

**EXETER CITY COUNCIL ACTION MINUTES  
FEBRUARY 14, 2023**

A regular session of the City Council, City of Exeter was held on Tuesday, February 14, 2023, at 7:00 p.m., in the Exeter City Council Chambers, 137 North F Street, and via zoom.

**COUNCIL PRESENT:** Frankie Alves, Justin Mills, Jacob Johnson, Vicki Riddle and Barbara Sally

**COUNCIL ABSENT:** None

**STAFF PRESENT:** Adam Ennis, Julia Lew, Shonna Oneal, Rainbow Moore, and John Hall

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

Mayor Alves called the regular session to order at 7:00 p.m.

**B. PLEDGE OF ALLEGIANCE AND INVOCATION**

The Pledge of Allegiance and an invocation was given by Council Member Riddle.

**C. PUBLIC COMMENTS:**

No public comments were presented.

**D. SPECIAL PRESENTATIONS (if any):**

- a. **Commendation for Lieutenant Liz Yarber and Lieutenant Brett Inglehart.** Chief of Police John Hall presented Lieutenant Liz Yarber and Lieutenant Brett Inglehart with a commendation award.

**E. CONSENT CALENDAR:**

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

1. Approve regular minutes of January 24, 2023
2. Payment of Bills
3. Payroll: January 20, 2023 and February 3, 2023
4. Affirm emergency repairs on the City's water distribution system completed by Lyles Utility Construction, LLC of Fresno, CA and authorize payment in the amount of \$26,114.02 for said repairs.
5. Consideration to authorize the HOME Investment Partnership loan in the amount of \$952,381 to be assumed by Juan Carlos Gutierrez; and to authorize the City Administrator to execute a loan subordination agreement in the amount of \$800,000; to authorize the City Administrator to execute the necessary documents to transfer the loans and regulatory agreements to Juan Carlos Gutierrez, for the apartment complex at 211 North F Street.

**F. INDIVIDUAL BUSINESS ITEMS:**

1. **Adopt Resolution 2023-05 creating the Ad Hoc Public Safety Task Force, and appointing two Council members to the task force, to include community involvement in reviewing and evaluating public safety departments and providing presentations and reports to the City Council of its findings and recommendations related to how the City can support the departments.** City Administrator Adam Ennis provided a report for Council's review and consideration. Following discussion it was moved by Council Member Sally, seconded by Council Member Johnson and unanimously carried to adopt Resolution 2023-05 as presented and to appoint Council Member Riddle and Mayor Pro Tem Mills to the Ad Hoc Public Safety Task Force.
2. **Receive the Fiscal Year 2021/2022 Audited Financial Statements for the City of Exeter, review the financial condition of the City, and provide feedback.** Finance Director Rainbow Moore provided a PowerPoint presentation highlighting the fiscal year 2021/2022 Audited Financial Statements. Troy Staib addressed the Council to inquire about who developed the City's financial policies. Following discussion, it was moved by Mayor Pro Tem Mills, seconded by Council Member Riddle and unanimously carried to receive the Fiscal Year 2021/2022 Audited Financial Statements.

**ACTION MINUTES  
EXETER CITY COUNCIL  
PAGE 2, FEBRUARY 14, 2023**

- 3. Consideration of new agreement with John Hall for the position of Chief of Police and authorization for the Mayor to execute the agreement with Mr. Hall to serve in that capacity for a term not to exceed two (2) years at a monthly rate of \$11,526.00 (Step E), consistent with the established salary of the Chief of Police classification as revised by the updated salary schedule item on this agenda.** City Administrator Adam Ennis provided a report for Council's review and consideration. Following discussion it was moved by Council Member Sally, seconded by Mayor Pro Tem Mills and unanimously carried to approve the new agreement with John Hall for Chief of Police and for the Mayor to execute the agreement as presented.
  
- 4. Adopt Resolution 2023-06 amending the City's 2022/23 salary schedule changing the Chief of Police salary range effective February 27, 2023.** City Clerk/Human Resources Manager Shonna Oneal provided a brief report for Council's review and consideration. Following discussion, it was moved by Mayor Pro Tem Mills, seconded by Council Member Johnson and unanimously carried to adopt Resolution 2023-06 as presented.

**G. CITY COUNCIL ITEMS OF INTEREST**

Council discussed items of interest.

**K. CITY ADMINISTRATOR/DEPARTMENT COMMENTS**

City Administrator Adam Ennis provided a brief update on City projects and upcoming events in the City.

**L. ADJOURN REGULAR MEETING**

Mayor Alves adjourned the regular meeting at 8:31 p.m.

Shonna Oneal, City Clerk

AVENU FINANCIAL SYSTEM  
02/21/2023 09:51:27

Check Register

CITY OF EXETER  
GL540R-V08.19 PAGE

BANK	VENDOR	CHECK#	DATE	AMOUNT
BANK BANK OF THE SIERRA				
005038	AUDEAMUS DBA SEBASTIAN	85652	02/09/23	1,887.82
002493	AVENU INSIGHTS & ANALYTI	85653	02/09/23	689.30
000901	BLUE SHIELD OF CALIFORNI	85654	02/09/23	31,352.84
003437	BUZZ KILL PEST CONTROL	85655	02/09/23	171.00
001240	CLEA	85656	02/09/23	81.00
001817	CA POLICE CHIEFS ASSOCIA	85657	02/09/23	2,475.00
002835	CALIFORNIA BUSINESS MACH	85658	02/09/23	322.02
001770	CALIFORNIA INDUSTRIAL RU	85659	02/09/23	63.07
003345	CENTRAL CAL WATERWORKS,	85660	02/09/23	17,084.50
000860	CITY OF EXETER	85661	02/09/23	2,020.19
002009	CITY OF VISALIA	85662	02/09/23	12,633.34
001876	COLLEGE OF THE SEQUOIAS	85663	02/09/23	570.00
005190	COLUMN SOFTWARE PBC	85664	02/09/23	1,018.92
000612	CRAIGS AUTO PARTS	85665	02/09/23	1,608.77
002329	DURKEE/ MARK	85666	02/09/23	30.00
003093	ELITE CORPORATE MEDICAL	85667	02/09/23	1,559.50
005221	ELVA ANGUIANO/A QUINTERO	85668	02/09/23	41.65
002640	EMD NETWORKING SERVICES,	85669	02/09/23	96.19
.266	EVAN GONZALES	85670	02/09/23	30.00
000121	EXETER MERCANTILE CO.	85671	02/09/23	2,216.31
002130	EXETER MOTORS, INC.	85672	02/09/23	57.11
000803	EXETER VETERANS	85673	02/09/23	75.00
002242	FASTENAL COMPANY	85674	02/09/23	190.15
000522	FERGUSON ENTERPRISES INC	85675	02/09/23	21.55
003286	GAR BENNETT LLC	85676	02/09/23	3,392.23
003789	GAVIN TOLBERT'S TREE SER	85677	02/09/23	2,250.00
003319	GIEFER/ MICHAEL	85678	02/09/23	30.00
004192	GOLDSTROM/ NORM	85679	02/09/23	41.88
005220	HAAS MCGUYER PROPERTIES	85680	02/09/23	7.67
000742	INGLEHART/BRETT	85681	02/09/23	200.00
.266	ISIDRO VILLARREAL	85682	02/09/23	130.00
000127	JACK GRIGGS INC	85683	02/09/23	8,433.87
003495	KAWEAH PUMP, INC.	85684	02/09/23	385.00
001654	KRC SAFETY CO INC.	85685	02/09/23	357.83
005179	L.N. CURTIS & SONS	85686	02/09/23	917.80
.266	LAURA TAVAREZ	85687	02/09/23	200.00
003755	LYLES UTILITY CONSTRUCTI	85688	02/09/23	4,970.45
001925	MEDALLION SUPPLY	85689	02/09/23	531.55
005206	METER READINGS HOLDING L	85690	02/09/23	7,469.10
000194	MOONLIGHT MAINTENANCE	85691	02/09/23	3,451.67
005056	PACE SUPPLY CORP.	85692	02/09/23	3,765.36
005014	PENA'S DISPOSAL INC	85693	02/09/23	148.56
005017	PRIDEAUX/ TRACI	85694	02/09/23	30.00
003700	PRUDENTIAL OVERALL SUPPL	85695	02/09/23	423.08
000146	QUAD KNOPF ENGINEERING	85696	02/09/23	2,464.60
001851	SAN JOAQUIN VALLEY RAILR	85697	02/09/23	3,679.72
005222	SCA OF CA, LLC	85698	02/09/23	7,560.00
000252	SIMMONS TIRE SERVICE	85699	02/09/23	5,455.50

AVENU FINANCIAL SYSTEM  
02/21/2023 09:51:27

Check Register

CITY OF EXETER  
GL540R-V08.19 PAGE 1

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BANK	BANK OF THE SIERRA				
000126	STANDARD INSURANCE CO.	85700	02/09/23	2,180.69	
001609	SUN BADGE COMPANY	85701	02/09/23	992.97	
003433	T-MOBILE	85702	02/09/23	189.00	
003661	TRENT CULLUM	85703	02/09/23	30.00	
000652	VALLEY UNIFORM CENTER	85704	02/09/23	861.34	
003022	VAST NETWORKS	85705	02/09/23	1,000.00	
000233	VERIZON WIRELESS	85706	02/09/23	2,333.34	
005170	WEST COAST ARBORISTS, IN	85707	02/09/23	10,800.00	
003244	WEST COAST TOW	85708	02/09/23	120.00	
002559	WIRELESS INTERNET SERVIC	85709	02/09/23	200.00	
.266	ZION SHEILDS	85710	02/09/23	30.00	
	BANK OF THE SIERRA			151,328.44	***

