

AGENDA

EXETER CITY COUNCIL

TUESDAY, JUNE 22, 2021

Closed Session 6:30 p.m.

Regular Session 7:00 p.m. (or immediately following Closed Session)

137 North "F" Street, Exeter, California

MAYOR

CITY ADMINISTRATOR

Adam Ennis

CHIEF OF POLICE

John Hall

FINANCE DIRECTOR/

CITY TREASURER

Vacant

CITY CLERK

Shonna Oneal

Barbara Sally

MAYOR PRO TEM

Frankie Alves

COUNCIL MEMBERS

Dave Hails

Justin Mills

Steve Garver

PUBLIC WORKS DIRECTOR

Daymon Qualls

CITY ATTORNEY

Julia Lew

CITY PLANNER

Greg Collins

CITY ENGINEER

Lisa Wallis-Dutra

IMPORTANT NOTICE REGARDING JUNE 22, 2021 COUNCIL MEETING

This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the Brown Act and COVID-19 pandemic. Pending no technical difficulties, the Council meeting will be streamed (for observation only) via Facebook Live at <https://www.facebook.com/TheCityOfExeter/>.

The meeting will also be available via Zoom at the below link (for observation only):

<https://us02web.zoom.us/j/87455312934?pwd=ajdjL2diNjg5b2ovMm1PcmplRnUyZz09>

Or via Telephone: 1 669 900 9128 *Webinar ID:* 874 5531 2934 *Password:* 272290

Submission of Public Comments: For those wishing to make public comments at the June 22, 2021 Council meeting, please submit your comments by email to be read aloud at the meeting by the City Clerk. Email comments must be submitted to the City Clerk at CCPublicComments@exetercityhall.com. Email comments on matters not on the agenda must be submitted prior to the time the Mayor calls the item for Public Comments. Email comments on agenda items must be submitted prior to the time the Mayor closes public comments on the agenda item. To be sure your comments are received, we strongly encourage citizens to submit public comment, or comment on a specific agenda item, before the meeting.

The public may also present comments at the Council Chambers, but the City strongly encourages the public to participate electronically to comply with the Governor's Executive Orders and public health guidance during the COVID-19 pandemic. To ensure physical distancing, the City will place pre-marked spaces that Citizens are required to use while waiting their turn to submit public comment. Due to space limitations at the Council Chambers this may require standing outside for an extended period of time and could result in your comments not being heard due to time limitations. (City Council will NOT be present in the Council Chambers and Citizen Comments presented in person will be transmitted electronically via Zoom to the Council.) Public comments submitted electronically on Facebook will not be accepted.

Reading of Public Comments: All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting. The City Clerk shall read all email comments, provided that the reading shall not exceed five (5) minutes per comment, or such other time as the Council may provide, consistent with the time limit for speakers at a Council meeting. The comments submitted as specified above shall become part of the record of the Council meeting.

Please direct any questions to the Office of City Clerk, 559-592-9244.

6:30 p.m.

A. CALL TO ORDER CLOSED SESSION

B. PUBLIC COMMENTS REGARDING CLOSED SESSION MATTERS - Comments from the public are limited to items listed on the closed session matters (GC 54954.3a). Speakers will be allowed three minutes. Please begin your comments by stating your name and providing your city of residence.

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

1. 54956.95 Consideration of Liability Claim (2 Cases)
Claimant(s): Enrique E. Mariscal Arista, claimed against: City of Exeter
Claimant(s): Frontier communication, claimed against: City of Exeter
2. 54957.6 Conference with Labor Negotiators
Agency Negotiator: Adam Ennis
Employee Groups: All represented and unrepresented employees

7:00 p.m. (Or, immediately following Closed Session)

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

E. PLEDGE OF ALLEGIANCE AND INVOCATION:

F. PUBLIC COMMENTS:

This is the time for citizens to comment on subject matters that are not on the agenda that are within the jurisdiction of the Exeter City Council. In compliance with public meeting laws, Council cannot discuss topics that are not included on the published agenda. This is also the time for citizens to comment on items listed on the Consent Calendar or to request an item from the Consent Calendar be pulled for discussion purposes. Public comments related to all pulled Consent Calendar Items and all Individual Business or Public Hearing Items that are listed on this agenda will be heard at the time that item is discussed or at a time the Public Hearing is opened for comment.

In fairness to all who wish to speak tonight, comments shall be limited to five (5) minutes for each individual, ten (10) minutes for an individual representing a group, and thirty (30) minutes overall for the entire public comment period, unless otherwise indicated by the Mayor. Although not required, speakers are asked to begin their comments by stating their name and city of residence.

G. SPECIAL PRESENTATIONS (if any):

- a. **Tulare County Economic Development Corporation Program Update** – Nathan Ahle

H. CONSENT CALENDAR:

Items listed under the Consent Calendar are considered to be routine and will be enacted by one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

1. Approve regular minutes of June 8, 2021
2. Payment of the Bills
3. Payroll: June 11, 2021
4. Treasurer's Report: March and April 2021
5. Approve Memorandum of Understanding with the Exeter Police Officers Association for the term July 1, 2021 to June 30, 2024 and authorize the City Administrator to execute the agreement.
6. Approve Memorandum of Understanding with the California League Of City Employee Associations for the term July 1, 2021 to June 30, 2024 and authorize the City Administrator to execute the agreement.
7. Award and authorize the City Administrator to execute an agreement with the lowest responsible bidder, Galante Bros. Enterprises, Inc., of Visalia, CA in an amount not to exceed \$55,313.48, for construction of the 2021 Annual Asphalt Patch Repair Project.

