a revenue measure on the November 2020 election, the Council would have to approve final ballot language and adopt a resolution for submission to the County with this item to meet the Tulare County Elections Office submittal deadline of August 7, 2020. Including the ballot measure with Council elections in November 2020 would cost approximately an additional $1,200.

If Council chooses to continue with placing the measure on the November 2020 ballot, staff recommends that the Council consider contracting with an informational outreach consultant, The Lew Edwards Group, to assist in developing clear and accurate outreach information that addresses community interests and priorities, especially those identified in the community survey. Outreach for the measure needs to be accurate and concise to assist the community in understanding what is being proposed by the measure. Staff contacted three outreach consultants; The Lockwood Agency in Visalia, DMI Agency in Visalia and The Lew Edwards Group in Oakland. Due to their current workload DMI Agency was unable to provide a proposal. The Lockwood Agency and The Lew Edwards Group participated in interviews and provided proposals and costs for the work. Based on the interviews and the proposals, staff is recommending that the Council consider awarding a contract to The Lew Edwards Group. The cost breakdown for their services is as follows:

Measure Preparation	$10,000	(CA authorized to begin)
Informational Outreach (August – November)	$20,000	
Graphic Design – Four Messages	$10,000	
Total	$30,000	

Other options for placing a revenue measure on an election vary. A general revenue measure, which has been primarily discussed by the Council and the PRMAC, can only be placed on a general election along with City Council elections. This means that a general revenue measure would have to be placed on a November election in an even numbered year. If a general revenue measure is not placed on the November 2020 election the next opportunity would be November 2022. A special revenue measure could have more options for timing of placement on an election, but the cost would be significantly higher, somewhere between about $15,000 and $35,000 depending on the timing and type of election, based on current estimates.

Over the next couple of months, staff will bring to Council a multiyear initial expenditure plan to initiate future budget development if the measure should pass. If the revenue measure is placed on the ballot and passes, staff would begin developing a budget and Capital Improvement Programs (CIP) based on the additional revenue for Council approval. The City would also have to complete California Department of Tax and Fee Administration Agreements. Measure revenue would begin being received in about 6 months after passage of the measure and ongoing Revenue Measure oversight, auditing and reporting of revenues/expenditures on a regular basis would also begin. If a revenue measure is passed it is recommended to add the revenue from the measure in a budget amendment at the first mid-year or mid-cycle budget review after revenue measure passage. These reviews occur approximately every six months and should allow time for adoption of an amendment prior to receiving the revenue. If necessary, a budget amendment can be presented for Council approval at any time of Council's choosing.

If pursuit of the revenue measure is discontinued or a ballot measure fails, staff will review future anticipated revenue and costs versus services. Per City Financial Policy, staff would then bring options to the Council for balancing budgets by reducing and/or eliminating costs and/or services such as Recreation, Code Enforcement and Police to cover deferred needs that must be addressed. Based on Council direction staff would develop a balanced budget in future years that meets deferred needs for review and approval.

Background:
On December 10, 2019, Council approved a process and schedule for development of a proposed revenue measure based on placement on the November 2020 election. At the January 28, 2020 meeting, Council established the 2020 Proposed Revenue Measure Advisory Committee (PRMAC) along with committee rules and procedures. The PRMAC was established to review information regarding potential details of a proposed revenue measure and provide findings and recommendations to the Council. The Council formed the PRMAC with a group of seven members; Patricia Thompson (Co-Chairperson), Ted Macaulay (Co-Chairperson), Wes Grim, Alicia Handley, Bob Dickie, Jr., Sandy Blankenship and Jim Tyler.

The PRMAC reviewed staff presentations similar to those presented to Council, with some additional background information. The group received the presentations, asked questions and had discussions at their meetings every Wednesday night beginning February 5, 2020 through March 4, 2020. On March 11, 2020 the PRMAC met and discussed their findings and developed their recommendations for the Council regarding proposed revenue measure details. Due to the COVID-19 pandemic, Council discussion with the PRMAC was postponed to May 19, 2020 to allow time for a clearer vision forward and to continue to meet deadlines for potential placement on the November 2020 election.