PAYROLL.....S BI-WEEKLY  
CHECK FORM..CHEK CHECK REGISTER

RUN-02/16/2023 10.24.53 PAGE 1  
PR311R-V14.20 Paymate

PERIOD 2 DATING 1/30/2023- 2/12/2023 CHECK DATE 2/17/2023  
DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
1300	63.69	CA STATE DISBURSEMENT UN 2		1 VENDOR CHECK
1301	275.47	COLEMAN/DEWAYNE	728	1
1302	202.09	DAVIDSON/KAYTEE	567	1
1303	171.77	HUTCHESON/AVRIE	720	1
1304	157.46	HUTCHESON/LUKE	723	1
1305	161.04	MCFALL/BLAINE	722	1
1306	368.02	MILLER/IVY	719	1
1307	157.46	TAYLOR/ANDREW	721	1

TOTALS FOR CHECK FORM:	CHEK	COUNTS
NEGOTIABLE CHECKS		
1,493.31	*EMPLOYEE CHECKS	7
63.69	*VENDOR CHECKS	1
0.00	*BANK CHECKS	0
1,557.00	**TOTAL NEGOTIABLE CHECKS	8
OTHER CHECKS		
0.00	*MANUAL CHECKS	0
0.00	*CANCELLED CHECKS	0
1,557.00	**TOTAL FOR CHECK FORM	
NON-NEGOTIABLE CHECKS		
0.00	*DIRECT DEPOSIT STUBS	0
0.00	*VENDOR DIR DEP STUBS	0

PERIOD 2 DATING 1/30/2023- 2/12/2023 CHECK DATE 2/17/2023  
DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ	
51011	174.00	CLOCEA	4	1	VENDOR STUB ONLY
51012	650.00	EXETER POLICE OFFICER AS	3	1	VENDOR STUB ONLY
51013	203.97	EXETER POLICE OFFICER AS	3A	1	VENDOR STUB ONLY
51014	4,725.20	ENNIS/ADAM	206	1	STUB ONLY
51015	2,887.80	ONEAL/SHONNA N	203	1	STUB ONLY
51016	1,513.46	CARTER/AMY JO	502	1	STUB ONLY
51017	1,409.26	CORREA/BIANCA	630	1	STUB ONLY
51018	1,327.15	GARVER/ELIJAH	712	1	STUB ONLY
51019	1,052.75	LARSON/MERRI	713	1	STUB ONLY
51020	3,398.87	PARK MOORE/YUN GYUNG	703	1	STUB ONLY
51021	360.52	SANCHEZ/CESILIA	307	1	STUB ONLY
51022	1,431.88	SANTOYO/AIDE G	710	1	STUB ONLY
51023	1,702.99	PHILLIPS/ZACHARY	705	1	STUB ONLY
51024	1,452.62	CARRETERO/VANESSA	402	1	STUB ONLY
51025	2,776.33	CULLUM/TRENT	444	1	STUB ONLY
51026	2,644.85	DURKEE/MARK	404	1	STUB ONLY
51027	1,640.75	FELIX/ESTEVAN	704	1	STUB ONLY
51028	2,514.60	GIEFER/MICHAEL DAVID	438	1	STUB ONLY
51029	1,649.35	GONZALES/EVAN	725	1	STUB ONLY
51030	1,065.70	GRAY/DAIZY	717	1	STUB ONLY
51031	3,468.11	HALL/JOHN T	406	1	STUB ONLY
51032	2,113.80	HAYES/CURTIS W	437	1	STUB ONLY
51033	2,607.28	INGLEHART/BRETT A	411	1	STUB ONLY
51034	1,607.32	LUJAN/JOSHUA	715	1	STUB ONLY
51035	1,662.91	MARX/CHRIS	706	1	STUB ONLY
51036	2,026.19	PHELPS/KEVIN M	429	1	STUB ONLY
51037	1,824.80	SAKAGUCHI/CLAUDIA D	726	1	STUB ONLY
51038	1,445.91	SHIELDS/ZION	708	1	STUB ONLY
51039	1,506.87	VILLARREAL/ISIDRO	707	1	STUB ONLY
51040	2,625.04	YARBER/ISABEL	422	1	STUB ONLY
51041	1,175.59	ALDRIDGE/GARY	618	1	STUB ONLY
51042	1,445.94	ARROYO/MARIE	623	1	STUB ONLY
51043	1,772.31	ESPINOLA/DANIEL M	602	1	STUB ONLY
51044	911.99	GOLDSTROM/NORMAN	629	1	STUB ONLY
51045	1,639.21	HUGGINS/KYLE AARON	621	1	STUB ONLY
51046	3,004.17	QUALLS/DAYMON	607	1	STUB ONLY
51047	1,700.25	RAMIREZ/JUAN	608	1	STUB ONLY
51048	672.44	WENDT/EDDIE	626	1	STUB ONLY
51049	494.53	ROWLETT/JACOB	718	1	STUB ONLY
51050	1,799.74	MILLAN/MARCUS	622	1	STUB ONLY
51051	1,185.14	MILLER/JAMES	624	1	STUB ONLY
51052	750.10	MIRWALD/PHILIP	625	1	STUB ONLY
51053	1,234.58	QUIROZ/PATRICK P	512	1	STUB ONLY
51054	2,280.08	PRIDEAUX/TRACI	448	1	STUB ONLY

# CITY OF EXETER TREASURER'S REPORT

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

Revised

For month ending

7/31/2022

BOOK BALANCE
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Beginning Book Balance	\$ 1,006,932.99
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ADD

**Deposits**

7/1/2022 - 7/8/2022	\$	116,663.45
7/11/2022-07/15/2022	\$	205,536.69
7/18/2022 - 7/25/2022	\$	34,275.03
7/26/2022-7/29/2022	\$	17,369.52
Direct Deposit	\$	2,757,068.59
Paymentus	\$	83,385.77
iPay	\$	13,933.87
<b>Total deposits</b>	<b>\$</b>	<b>3,228,232.92</b>

LESS

**Withdrawals**

City Checks Processed	\$	529,453.74
Payroll EFT	\$	162,590.07
Payroll Checks	\$	2,268.89
CalPERS Retirement costs	\$	528,451.66
P/R Taxes	\$	29,440.71
Def Comp	\$	1,438.12
FSA Disbursements	\$	1,483.06
Chargebacks	\$	926.26
State DU	\$	36,401.27
Chargeback Fees	\$	65.00
Wire Transfer Fees	\$	20.00
Wire Transfers	\$	2,000,000.00
<b>Total withdrals</b>	<b>\$</b>	<b>3,292,538.78</b>

Ending Book Balance as of July 31, 2022	\$ 942,627.13
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BANK BALANCE
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Bank of the Sierra Ending Balance	\$ 948,727.94
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ADD

Deposit in transit (undeposited cash)	\$	19,091.81
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LESS

<b>Outstanding Checks</b>		
General	\$	35,927.57
Payroll	\$	2,729.25
<b>Total outstanding checks</b>	<b>\$</b>	<b>38,656.82</b>

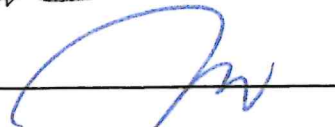
Adjusted ending bank balance	\$ 929,162.93
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UNRECONCILED CASH	\$ 13,464.20
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Prepared By:

  
M. Larson

Approved By:

  
R. Moore

# CITY OF EXETER INVESTMENT REPORT

PO BOX 237 - 137 N F STREET, EXETER 93221 Phone: 559-592-3710

For month ending

7/31/2022

Ending Cash Trial Balance	\$ 16,303,950.51
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Cash on hand	1,100.00
Operating cash (at Bank of the Sierra)	\$ 948,727.94
US Savings	\$ 58,619.95
Chars Schwab	\$ 0.23
PD Safekeeping	\$ 12,982.24
Additional Cash Adjustments	
CalPERS unfunded liability payment (Cash journ	\$ (480,250.00)
Beginning balance discrepancy	\$ (68,455.00)
Investments	\$ 15,812,376.80
Investment earnings	\$ 21,723.23

TB Beg Bal: 14,775,348.18  
Audited Cash Bal:  
14,706,888

Reconciled Ending Cash Balance	\$ 16,306,825.39
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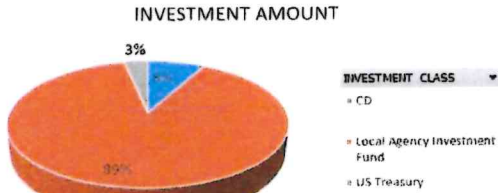
Difference (Trial Balance vs Reconciled Balance)	\$ (2,874.88)
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\$ 15,812,376.80