8. Staff recommends that the City Council receive a COVID-19 status update and continue the state of emergency established by Resolution 2020-12 due to the Novel Coronavirus (COVID-19) for another 60 days.
9. Authorize the City Administrator to execute a one (1) year agreement extension with Self-Help Enterprises, Visalia, CA, to provide Loan Portfolio Management services for the City of Exeter in the amount of up to \$16,000 subject to final minor conforming changes of agreement language by the City Attorney.

I. INDIVIDUAL BUSINESS ITEMS:

Comments related to Individual Business and Public Hearing Items are limited to three minutes per speaker, for a maximum of 30 minutes per item. The Mayor may reasonably limit or extend the public comment period to preserve the Council's interest in conducting efficient, orderly meetings.

1. **Public Hearing** to adopt Resolution 2021-12 establishing an FY 2021-2022 General Fund appropriation limit of \$9,603,054 – Financial Analyst Eekhong Franco
2. **Public Hearing** to review and approve rates and fees and adopt Resolution 2021-13 approving the 2021/22 City of Exeter Rate and Fee Schedule – Financial Analyst Eekhong Franco
3. **Public Hearing** to consider amendments to the Exeter Municipal Code, adding Title 11, City Parks and Facilities, and subsequent sections; and introduce and give first reading of Ordinance 697 amending and adding Title 11, and all subsequent sections. The proposed ordinance will set the hours of operation for city parks and provide for various restrictions – Chief Hall
4. Authorize the Mayor or City Administrator to execute a three-year contract for legal services with the firm McCormick, Kobot, Jenner and Lew at a rate of \$180 an hour – City Administrator Adam Ennis
5. Consideration of appointment of Yun-Gyung “Rainbow” Park-Moore to the position of Finance Director/City Treasurer effective July 21, 2021 and authorization for the Mayor and City Administrator to execute a contract with Mrs. Moore to serve in that capacity for a term of 3 years beginning at Step D in the salary schedule for the position (currently at a monthly rate of \$8,631) – City Administrator Adam Ennis
6. Approve and authorize the Mayor and City Administrator to execute an Employment Agreement with Public Works Director Daymon Qualls for a term of 3 years with the following new terms:
 - 3% salary increase effective July 5, 2021 (monthly compensation \$8,694);
 - 2% salary increase effective July 4, 2022 (monthly compensation \$8,868);
 - 2% salary increase effective July 3, 2023 (monthly compensation \$9,046); and
 - Once each calendar year the employee who will reach their maximum accrual in a pay period may redeem up to eighty (80) hours of vacation in pay (at the employee’s current rate of pay) in that pay period so long as that employee has taken at least a forty (40) hour vacation leave during the previous eight (8) months – City Administrator Adam Ennis
7. Approve and authorize the Mayor and City Administrator to execute a 4th Addendum to Police Chief John Hall’s employment contract providing for:
 - 3.0% salary increase effective July 5, 2021 (\$10,972 per month);
 - 2.0% salary increase effective July 4, 2022 (\$11,191 per month); and
 - Once each calendar year an employee who will reach their maximum accrual in a pay period may redeem up to eighty (80) hours of vacation in pay (at the employee’s current rate of pay) in that pay period so long as that employee has taken at least a forty (40) hour vacation leave during the previous eight (8) months – City Administrator Adam Ennis
8. Authorize the following for the unrepresented “middle management group” consisting of the City Clerk/Human Resources Manager, Operations Manager, Financial Analyst and Police Lieutenant positions:
 - 3% salary increase effective July 5, 2021;
 - 2% salary increase effective July 4, 2022;
 - 2% salary increase effective July 3, 2023; and
 - Beginning July 1, 2021, once each calendar year an employee who will reach their maximum accrual in a pay period may redeem up to eighty (80) hours of vacation in pay (at the employee’s current rate of pay) in that pay period so long as that employee has taken at least a forty (40) hour vacation leave during the previous eight (8) months – City Administrator Adam Ennis
9. Approve and authorize the Mayor to execute an Employment Agreement for City Administrator Adam Ennis for a term of 3 years and a 3% salary increase effective July 5, 2021 (monthly compensation \$13,708), 2% salary increase effective July 4, 2022 (monthly compensation \$13,982), and 2% salary increase effective July 3, 2023 (monthly compensation \$14,262) – City Clerk/HR Manager Shonna Oneal

- 10. Adopt Resolution 2021-14 amending Fiscal Year 2021/2022 Salary Schedule for all Regular and Part-time Employees, City Council Members, and Seasonal/Temporary Employees, which includes a 3% pay increase effective July 5, 2021 for Exeter Police Officer Association (EPOA) employees, California League of City Employees Associations (CLOCEA) employees, unrepresented Middle Managers, Department Heads, and City Administrator – City Clerk/HR Manager Shonna Oneal

J. CITY COUNCIL ITEMS OF INTEREST

K. CITY ADMINISTRATOR/DEPARTMENT COMMENTS

L. ADJOURN REGULAR MEETING

State of California)
County of Tulare) ss.
City of Exeter)

I declare under penalty of perjury that I am employed by the City of Exeter, in the Administrator’s Office; and that I posted this Agenda on the bulletin board in the Finance Office and on the bulletin board outside of City Hall on June ____, 2021.

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In compliance with the Americans with Disabilities Act, and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the City Clerk (559) 592-9244. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents in the agenda packet. (28 CFR 35.102-35. 104 ADA Title II)
Materials related to an item on this Agenda submitted to the legislative body after distribution of the agenda packet are available for public inspection at City of Exeter, Administration Office 100 N. C Street, Exeter CA during normal business hours.