On May 19, 2020, the 2020 Proposed Revenue Measure Advisory Committee (PRMAC) presented their findings and recommendations to the City Council regarding the proposed revenue measure. After discussion, Council gave staff direction and authorization to contract with FM3 Research to conduct a community survey to determine the resident's desires regarding the potential revenue measure being placed on the November 2020 ballot.

Through June 2020 staff completed execution of a contract with FM3 Research and provided information to FM3 Research for development of a draft survey and ballot language. After a couple of reviews and discussions between FM3 Research and City staff the survey language was finalized. Surveying of the residents began online in the last week of June and continued by phone into the first two weeks of July. On July 22, 2020 the results of the survey were presented to the Council. Among other findings, the survey found that residents highly value the services provided by the City, and give government and the City Council good favorability ratings. By a 2 to 1 margin, respondents feel that the City is going in the right direction. Priorities identified by the community, which form the basis of staff's recommendation to proceed, included:

- ✓ Requiring transparent, public disclosure of funding
- ✓ Maintaining 911 emergency response
- ✓ Protecting local water supplies
- ✓ Requiring any funds generated by a voter-approved measure, be used locally for local needs
- ✓ Keeping the community safe and preventing crime
- ✓ Keeping public areas and parks clean and safe
- ✓ Fixing deteriorating streets/roads

Further, the survey found that as much as 77% of voters would support a simple majority requirement local funding measure.

Fiscal Impact: If Council desires to pursue the measure on the November 2020 ballot and engage the services of The Lew Edwards Group, an appropriation of up to $40,000 (Minimum appropriation for Phase 1 - $10,000 and Phase 2 - $30,000). This funding would come from the City's General Fund (104) and be paid for with potential measure revenues or from the City's unrestricted fund balance. The fiscal impact of a Proposed Revenue Measure will be developed as the details of the measure are finalized by the Council. Including the ballot measure with Council elections on a November 2020 ballot would cost approximately an additional $1,200. A special revenue measure could have more options for timing of placement on an election, but the cost would be significantly higher, somewhere between about $15,000 and $35,000 depending on the timing and type of election, based on current estimates.

Prior Council/Board Actions: Various previous Council discussions and direction on developing the Proposed Revenue Measure and staff presentations on City needs that could be funded by a revenue measure.

February through May of 2020 - Review and development of findings and recommendations by the 2020 PRMAC.

Attachments: Exhibit A – Resolution 2020-35, A Resolution of the City Council of the City of Exeter Calling and Providing for a Special Municipal Election to be Consolidated with the Statewide General Election to be Held in the City of Exeter on Tuesday, November 3, 2020; Introducing Ordinance Enacting a Local Transactions and Use Tax to be Administered by the California Department of Tax and Fee

Administration; and Ordering the Submittal of the Ordinance to the Voters at the Special Election

Recommended motion to be made by Council/Board: I move to:

1.) Adopt Resolution 2020-35 subject to conforming changes as required by County Elections/Registrar of Voters.

2.) Authorize the City Administrator to execute a contract with The Lew Edwards Group for revenue measure informational outreach services at a cost of $30,000 and appropriate up to $40,000 from the General Fund for phases of work authorized.

RESOLUTION 2020-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER CALLING AND PROVIDING FOR A SPECIAL MUNICIPAL ELECTION TO BE CONSOLIDATED WITH THE STATEWIDE GENERAL ELECTION TO BE HELD IN THE CITY OF EXETER ON TUESDAY, NOVEMBER 3, 2020; INTRODUCING ORDINANCE ENACTING A LOCAL TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION; AND ORDERING THE SUBMITTAL OF THE ORDINANCE TO THE VOTERS AT THE SPECIAL ELECTION

WHEREAS, in the last several years, State government has taken hundreds of thousands of dollars from Exeter; and

WHEREAS, as cities Exeter's size will not be getting any significant help from the State or Federal governments during this pandemic, our City and community must continue to be self-reliant and self-sufficient; and

WHEREAS, voter-approved local funding requires that all funds raised stay in Exeter, and not one penny can be taken by the Federal, State or County governments; and

