

EXETER CITY COUNCIL AGENDA

TUESDAY, APRIL 8, 2025

Closed Session – 6:00 p.m.

Regular Session – 7:00 p.m.

137 North "F" Street, Exeter, California 93221

CITY ADMINISTRATOR

Adam Ennis

MAYOR

Jacob Johnson

PUBLIC WORKS DIRECTOR

Vacant

INTERIM CHIEF OF POLICE

Robert Schimpf

MAYOR PRO TEM

Jeff Wilson

CITY ATTORNEY

Julia Lew

**FINANCE DIRECTOR/CITY
TREASURER**

Eekhong Franco

COUNCIL MEMBERS

Frankie Alves

Vicki Riddle

Bobby Lentz

CITY PLANNER

Greg Collins

CITY CLERK

Francesca Quintana

CITY ENGINEER

Martin Querin

DEPUTY CITY CLERK

Christina Arias

Staff Reports related to items on the agenda are available
on the City's website at www.cityofexeter.com and
available for viewing at the Council Chambers.



6:00 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 (3) 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. 54957.6 Conference with Labor Negotiations
Agency Negotiator: Adam Ennis
Employee Groups: Unrepresented Positions: Misc. Department Heads and City Administrator
2. 54956.9(d)(1) Conference with Legal Counsel
Re: Existing Litigation: City of Exeter v. Lillian Dignan, Tulare Superior Court No. VCU315971

3. 65956.9(d)(4) Conference with Legal Counsel
Re: Potential Initiation of Litigation: One (1) Case
4. 65956.9(d)(2) Conference with Legal Counsel
Re: Significant Exposure to Litigation: Three (3) Cases

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

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

E. INVOCATION

Presented by Pastor Zoll.

F. PLEDGE OF ALLEGIANCE

G. 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.

H. SPECIAL PRESENTATIONS:

None.

I. CONSENT CALENDAR:

Items listed under the Consent Calendar are considered 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. Approval of March 25, 2025, regular meeting minutes (pp. 4 – 8)
2. Payment of Bills (pp. 9 – 13)
3. March 28, 2025, Payroll (pp. 14 – 19)
4. Approval of a request from the Exeter Mural Gallery and Downtown Merchants for the use of Mixer Park on the 2nd Saturday of each month between the hours of 8:00 a.m. and 3:00 p.m. and a Special Event Permit fee waiver in the amount of \$166.00 (pp. 20 – 28)
5. Quarter 1 Treasurer's Report (pp. 29 – 30)
6. Quarter 2 Treasurer's Report (pp. 31 – 32)
7. Approval of Police Department temporary restroom rental for an additional three (3) months through the end of the repair and remodel of the Police/Administration building (pp. 33 – 34)
8. Approve and authorize Mayor to sign and submit a letter of opposition to Senate Bill (SB) 79 (Wiener) regarding transit-oriented development and its implications for local land use authority (pp. 35 – 38)

J. INDIVIDUAL BUSINESS ITEMS:

Comments related to Individual Business and Public Hearing Items are limited to three (3) 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. Discussion and direction regarding appointment to Measure R Citizens Oversight Committee (pp. 39 – 40)

Presented by Francesca Quintana, City Clerk/Human Resources Manager

2. Receive three-month update on the repair and remodel of the Police Department/Administration Building (pp. 41 – 43)

Presented by Adam Ennis, City Administrator


K. CITY COUNCIL ITEMS OF INTEREST

L. CITY ADMINISTRATOR/DEPARTMENT COMMENTS

M. REGULAR MEETING ADJOURNMENT

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

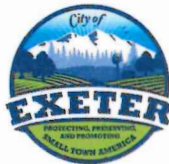
I declare under penalty of perjury that I am employed by the City of Exeter, in the Administrator's Office; and that I posted this Agenda on the bulletin board outside of City Hall 137 N. F St. Exeter CA 93221 on April 4, 2025 and online on the [City of Exeter website](#).



Francesca Quintana, City Clerk

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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 314 W. Firebaugh, Exeter CA 93221 during normal business hours.



EXETER CITY COUNCIL AGENDA
TUESDAY, MARCH 25, 2025 REGULAR MEETING
ACTION MINUTES
Closed Session – 6:30 p.m.
Regular Session – 7:00 p.m.
137 North "F" Street, Exeter, California 93221

CITY ADMINISTRATOR

Adam Ennis

MAYOR

Jacob Johnson

PUBLIC WORKS DIRECTOR

Vacant

INTERIM CHIEF OF POLICE

Rob Schimpf

MAYOR PRO TEM

Jeff Wilson

CITY ATTORNEY

Julia Lew

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TREASURER

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COUNCIL MEMBERS

Frankie Alves

Bobby Lentz

Vickie Riddle

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DEPUTY CITY CLERK

Christina Arias

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available for viewing at the Council Chambers.



A closed session of the City Council, City of Exeter was held on Tuesday, March 25, 2025, at 6:30 p.m., in the Exeter City Council Chambers, 137 North F Street in Exeter CA 93221.

COUNCIL PRESENT: Jacob Johnson, Frankie Alves, Bobby Lentz, and Vicki Riddle.

COUNCIL ABSENT: Jeff Wilson.

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

6:30 p.m.

A. CALL TO ORDER CLOSED SESSION

Mayor Johnson called the closed session to order at 6:31 p.m.

B. PUBLIC COMMENTS REGARDING CLOSED SESSION MATTERS

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

No public comment was presented.

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

1. 54957.6 Conference with Labor Negotiations

Agency Negotiator: Adam Ennis

Employee Groups: Unrepresented Positions: Misc. Department Heads and City Administrator

Mayor Johnson adjourned the closed session at 7:04 p.m.

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

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

Mayor Johnson called the regular session to order at 07:06 p.m. City Attorney Julia Lew confirmed there were no reportable actions taken out of closed session.

E. INVOCATION

Presented by Pastor Gabe Gary.

F. PLEDGE OF ALLEGIANCE

Led by Council Member Alves.

G. PUBLIC COMMENTS:

No public comment was presented.

H. SPECIAL PRESENTATIONS:

None.

I. CONSENT CALENDAR:

Items listed under the Consent Calendar are considered 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. Approval of March 11, 2025, regular meeting minutes (pp. 5 – 11)
2. Payment of Bills (pp. 12 – 16)
3. March 14, 2025, Payroll (pp. 17 – 22)
4. Awarding and authorizing the City Administrator to execute an agreement with the lowest responsible bidder, Pavement Coatings Co. of Sacramento, CA in the amount of \$459,945.75 for construction of the 2025 Cape Seal and Micro Surfacing Project base bid and alternate and an additional \$40,000 for additional work on N. Filbert and approve up to 10% contingency for potential extra work on the project, for a project total of up to \$549,940.33 (pp. 23 – 40)
5. Approving the Special Event Facility Use Request for the Exeter Lions Club consisting of private use of Lions Stadium and Dobson Field for an Independence Day celebration July 03, 2025, with set up beginning at 8:00 a.m., activities beginning at 6:30 p.m., the fireworks show beginning at dusk and ending at 10:00 p.m. and an \$884.00 fee waiver, subject to the conditions presented by City Staff (pp. 41 – 47)
6. Authorizing a \$20,000.00 change order to the architect contract with EBM Design Group of Visalia, CA for the Police/Administration Building Improvement Project to include bidding and construction contract administration services (pp. 48 – 50)