INVESTMENT CLASS	TITLE	PURCHASE DATE	MATURITY DATE	YIELD TO MATURITY	PAR VALUE	PURCHASE COST	MARKET VALUE	YIELD	INVESTMENT CASH AMOUNT
US Treasury	US Treasury Obligations Bond	Oct-21	11/30/2026	1.080%	\$ 500,000.00	\$ 513,457.03	\$ 477,207.00	\$ -	\$ 500,000.00
CD	BMW Bank North America	Dec-20	12/18/2023	0.300%	\$ 249,000.00	\$ 249,000.00	\$ 239,423.96		\$ 249,000.00
CD	Capital One NA	Nov-17	11/15/2022	2.400%	\$ 247,000.00	\$ 247,000.00	\$ 246,986.91		\$ 247,000.00
CD	Ally Bank Utah	Apr-22	4/8/2024	2.000%	\$ 247,000.00	\$ 247,000.00	\$ 242,024.68	\$ 456.78	\$ 247,000.00
CD	Dundee Bank Omaha	Apr-22	4/8/2027	2.250%	\$ 247,000.00	\$ 247,000.00	\$ 233,283.84	\$ 81.86	\$ 249,000.00
CD	Merrick Bank	Apr-22	4/8/2027	0.400%	\$ 249,000.00	\$ 249,000.00	\$ 231,173.59		\$ 247,000.00
<b>Average Maturity</b>		<b>2.85 YRS</b>	<b>Total:</b>		<b>\$ 1,739,000.00</b>	<b>\$ 1,752,457.03</b>	<b>\$ 1,670,099.98</b>	<b>\$ 21,723.23</b>	<b>\$ 15,812,376.80</b>

### Investment Portfolio Mix

INVESTMENT AMOUNT INVESTMENT PORTFOLIO MAKEUP



Values

I verify that this investment portfolio is in conformity with all State laws and the City's Investment Policy which is approved annually by the City Council.

The Treasurer's cash management program provides sufficient liquidity to meet expenditure requirements for the next three months.

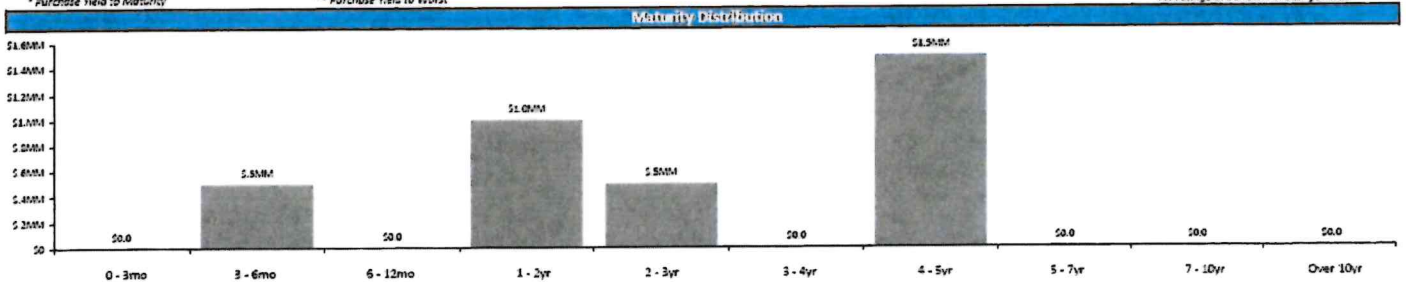
Rainbow Moore, City Treasurer

### Investment Maturity Distribution

\* Purchase Yield to Maturity

\*\* Purchase Yield to Worst

\*\*\* All ratings are shown in S&P format.





# CITY OF EXETER TREASURER'S REPORT

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

Revised

For month ending

8/31/2022

BOOK BALANCE	
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Beginning Book Balance	\$ 942,627.13
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**ADD**

**Deposits**

8-1 thru 8-5 2022	\$	91,776.06
8-8 thru 8-12 2022	\$	192,437.84
8-15 thru 8-19 2022	\$	99,897.66
8-22 thru 8-29 2022	\$	37,928.31
8-30 thru 8-31 2022	\$	5,682.21
Direct Deposit	\$	516,938.94
Paymentus	\$	86,411.95
iPay	\$	12,724.85
LAIF to Checking	\$	500,000.00
Total deposits	\$	1,543,797.82

**LESS**

**Withdrawals**

City Checks Processed	\$	793,590.34
Payroll EFT	\$	171,503.35
Payroll Checks	\$	2,444.12
CalPERS Retirement costs	\$	50,566.34
P/R Taxes	\$	30,091.32
Def Comp	\$	1,158.94
FSA Disbursements	\$	1,370.14
Chargebacks	\$	543.70
State DU	\$	-
Bank Fees	\$	55.80
Wire Transfers /ACH Transfers	\$	26,048.47
Prior outstanding checks cleared	\$	715,427.30
Prior outstanding check balance	\$	(35,927.57)
Total withdrawls	\$	1,756,872.25

Ending Book Balance	\$ 729,552.70
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BANK BALANCE	
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Bank of the Sierra Ending Balance	\$ 1,129,409.80
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**ADD**

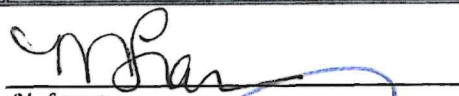
Deposit in transit (undeposited cash)	\$	7,547.41
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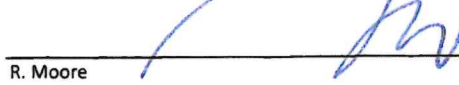
**LESS**

<b>Outstanding Checks</b>		
General	\$	406,904.49
Payroll	\$	1,950.67
<b>Total outstanding checks</b>	<b>\$</b>	<b>408,855.16</b>

Adjusted ending bank balance	\$ 728,102.05
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<b>UNRECONCILED CASH</b>	<b>\$ 1,450.65</b>
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Prepared By:   
M. Larson

Approved By:   
R. Moore

# CITY OF EXETER INVESTMENT REPORT

PO BOX 237 - 137 N F STREET, EXETER 93221 Phone: 559-592-3710

For month ending

8/31/2022

**Ending Cash Trial Balance** \$ **16,390,180.42**

Cash on hand	\$	1,100.00
Operating cash (at Bank of the Sierra)	\$	1,129,409.80
US Savings	\$	58,619.95
Chars Schwab	\$	0.23
PD Safekeeping	\$	12,982.24
Additional Cash Adjustments		
Beginning balance difference	\$	(68,455.00)
Investments	\$	15,333,561.39
US Bank Fees	\$	(41.00)
Investment earnings	\$	556.60

TB Beg Bal: 14,775,348.18  
 Audited Cash Bal:  
 14,706,888

**Reconciled Ending Cash Balance** \$ **16,467,734.21**

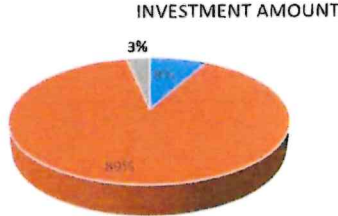
Difference (Trial Balance vs Reconciled Balance) \$ (77,553.79)

\$ 15,333,561.39

INVESTMENT CLASS	TITLE	PURCHASE DATE	MATURITY DATE	YIELD TO MATURITY	PAR VALUE	PURCHASE COST	MARKET VALUE	YIELD	INVESTMENT CASH AMOUNT
Local Agency									
Investment Fund	LAIF	N/A	N/A	N/A	N/A	N/A	N/A	\$ -	\$ 13,594,561.39
US Treasury	US Treasury Obligations Bond	Oct-21	11/30/2026	1.080%	\$ 500,000.00	\$ 513,457.03	\$ 477,207.00	\$ -	\$ 500,000.00
CD	BMW Bank North America	Dec-20	12/18/2023	0.300%	\$ 249,000.00	\$ 249,000.00	\$ 239,423.96	\$ -	\$ 249,000.00
CD	Capital One NA	Nov-17	11/15/2022	2.400%	\$ 247,000.00	\$ 247,000.00	\$ 246,986.91	\$ -	\$ 247,000.00
CD	Ally Bank Utah	Apr-22	4/8/2024	2.000%	\$ 247,000.00	\$ 247,000.00	\$ 242,024.68		\$ 247,000.00
CD	Dundee Bank Omaha	Apr-22	4/8/2027	2.250%	\$ 247,000.00	\$ 247,000.00	\$ 233,283.84	\$ 472.01	\$ 249,000.00
CD	Merrick Bank	Apr-22	4/8/2027	0.400%	\$ 249,000.00	\$ 249,000.00	\$ 231,173.59	\$ 84.59	\$ 247,000.00
<b>Average Maturity</b>		<b>2.76 YRS</b>	<b>Total:</b>		<b>\$ 1,739,000.00</b>	<b>\$ 1,752,457.03</b>	<b>\$ 1,670,099.98</b>	<b>\$ 556.60</b>	<b>\$ 15,333,561.39</b>

**Investment Portfolio Mix**

INVESTMENT AMOUNT INVESTMENT PORTFOLIO MAKEUP

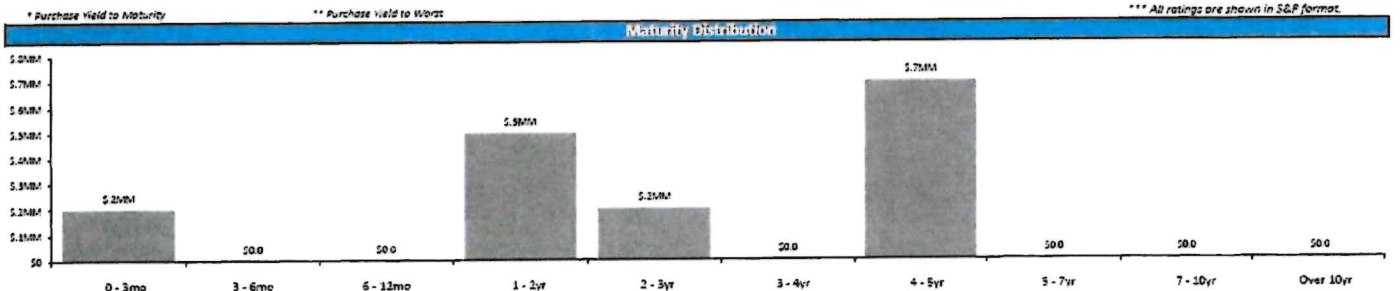


- INVESTMENT CLASS
- CD
  - Local Agency Investment Fund
  - US Treasury

I verify that this investment portfolio is in conformity with all State laws and the City's Investment Policy which is approved annually by the City Council. The Treasurer's cash management program provides sufficient liquidity to meet expenditure requirements for the next three months.