WHEREAS, people choose to live in Exeter because of its small-town character, high quality of life, and quality City services, and the City seeks to maintain streets, quality parks, youth recreational programs and senior services, while ensuring Exeter neighborhoods and public areas are clean and safe, making the community a more desirable place to live, do business, and raise a family; and

WHEREAS, engineering experts have found Exeter's streets and roads to be below average, or "very poor," and the City must address these safety road repairs before they get even worse and more expensive in the future; and

WHEREAS, the Exeter Police Department has reduced crime, with over 500 fewer incidents in the last year alone--and the City wants to keep this momentum going in maintaining response times, solving crimes and keeping the city safe; and

WHEREAS, the proposed measure includes fiscal accountability provisions such as public disclosure of all spending and annual independent financial audits; and

WHEREAS, all funds remain in the City of Exeter and cannot be taken by the Federal, State and County governments;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EXETER does hereby resolve as follows:

1. Calling Special Municipal Election: Pursuant to California Elections Code Section 9222 and 10201, the City Council hereby orders that a special municipal election in and for the City of Exeter shall be held on Tuesday, November 3, 2020, for the purpose of approving a transaction and use (sales) tax measure. The full text of the Exeter Transaction and Use Tax Ordinance of 2020, attached to this Resolution as Exhibit A shall be available to voters upon request made to the City Clerk. The measure to be submitted to the voters shall appear and be printed on the ballot as follows:

MEASURE _____. City of Exeter Local Control/Essential Services Protection Measure. To protect Exeter's long-term financial stability; maintain 911 emergency response; keep the community safe; prevent crime; repair streets/potholes; help retain local businesses; keep public areas and parks clean/safe; support youth/ senior programs, and other general City services; shall the measure establishing a 1¢ sales tax providing approximately $800,000 annually until ended by voters; requiring public disclosure of spending, audits, all funds used locally, be adopted? YES / NO

2. Introduction of Ordinance: The City Council hereby approves the Introduction of Ordinance 694-2020, the Exeter Transaction and Use Tax Ordinance of 2020, attached to this Resolution as Exhibit A, and approves submittal of such Ordinance to the voters of the City of Exeter. The proposed measure is a general tax as defined in Article XIIIC of the California Constitution and shall not take effect unless and until approved by a vote of the Exeter City Council, and until a vote of at least a majority of the voters voting on the question at the election.

3. Pursuant to Elections Code Section 9282, ballot arguments on this Measure may only be submitted by an individual voter eligible to vote on the Measure, a bona fide association of citizens, or any combination of voters or associations. The City Council, as individual members of the Council and as a body, are not authorized to file a written argument or any rebuttal argument for or against this Measure.

4. Impartial Analysis: The City Attorney is hereby directed to prepare an impartial analysis of the measure pursuant to Elections Code Section 9280.

5. Requesting Consolidation of Elections: Pursuant to the State of California Elections Code Section 10400 – 10403.5, the City Council of the City of Exeter hereby requests the consolidation of the special municipal election described in Section 1 with the statewide general election to be held on November 3, 2020. Within the City of Exeter the election precincts, polling places, and voting booths shall in every case be the same, and there shall be only one set of election officers in each of the precincts; provided that no person not a qualified elector of the City of Exeter shall be permitted to vote for the measure placed on the ballot by the City Council.

The elections precincts, polling places, and election officers within the City of Exeter for the special municipal election shall be the same as those selected and designated by the Tulare County Registrar of Voters.