7. Approving and authorizing the City Administrator to execute Extra Work Authorization and Task Order No. 4 with QK, the City contract engineer, for the Firebaugh Rehabilitation Project to conduct agency coordination and permitting for CEQA/NEPA/Railroad Agency as well as additional engineering for unforeseen circumstances related to American With Disabilities Act (ADA) requirements and the results of the geotechnical investigation combined with shallow utilities, at a cost of \$12,000.00 (pp. 51 – 57)
8. Accepting a Notice of Completion for FY24/25 emergency repair of a collapsed sewer main at Brickhouse Park, authorize the City Engineer to sign the Notice of Completion, authorize the City Clerk to file the notice with the Tulare County Recorder's Office and amend PO 249075 for a total cost of \$160,160.21 (pp. 58 – 60)
9. Approving a request by Exeter, A Festival of Arts Mural Team to close South E Street, from Pine Street to the public parking lot south of the Wildflower Café and use Mixer Park on May 04, 2025, from Noon to 10:00 p.m., and waive the \$160.00 special event application fee and \$50.00 street closure fee for their annual Garden Party fundraiser (pp. 61 - 69)

Approval of Consent Calendar as presented							
1 st	2 nd	Result	JONHSON	WILSON	ALVES	RIDDLE	LENTZ
ALVES	RIDDLE	(4-0)	AYE	ABSENT	AYE	AYE	AYE

It was moved by Council Member Alves and seconded by Council Member Riddle that the items on the Consent Calendar be approved as presented. The motion carried 4-0. Noting that Mayor Pro Tem Wilson was absent.

J. INDIVIDUAL BUSINESS ITEMS:

Comments related to Individual Business and Public Hearing Items are limited to three (3) 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. Consideration of appointment of Zachary Boudreaux to the position of Public Works Director effective the time that Mr. Boudreaux is physically present and begins working onsite with the City, and authorization for the Mayor and City Administrator to execute a contract with Mr. Boudreaux to serve in that capacity until June 30, 2026, beginning at Step D in the salary schedule for the position (currently at a monthly rate of \$9,515.00) (pp. 70 – 77)

City Clerk/Human Resources Manager Francesca Quintana provided a report for the City Council's review and consideration.

Appointment of Zachary Boudreaux to the position of Public Works Director effective the time that Mr. Boudreaux is physically present and begins working onsite with the City, and authorization for the Mayor and City Administrator to execute a contract with Mr. Boudreaux to serve in that capacity until June 30, 2026, beginning at Step D in the salary schedule for the position (currently at a monthly rate of \$9,515.00)							
1 st	2 nd	Result	JOHNSON	WILSON	RIDDLE	ALVES	LENTZ
ALVES	RIDDLE	(4-0)	AYE	ABSENT	AYE	AYE	AYE

It was moved by Council Member Alves and seconded by Council Member Riddle to approve the appointment of Zachary Boudreaux to the position of Public Works Director effective the time that Mr. Boudreaux is physically present and begins working onsite with the City, and authorization for the Mayor

and City Administrator to execute a contract with Mr. Boudreaux to serve in that capacity until June 30, 2026, beginning at Step D in the salary schedule for the position (currently at a monthly rate of \$9,515.00) ,as presented. The motion carried 4-0, noting that Mayor Pro Tem Willson was absent.

2. Consideration of development of group home and sober living home regulations (pp. 78 – 94)

City Attorney Julia Lew provided a report for the City Council's review, consideration and direction.

Mayor Johnson opened the item up for public comment.

Public comment from Kevin Riggi. Riggie asked for clarification regarding proposed policies and regulations.

Public comment from Nicholas Nave. Nave asked for clarification regarding proposed enforcement and budget.

Approval to refer development of group home and sober living home regulations to the Exeter Planning Commission							
1 st	2 nd	Result	JONHSON	WILSON	ALVES	RIDDLE	LENTZ
ALVES	LENTZ	(4-0)	AYE	ABSENT	AYE	AYE	AYE

It was moved by Council Member Alves and seconded by Council Member Lentz to approve to refer development of group home and sober living home regulations to the Exeter Planning Commission . The motion carried 4-0, noting that Mayor Pro Tem Wilson was absent.

K. CITY COUNCIL ITEMS OF INTEREST

Council Member Alves announced that the Motorfest was big success with a good turnout as well as the Rocky Hill Triathlon. Alves shared that the City-Wide Yard Sale is scheduled for April 5th. Alves provided an update on the Tooleville project and thanked City Administrator Adam Ennis for all of his hard work on said project.

Council Member Riddle provided an update from the downtown revitalization meeting. Riddle announced that public restrooms are now open and thanked Mayor Pro Tem Wilson, City Administrator Adam Ennis, and Public Works for their efforts. Riddle shared that the online Mural Map is available to those who want to tour the downtown and visit local eateries. Riddle provided updates on downtown parking and her discussions with the City Engineers. Riddle shared that the next outreach meeting with be held on April 7th.

Council Member Lentz reported he attended the Greater Kaweah Rural Communities Committee meeting.

Mayor Johnson shared information regarding the upcoming Tulip You-Pick event at the Foodlink property.

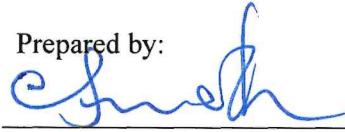
L. CITY ADMINISTRATOR/DEPARTMENT COMMENTS

City Administrator Adam Ennis, Interim Police Chief Rob Schimpf, City Attorney Julia Lew, and City Clerk/Human Resources Manager Francesca Quintana provided a brief update on City and department related items.

M. REGULAR MEETING ADJOURNMENT

Mayor Johnson adjourned the meeting at 7:48 p.m.

Prepared by:



Francesca Quintana, City Clerk

AVENU FINANCIAL SYSTEM CITY OF EXETER
03/20/2025 11:10:51 Payments for Publication GL050S-V08.22 COVERPAGE
GL335R

Report Selection:

Run Group... 032125 Comment... CHECK RUN 03/21/25

Approval Date for Report..... 03 21 2025

Payments Through Date..... 03 21 2025

Cutoff Amount to be Used..... 0000000

RUN GROUP... 032125 COMMENT... CHECK RUN 03/21/25

DATA-JE-ID DATA COMMENT

D-03212025-428 CHECK RUN 3/21/25

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01		LASERHP4	Y	S	6	066	10			

AVENU FINANCIAL SYSTEM
3/20/2025 11:10:51

Payments for Publication

CITY OF EXETER
GL335R-V08.22 PAGE

Approved on 3/21/2025 for Payments Through 3/21/2025

Vendor Name	Description	Amount
A.R.E AUTO PARTS INC.	WWTP DELO GREASE	849.59
ABLE INDUSTRIES, INC	02/25 MAINT BLMN BIKE PA	720.00
ACLARA TECHNOLOGIES LLC	NEW 72 MTU DEVICES	9,137.32
AT&T	FEB 2025 LIVESCAN	420.85
BEATWEAR INC.	BRYANT, E - UNIFORM	1,034.73
CAL BENNETT'S	ADMIN FURN RENT-314 W FI	581.85
CALIFORNIA BUSINESS MACHINES	ADMIN 2/1-2/28/25 OVERAG	680.87
CALIFORNIA DEPARTMENT OF TAX	EVAP COIL-SUPERIOR AIR	1,632.00
CAMAQUIN/ CHANTEL	BL FEE REFUND-FRM MARKET	71.00
CARDOZA/ PAUL	FEB 2025 L&L LAWN MAINT	4,847.00
CENTRAL CAL WATERWORKS, INC	CPO MAR 2025 WWTP	17,682.46
CIVICA LAW GROUP, APC	FEB 313 C ST CODE ENFORC	2,935.35
CLAR/ THOMAS R	MATERIALS-DOBSON SHADE	8,780.00
CLEAN CUT LANDSCAPE MANAGEMENT	FEB 2025 CITY PARK MAINT	10,815.00
COUNTY OF TULARE	WELL E-14W HAZ MAT	396.00
CSJVRMA	24/25 4TH QTR WRKRS COMP	112,262.00
DEPT OF TRANSPORTATION	JUL-SEPT 2024 SIGNALS	279.90
EMPLOYER DRIVEN SOLUTIONS	APR 2025 COVERAGE	857.00
EXETER IRRIGATION & SUPPLY	3/4" SCH40 PVC PIP, SW	354.51
EXETER MERCANTILE CO.	MS 250-Z CHAINSAW	839.46
EXETER MOTORS, INC.	2019 FRD EXPLR - BLUE TO	2,385.43
FERGUSON US HOLDINGS, INC	14X10 #1 LID TRFC MARK W	2,216.98
GAR BENNETT LLC	GLY STAR PLUS/AXILL SOLU	1,083.42
GOVERNMENT REVENUE SOLUTIONS	CLEARVIEWS/STARS 3RD QUA	731.99
GROW LOVE FARM	BL APP FEE REFUND-FARM	10.00
HAPPY GREENS	BL FEE REFUND-FRM MARKET	71.00
HERR PEDERSEN & BERGLUND, LLP	FEB 25 PERSONNEL MATTERS	715.00
HUGGINS/ KYLE	REIMB-SMOG CHCK TECH COU	280.00
KRC SAFETY CO INC.	DELINEATOR	740.51
LEAF CAPITAL FUNDING LLC	ADMIN- MARC 2025 KYOCERA	477.21
MID VALLEY DISPOSAL, LLC	10/1/24 REFUSE-OVERWEIGH	1,823.94
MOORE TWINING ASSOCIATES, INC	GW MONITORING 10 DAY	3,294.00
OASIS SECURITY SYSTEMS	ALARM UPDATE/BTRY REPLAC	175.00
PENA'S DISPOSAL INC	PD FEB 2025 SHRED	147.98
PRINCIPAL LIFE INSURANCE CO.	APR PREMIUMS - 29	3,472.16
PROVOST & PRITCHARD	JAN 2025 TOOLEVILLE INTE	5,936.04
QUINTERO RANCH	BL APP FEE REFUND-FARM	10.00
ROBERTS/ ELISABETTA	BL FEE REFUND-FRM MARKET	71.00
ROGERS, ANDERSON, MALODY &	FY 23/24 AUDIT-FEB BILLI	10,300.00
RUSTY ACRE FARM	BL APP FEE REFUND-FARM	10.00
SAFE HAVEN SUSTAINABLE FARMS	BL FEE REFUND-FRM MARKET	71.00
SELF-HELP ENTERPRISES	84-CDBG/STBG AT 7.25	1,126.75
SEQUOIA DOOR, INC.	REKEY LOCKS-WWTP	282.88
SERVIAM BY WRIGHT LLP	JAN 2025 - 333 PALM	19,554.61
SIERRA HONEY FARM	BL APP FEE REFUND-FARM	10.00
SIERRA RANGE CONSTRUCTION	PD BLDG REMODEL-APPLI #1	377,140.01
SIMMONS TIRE SERVICE	E15- GOODYEAR EAGLE RSA	1,573.87
SOILS ENGINEERING INC	BRICKHOUSE PRK-PLM/FILBE	2,321.50

AVENU FINANCIAL SYSTEM

3/20/2025 11:10:51

Payments for Publication

CITY OF EXETER

GL335R-V08.22 PAGE

Approved on 3/21/2025 for Payments Through 3/21/2025

Vendor Name	Description	Amount
SOUTHERN CALIFORNIA EDISON	7249- 2/1/25-2/28/25	9,446.03
UNIVAR SOLUTIONS USA INC	MAR SOD HYPO 12 W12	1,484.17
US BANK N.A.	FEB 2025 CUSTODY CHARGES	50.00
USA BLUEBOOK	MSA ADVANTAGE P100 CARTR	127.52
VERIZON WIRELESS	PD 01/29/25-02/28/25	1,302.84
VOLLMER EXCAVATION, L.P.	TRANSFR LD CLASS II BASE	1,278.99
WECO INDUSTRIES LLC	NOZZLE EXT 8", 6", & 4"	707.60

*** Final Totals... 625,606.32

AVENU FINANCIAL SYSTEM

3/20/2025 11:10:51

Payments for Publication

CITY OF EXETER

GL335R-V08.22 PAGE

TOTAL NUMBER OF RECORDS PRINTED

248

AVENU FINANCIAL SYSTEM
03/20/2025 11:10:51

Payments for Publication

CITY OF EXETER
GL060S-V08.22 RECAPPAGE
GL335R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
104	GENERAL FUND	60,717.19
105	WATER FUND	31,825.80
106	SANITATION FUND	2,752.56
107	SEWER FUND	17,959.06
109	GAS TAX FUND	9,887.94
111	CDBG REVOLVING FUND	609.00
113	TRANSPORTATION FUND	412.00
116	LOW/MODERATE HOUSING FUND	307.75
117	FTHB PROGRAM INCOME FUND	188.25
121	INSURANCE FUND	116,591.16
128	GRANTS	21.75
131	MEASURE R	1,132.00
140	LANDSCAPE AND LIGHTING DISTR	4,847.00
141	MEASURE P	1,214.85
142	AMERICAN RESCUE PLAN ACT	377,140.01
TOTAL ALL FUNDS		625,606.32

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BANK	BANK OF THE SIERRA	625,606.32
TOTAL ALL BANKS		625,606.32

PAYROLL.....S BI-WEEKLY RUN-03/27/2025 09.43.39 PAGE 1
 CHECK FORM..CHEK CHECK REGISTER PR311R-V14.24 Paymate

PERIOD 2 DATING 3/10/2025- 3/23/2025 CHECK DATE 3/28/2025
 DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ	
1664	63.69	CA STATE DISBURSEMENT UN 2		1	VENDOR CHECK
1665	121.91	COLEMAN/DEWAYNE	728	1	
1666	106.67	HUGHES/CADON	729	1	
1667	137.14	MCFALL/BLAINE	722	1	
1668	60.95	TAYLOR/ANDREW	721	1	