\_\_\_\_\_  
 Rainbow Moore, City Treasurer

**Investment Maturity Distribution**



# CITY OF EXETER TREASURER'S REPORT

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

For month ending

9/30/2022

<b>BOOK BALANCE</b>
---------------------

Beginning Book Balance	\$ 729,552.70
------------------------	---------------

ADD

**Deposits**

09/01/22-09/09/22	\$	186,578.23
09/12/22-09/16/22	\$	185,665.51
09/19/22-09/23/22	\$	28,394.73
09/26/22-09/30/22	\$	78,780.50
Direct Deposit	\$	420,927.21
Paymentus	\$	82,128.99
iPay	\$	12,053.57

Total deposits	\$ 994,528.74
----------------	---------------

LESS

**Withdrawals**

City Checks Processed (85056-85178)	\$	883,584.15
Payroll EFT	\$	237,188.93
Payroll Checks	\$	2,157.18
CalPERS Retirement costs	\$	45,990.97
P/R Taxes	\$	31,153.35
Def Comp	\$	1,158.94
FSA Disbursements	\$	1,510.80
Chargebacks	\$	405.22
State DU	\$	-
Bank Fees	\$	50.00
Wire Transfers /ACH Transfers	\$	13,888.83
Water/Sewer Bond Payment	\$	196,150.00

Total withdrawals	\$ 1,413,238.37
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Ending Book Balance	\$ 310,843.07
---------------------	---------------

<b>BANK BALANCE</b>
---------------------

Bank of the Sierra Ending Balance	\$ 1,011,353.64
-----------------------------------	-----------------

ADD

Deposit in transit (undeposited cash)	\$	52,244.75
---------------------------------------	----	-----------

LESS

**Outstanding Checks**

General	\$	737,642.40
Payroll	\$	1,419.62
Total outstanding checks	\$	739,062.02

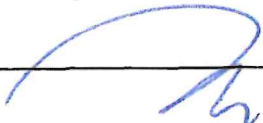
Adjusted ending bank balance	\$ 324,536.37
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Book vs Bank Balance Difference	\$ (13,693.30)
---------------------------------	----------------

Prepared By:

  
\_\_\_\_\_  
M. Larson

Approved By:

  
\_\_\_\_\_  
R. Moore

# CITY OF EXETER INVESTMENT REPORT

PO BOX 237 - 137 N F STREET, EXETER 93221 Phone: 559-592-3710

For month ending

9/30/2022

<b>Ending Cash Trial Balance</b>	<b>\$ 15,721,622.04</b>
Cash on hand	\$ 1,100.00
Operating cash (at Bank of the Sierra)	\$ 324,536.37
US Savings	\$ 59,135.80
Chars Schwab	\$ 0.23
PD Safekeeping	\$ 12,982.24
Additional Cash Adjustments	
Beginning balance difference	\$ (68,455.00)
Investments	\$ 15,333,561.39
US Bank Fees & Interest	\$ (4.76)
Investment earnings	\$ 556.60

TB Beg Bal: 14,775,348.18  
Audited Cash Bal:  
14,706,888

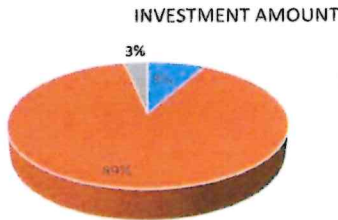
<b>Reconciled Ending Cash Balance</b>	<b>\$ 15,663,412.87</b>
Difference (Trial Balance vs Reconciled Balance)	\$ 58,209.17

\$ 15,333,561.39

INVESTMENT CLASS	TITLE	PURCHASE DATE	MATURITY DATE	YIELD TO MATURITY	PAR VALUE	PURCHASE COST	MARKET VALUE	YIELD	INVESTMENT CASH AMOUNT
Local Agency Investment Fund	LAIF	N/A	N/A	N/A	N/A	N/A	N/A	\$ -	\$ 13,594,561.39
US Treasury	US Treasury Obligations Bond	Oct-21	11/30/2026	1.080%	\$ 500,000.00	\$ 513,457.03	\$ 477,207.00	\$ -	\$ 500,000.00
CD	BMW Bank North America	Dec-20	12/18/2023	0.300%	\$ 249,000.00	\$ 249,000.00	\$ 239,423.96	\$ -	\$ 249,000.00
CD	Capital One NA	Nov-17	11/15/2022	2.400%	\$ 247,000.00	\$ 247,000.00	\$ 246,986.91	\$ -	\$ 247,000.00
CD	Ally Bank Utah	Apr-22	4/8/2024	2.000%	\$ 247,000.00	\$ 247,000.00	\$ 242,024.68	\$ -	\$ 247,000.00
CD	Dundee Bank Omaha	Apr-22	4/8/2027	2.250%	\$ 247,000.00	\$ 247,000.00	\$ 233,283.84	\$ 472.01	\$ 249,000.00
CD	Merrick Bank	Apr-22	4/8/2027	0.400%	\$ 249,000.00	\$ 249,000.00	\$ 231,173.59	\$ 84.59	\$ 247,000.00
<b>Average Maturity</b>		<b>2.68 YRS</b>	<b>Total:</b>		<b>\$ 1,739,000.00</b>	<b>\$ 1,752,457.03</b>	<b>\$ 1,670,099.98</b>	<b>\$ 556.60</b>	<b>\$ 15,333,561.39</b>

### Investment Portfolio Mix

INVESTMENT AMOUNT INVESTMENT PORTFOLIO MAKEUP



- INVESTMENT CLASS
- CD
  - Local Agency Investment Fund
  - US Treasury

I verify that this investment portfolio is in conformity with all State laws and the City's Investment Policy which is approved annually by the City Council.

The Treasurer's cash management program provides sufficient liquidity to meet expenditure requirements for the next three months.

\_\_\_\_\_  
Rainbow Moore, City Treasurer

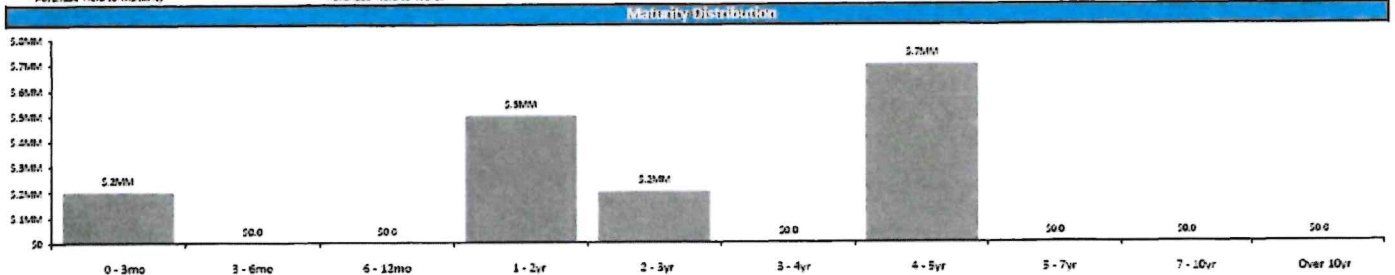
Values

### Investment Maturity Distribution

\* Purchase Yield to Maturity

\*\* Purchase Yield to Worst

\*\*\* All ratings are shown in S&P format.



## City of Exeter Agenda Item Transmittal

**Meeting Date:** February 28, 2023

**Agenda Item Number:** I1

**Wording for Agenda:** Discussion regarding potential diagonal parking around Lincoln Elementary School.

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

**Department Recommendation:**

Staff recommends that Council consider the possibility of installing diagonal parking around Lincoln Elementary School and provide feedback to staff.

**Summary/Background:**

Lincoln Elementary School staff has reached out to City staff on numerous occasions to discuss parking congestion around the school, in particular at student drop off and pick up times. Various options for improved parking conditions have been considered. One of the options discussed is converting existing parallel parking on the surrounding streets to diagonal parking to increase the number of stalls around the school. In addition, limiting time at some of the parking spaces may also be beneficial in the future. Staff would recommend that the parallel to diagonal conversion be completed first, the parking situation be observed after the conversion and then, if necessary, time limit some of the parking spaces based on observance of the parking situation.