6. Requesting Tulare County to Render Election Services: The Board of Supervisors of Tulare County is hereby requested to permit the County Registrar of Voters to render services to the City of Exeter relating to the conduct of the November 3, 2020, Special Municipal Election as follows:

a. Distribute and file all papers submitted in connection with the proposed ordinance.

b. Make all required publications.

c. Prepare, print and mail to the qualified electors of the City of Exeter sample ballots and voter pamphlets. Full text of the ballot measure will be made available upon request at the Exeter City Clerk's Office.

d. Provide vote by mail ballots for said Municipal Election for use by the qualified electors who may be entitled to vote by mail ballots in the manner provided by law.

e. Order consolidation of precincts, appoint precinct boards, designate polling places and instruct election officers concerning their duties.

f. Conduct and canvass the returns of the election and certify the votes cast for the proposed measure.

g. Receive and process Vote By Mail voter applications.

h. Prepare, print and deliver to the polling places supplies, including the official ballots and a receipt for said supplies.

i. Recount votes, if requested in accordance with State law.

j. Conduct the above election duties in accordance with the Voting Rights Act of 1975.

k. Perform all other pertinent services required to perform for said election other than the requirements of the Fair Political Practices Commission; said Fair Political Practices Commission requirements to be performed by the City Clerk.

The City Clerk is hereby authorized and directed to transmit certified copies of this Resolution to the Board of Supervisors and to the County Registrar of Voters.

Passed, approved, and adopted this 28th day of July 2020, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

____
Mayor

ATTEST:

____
City Clerk

Exhibit A

ORDINANCE 694

AN ORDINANCE ADDING CHAPTER 3.22 TO TITLE 3 OF THE EXETER CODE OF ORDINANCES TO PROVIDE FOR AN ADDITIONAL ONE PERCENT (ONE CENT) LOCAL TRANSACTIONS AND USE (SALES) TAX TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION, TO PROVIDE FUNDS TO MAINTAIN LOCAL CITY SERVICES INCLUDING POLICE, STREET MAINTENANCE, PARK MAINTENANCE, YOUTH RECREATIONAL PROGRAMS AND OTHER SERVICES

WHEREAS, in the last several years, State government has taken hundreds of thousands of dollars from Exeter;

WHEREAS, as cities Exeter's size will not be getting any significant help from the State or Federal governments during this pandemic, our City and community must continue to be self-reliant and self-sufficient;

WHEREAS, voter-approved local funding requires that all funds raised stay in Exeter, and not one penny can be taken by the Federal, State or County governments;

WHEREAS, people choose to live in Exeter because of its small-town character, high quality of life, and quality City services, and the City seeks to maintain streets, quality parks, youth recreational programs and senior services, while ensuring Exeter neighborhoods and public areas are clean and safe, making the community a more desirable place to live, do business, and raise a family;

WHEREAS, engineering experts have found Exeter's streets and roads to be below average, or "very poor," and the City must address these safety road repairs before they get even worse and more expensive in the future;

WHEREAS, the Exeter Police Department has reduced crime, with over 500 fewer incidents in the last year alone--and the City wants to keep this momentum going in maintaining response times, solving crimes and keeping the city safe;

WHEREAS, the proposed measure includes fiscal accountability provisions such as public disclosure of all spending and annual independent financial audits; and

WHEREAS, all funds remain in the City of Exeter and cannot be taken by the Federal, State and County government;

THE PEOPLE OF THE CITY OF EXETER DO ORDAIN AS FOLLOWS:

SECTION I. AMENDMENT OF CODE.

The City of Exeter Code of Ordinances is hereby amended by the addition of a new Chapter to Title 3 (Revenue and Finance) to read as follows:

CHAPTER 3.22 TRANSACTIONS AND USE TAX

Sec. 3.22.010 Title.

This ordinance shall be known as the City of Exeter Transactions and Use Tax Ordinance of 2020.

Sec. 3.22.020 Definitions.

The following words and phrases shall be defined as set forth in this Ordinance, except that any term or phrase not defined in this Ordinance shall have the same meaning as that term or phrase is defined in Parts 1.6 and 1.7 of the California Revenue and Taxation Code:

(a) "City" means City of Exeter.

(b) "Operative date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance by vote of the electorate on November 3, 2020.

(c) "Ordinance" means the City of Exeter Transactions and Use Tax Ordinance of 2020.

(d) "State" means the State of California.

Sec. 3.22.030 Purpose.