TOTALS FOR CHECK FORM: CHEK
 NEGOTIABLE CHECKS

COUNTS

426.67	*EMPLOYEE CHECKS	4
63.69	*VENDOR CHECKS	1
0.00	*BANK CHECKS	0
490.36	**TOTAL NEGOTIABLE CHECKS	5

OTHER CHECKS

0.00	*MANUAL CHECKS	0
0.00	*CANCELLED CHECKS	0

490.36 **TOTAL FOR CHECK FORM

NON-NEGOTIABLE CHECKS

0.00	*DIRECT DEPOSIT STUBS	0
0.00	*VENDOR DIR DEP STUBS	0

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

RUN-03/27/2025 09.43.39 PAGE 2
PR311R-V14.24 Paymate

PERIOD 2 DATING 3/10/2025- 3/23/2025 CHECK DATE 3/28/2025
DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ	
53551	175.50	CLOCEA	4	1	VENDOR STUB ONLY
53552	252.00	EXETER POLICE OFFICER AS	3	1	VENDOR STUB ONLY
53553	181.70	EXETER POLICE OFFICER AS	3A	1	VENDOR STUB ONLY
53554	2,155.55	ARIAS/CHRISTINA	730	1	STUB ONLY
53555	5,120.07	ENNIS/ADAM	206	1	STUB ONLY
53556	2,549.32	QUINTANA FRANCESCA N	742	1	STUB ONLY
53557	1,439.82	CARTER/AMY JO	502	1	STUB ONLY
53558	3,914.04	FRANCO/EEKHONG	304	1	STUB ONLY
53559	2,729.39	HERNANDEZ/XOCHITL	306	1	STUB ONLY
53560	1,377.27	MILLER/CATHEY RENE	734	1	STUB ONLY
53561	1,626.99	TOBIAS/ANTHONY JORDAN	746	1	STUB ONLY
53562	479.99	VEGA/ASHLEY MAKAYLA	753	1	STUB ONLY
53563	1,841.47	BRYANT/EZRA JOSEPH	752	1	STUB ONLY
53564	1,636.87	CARRETERO/VANESSA	402	1	STUB ONLY
53565	2,349.31	FELIX/ESTEVAN	704	1	STUB ONLY
53566	3,398.50	GIEFER/MICHAEL DAVID	438	1	STUB ONLY
53567	393.04	GRANT/AIMEE	738	1	STUB ONLY
53568	1,206.05	HILL/HANNAH GRACE	747	1	STUB ONLY
53569	1,349.53	MEYST/JOSHUA WAYNE	754	1	STUB ONLY
53570	936.15	MORENO/MATTHEW	724	1	STUB ONLY
53571	2,130.28	PHILLIPS/ZACHARY	705	1	STUB ONLY
53572	10.58	PRIDEAUX/TRACI	448	1	STUB ONLY
53573	281.85	QUALLS/DAYMON	607	1	STUB ONLY
53574	2,978.24	ROBLES JR/EVERARDO	744	1	STUB ONLY
53575	2,406.86	ROCHA/CRISTINA	731	1	STUB ONLY
53576	2,040.30	VILLARREAL/ISIDRO	707	1	STUB ONLY
53577	3,773.39	YARBER/ISABEL	422	1	STUB ONLY
53578	1,486.63	ALDRIDGE/GARY	618	1	STUB ONLY
53579	2,077.40	ESPINOLA/DANIEL M	602	1	STUB ONLY
53580	217.02	GOLDSTROM/NORMAN	629	1	STUB ONLY
53581	1,770.83	HUGGINS/KYLE AARON	621	1	STUB ONLY
53582	1,992.72	RIVERA/RYAN	733	1	STUB ONLY
53583	951.06	WENDT/EDDIE	626	1	STUB ONLY
53584	1,543.47	GARVER/ELIJAH	712	1	STUB ONLY
53585	1,658.06	ARROYO/MARIE	623	1	STUB ONLY
53586	2,012.56	MILLAN/MARCUS	622	1	STUB ONLY
53587	1,099.70	MIRWALD/PHILIP	625	1	STUB ONLY
53588	1,460.28	QUIROZ/PATRICK P	512	1	STUB ONLY
53589	1,436.26	RAMIREZ/JUAN	608	1	STUB ONLY
53590	3,246.31	HIFNER/CHRISTOPHER	736	1	STUB ONLY
53591	962.28	O'SHAUGHNESSY/BRIDGET E	751	1	STUB ONLY

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

RUN-03/27/2025 09.43.39 PAGE 3
PR311R-V14.24 Paymate

PERIOD 2 DATING 3/10/2025- 3/23/2025 CHECK DATE 3/28/2025
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	
70,039.44 *DIRECT DEPOSIT STUBS	38
609.20 *VENDOR DIR DEP STUBS	3

PERIOD 2 DATING 3/10/2025- 3/23/2025 CHECK DATE 3/28/2025

EMPLOYER CODE	FUND CODE	HOME TOTALS	WORKED TOTALS	WORKED DIR DEP
1	104	58,590.66	40,045.36	39,618.69
1	105	7,666.86	13,651.60	13,651.60
1	106	.00	544.37	544.37
1	107	.00	9,738.37	9,738.37
1	121	.00	2,277.82	2,277.82
1	141	4,208.59	4,208.59	4,208.59

NOTE--"HOME TOTALS" CHECK AMOUNT CAN BE RECONCILED TO THE FIGURES
 OF THE FOLLOWING REPORTS:

- #1 CALCULATION TOTALS BY HOME FUND (NET PAY + REIMB. EXP.)
- #2 PAYROLL REGISTER (CHECK AMOUNT)

NOTE--"WORKED TOTALS" CHECK AMOUNT CAN BE RECONCILED TO THE FIGURES
 OF THE FOLLOWING REPORTS:

- #1 CALCULATION TOTALS BY FUND WORKED (NET PAY + REIMB. EXP.)
- #2 LABOR DISTRIBUTION (NET PAY + REIMB. EXP.)

PAYROLL.....S BI-WEEKLY RUN-03/27/2025 09.43.39 PAGE 5
 RECAP BY DEPT CHECKS/STUBS/MANUAL/CANC'D PR311R-V14.24 Paymate

PERIOD 2 DATING 3/10/2025- 3/23/2025 CHECK DATE 3/28/2025

EMR CODE	FUND CODE	DEPT CODE		HOME TOTALS	FULL EMPLOYEE	PART COUNTS	TEMP	FEMALE
1	104	402	ADMINISTRATION	9,824.94	3			2
1	104	403	FINANCE	11,567.50	4	1	1	5
1	104	421	POLICE	26,732.42	12	3		6
1	104	431	STREET	8,495.66	4	2		
1	104	471	RECREATION	1,970.14	1	4		
1	105	461	WATER	7,666.86	4	1		1
1	141	421	POLICE	3,246.31	1			
1	141	471	RECREATION LEADER	962.28	1			1
TOTAL				70,466.11	30	11	1	15

PAYROLL.....S BI-WEEKLY RUN-03/27/2025 09.43.39 PAGE 6
 RECAP BY DEPT CHECKS/STUBS/MANUAL/CANC'D PR311R-V14.24 Paymate

PERIOD 2 DATING 3/10/2025- 3/23/2025 CHECK DATE 3/28/2025

EMPLOYER CODE	FUND CODE	HOME TOTALS	WORKED TOTALS	WORKED DIR DEP
GRAND TOTALS				
NEGOTIABLE CHECKS				COUNTS
	426.67	*EMPLOYEE CHECKS		4
	63.69	*VENDOR CHECKS		1
	0.00	*BANK CHECKS		0
	490.36	**TOTAL NEGOTIABLE CHECKS		5
OTHER CHECKS				
	0.00	*MANUAL CHECKS		0
	0.00	*CANCELLED CHECKS		0
	490.36	***GRAND TOTAL		
NON-NEGOTIABLE CHECKS				
	70,039.44	*DIRECT DEPOSIT STUBS		38
	609.20	*VENDOR DIR DEP STUBS		3
	70,648.64	**TOTAL NON-NEGOTIABLE CHECKS		41
NEGOTIABLE CHECKS/NON-NEGOTIABLE CHECKS				
	426.67	*EMPLOYEE CHECKS		4
	63.69	*VENDOR CHECKS		1
	0.00	*BANK CHECKS		0
	70,039.44	*DIRECT DEPOSIT STUBS		38
	609.20	*VENDOR DIR DEP STUBS		3
	71,139.00	***TOTAL NEGOTIABLE & NON-NEGOT		46
	0.00	*OTHER CHECKS		0
	71,139.00	***TOTAL NEG, NON-NEG, OTHER CHECKS		
		TOTAL SEQ 1 FEMALES		15

City of Exeter Agenda Item Transmittal

Meeting Date: April 8, 2025

Agenda Item Number: I.4.

