



**EXETER CITY COUNCIL**  
**TUESDAY, MARCH 12, 2024, REGULAR MEETING**  
**ACTION MINUTES**  
**Closed Session – 6:00 p.m.**  
**Regular Session – 7:00 p.m.**  
**137 North "F" Street, Exeter, California 93221**

CITY ADMINISTRATOR  
*Adam Ennis*

MAYOR  
*Frankie Alves*

PUBLIC WORKS DIRECTOR  
*Daymon Qualls*

CHIEF OF POLICE  
*John Hall*

MAYOR PRO TEM  
*Justin Mills*

CITY ATTORNEY  
*Julia Lew*

FINANCE DIRECTOR/CITY  
TREASURER  
*Eekhong Franco*

**COUNCIL MEMBERS**

*Jacob Johnson*

*Vicki Riddle*

*Barbara Sally*

CITY PLANNER

*Greg Collins*

CITY CLERK  
*Francesca Quintana*

CITY ENGINEER  
*Martin Querin*

Staff Reports related to items on the agenda are available  
on the City's website at [www.cityofexeter.com](http://www.cityofexeter.com) and  
available for viewing at the Council Chambers.



**A closed session of the City Council, City of Exeter was held on Tuesday, March 12, 2024, at 6:00 p.m., in the Exeter City Council Chambers, 137 North F Street in Exeter CA 93221.**

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

**COUNCIL ABSENT:** None.

**STAFF PRESENT:** Adam Ennis, Julia Lew, Eekhong Franco, Francesca Quintana, and Christina Arias.

**6:00 p.m.**

**A. CALL TO ORDER CLOSED SESSION**

Mayor called the closed session to order at 6:00 p.m.

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

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

1. 54957.6 Conference with Labor Negotiations

Agency Negotiator: Shelline Bennett

Employee Groups: All represented and unrepresented employees

2. 54956.9(d)(4) Conference with Legal Counsel Re: Potential Initiation of litigation by the City:  
One (1) case

No public comment was presented.

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

Mayor Alves adjourned the closed session at 7:03 p.m.

**A regular session of the City Council, City of Exeter was held on Tuesday, March 12, 2024, at 7:00 p.m., in the Exeter City Council Chambers, 137 North F Street in Exeter CA 93221.**

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

**COUNCIL ABSENT:** None.

**STAFF PRESENT:** Adam Ennis, Julia Lew, Eekhong Franco, Francesca Quintana, Christina Arias, John Hall, and Dan Espinola.

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

Mayor Alves called the regular session to order at 7:06 p.m. City Attorney Julia Lew advised there was no reportable action out of closed session.

**E. INVOCATION:**

An invocation was given by Pastor Zoll.

**F. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was given by Mayor Pro Tem Mills.

**G. PUBLIC COMMENTS:**

No public comment was presented.

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

**I. CONSENT CALENDAR:**

1. Approval of February 27, 2024 regular meeting minutes (pp. 4 – 7)
2. Payment of Bills (pp. 8 – 12)
3. March 01, 2024 Payroll (pp. 13 – 18)
4. Authorize the City Administrator to execute an Extra Work Authorization with the City's contract City Engineer firm – QK, in an amount not to exceed \$257,400 for professional civil engineering design and land surveying services related to the rehabilitation of Firebaugh Avenue (pp. 19 – 30)
5. Approval of Letter of Support for Senate Bill No. 1011, as requested by the City Council to support California Senate Bill (SB) No. 1011, an act to add section 647.10 to the Penal Code relating to public safety (pp. 31 – 37)

Approval of Consent Calendar as Presented							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	ALVES	MILLS	RIDDLE	JOHNSON	SALLY
SALLY	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

It was moved by Council Member Sally and seconded by Council Member Riddle, that the items on the Consent Calendar be approved as presented. The motion carried 5-0.

**J. INDIVIDUAL BUSINESS ITEMS:**

1. Consideration of Appointment of Francesca Quintana as City Clerk retroactively effective February 26, 2024 (p. 38)

*Presented by Adam Ennis, City Administrator*

City Administrator Adam Ennis provided a report for the Council's review and consideration.

<b>Approval to Appoint Francesca Quintana as City Clerk retroactively effective February 26, 2024</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	ALVES	MILLS	RIDDLE	JOHNSON	SALLY
ALVES	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

It was moved by Mayor Alves and seconded by Council Member Riddle to appoint Francesca Quintana as City Clerk retroactively effective February 26, 2024. The motion carried 5-0.

2. Adoption of **Resolution 2024-04**, approving an amendment to the Exeter City Council Handbook of Rules and Procedures to include a council communication policy regarding inquiries received by council members from community members outside their district (pp. 39 – 70)

*Presented by Adam Ennis, City Administrator and Julia Lew, City Attorney*

City Administrator Adam Ennis and City Attorney Julia Lew provided a report for the Council's review and consideration.

<b>Adoption of Resolution 2024-04, approving an amendment to the Exeter City Council Handbook of Rules and Procedures to include a council communication policy regarding inquiries received by council members from community members outside their district as presented</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	ALVES	MILLS	RIDDLE	JOHNSON	SALLY
MILLS	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

Following discussion, it was moved by Mayor Pro Tem Mills and seconded by Council Member Riddle to adopt Resolution 2024-04, approving an amendment to the Exeter City Council Handbook of Rules and Procedures to include a council communication policy regarding inquiries received by council members from community members outside their district as presented. The motion carried 5-0.

**K. CITY COUNCIL ITEMS OF INTEREST**

The council discussed items of interest. Mayor Pro Tem Mills informed the Council and public that the Public Safety Task Force Ad-Hoc committee meetings have wrapped up and that he and Council Member Riddle hope to report back regarding said committee in the coming weeks. Council Member Sally informed the Council and public that the City's recreation programs are going strong and has a lot to offer. Council Member Johnson had no report. Council Member Riddle informed the Council and the public that she attended another community event for the SR65 project. Riddle also shared various City statistics that she learned about and that are used when applying for grants. Riddle informed of upcoming community events such as the TCAG meeting, TCRTA meeting, and the Exeter Triathlon and Car Show. Mayor Alves informed the Council and public that the Council of Cities meeting will take place March 20th, he spoke to TCAG regarding the Firebaugh project, and that the City's offering of recreational sports has been very well received this year.

**L. CITY ADMINISTRATOR/DEPARTMENT COMMENTS**

City Administrator Adam Ennis, Operations Manager Dan Espinola, Police Chief John Hall, City Clerk Francesca Quintana, and Director of Finance Eekhong Franco provided a brief update on City and department related items.

**M. REGULAR MEETING ADJOURNMENT**

Mayor Alves adjourned the regular meeting at 7:40 p.m.

Prepared by:  
Francesca Quintana, City Clerk