This Chapter of the Exeter Code of Ordinances is adopted for the following (and among other) purposes, and directs that the provisions hereof be interpreted liberally in order to accomplish all of its lawful purposes:

(a) To impose a retail transactions and use tax in accordance with the provisions of California Revenue and Taxation Code Sections 7251 et seq., and Section 7285.9, which authorizes the City to adopt this Ordinance if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

(b) To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

(c) To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization/California Department of Tax and Fee Administration in administering and collecting the California State Transactions and Use Taxes.

(d) To adopt a retail transactions and use tax ordinance that can be administered in a manner that will, to the degree possible consistent with the provisions of Parts 1.6 of Division 2 of the California Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

(e) To provide transactions and use tax revenue to the City to be used for the general governmental purposes of the City and with any transactions and use tax revenue received being placed into the City's general fund.

Sec. 3.22.040 **Contract with State.**

Prior to the Operative Date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the administration and operation of this Ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the Operative Date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

Sec. 3.22.050 **Transactions Tax Rate.**

For the privilege of selling tangible personal property at retail, a transactions tax is imposed upon all retailers in the incorporated territory of the City at the rate of one percent (1.0%) of the gross receipts of the retailer from the sale of all tangible personal property sold at retail within the territory of the City on and after the Operative Date of this Ordinance.

Sec. 3.22.060 **Place of Sale.**

For the purposes of this Ordinance, all retail sales are consummated at the place of business of the retailer, unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination, or unless as otherwise required by applicable law. The gross receipts from the sale shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State.

Sec. 3.22.070 Use Tax Rate.

An excise tax is hereby imposed on the storage, use, or other consumption in the City of tangible personal property purchased from any retailer on or after the Operative Date of this Ordinance for storage, use or other consumption in said territory of the City at the rate of one percent (1.0%) of the sales price of the property. The sales price shall include delivery charges when such charges are subject to State transactions or use tax regardless of the place to which delivery is made.

Sec. 3.22.080 Adoption of Provisions of State Law.

Except as hereinafter provided, and except insofar as they are inconsistent with the provisions of Parts 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are adopted, incorporated and made a part of this Ordinance as though fully set forth in it.

Sec. 3.22.090 Limitations on Adoption of State Law and Collection of Use Taxes.

In adopting the provisions of Part 1 of Division 2 of the California Revenue and Taxation Code:

(a) Wherever the State of California is named or referred to as the taxing agency, the name of the City of Exeter shall be substituted. However, the substitution shall not be made when:

(1) The word "State" is used as a part of the title of the State Controller, State Treasurer, State Board of Equalization (or refers to the California Department of Tax and Fee Administration), State Treasury, or the Constitution of the State of California;

(2) The result of that substitution would require action to be taken by or against the City or any agency, officer, or employee thereof rather than by or against the State Board of Equalization/ California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance;

(3) In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

A. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

B. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

(4) In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the California Revenue and Taxation Code.

(b) The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

Sec. 3.22.100 Permit Not Required.

If a seller's permit has been issued to a retailer under Section 6067 of the California Revenue and Taxation Code, an additional transactor's permit shall not be required by this Ordinance.

Sec. 3.22.110 Exemptions and Exclusions.

(a) There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

(b) There are exempted from the computation of the amount of transactions tax the gross receipts from:

(1) Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

(2) Sales of property to be used outside the City which is shipped to a point outside the City pursuant to the contract of sale by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

A. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Chapter 2 of Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

B. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

(3) The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the Operative Date of this Ordinance.

(4) A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the Operative Date of this Ordinance.

(5) For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

(c) There are exempted from the use tax imposed by this Ordinance, the storage, use or other consumption in this City of tangible personal property:

(1) The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

(2) Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

(3) If the purchaser is obligated to purchase the property for a fixed price pursuant to a contact entered into prior to the operative date of this Ordinance.

(4) If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is continuing purchase of such

property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this Ordinance.

(5) For the purposes of subsections (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

(6) Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

(7) "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

(d) Any person subject to use tax under this Ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

Sec. 3.22.120 Amendments.

All amendments subsequent to the effective date of this Ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become adopted and a part of this Ordinance without further action of the City Council of the City of Exeter or the City's electorate, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this Ordinance. The City Council may amend this Ordinance to comply with applicable law or as may be otherwise necessary in order to further the Ordinance's stated purposes.