Wording for Agenda: Approval of a request from the Exeter Mural Gallery and Downtown Merchants for the use of Mixer Park on the 2nd Saturday of each month between the hours of 8:00 a.m. and 3:00 p.m. and a Special Event Permit fee waiver in the amount of \$166.00.

Submitting Department: Public Works
Contact Name: Marie Arroyo, Senior Administrative Assistant
Adam Ennis, City Administrator
Phone Number: (559)592-3318
Email: adam@exetercityhall.com , marroyo@exetercityhall.com

For action by:

☒ City Council

Regular Session:

☒ Consent Calendar

☐ Regular Item

☐ Public Hearing

Review:

**City Administrator
(Initials Required)**



Department Recommendation:

City Staff recommends that the City Council approve a request from the Exeter Mural Gallery and Downtown Merchants for the use of Mixer Park on the 2nd Saturday of each month between the hours of 8:00 a.m. and 3:00 p.m. and a Special Event Permit fee waiver in the amount of \$166.00.

Summary/Background:

Volunteers representing Exeter Mural Gallery and Gifts along with downtown merchants are requesting the use of Mixer Park on the 2nd Saturday of each month beginning April 12, 2025. The event is scheduled from 9:00 a.m. – 2:00 p.m. with additional time requested for set up and cleaning up. The park will be set up for vendors, music, and giveaways that will be inviting shoppers to visit downtown Exeter. The event is free for the public to attend with benefit to the Downtown Merchants in increased foot traffic therefore a fee waiver is requested.

Terms and Conditions:

- 1) The City of Exeter will open public bathrooms located behind City Hall.
- 2) Group organizers will be responsible for removing all trash and debris at the conclusion of each event.

Prior Council/Board Actions:

None.

Attachments:

- Facility Use Application
- Fee Waiver Request
- Insurance Certificate
- Approved Amplified Sound Permit

- Event flyer

Recommended Motion to be made by Council: I move to approve the request by Exeter Mural Gallery and Downtown Merchants for the use of Mixer Park on the 2nd Saturday of each month between the hours of 8:00 a.m. and 3:00 p.m. and a Special Event Permit fee waiver in the amount of \$166.00.



FACILITY USE APPLICATION

Application Date: 3/10/2025

4/12/2025

Facility Requested: Mixer Park

Date(s) Needed: 5/10/2025 6/14/2025

Reason for Use: 2nd Saturday

Equipment Needed: N/A

Set up time: 8 am

Departure time: 3 pm

Event start time: 9 am

Event end time: 2 pm

Name of

Organization: Exeter Mural Gallery and Gifts/Downtown Merchants

Address: [REDACTED]

559-471-8256

City: _____

State: _____

Zip: _____

FACILITY USE POLICY

The following rules and regulations will be **STRICTLY** adhered to and enforced. Any infraction thereof shall be grounds for the immediate termination of the activity.

1. The Undersigned must comply with Tulare County Health Department's COVID-19 guidelines and restrictions. Any event being held at or on City Facilities must first receive approval from the Tulare County Health Department. Proof of approval must be provided to City at time of application.

2. Users may utilize picnic benches and arbor owned by the City of Exeter and administered by the Exeter Community Services Division. Users must furnish additional equipment as needed. Table settings, kitchen utensils, etc. must be provided by the applicant. All tabletop and benches must be wiped clean and returned to its original place.
3. Nails, thumbtacks, pins, etc. **ARE NOT** allowed on the arbor structure or lights. **ONLY MASKING TAPE MAY BE USED TO ATTACH DECORATIONS TO THE FACILITY.** All decorations must be removed at the conclusion of the event.
4. **Driving on grass at City Facilities is strictly prohibited.**
5. After event has ended, users **MUST** pick up all trash in and around the activity and deposit into the trash containers provided.
6. **REPAIR COSTS: DAMAGES TO ANY STRUCTURE, EQUIPMENT OR GROUNDS ARE THE RESPONSIBILITY OF THE GROUP AND/OR INDIVIDUAL SIGNING FOR THE USE OF THE FACILITY. A PORTION OF, OR THE TOTAL DEPOSIT, MAY BE RETAINED FOR THE REPAIRS, CUSTODIAL OR REPLACEMENT PURPOSES. THE APPLICANT WILL BE BILLED FOR DAMAGES OVER THE AMOUNT OF THE DEPOSIT. A DEPOSIT OF \$100 WILL BE REQUIRED.**
7. Groups consuming **ALCOHOLIC BEVERAGES** **MUST CONFORM TO THE RULES AND REGULATIONS AS SET FORTH** in Chapter 5.08 of the Exeter Municipal Code and **MUST APPLY FOR AN ALCOHOLIC BEVERAGE PERMIT** through the Exeter Parks and Recreation Department, at least five (5) working days in advance.

INSURANCE & WAIVERS

General Liability Insurance: *The undersigned shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01 in an amount not less than two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury, and property damage including without limitation, blanket contractual liability. If a general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. The Undersigned's general liability policies shall be primary and shall not seek contribution from the City's coverage and shall be endorsed using Insurance Services Office form CG 20 10 (or equivalent) to provide that City and its officers, officials, employees, and agents shall be additional insureds under such policies. When alcohol is being served or sold at any permitted facility, it is mandatory that the General Liability Policy include Liquor Liability Coverage.*

Any failure to comply with reporting provisions of the policies by the Undersigned shall not affect coverage provided the City.

Workers' Compensation: *Organizations with employees shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance with limits of at least one million dollars (\$1,000,000). Undersigned shall submit to City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of City, its officers, agents, employees, and volunteers.*

Indemnity/Hold Harmless Agreement: *Undersigned shall indemnify, defend, and hold harmless the City, its officers, employees, agents and volunteers ("City indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and*

costs of litigation ("claims"), arising out of the Undersigned's performance of its obligations under this agreement or out of the operations conducted by Undersigned, except for such loss or damage arising from the sole negligence or willful misconduct of the City. In the event the City indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Undersigned's performance of this agreement, the Undersigned shall provide a defense to the City indemnitees, or at the City's option, reimburse the City indemnitees their costs of defense, including reasonable legal counsels' fees, incurred in defense of such claims.

Communicable Disease Waiver and Release: The coronavirus ("COVID-19") has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend face coverings and social distancing. The City of Exeter cannot guarantee that you will not become infected with COVID-19. Further, attending this facility for a program or activity could increase your risk of contracting COVID-19. By signing this agreement, participant acknowledges the contagious nature of COVID-19 and voluntarily assumes the risk that he/she may be exposed to or infected by COVID-19 while attending this facility and that such exposure or infection may result in personal injury, illness, permanent disability, and death. Participant understands that the risk of becoming exposed to or infected by COVID-19 may result from the actions, omissions, or negligence of himself/herself and others, including, but not limited to, City of Exeter employees, volunteers, and program participants and their families. Participant voluntarily agrees to assume all of the foregoing risks and accept sole responsibility for any injury to himself/herself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that he/she may experience or incur in connection with attendance at the facility. Participant hereby releases, covenants not to sue, discharges, and holds harmless the City of Exeter, its employees, agents, and representatives, of and from the claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. Participant understands and agrees that this release, to the fullest extent permitted by law, includes any claims based on the actions, omissions, or negligence of the City of Exeter, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after attending a facility program or activity.