Staff has worked with the City Engineer's office to develop a potential layout for the installation of diagonal parking around Lincoln Elementary School that would provide several additional parking spaces. It is the general consensus of the Exeter Unified School District and City staff that the proposed parking layout could significantly improve parking conditions in the area surrounding Lincoln Elementary School. To that extent, staff is seeking feedback from the Council before proceeding with the proposed plan.

**Fiscal Impact:** As part of the FY 2023 budget, \$60,000 was allocated for pavement striping (project # 109.491.080.003). The estimated cost for installation of the proposed diagonal parking spaces is \$5,000 which will be paid for from that allocation.

**Prior Council/Board Actions:** None

**Attachments:** Lincoln Elementary Parking Exhibit

**Recommended motion to be made by Council/Board:** No recommended motion at this time; however, staff is seeking feedback from the Council.

**For action by:**

City Council

**Regular Session:**

Consent Calendar

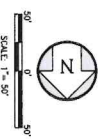
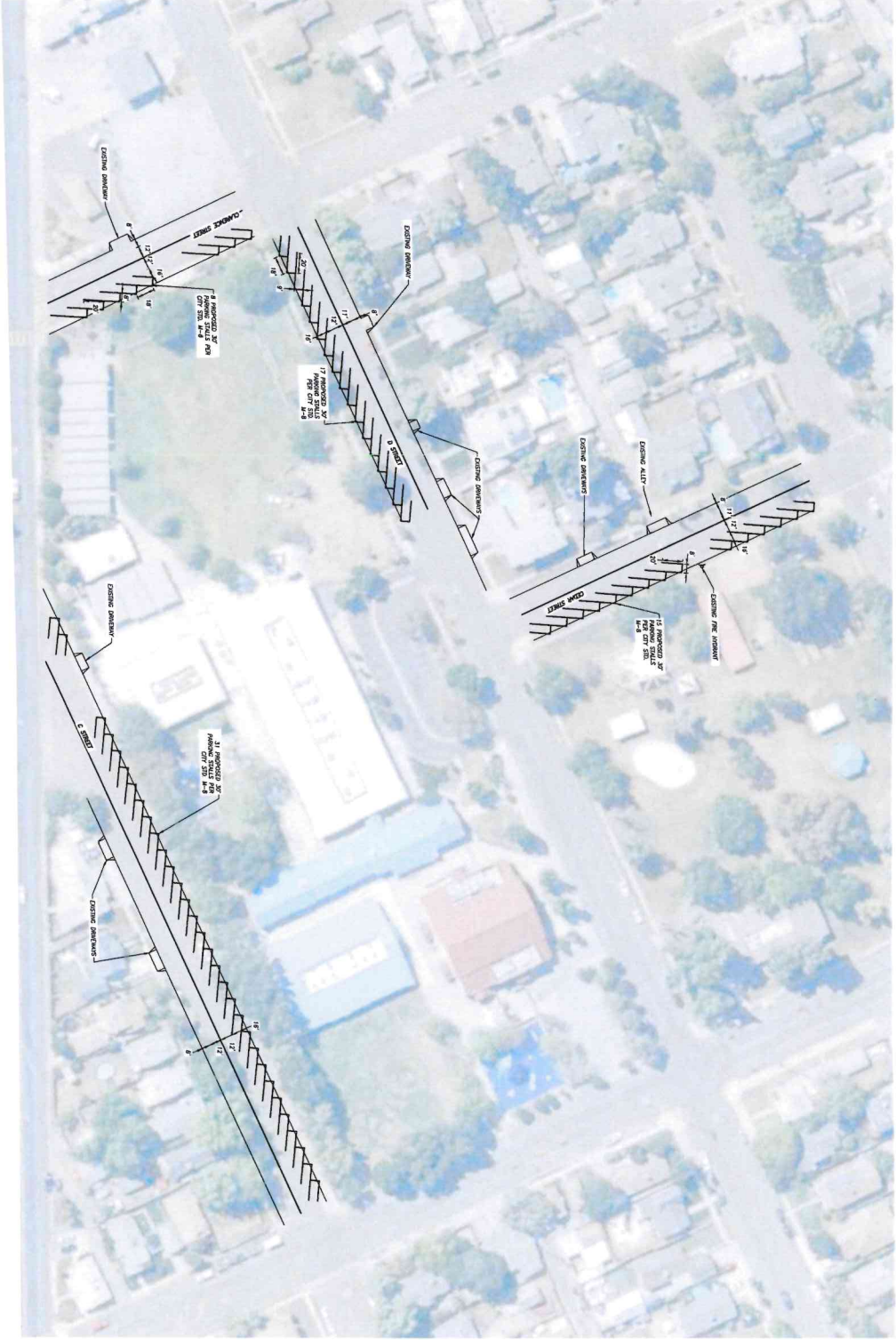
Regular Item

Public Hearing

**Review:**

**City Administrator  
(Initials Required)**





ALL DIMENSIONS SHOWN ARE AS SHOWN UNLESS OTHERWISE NOTED. SEE SHEET NO. 1 OF 1 FOR THE COMPLETE SET OF DRAWINGS.

PROJECT NO.	1
SHEET NO.	1 OF 1
DATE	
DRAWN BY	
CHECKED BY	
SCALE	

**CITY OF EXETER**  
 150 W FRENCH AVENUE  
 EXETER, CA 92241  
 530.262.2118  
  
**LINCOLN ELEMENTARY PARKING  
 EXHIBIT**





NO.	DATE	DESCRIPTION

## City of Exeter Agenda Item Transmittal

**Meeting Date:** February 28, 2023

**Agenda Item Number:** 12

**Wording for Agenda: PUBLIC HEARING** to introduce and give first reading of Ordinance 711 Amending Title 17 of the Exeter Municipal Code by adding a text amendment to sections 17.20.02, 17.22.02, 17.24.02, 17.26.02, 17.30.02, 17.32.02, 17.40.02, and 17.64.14 and to add "Mobile food vendors" to the list of permitted uses in non-residential districts and add "Mobile Food Vendors" as a section of the Special Uses Chapter.

**Submitting Department:** Planning Department  
**Contact Name:** Greg Collins, City Planner, Tristan Suire, City Planner  
**Phone:** 559- 734-8737  
**Email:** [greg@weplancities.com](mailto:greg@weplancities.com), [tristan@weplancities.com](mailto:tristan@weplancities.com)

**For action by:**

City Council  
 Planning Comm.

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

**Review:**

**City Administrator  
(Initials Required)**



**Department Recommendation:**

Staff recommends that the City Council introduce and give first reading of Ordinance 711 Amending Title 17 of the Exeter Municipal Code by adding a text amendment to sections 17.20.02, 17.22.02, 17.24.02, 17.26.02, 17.30.02, 17.32.02, 17.40.02, and 17.64.14 and to add "Mobile food vendors" to the list of permitted uses in non-residential districts and add "Mobile Food Vendors" as a section of the Special Uses Chapter.

**Summary:**

The Planning Commission directed staff to research and draft an ordinance to address the operation of mobile food vendors within the City of Exeter. Currently, food trucks operate in the public right-of-way and by special event permit, however there are no provisions within the Exeter Municipal Code to regulate the administration, location, or operations of mobile food vendors. The text amendment would add a new section to the Exeter Municipal Code Chapter 17.64, "Special Uses", to establish the requirements that the City deems appropriate to impose on these businesses. The draft ordinance specifies operation exclusively in non-residential zone districts and provides a permitting pathway for prospective food truck operators to follow. The draft ordinance has been revised following public hearings before the Planning Commission on September 15, 2022, October 22, 2022, and January 19, 2023. At the last Planning Commission hearing on January 19, a resolution was adopted to recommend approval of the ordinance to the City Council.

**Background and Discussion:**

Staff has prepared a draft ordinance based on direction from the Planning Commission during the previous public hearings. The initial direction included, but was not limited to, the following topics: Exemptions for lemonade stands and girl scout cookie style operations, hours of operation by district, time limits on parking stalls, recycling and green waste requirements, and distance required between sensitive groups. The current draft ordinance attempts to address these and more areas of concern, and is divided into the following sections: definitions, exemptions, mobile food vendor permit, location requirements, and operational requirements. The definition section is used to distinguish mobile food vendors from sidewalk vendors, which

are not subject to the provisions of the proposed ordinance and are Regulated by California Government Code Section 51038. The exemptions range from delivery and catering services to ice cream trucks, and are designed to limit the unintended impacts of the proposed ordinance. The mobile food vendor permit seeks to add a new administrative permitting pathway to complement the existing special events pathway. In the case of special events, vendors would be exempt from the provisions of the Mobile Food Vendor ordinance and subject to case-by-case review. The permit section sets forth timelines, application requirements, and appeals. This section also would require that the City Council adopt a separate resolution to set a fee for this application process and renewal. Location requirements are designed to define in what districts, in what condition sites, and during what times mobile food vendors will be permitted to operate. Operational requirements cover a wide range of topics ranging from allowable equipment to liquid discharge regulations. The resulting draft ordinance is intended to balance the needs of small business owners that run mobile food vending operations, business owners of existing brick and mortar restaurants in the City, and the City to regulate and govern the operation of mobile food vendors for the health, safety and welfare of it's residents.