Sec. 3.22.130 Prohibition on Enjoining Collection.

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action, or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this Ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected under this Ordinance.

Sec. 3.22.140 Severability.

In any provision of this Ordinance of the application of it to any person or circumstance is held invalid, the remainder of the Ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Sec. 3.22.150 Effective Date.

This Ordinance relates to the levying and collection of the City's transactions and use taxes and shall become effective only if approved by a majority of the voters voting on the measure at the November 3, 2020, Special Municipal Election. The Operative Date of this Ordinance shall then be as defined in Section 3.22.020(b).

Sec. 22-9.16. Accountability and Oversight.

This ordinance authorizes the City Council to form a Transactions and Use Tax Oversight Committee, to act as an independent citizen's oversight committee for the expenditure of tax revenue collected. The Committee's specific responsibilities shall be established by Resolution of the City Council.

SECTION III. SEVERABILITY.

Any provision of the Exeter Code of Ordinances or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to that extent necessary to effect the provisions of this Ordinance, except that any existing, duly adopted transactions and use tax existing as of the date of adoption of this Ordinance shall remain in effect and the transactions and use tax imposed by this Ordinance shall be additive thereto.

APPROVED by the following vote of the People of the City of Exeter on November 3, 2020:

ADOPTED by Declaration of the vote by the City Council of the City of Exeter on ______ day of_____ 2020, by the following vote:

AYES:
NOES:
ABSTAIN:

ABSENT:

MAYOR

ATTEST:

CITY CLERK

City of Exeter
Agenda Item Transmittal

Meeting Date: July 28, 2020

For action by:
_X_ City Council
Regular Session:
___ Consent Calendar
_X_ Regular Item
___ Public Hearing
Review:
City Administrator (Initials Required)
ABE

Agenda Item Number: I2

Wording for Agenda: Disestablishment of the 2020 Proposed Revenue Measure Advisory Committee (PRMAC).

Submitting Department: Administration
Contact Name: Adam Ennis, City Administrator
Phone Number: (559) 592-4539
Email: adam@exetercityhall.com

Department Recommendation:
Staff recommends that the Council consider disestablishment of the 2020 Proposed Revenue Measure Advisory Committee (PRMAC).

Summary:

The Council desired to receive input and recommendations from a group of community members that were committed to receive information through a series of presentations and discussions concerning the potential development of a revenue measure for the November 2020 ballot. This desire led the Council to adopt Resolution 2020-03 forming the PRMAC. The PRMAC met at its regularly scheduled meeting times, reviewed and discussed the materials presented and at their last meeting on March 11, 2020 developed their findings and recommendations for the Council. Due to the COVID-19 pandemic the date for the PRMAC to present their findings and recommendations to the Council was delayed until May 19, 2020. A table representing the committee's findings and recommendations for the revenue measure details was developed and is attached as Exhibit A.

The Committee was formed for a limited time period for the purpose described above, and the Committee policy indicates that the PRMAC will be disestablished as of the date the City Council adopts a resolution ordering the submission of a proposition for a revenue measure to the qualified voters of the City (if any), or upon action of the City Council to disestablish the Committee, whichever occurs first. The Council addressed whether to adopt the referenced resolution or not in a previous item at tonight's meeting. If the resolution was adopted the PRMAC has been disestablished, if not this item could serve to disestablish the PRMAC if Council chooses to do so. Formally disestablishing the PRMAC would primarily provide for releasing the committee members from their duties and allow them the freedom to address a revenue measure solely as a private citizen of the community.

Background:
On December 10, 2019, Council approved a process and schedule for development of a proposed revenue measure based on placement on the November 2020 election. At the January 28, 2020 meeting, Council established the 2020 Proposed Revenue Measure Advisory Committee (PRMAC) along with committee rules and procedures. The PRMAC was established to review information regarding potential details of a proposed revenue measure and provide findings and recommendations to the Council. The Council formed the PRMAC with a group of seven members; Patricia Thompson (Co-Chairperson), Ted Macaulay (Co-Chairperson), Wes Grim, Alicia Handley, Bob Dickie, Jr., Sandy Blankenship and Jim Tyler.