I have read the Facility Use Policy and do hereby certify that I have been duly authorized by the above-named organization which I represent to enter into this agreement, and that the activity which the organization is sponsoring fully meets the conditions set for the herein and that we agree to observe all rules and procedures as stated.

Print Name of Applicant: Nancy Becker

Signature of Applicant: [Redacted Signature] Date: 3/7/2025

Primary Phone Number(s): 559-359-3287 Email: exetermuralstore@gmail.com

Approved by:

Print Name: _____

Print Name: _____

Signature: _____

Signature: _____

For City Use Only: Rental Fee: _____ Deposit Fee: _____ Date Paid: _____
Cash or Check: _____ Initials: _____ Cert. Of Ins. Received, if required: _____



April 3, 2025

Dear Exeter City Council,

The Mural Gallery and Gifts store is interested in promoting downtown Exeter and all the wonderful things we have to offer. In doing so we are working on the beginnings of Second Saturday to bring people into downtown.

Beginning Saturday, April 12 we will be hosting second Saturdays that will run January through November, taking a break for the Car Show and Fall Festival. We would like to use Mixer Park for our events. Use of the area will provide us with an area to host a kid activity, a maker's project, and space for the community to meet local artisans. We envision in the future this stretching from the Kiwanis arch down to the Chamber.

This will be an ongoing project that is in its infancy. We are requesting a fee waiver for the Special Event Permit of \$166 to be waived.

Thank you for your consideration,

The Mural Gallery and Gifts Store



EXETE-5

OP ID: JA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/20/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER NSE Insurance Agencies, Inc. United Valley Insurance Svcs 160 South D St., P.O. Box 704 Exeter, CA 93221 Patty L. Spott		559-592-9411		CONTACT NAME: Patty L. Spott	
				PHONE (A/C, No, Ext): 559-592-9411	
				FAX (A/C, No): 559-592-5059	
				E-MAIL ADDRESS: pspott@nseinsurance.com	
				INSURER(S) AFFORDING COVERAGE	
				INSURER A: Philadelphia Indemnity Ins.	
				NAIC # 18058	
				INSURER B:	
				INSURER C:	
				INSURER D:	
				INSURER E:	
				INSURER F:	

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADOL RISO	SUBR WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Professional Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PHPK2566603	07/01/2024	07/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2566603	07/01/2024	07/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10000			PHUB816165	07/01/2024	07/01/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Exeter & it's officer, agents, officials, & employees are additional insureds with respects to General Liability.

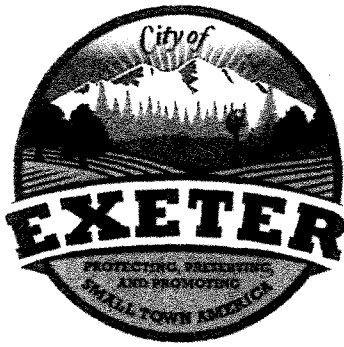
CERTIFICATE HOLDER	CANCELLATION
EXETE-5 City of Exeter c/o Risk Management P O Box 237 Exeter, CA 93221	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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March 25, 2025 Regular Meeting of the Exeter City Council
Page 69



City of Exeter

100 North C Street

Exeter, CA 93221

Ph. #559-592-3103 Fax # 559-592-3346

Title 5, Chapter 5.48 –

Sound-Amplifying Systems, Meetings, Assemblies, Parades & Processions

Application for assemblies and parades on public streets, sidewalks and parks, also the use of sound amplifying equipment, within the City of Exeter. This application must be filed within ten (10) days nor more than sixty (60) days prior to the date of the assembly, parade or meeting.

A copy of this permit must be at the operating premises of the amplifying equipment for which this permit is issued.

Name of Applicant MURAL GALLERY & GIFTS Phone No. 559-592-3160
Address @ MIXTER PARK

Name of Organization FESTIVAL OF ARTS Phone No. _____
Address (THE MURAL TEAM)

Type of Event 2ND SATURDAY Location of Event MIXTER PARK
4/12 5/10

Date of Event 6/14 7/12 Start Time 10AM End Time 2PM

Type of equipment to be used SOUND SYSTEM

Additional Information _____

I, _____, HEREBY AGREE TO ABIDE BY ALL PROVISIONS
SET FORTH IN CITY ORDINANCE 5.48 AND ALL OTHER APPLICABLE ORDINANCES
OF THE CITY OF EXETER.

Applicant Signature

ROB SCHIMPF INTERIM CHIEF
Chief of Police

Date

☐ Permit Denied

☒ Permit Approved

(THIS OUTSIDE AMPLIFIER PERMIT HAS BEEN APPROVED,
HOWEVER, WE URGE YOU TO REMAIN CONSIDERATE OF THE
GENERAL PEACE AND ORDER OF THE NEIGHBORS IN THE
AREA. FAILURE TO ABIDE BY THESE REGULATIONS CAN
RESULT IN REVOCATION OF THE PERMIT.)



CITY OF EXETER TREASURER'S REPORT

PO BOX 237 - 137 N F STREET, EXETER 93221

Phone 592-3710 - Fax 592-3556

Quarter 1

7/31/2024

8/31/2024

9/30/2024

CASH ON HAND						
Beginning Balance		\$	1,470,173.71	\$	839,936.23	\$ 323,581.59
Deposits						
	Beginning Deposits In Transit	\$	71,323.39	\$	14,460.81	\$ 9,215.52
	Bank Deposit (Cash/Checks)	\$	685,893.99	\$	541,486.80	\$ 593,393.49
	LAIF Transfer	\$	-	\$	-	\$ 500,000.00
	Direct Deposit (Paymentus, Ipay, ACH Receipts)	\$	733,823.25	\$	737,126.30	\$ 1,122,973.62
	Total deposits	\$	1,491,040.63	\$	1,293,073.91	\$ 2,225,582.63
Withdrawals						
	City Checks Processed	\$	1,271,301.66	\$	1,446,827.72	\$ 974,755.52
	Manual Disbursements	\$	19,367.86	\$	18,910.07	\$ 14,588.81
	Payroll EFT	\$	175,609.87	\$	248,247.64	\$ 162,288.96
	Payroll Checks Processed	\$	1,520.85	\$	1,420.14	\$ 1,695.29
	CalPERS Retirement costs	\$	607,958.57	\$	49,529.06	\$ 56,260.45
	Payroll Taxes	\$	41,741.93	\$	38,924.21	\$ 30,145.48
	Deferred Comp	\$	1,017.35	\$	619.96	\$ 929.94
	FSA Disbursements	\$	789.97	\$	2,509.82	\$ 1,064.87
	Chargebacks	\$	1,081.06	\$	1,110.97	\$ 1,701.15
	State DCSS	\$	873.39	\$	1,313.96	\$ 737.52
	Bank Fees	\$	15.00	\$	15.00	\$ 35.00
	Water/Sewer Bond Payment	\$	-	\$	-	\$ 197,550.00
	Debit Correction	\$	0.60	\$	-	\$ -
	Total Withdrawals	\$	2,121,278.11	\$	1,809,428.55	\$ 1,441,752.99
Ending Bank Balance		\$	839,936.23	\$	323,581.59	\$ 1,107,411.23
	Undeposited Cash on Hand	\$	14,460.81	\$	9,215.52	\$ 13,496.30
	Deposit in Transit					
	Audit Adjustments	\$	-	\$	-	\$ -
	Total Outstanding Deposits	\$	14,460.81	\$	9,215.52	\$ 13,496.30
Outstanding Checks						
	General	\$	50,554.95	\$	64,982.26	\$ 150,186.40
	Payroll		1,214.13	\$	2,055.21	\$ 1,366.48
	Total outstanding checks	\$	51,769.08	\$	67,037.47	\$ 151,552.88
Adjusted Bank Balance		\$	802,627.96	\$	265,759.64	\$ 969,354.65

