

**EXETER CITY COUNCIL ACTION MINUTES**  
**March 23, 2021**

**A closed session of the City Council, City of Exeter was held on Tuesday, March 23, 2021, at 6:30 p.m., in the Exeter City Council Chambers, 137 North F Street.**

**COUNCIL PRESENT:** Barbara Sally, Frankie Alves, Dave Hails, and Justin Mills

**COUNCIL ABSENT:** None

**STAFF PRESENT:** Adam Ennis, Julia Lew, Shonna Oneal, Daymon Qualls, Marie Arroyo

**A. CALL TO ORDER CLOSED SESSION**

Mayor Sally called the closed session to order at 6:30 p.m.

**B. PUBLIC COMMENTS REGARDING CLOSED SESSION MATTERS**

Mayor Sally requested those who wish to speak on matters listed on the Closed Session Agenda to do so at this time.

There were no public comments presented.

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

Mayor Sally adjourned to closed session at 6:30 p.m.

1. 54956.9(d)(4) – Conference with Legal Counsel – Potential Initiation of Litigation by the City: Three Cases
2. 54957.6 Conference with Labor Negotiators  
Agency Negotiator: Adam Ennis  
Employee Groups: All represented and unrepresented employees
3. 54956.9(d)(1) Conference with Legal Counsel, Existing Litigation – 1 case  
Name of Case: Worker’s Compensation Claim  
Worker’s Compensation Appeal Board Case No.: FR190415

**A regular session of the City Council, City of Exeter was held on Tuesday, March 23, 2021, at 7:04 p.m., in the Exeter City Council Chambers, 137 North F Street.**

**COUNCIL PRESENT:** Barbara Sally, Frankie Alves, Dave Hails, and Justin Mills

**COUNCIL ABSENT:** None

**STAFF PRESENT:** Adam Ennis, Julia Lew, David Yanez, 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 Sally called the regular session to order at 7:04 p.m. and City Attorney Julia Lew advised there was no reportable actions from Closed Session.

**E. PLEDGE OF ALLEGIANCE AND INVOCATION**

The Pledge of Allegiance was given by Council Member Mills and an invocation was given by Public Works Director Daymon Qualls.

**F. SPECIAL PRESENTATIONS (if any): None**

**G. PUBLIC COMMENTS:**

Mayor Sally 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.

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

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**H. CONSENT CALENDAR:**

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

1. Approve regular minutes of February 23, 2021
2. Payment of the Bills
3. Payroll: February 19, 2021 and March 5, 2021
4. Treasurer's Report: January 2021 and February 2021
5. Confirm creation of the Dobson Field Ad Hoc Subcommittee and the appointment of Council Members Dave Hails and Justin Mills to the Subcommittee.
6. Affirm \$28,686.05 in emergency repairs performed on Well E13-W by Kaweah Pump of Visalia, CA, and approve an appropriation of that amount into project account 105.461.080.043.
7. Declare Jim Tyler's seat on the Planning Commission vacant and direct staff to post the vacancy and solicit applications.

**I. INDIVIDUAL BUSINESS ITEMS**

1. **Public Hearing to discuss and consider adoption of Resolution 2021-04 for submittal of a 2021 Community Development Block Grant (CDBG) 1 Application for \$500,000 to be used for Housing Rehabilitation and up to \$250,000 for Planning and Technical Assistance for a Sewer Master Plan Update and authorization of execution of Grant Agreement and any Amendments from the 2021 Funding Year of the State CDBG.** Finance Director Chris Tavarez provided a PowerPoint presentation for Council's review and consideration highlighting the 2021 CDBG application for Council's review and consideration. Mayor Sally opened the public hearing at 7:16 p.m., receiving no comment, the public hearing closed was closed at 7:16 p.m.

Following brief discussion, it was moved by Council Member Hails, seconded by Mayor Pro Tem Alves and unanimously carried to adopt Resolution 2021-04 as presented.

2. **Receive a mid-year 2020/2021 Budget Update and consider a 2020/2021 budget amendment and appropriating an additional \$33,000 to the General Fund, directing anticipated revenues over expenses to reserves; Sewer Capital Project reappropriations; consider establishing the six-year Measure P Expenditure Plan and approval of a fiscal year 2020/2021 budget appropriation of \$197,000 for Measure P based on the Plan.** Finance Director Chris Tavarez provided a PowerPoint presentation for Council's review and consideration. Council posed questions and Mr. Tavarez and City Administrator Adam Ennis provided responses thereto.

Following discussion, it was moved by Council Member Mills, seconded by Mayor Pro Tem Alves and unanimously carried to a) Approve an additional appropriation of \$33,000 and amend the General Fund Budget as outlined in the attachments for a total appropriation of \$4,507,000 in the 2020/2021 fiscal year and direct revenues over expenses to reserves, b) Defer and release \$110,000 of Sewer Fund capital projects and reappropriate \$53,000 for immediate capital needs as outlined in this report, c) Establish the six-year Measure P Expenditure Plan for fiscal years 2020-2021 through 2025/2026, and d) Appropriate \$197,000 in the Measure P Fund for fiscal year 2020/2021 as presented based on the six-year expenditure plan.

3. **Declaration of City Council vacancy in District D and development of procedure and schedule to fill the vacancy.** City Administrator Adam Ennis provided a report for Council's review and consideration. Following discussion, it was moved by Council Member Hails, seconded by Mayor Pro Tem Alves and unanimously carried to declare the City Council vacancy in District D. Following brief further discussion, it was moved by Mayor Pro Tem Alves, seconded by Council Member Mills and unanimously carried to accept applications for District D for review by the Council at an upcoming meeting.

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4. **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 brief discussion, it was moved by Council Member Mills, seconded by Mayor Pro Tem Alves and unanimously carried to continue the state of emergency established by Resolution 2020-12 due to the Novel Coronavirus (COVID-19) for an additional 60 days.

**J. CITY COUNCIL ITEMS OF INTEREST**

Mayor Pro Tem Alves reported on a recent TCAG meeting. Council Member Hails reported on a meeting with Exeter Unified School District.

**K. CITY ADMINISTRATOR/DEPARTMENT COMMENTS**

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

**L. ADJOURN REGULAR MEETING**

Mayor Sally adjourned the regular meeting at 8:00p.m.

Shonna Oneal City Clerk