The PRMAC reviewed staff presentations similar to those presented to Council, with some additional background information. The group received the presentations, asked questions and had discussions at their meetings every Wednesday night beginning February 5, 2020 through March 4, 2020. On March 11, 2020 the PRMAC met and discussed their findings and developed their recommendations for the Council regarding proposed revenue measure details. Due to the COVID-19 pandemic, Council discussion with the PRMAC was postponed to May 19, 2020 to allow time for a clearer vision forward and to continue to meet deadlines for potential placement on the November 2020 election.

Fiscal Impact: None for this item. Fiscal impact of a Proposed Revenue Measure will be developed as the details of the measure are determined.

Prior Council/Board Actions: Various previous Council discussions and direction on developing the Proposed Revenue Measure.

Attachments: 1.) Resolution 2020-03 Establishing a Revenue Measure Advisory Committee
2.) 2020 Proposed Revenue Measure Advisory Committee Rules And Procedures

Recommended motion to be made by Council/Board: I move to disestablish the 2020 Proposed Revenue Measure Advisory Committee.

RESOLUTION 2020-03

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER ESTABLISHING A REVENUE MEASURE ADVISORY COMMITTEE

WHEREAS, The City Council of the City of Exeter desires input from the community concerning the potential development of a transactions and use tax or other tax measure,

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND DECLARED by the City Council of the City of Exeter;

1. That the 2020 Proposed Revenue Measure Advisory Committee is hereby established.

2. The City Council hereby adopts the 2020 Proposed Revenue Measure Advisory Committee Rules and Procedures, attached hereto fully incorporated herein as Exhibit A.

PASSED, ADOPTED AND APPROVED this 28th day of January 2020 by the following vote:

AYES: Hails; Alves; Sally; and Waterman-Philpot
NOS: Na
ABSTAIN: Na
ABSENT: Petty

Mary Waterman-Philpot
MAYOR

ATTEST:
Shonna Oneal
CITY CLERK

CITY OF EXETER
2020 PROPOSED REVENUE MEASURE ADVISORY COMMITTEE
RULES AND PROCEDURES

PURPOSE AND RESPONSIBILITIES:

The purpose and responsibilities of this Committee are as follows:

- To provide a community review of available information received from City staff, and to provide recommendations to the City Council regarding a proposed revenue measure.
- To review current City services and associated needs and budgets from City staff presentations and additional public information requested by the Committee/Members
- To receive analysis from City staff regarding the varying levels of service and their costs, and consider the levels of service desired by the community in conjunction with those associated costs
- To consider the need for additional revenue to provide the level of service desired by the community
- To, if community-desired levels of service required increased revenue, consider potential details of a revenue measure, such as type, amount, initial expenditure plan and/or guidelines, and future oversight
- To provide a recommendation to the City Council regarding the need for and potential details of a revenue measure

CAPACITY:

The Committee shall serve solely in an advisory capacity to the City Council.

COMPOSITION:

The Committee shall consist of up to fifteen (15) members. The final Member count shall be confirmed by the City Council. Committee members shall be appointed by the City Council at its complete discretion. Members shall be residents of the City, an employee or owner of a business in the City, an owner of real property in the City, or regularly conduct business in the City. No member shall be a council member, officer, or employee of the City. The Members shall not be compensated for their services.

COMMITTEE/MEMBERS TERM:

The Committee is formed for a limited time period, and the Committee will disestablish as of the date the City Council adopts a Resolution ordering the submission of a proposition for a revenue measure to the qualified voters of the City (if any), or upon action of the City Council to disestablish the Committee, whichever occurs first. All Committee members shall serve at the pleasure of the City Council and may be removed by Council action at any time and for any reason. Vacancies, if filled, shall be filled by appointment by the Council.

MEETINGS AND RECORDS:

The Committee shall meet every Wednesday at 6:00 p.m. at City Hall beginning February 5, 2020 through March 11, 2020, and every Wednesday for additional weeks if authorized by the City Council. Additional Committee meetings may be scheduled upon request to and approval by the City Council.