The draft ordinance allows a prospective mobile food vendor to distinguish themselves based on the duration of the operations. For temporary operations, specifically associated with a holiday, event, or other gathering, a Special Events Permit will be required. These permits will require an applicant to enter into an agreement with the City to ensure that all regulations are followed, and that the operations are conducted in a safe and orderly fashion. Alternatively, applicants that wish to regularly operate within certain areas of the city will require a Mobile Food Vendor Permit. These permits will require an applicant to submit plans and an operational statement to staff, which will be reviewed for consistency with the standards included in the draft ordinance.

The application requirements indicate the considerations staff would be making in determining whether to approve a given permit. The requirements include property owner and business owner authorization, staging plans, a health department certificate, proof of insurance, and driver's license and registration for the vehicle. The section also authorized the City Planner to administratively review and approve these permits, although under exceptional circumstances may refer an application to the Planning Commission for review consistent with the procedures for a Conditional Use Permit. Compliance with these application standards would be monitored by Code Enforcement and reviewed annually at a minimum when the permit is renewed. Decisions made by the City Planner regarding mobile food vendor permits may be appealed to the Planning Commission.

The location requirements are designed to encourage mobile food vendors to operate on private property, primarily in commercial areas. As a result, mobile food vendors are restricted from operation in the public right-of-way, and must be located on a non-residentially zoned parcel. In addition, the subject property must have full public improvements (curb, gutter, sidewalk, access drive) and a paved parking stall to operate from. This section also defines the maximum range of hours of operation during the week for mobile food vendors by zone district, limiting operations in commercially zoned areas to between 4:00 PM and 10:00 PM, and prohibiting operations in Industrial and Public Facilities areas between the hours of 12:00 AM and 6:00 AM.

The operational requirements are intended to ensure that mobile food vendors are conducting business in a way that is harmonious with other surrounding uses. These regulations include a time limit of four hours for any given location, prohibition on equipment outside of trash receptacles, a one-per-site maximum, requirements for permit display, noise, lighting, and litter abatement obligations, among other provisions.



During the public hearing held in September the Planning Commission requested that staff generate a map which outlines the parcels which are currently zoned for one of the districts impacted by the zoning ordinance amendment as proposed. This map only shows properties zoned for districts (non-residential zones) which may permit mobile food vendors and does not account for other locational requirements such as presence of improvements, prohibition of operation in the public right-of-way, and available parking stalls. This map is provided below under *Location*.

During the public hearing held in October the Planning Commission requested staff to make a significant number of changes to the ordinance. Those changes included the following: Exemption added for ice cream trucks, changed hours of operation to be more consistent between districts, prohibited operation in the public right-of-way, removed minimum distance from sensitive groups requirements, added requirement for oil discharge into privately owned oil traps, and set limits on the maximum number of stalls to be occupied by a mobile food vendor operation.

Finally, during the public hearing held in January, the Planning Commission adopted a resolution recommending approval of the draft ordinance, with one additional change. They requested staff coordinate with the City Attorney to determine a reasonable minimum threshold for insurance requirements to be evidenced during review of a mobile food vendor permit application. Staff coordinated with the City Clerk to contact the Risk Management Authority, which advised a one million dollar per occurrence coverage with two million dollars in aggregate.

**Conclusion:**

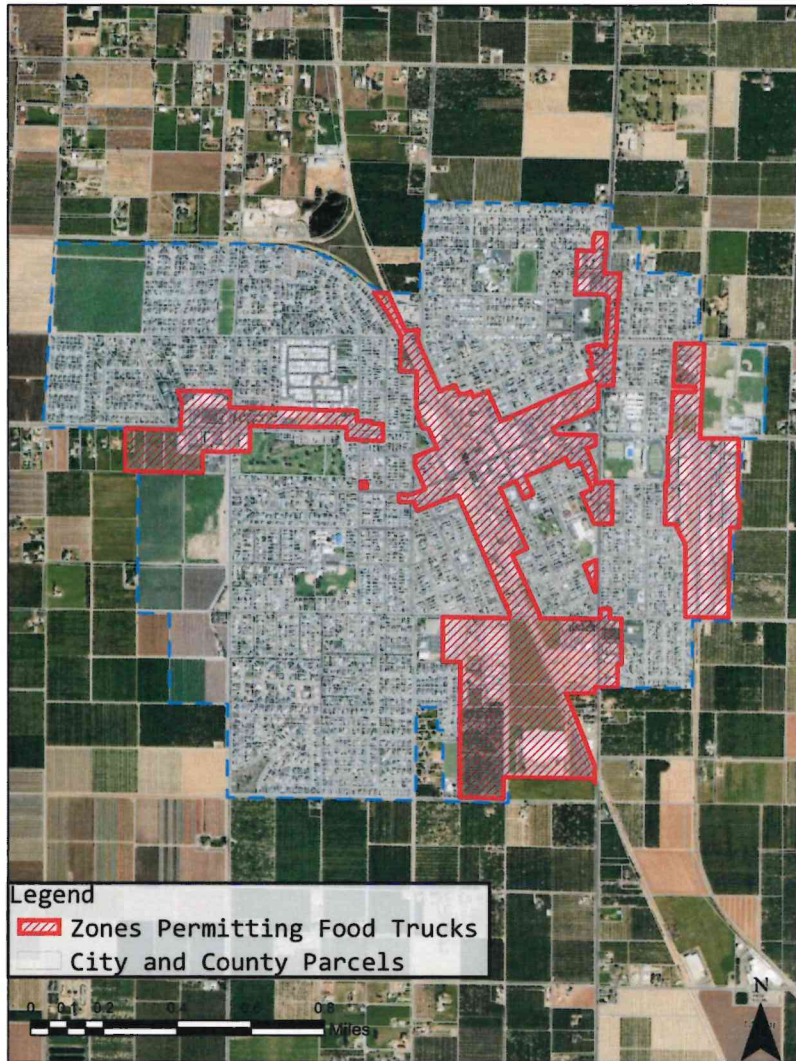
Staff recommends that the Exeter City Council introduce and give first reading of Zoning Ordinance Amendment 2022-05, a text amendment to sections 17.20.02, 17.22.02, 17.24.02, 17.26.02, 17.30.02, 17.32.02, 17.40.02, and 17.64.14 of the Exeter Zoning Ordinance to add “Mobile food vendors” to the list of permitted uses in non-residential districts and add “Mobile Food Vendors” as a section of the Special Uses Chapter. This will create a pathway for regulation of mobile food vendors in the City.

**Facts:**

Applicant: Planning Department Staff

Location: Citywide – see below map of parcels zoned for non-residential uses, and therefore impacted by the proposed ordinance:

## City of Exeter: Mobile Food Vendor Zones



- Request:** Staff is requesting to amend the Zoning Ordinance to provide a permitting pathway and address the operation of mobile food vendors within the city.
- Design:** No project specific designs have been proposed, specific applicants will be required to submit staging plans for review to prevent design issues.
- Historic Use:** Historically, food trucks have operated within the City subject only to State regulations and operating only with a business license permit.
- Site:** No project specific site is proposed. The foregoing ordinance amendment would apply to properties within the City Limits zoned for non-residential uses.
- Zone:** The Zoning Ordinance Amendment would apply to the following zone districts: Professional Office, Neighborhood Commercial, Central Commercial, Service Commercial, Highway Commercial, Industrial, and Public Facilities
- Gen. Plan:** The General Plan allows for commercial activity in commercial districts. The proposed Zoning Ordinance Amendment is consistent with the General Plan.

Land Use: No project specific site is proposed. Mobile Food Vendors are only to be permitted to operate on lots with existing development.

Infrastructure: No project specific site is proposed, no water supply, wastewater, or water runoff demands are anticipated, and mobile food vendors will be required to properly dispose of all wastewater without City services.

Landscaping: No project specific site is proposed, landscaping is not required for operation of a mobile food vendor business.

CEQA: The proposed project is categorically exempt under the California Environmental Quality Act Cal. Code of Regs. Tit. 14, Section 15061(b)(3).

**Prior Council/Board Actions:** Planning Commission approval of Resolution 2023-01 on January 19, 2023.

**Attachments:** Ordinance 711

**Recommended motion to be made by Council:**

I move to introduce and give first reading of Ordinance 711 Amending Title 17 of the Exeter Municipal Code by adding a text amendment to sections 17.20.02, 17.22.02, 17.24.02, 17.26.02, 17.30.02, 17.32.02, 17.40.02, and 17.64.14 and to add "Mobile food vendors" to the list of permitted uses in non-residential districts and add "Mobile Food Vendors" as a section of the Special Uses Chapter, read by title only, and waiving further reading in full.