The Committee shall appoint two of its members as Committee Co-Chairpersons to manage the meetings and present recommendations to the City Council. A presence of a majority of the members of the final Member count established by the City Council shall constitute a quorum for the transaction of business. The Committee Meetings shall be open and public, and are subject to the California Brown Act. Additionally, the Committee's proceedings are subject to the California Public Records Act and the California Political Reform Act. By accepting appointment, each Member agrees to comply with Government Code 1090 et seq. and the California Political Reform Act and to complete the Form 700 to the extent required by law. The Committee shall follow Robert's Rules of Order with regard to the conduct of its meetings.

A City staff liaison will provide the Committee with technical assistance and support as needed, including preparation of and posting required public notices; providing a meeting room and any necessary audio visual equipment; preparing and copying documentary materials, such as agendas and reports; retaining public records and providing all necessary public access; and attending Committee meetings and proceedings.

City of Exeter
Agenda Item Transmittal

Meeting Date: July 28, 2020

Agenda Item Number:	I3

Wording for Agenda: Review and consideration of Council representation on various Boards and Committees.

Submitting Department: Administration
Contact Name: Shonna Oneal, City Clerk
Adam Ennis, City Administrator
Phone Number: (559) 592-9244
Email: soneal@exetercityhall.com

For action by:
_X_ City Council

Regular Session:
___ Consent Calendar
_X_ Regular Item
___ Public Hearing

Review:

City Administrator (Initials Required)
OBS

Department Recommendation:
Staff recommends that the Council consider assignments to various Boards and Committees.

Summary/Background
On June 9, 2020, Council Member Petty announced his resignation from City Council. The Council declared the seat in District E vacant at the meeting held on June 23, 2020 and approved the vacancy be filled in November 2020 at the next regularly established election. In addition, to this change on the Council, the Council chose to end participation in the Tulare County Economic Development Corporation (TCEDC) and to become a member of the Tulare County Regional Transit Agency (TCRTA).

At the council meeting on July 14, 2020, the Council requested that the board/committee assignments list be brought back to Council for consideration. In addition, the Tulare County Association of Governments (TCAG) has requested that the member agencies of TCRTA appoint a primary board member and an alternate board member since it is anticipated that the first meeting for the TCRTA board will be arranged with the board members for some time in August 2020. At this first meeting the board will likely decide their regular meeting schedule. Therefore, this item is being brought for review to address the above referenced changes and requests.

Fiscal Impact: None

Prior Council/Board Actions: Outside agency board and committee representation was discussed and approved by the Council on January 22, 2019, June 25, 2019 and September 10, 2019.

Attachments: Currently approved Councilmember assignments to outside agency boards and committees.

Recommended motion to be made by Council/Board: I move to select the representatives for each Agency Board/Committee as discussed.

Exeter City Council

Assignments to Boards and Committees

(Revised September 2019)

Council of Cities (Third Wednesday at 3:00 p.m. in Visalia – every other month)

Primary Representative: Council Member Alves

Alternate Representative: Council Member Petty

Staff Representative: Adam Ennis

Chamber of Commerce Liaison (Third Thursday of each month at 4:00 p.m. in Exeter)

Mayor Pro Tem Sally

San Joaquin Valley Air Pollution Control District – Special Selection Committee (As needed in Fresno)

Primary Representative: Council Member Petty

Alternate Representative: Public Works Director Daymon Qualls

Tulare County Economic Development Corporation – Board of Directors (Fourth Thursday of each month at 7:30 a.m. in Exeter)

Primary Representative: Mayor Waterman-Philpot

Alternate Representative: Council Member Hails

Tulare County Association of Governments Board & Tulare County Transportation Agency (Third Monday of each month at 1:00 p.m. – Rotating locations within Tulare County)

Primary Representative: Council Member Alves

Alternate Representative: Council Member Hails

Greater Kaweah Sustainable Groundwater Agency – Rural Communities Committee (Last Monday each month at 1:30 p.m. in Farmersville)

Primary Representative: Mayor Pro Tem Barbara Sally

Alternate: Adam Ennis