## ORDINANCE 711

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EXETER AMENDING TITLE 17 - ZONING, OF THE EXETER MUNICIPAL CODE, BY ADDING A TEXT AMENDMENT TO SECTIONS 17.20.02, 17.22.02, 17.24.02, 17.26.02, 17.30.02, 17.32.02, 17.40.02, AND 17.64.1- PERMITTED USES SECTIONS FOR THE PROFESSIONAL OFFICE, NEIGHBORHOOD COMMERCIAL, CENTRAL COMMERCIAL, SERVICE COMMERCIAL, HIGHWAY COMMERCIAL, INDUSTRIAL, AND PUBLIC FACILITIES DISTRICTS, AS WELL AS ADDING A NEW SECTION ENTITLED “MOBILE FOOD VENDORS” TO THE SPECIAL USES CHAPTER

**The City Council of the City of Exeter does ordain as follows:**

Section 1. The City Council of the City of Exeter hereby amends Title 17 – Zoning, of the Exeter Municipal Code, by amending the text of the following sections of the Zoning Ordinance: 17.20.02, 17.22.02, 17.24.02, 17.26.02, 17.30.02, 17.32.02, 17.40.02, and 17.64.14; and

Section 2. The City Council of the City of Exeter has determined that the proposed amendment to the Municipal Code is consistent with the General Plan; and

Section 3. All ordinances and parts thereof of the City of Exeter Municipal Code in conflict herewith are hereby repealed; and

Section 4. This ordinance shall take effect (30) days after adoption. Prior to the expiration of fifteen (15) days from the passage hereof, this Ordinance shall be published once in a local paper of general circulation and delivered within Exeter, together with the names of the members of the City Council voting for and against the matter; and

Section 5. Each of the provisions of this ordinance is severable from all other provisions. If any article, section, subsection, paragraph, sentence, clause, or phrase of this ordinance is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portions or this ordinance; and

Section 6. The decision to amend the zoning ordinance does not constitute a “project” under the California Environmental Quality Act (CEQA), because it is categorically exempt under CEQA Section 15061 (b)(3), the “Common Sense” exemption; and,

Section 7. The City Council of the City of Exeter hereby codifies the amendments made to Chapter 17.20 of Title 17 (PO Zone (Professional Office)), Chapter 17.22 of Title 17 (CN Zone (Neighborhood Commercial)), Chapter 17.24 of Title 17 (CC Zone (Central Commercial)), Chapter 17.26 of Title 17 (CS Zone (Service Commercial)), Chapter 17.30 of Title 17 (CH Zone (Highway Commercial)), Chapter 17.32 of Title 17 (I Zone (Industrial)), Chapter 17.40 of Title 17 (PF Zone (Public Facilities)), and Chapter 17.64 of Title 17 (Special Uses), which are attached in Exhibit “A” of this Ordinance. Text additions are shown in underline format. Text deletions are shown in ~~strikeout~~ format (i.e., ~~strikeout~~). Changes in text are shown in **bold**.

The foregoing Ordinance 700 was considered by the City Council of the City of Exeter upon a motion of Council member \_\_\_\_\_, second by Council member \_\_\_\_\_ at a regular meeting of the Exeter City Council on the 28<sup>th</sup> of February 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Deputy City Clerk

Exhibit "A"

Section 1. Section 17.20.02 (Permitted Uses) of the Exeter Municipal Code is amended as follows:

"17.20.02 Permitted Uses

A. Offices which deal primarily with professional services, in which goods, wares and merchandise are not commercially created, sold, or exchanged, including medical offices, engineering, architecture, planning and landscape consulting, law, accounting, bookkeeping, and brokerage offices.

B. Prescription pharmacies in connection with a medical office building, medical clinic or hospital.

C. Medical and dental laboratories and clinics

D. Single and multi-family residential uses in accordance with the RM-3 district.

E. Utility and infrastructure improvements including water wells, communication equipment buildings, above ground water tanks, and storm drainage basins.

F. Public parks.

**G. Mobile food vendors subject to the provisions of Section 17.64.14 of this Title.**

~~G.~~ **H.** Accessory uses"

Section 2. Section 17.22.02 (Permitted Uses) of the Exeter Municipal Code is amended as follows:

"17.22.02 Permitted Uses

The following uses are permitted in the CN district.

A. Professional offices.

B. Retail stores and service establishments that supply commodities or services that meet the convenience needs of residents from one or more neighborhoods.

C. Bakery.

D. Bank.

E. Barber and beauty shops.

F. Drug stores.

G. Dry cleaning establishments.

H. Gift shops.

I. Medical clinics.

J. Food stores, delicatessens, and convenience stores.

K. Newsstand and magazine stores.

L. Restaurants.

M. Self-service laundry and dry-cleaning establishments.

N. Drainage basins, water well sites, and utility facilities, including electrical substations, elevated pressure tanks, and communication equipment buildings.

**O. Mobile food vendors subject to the provisions of Section 17.64.14 of this Title.**

~~O.~~ **P.** Other uses that are added to this list by the Planning Director consistent with Chapter 17.02 General Provisions."

Section 3. Section 17.24.02 (Permitted Uses) of the Exeter Municipal Code is amended as follows:

“17.24.02 Permitted Uses

- A. Professional offices.
- B. Parking lots.
- C. Retail stores and service establishments.
- D. Apparel, shoe, and jewelry stores.
- E. Art and antique stores; art galleries, art supply stores, and art and craft schools
- F. Automobile sales, new vehicles.
- G. Automobile supply stores.
- H. Bakery, food, and dairy product stores.
- I. Banks and other lending institutions.
- J. Barber and beauty shops.
- K. Coffee, candy, florist, tobacco and health food stores.
- L. Department, drug and appliance stores.
- M. Fire and police stations.
- N. Hardware stores
- O. Hotels and motels
- P. Liquor stores and bars
- Q. Locksmiths
- R. Florists
- S. Farm equipment sales and service
- T. Mortuaries
- U. Restaurants, coffee shops and delicatessens
- V. Theaters and auditoriums
- W. Mobile food vendors subject to the provisions of Section 17.64.14 of this Title.**
- X. Garden shops
- Y. Music and dance studios
- Z. Reproduction and printing centers
- AA. Glass stores with incidental repair and service
- BB. Apartments over or behind permitted uses consistent with the standards of the RM-1.5 district.
- CC. Other uses that are added to this list by the Planning Director consistent with Chapter 17.02 General Provisions.”

Section 4. Section 17.26.02 (Permitted Uses) of the Exeter Municipal Code is amended as follows:

“17.26.02 Permitted Uses

- A. Auto repair garages and associated operations
- B. Glass shops
- C. Gun shops
- D. Heating, air conditioning and sheet metal shops
- E. Household and office equipment and machinery repair
- F. Laundries and linen supply services
- G. Mobile food vendors subject to the provisions of Section 17.64.14 of this Title.**

- H. Lumber yards
- I. Machinery sales and rentals
- J. Motorcycle sales and repair
- K. Nurseries and garden supply stores
- L. Plumbing and sheet metal shops
- M. Printing, lithographic and engraving
- N. Public utility yards
- O. Refrigeration equipment sales and service
- P. Rug and carpet cleaning
- Q. Safe and vault manufacturing and repair
- R. Sign painting shops
- S. Stone and monument yards
- T. Storage garages and yards, warehouses and mini-storage facilities
- U. Tire sales and service, upholstery shop, radiator shops, body and fender shops
- V. Welding and blacksmith shops
- W. Wholesale establishments
- X. Offices and retail stores incidental to and on the same site with a service commercial establishment.
- Y. Utility and water works facilities
- Z. Other uses that are added to this list by the Planning Director consistent with Chapter 17.02 General Provisions.”

Section 5. Section 17.30.02 (Permitted Uses) of the Exeter Municipal Code is amended as follows:

“17.30.02 Permitted Uses

- A. Bus depots and transit stations
- B. Convenience stores
- C. Fruit stand
- D. Hotels and motels
- E. Parking lots
- F. Public utility structures, services, and facilities, including gas and electrical distribution and transmission substations, gas regulator stations and public service pumping stations
- G. Private clubs and lodges
- H. Repair garages associated with a service station
- I. Restaurants, including drive-in restaurants
- J. Service stations
- K. Mobile food vendors subject to the provisions of Section 17.64.14 of this Title.**
- ~~K. L.~~ Other uses that are added to this list by the Planning Director, which are consistent with Chapter 17.02 General Provisions”

Section 6. Section 17.32.02 (Permitted Uses) of the Exeter Municipal Code is amended as follows:

“17.32.02 Permitted Uses

- A. All uses permitted in the service commercial district.



- B. Agricultural packing houses, cold storage, box manufacturing and growing/harvesting of crops.
- C. Assembly of appliances, equipment, and other goods.
- D. Manufacturing of equipment, ceramic products, merchandise, food products, and other chemicals.
- E. Engine repair, paint and machine shops.
- F. Public utility and public service structures and facilities such as communication equipment buildings, electric distribution substations, electric transmission substations, gas regulator stations, public utility service yards, reservoir, and storage tanks.
- G. Lumber yards, feed and seed stores, and general storage yards.
- H. Sexually oriented businesses pursuant to Chapter 17.65 Sexually Oriented Businesses.
- I. Food lockers
- J. Food products manufacturing
- K. Cogeneration facility
- L. Gasoline service stations, including dispensing of diesel fuel and truck service.
- M. Recycling facilities.
- N. Mobile food vendors subject to the provisions of Section 17.64.14 of this Title.**
- ~~N.O.~~ Offices, retail stores and living quarters incidental to and on the same site as the industrial or service commercial use.
- ~~O.P.~~ Other uses that are added to this list by the Planning Director consistent with Chapter 17.02 General Provisions.”

Section 6. Section 17.40.02 (Permitted Uses) of the Exeter Municipal Code is amended as follows:

“17.40.02 Permitted Uses

- A. Recreation areas, parks, public open spaces, and playgrounds.
- B. Flood control channels, water pumping stations and reservoirs, irrigation ditches and canals; and storm water basins.
- C. Botanical Gardens
- D. School farms
- E. Mobile food vendors subject to the provisions of Section 17.64.14 of this Title.**
- ~~E.F.~~ Dog Parks”

Section 7. Chapter 17.64 (Special Uses) of the Exeter Municipal Code is amended as follows:

“**17.64.14 Mobile Food Vendors**

**The purpose of this section is to establish procedures and operational standards for mobile food vendors in Exeter. The City Council finds that the operation of mobile food vendors can provide a benefit to the community by increasing local access to alternative food retailers, which in turn stimulates community and economic activity. However, mobile food vendors also pose various potential hazards to the public health, safety, and welfare of the residents of the City. Therefore, the intent of the City Council, by enacting this Section, is to provide businesses and persons engaged with mobile food vending operations with clear regulations to preserve the health, safety, and welfare of the community.**

A. Definitions –

1. “Mobile food vendor” – means a person who is engaged in the service of a food facility, upon which prepackaged or non-prepackaged food and/or drinks are sold, offered for sale, or otherwise distributed as retail, not within the confines of an enclosed structure on a permanent foundation, specifically including sales from moveable, wheeled equipment or vehicles (i.e., trucks, trailers, bicycles, etc.).
2. “Sidewalk vendor” – means a type of mobile vendor, as defined and regulated by California Government Code Section 51038.

B. Exemptions –

1. Catering trucks or personal vehicles used as a facet of an existing brick and mortar restaurant or Cottage Foods Operation (i.e., delivery services).
2. Lemonade stands.
3. Nonprofit groups which engage in door-to-door solicitation of pre-packaged food products (i.e., The Girls Scouts of America)
4. Temporary ice cream trucks or similar operations which conduct business in one location for a duration of no more than 20 minutes in the public right-of-way.
5. Operations permitted by Special Events Permit and operating for a duration of no longer than 12 hours in a given week.
6. Sidewalk vendors when engaging in activities or conducting business in a manner that the City is prohibited from restricting pursuant to State law, including but not limited to California Government Code Section 51038. All other requirements and conditions set forth in this ordinance, applicable to Mobile food vendors, shall apply.

C. Mobile Food Vendor Permit –

1. Applicability - No mobile food vendor shall operate, manage, lease, prepare food from, or otherwise engage in a mobile food vending business without an approved mobile food truck permit, in accordance with the provisions of this section, in addition to any and all other licenses or permits required under any other chapter of this Code.
2. Term and Renewal – All mobile food vending permits, unless suspended or revoked, shall lapse, and become void after a period of one (1) year from the date of approval. Upon expiration, the permittee must renew the permit by submitting new applications in conformance with this section, together with such renewal fees as may be established by resolution of the City Council.
3. Application and Fee – An application for mobile food vending permit shall be made to the Planning Department on a form prescribed by the Planning Department. A fee as set by resolution of the City Council shall accompany the application. The application shall include the following information:
  - a. Name and mailing address of applicant.
  - b. Statement that the applicant is the owner of the property or is the authorized agent of the property owner.

- c. Statement that the applicant is the business owner at the property or is the authorized agent of the business owner.
  - d. An accurate, scale drawing of the staging plan for operations, which shall include the following:
    - i. Location of food preparation and point of sale area.
    - ii. Location of trash receptacles or other litter abatement means.
    - iii. Location of nearest restrooms.
    - iv. Location and dimensions of signs.
    - v. Driver's license for motor vehicles used for mobile food vending, state verified ID for all other forms of transportation.
    - vi. Proof that any vehicles used in the operation of a mobile food vending business are registered with the State of California.
  - e. Insurance - Proof of business insurance and commercial automobile insurance. Insurance for Mobile Food Vendors must carry one million (\$1,000,000) dollars per occurrence coverage with two million (\$2,000,000) dollars in aggregate.
  - f. An approved permit from the Tulare County Environment Health Division.
4. Permit Authority – No person shall hire or allow others to use their equipment or vehicles for mobile food vending within the City, unless that other person, whether as an employee, licensee, or independent contractor holds a valid mobile food vendor permit and complies with all provisions of this code.
  5. Approval – The City Planner and/or their designee is authorized to review applications and to issue ministerial approval of Mobile Food Vendor Permits herein described.
  6. Planning Commission Review – The City Planner and/or their designee is authorized to refer any application for Mobile Food Vendor Permit which is determined to be under unusual or exceptional circumstances to the Planning Commission for their discretionary review consistent with the procedures contained in Chapter 17.49 Conditional Use Permits.
  7. Appeals – All decisions made by the City Planner and/or their designee may be appealed to the Planning Commission consistent with the procedures contained in Chapter 17.06 Appeals.

**D. Location Requirements –**

1. Zones – Subject to the requirements of this Section, mobile food vendors with an approved mobile food vending permit are allowed in the following zoning classifications: Professional Office, Neighborhood Commercial, Central Commercial, Service Commercial, Highway Commercial, Industrial, and Public Facilities
2. Hours of Operation by district:
  - a. Professional Office – 4:00 PM to 10:00 PM except for weekends and national holidays.
  - b. Neighborhood Commercial – 4:00 PM to 10:00 PM except for weekends and national holidays.

- c. Central Commercial – 4:00 PM to 10:00 PM except for weekends and national holidays.
  - d. Service Commercial – 4:00 PM to 10:00 PM except for weekends and national holidays.
  - e. Highway Commercial – 4:00 PM to 10:00 PM except for weekends and national holidays.
  - f. Industrial – No operation between the hours of 12:00 AM and 6:00 AM
  - g. Public Facilities – No operation between the hours of 12:00 AM and 6:00 AM.
  - h. Public right of way – No operation allowed at any time.
3. Private Property – Mobile food vendors are permitted to operate on private property only with written authorization of the landowner to be submitted to the City at the time that an application is filed. Mobile food vendors may only operate during the active business hours of the site’s primary use (mobile food vending shall be an ancillary use to the primary business on-site).
  4. Public Property – Mobile food vendors are not permitted to operate on public right-of-way, except as exempted under Subsection B of this Section.
  5. Improvements – Mobile food vendors shall operate only from sites with full public improvements (curb, gutter, sidewalk, access drive, etc.), and only on paved surfaces.
  6. Parking – Mobile food vendors shall operate only from valid parking stalls and shall park in a manner than the customer transaction area is not on a street, thoroughfare, drive aisle, or lane in which motor vehicles operate. No Mobile Food Vending Operation may occupy more than two (2) standard size parking stalls.
  7. ADA Requirements – All ADA required parking stalls and pedestrian paths of travel shall not be impeded by the operations of any mobile food vender.

**E. Operational Requirements –**

1. Time Limits – Mobile food vendors located in parking stalls, except those operating as part of an approved Special Events Permit, may remain parked in a given location for the posted limit of the parking stall or four hours, whichever is less. Mobile food vendors located on private property must remove all equipment and vehicles associated with operation of the mobile food vending business from the property when not in operation, or during set-up and break-down. No mobile food vending equipment or vehicles may remain on the same property as their operation overnight.
2. Equipment – Mobile food vendors are prohibited from including as part of their operations any equipment not recognized as part of the preparation, service, or transport of the mobile food vending business, including furniture (tables and chairs), shade structures (except awnings), and freestanding signage. Trash receptacles are required to be provided within fifteen (15) feet of the customer transaction area.
3. Generators – All generators must be located a minimum distance of ten (10) feet from existing structures, vehicles, and any public right-of-way. Generators may not be located in a drive aisle or parking stall.

4. Per Site Maximum- One mobile food vendor is allowed per site with the exception of operations conducted under an approved Special Events Permit.
5. Permit Display - Mobile food vendors must display at all times during operation both the approved Mobile Food Vendor Permit and permit from the Tulare County Environment Health Division.
6. Alcoholic Beverages – Mobile food vendors are prohibited from selling or providing alcoholic beverages as part of their operation, except in direct association with a bone fide and approved Special Events Permit in conjunction with the City of Exeter.
7. Noise – Mobile food vendors are prohibited from providing amplified noise, speakers, or music and/or audio.
8. Lighting – Mobile food vendors shall provide lighting for operations after dusk. All lighting shall be hooded and shall not be directed toward any public right-of-way. Lighting used as advertisement or signage is prohibited.
9. Signage- Mobile food vendors must obtain a sign permit consistent with the procedures contained in Chapter 69 Signs.
10. Litter Abatement – Mobile food vendors shall have adequate trash receptacles to separately contain recycling, compostable waste, and other refuse available at all times during operation and shall keep the site being occupied free and clear of all trash and litter of any kind.
11. Discharge – Mobile food vendors shall not discharge any liquid or dissolved substances into any site, or any drop inlet, gutter, or other component of the City’s wastewater or stormwater infrastructure. Oils may only be discharged into privately owned oil traps on-site with the written permission of the property owner and oil trap owner.
12. Special Events – Nothing in this Section shall be interpreted to prevent a special event from being established through a Special Events Permit, temporary Conditional Use Permit, or similar process.