Prepared By:

Xóchitl Hernandez

Approved By:

Rene Miller

CITY OF EXETER INVESTMENT REPORT

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

For quarter ending

9/30/2024

Beginning Cash Balance		\$ 23,527,841.81
Disbursements	\$ (1,059,959.66)	
Journal-Entries	\$ (135,193.68)	
Manual-Disbursements	\$ (14,588.81)	
Payroll	\$ (164,033.04)	
Receipts	\$ 1,041,642.33	
Utilities	\$ 686,519.93	
Reconciled Ending Cash Balance		\$ 23,882,228.88

INVESTMENTS			
Exeter PD Safekeeping	Total:	\$	12,982.24
Petty Cash	Total:	\$	1,100.00
Charles Scwab	Various Demand	\$	0.23
		\$	14,082.47

MONEY MARKET FUNDS	TITLE	PURCHASE DATE	MATURITY DATE	RATE	PAR VALUE	
	Local Agency Investment Fund	Various Demand		4.71000%	\$ 19,005,648.28	
	US Savings	Various Demand		0.08977%	\$ 100,061.08	
		Total:			\$	19,105,709.36

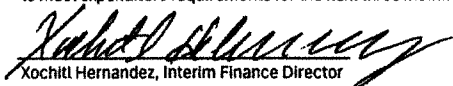
TREASURY OBLIGATIONS	TITLE	PURCHASE DATE	MATURITY DATE	RATE	PAR VALUE	PRINCIPAL COST
US Treasury	US Treasury Obligations Bond	Oct-21	11/30/2026	1.625%	\$ 500,000	\$ 513,457.03
	US Govt Agency Securities Bond	Mar-24	6/23/2026	4.375%	\$ 1,030,000	\$ 1,030,047.38
	Unrealized Gain/Loss					\$ 19,577.98
		Total:			\$	1,530,000 \$ 1,563,082.39

CERTIFICATE OF DEPOSIT	TITLE	PURCHASE DATE	MATURITY DATE	RATE	PAR VALUE	PRINCIPAL COST
CD	Merrick Bank	Jan-21	1/29/2025	0.400%	\$ 249,000	\$ 249,000
CD	Technology Credit Union CD	Feb-24	2/21/2025	5.050%	\$ 249,000	\$ 249,000
CD	Connex Credit Union	Feb-24	2/28/2025	5.100%	\$ 249,000	\$ 249,000
CD	Crown BK Ocean City NJ CD	Dec-23	12/29/2025	4.350%	\$ 249,000	\$ 249,000
CD	First Bank Richmond NA IN CD	Dec-23	1/29/2026	4.400%	\$ 244,000	\$ 244,000
CD	Dundee Bank Omaha	Apr-22	4/8/2027	2.250%	\$ 247,000	\$ 247,000
CD	Members Trust of SW FCU	Feb-24	2/28/2028	4.250%	\$ 249,000	\$ 249,000
CD	Alabama Credit Union	Feb-24	2/28/2028	4.350%	\$ 249,000	\$ 249,000
CD	Morgan Stanley Private BK NATL	Sep-24	3/11/2026	4.150%	\$ 245,000	\$ 245,000
				4.59%	\$ 2,230,000	\$ 2,230,000

Total Investments \$ 22,912,874.22
Total City Funds \$ 23,882,228.87
Ratio of Invested Funds/Available Funds 96%

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.


Xochitl Hernandez, Interim Finance Director

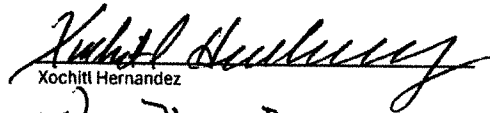
CITY OF EXETER TREASURER'S REPORT

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

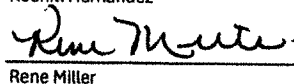
Quarter 2

		10/31/2024	11/30/2024	12/31/2024
CASH ON HAND				
Beginning Balance		\$ 1,107,411.23	\$ 1,127,284.03	\$ 1,460,393.73
Deposits				
	Beginning Deposits In Transit	\$ 13,496.30	\$ 17,692.64	\$ 2,884.89
	Bank Deposit (Cash/Checks)	\$ 479,749.72	\$ 447,111.29	\$ 425,460.97
	Direct Deposit (Paymentus, Ipay, ACH Receipts)	\$ 788,829.48	\$ 688,583.62	\$ 2,161,133.96
	Total deposits	\$ 1,282,075.50	\$ 1,153,387.55	\$ 2,589,479.82
Withdrawals				
	City Checks Processed	\$ 790,094.19	\$ 556,274.48	\$ 644,743.17
	Manual Disbursements	\$ 15,533.78	\$ 15,805.20	\$ 13,337.09
	Payroll EFT	\$ 156,541.27	\$ 163,642.78	\$ 169,922.57
	Payroll Checks Processed	\$ 2,461.02	\$ 1,959.58	\$ 1,049.14
	CalPERS Retirement costs	\$ 74,870.03	\$ 51,934.05	\$ 51,502.25
	Payroll Taxes	\$ 27,140.41	\$ 26,458.48	\$ 32,013.97
	Deferred Comp	\$ 619.96	\$ 619.96	\$ 619.96
	FSA Disbursements	\$ 1,990.50	\$ 754.51	\$ 420.86
	Chargebacks	\$ 369.32	\$ 2,091.29	\$ 853.28
	State DCSS	\$ 737.52	\$ 737.52	\$ 737.52
	Bank Fees	\$ 35.00	\$ -	\$ 35.00
	Sewer Bond Payment	\$ 190,809.70	\$ -	\$ -
	Transfer to LAIF	\$ -	\$ -	\$ 2,000,000.00
	Postage	\$ 1,000.00	\$ -	\$ 1,000.00
	Total Withdrawals	\$ 1,262,202.70	\$ 820,277.85	\$ 2,916,234.81
Ending Bank Balance		\$ 1,127,284.03	\$ 1,460,393.73	\$ 1,133,638.74
	Undeposited Cash on Hand	\$ 17,692.64	\$ 2,884.89	\$ 53,198.59
	Deposit in Transit	\$ -	\$ -	\$ -
	Audit Adjustments	\$ -	\$ -	\$ -
	Total Outstanding Deposits	\$ 17,692.64	\$ 2,884.89	\$ 53,198.59
Outstanding Checks				
	General	\$ 120,858.32	\$ 317,411.50	\$ 384,789.31
	Payroll	\$ 1,088.53	\$ 1,640.91	\$ 1,324.95
	Total outstanding checks	\$ 121,946.85	\$ 319,052.41	\$ 386,114.26
Adjusted Bank Balance		\$ 1,023,029.82	\$ 1,144,226.21	\$ 800,723.07

Prepared By:


Xochitl Hernandez

Approved By:


Rene Miller

CITY OF EXETER INVESTMENT REPORT

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

For quarter ending

12/31/2024

Beginning Cash Balance		\$ 24,298,240.92
Disbursements	\$ (712,604.73)	
Journal-Entries	\$ (112,322.32)	
Manual-Disbursements	\$ (12,853.34)	
Payroll	\$ (171,393.27)	
Receipts	\$ 2,012,005.59	
Utilities	\$ 626,934.65	
Reconciled Ending Cash Balance		\$ 25,928,007.50

INVESTMENTS

Exeter PD Safekeeping	Total:	\$ 12,982.24
Petty Cash	Total:	\$ 1,100.00
Charles Scwab	Various Demand	\$ 0.23
		\$ 14,082.47

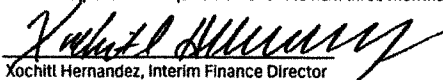
MONEY MARKET FUNDS	TITLE	PURCHASE DATE	MATURITY DATE	RATE	PAR VALUE	
	Local Agency Investment Fund	Various	Demand	4.62000%	\$ 21,236,077.11	
	US Savings	Various	Demand	0.08970%	\$ 148,018.80	
		Total:			\$ 21,384,095.91	

TREASURY OBLIGATIONS	TITLE	PURCHASE DATE	MATURITY DATE	RATE	PAR VALUE	PRINCIPAL COST
US Treasury	US Treasury Obligations Bond	Oct-21	11/30/2026	1.625%	\$ 500,000	\$ 513,457.03
	US Govt Agency Securities Bond	Mar-24	6/23/2026	4.375%	\$ 1,030,000	\$ 1,030,047.38
	Unrealized Gain/Loss					\$ (44,398.36)
		Total:			\$ 1,530,000	\$ 1,499,106.05

CERTIFICATE OF DEPOSIT	TITLE	PURCHASE DATE	MATURITY DATE	RATE	PAR VALUE	PRINCIPAL COST
CD	Merrick Bank	Jan-21	1/29/2025	0.400%	\$ 249,000	\$ 249,000
CD	Technology Credit Union CD	Feb-24	2/21/2025	5.050%	\$ 249,000	\$ 249,000
CD	Connex Credit Union	Feb-24	2/28/2025	5.100%	\$ 249,000	\$ 249,000
CD	Crown BK Ocean City NJ CD	Dec-23	12/29/2025	4.350%	\$ 249,000	\$ 249,000
CD	First Bank Richmond NA IN CD	Dec-23	1/29/2026	4.400%	\$ 244,000	\$ 244,000
CD	Morgan Stanley Private BK NATL	Sep-24	3/11/2026	4.150%	\$ 245,000	\$ 245,000
CD	Dundee Bank Omaha	Apr-22	4/8/2027	2.250%	\$ 247,000	\$ 247,000
CD	Members Trust of SW FCU	Feb-24	2/28/2028	4.250%	\$ 249,000	\$ 249,000
CD	Alabama Credit Union	Feb-24	2/28/2028	4.350%	\$ 249,000	\$ 249,000
				5.28%	\$ 2,230,000	\$ 2,230,000

Total Investments	\$ 25,127,284.43
Total City Funds	\$ 25,928,007.50
Ratio of Invested Funds/Available Funds	97%

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.


Xochitl Hernandez, Interim Finance Director

City of Exeter Agenda Item Transmittal

Meeting Date: April 8, 2025

Agenda Item Number: I.7.

Wording for Agenda: Approval of Police Department temporary restroom rental for an additional three (3) months through the end of the repair and remodel of the Police/Administration building.

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

Department Recommendation:

City Staff recommends that the City Council approve the Police Department temporary restroom rental for an additional three (3) months through the end of the repair and remodel of the Police/Administration building.

Summary/Background:

Originally it was thought that the City staff would have to use the Police Department/Administration Building during the repair and remodel. However, due to the actual level of demolition required on the interior and the unexpected availability of temporary facilities to move into, it was determined that temporarily relocating staff out of the building would be the best option.

Temporarily relocating the Police Department into a construction office type trailer set adjacent to Joyner Park and near a City power panel became a viable option. However, restrooms were also needed, at least through part of the construction since the building restrooms had to be completely reconfigured to meet Americans With Disabilities Act (ADA) requirements.

Staff looked at the options for providing the temporary restrooms. The Police Department owns a restroom trailer, however it was being used at the Police Range, and is anticipated to be used frequently at the Police Range over the next three months while the building project is being completed. This restroom trailer is set up to discharge into a septic system on site at the range with no monthly cost to service. The rented restroom trailer at the temporary office trailer costs \$2,105.00 per month for rent and service. The Police Department restroom trailer could be relocated to the office trailer location but it would then require contracted servicing at \$1,670.00 per month since the City does not have equipment to do this kind of servicing. This would then require rental of porta potties at the range with servicing at this location since porta potties aren't set up to discharge into septic systems. The porta potty cost would be \$461.00 per month. This would result in a total cost of \$2,131.00 per month.

When the rental restroom trailer was originally set up at the construction office the length of time it would be needed was unknown and thought that the total cost would be within the City Administrator's purchasing authority of \$10,000.00. However, due to the discovery of a bearing wall in the area of the building bathroom that had to be reconfigured, the building bathrooms are not going to be accessible until closer to the end of the project. Based on the similar costs presented above and the need for the rental restroom trailer for another three months, staff is

For action by:

☒ City Council

Regular Session:

☒ Consent Calendar

☐ Regular Item

☐ Public Hearing

Review:

**City Administrator
(Initials Required)**



requesting authorization of the rental restroom trailer through the end of the building construction at an additional cost of \$6,315.00 and a total cost of about \$13,380.00 through the entire project.

Fiscal Impact:

An additional cost of about \$3,380.00 beyond the originally anticipated \$10,000.00, which can be included in the available funding that has been identified for the project.

Prior Council/Board Actions:

Prior Council actions regarding the Police Department/Administration Building Repair and Remodel Project.

Attachments:

None.

Recommended motion to be made by Council/Board: I move to approve the Police Department temporary restroom rental for an additional three (3) months through the end of the repair and remodel of the Police/Administration building.

City of Exeter Agenda Item Transmittal

Meeting Date: April 8, 2025

Agenda Item Number: I.8.

Wording for Agenda: Approve and authorize Mayor to sign and submit a letter of opposition to Senate Bill (SB) 79 (Wiener) regarding transit-oriented development and its implications for local land use authority.

Submitting Department: Administration
Contact Name: Francesca Quintana, City Clerk/Human Resources Manager
Phone Number: (559)592-9244 ext. 1001
Email: fquintana@exetercityhall.com

For action by:

☒ City Council

Regular Session:


☒ Consent Calendar

☐ Regular Item

☐ Public Hearing

Review:

**City Administrator
(Initials Required)**



Department Recommendation:

City Staff and Council Member Riddle recommend that the City Council approve and authorize the Mayor to sign a letter opposing SB 79 (Wiener) regarding transit-oriented development and its implications for local land use authority.

Summary:

SB 79 (Wiener) proposes to transfer local land use authority to transit agencies, reducing the City of Exeter's ability to manage its own growth and development. The bill does not ensure housing production, may lead to overdevelopment without infrastructure support, and bypasses environmental and community input processes. The City of Exeter, as a member of the Tulare County Regional Transit Authority (TCRTA), would have limited influence over land use decisions despite holding only one vote within the authority. Given these concerns, staff recommends that the City Council formally oppose SB 79 and communicate this opposition to Senator Wiener and relevant legislative bodies.

Background:

Council Member Riddle has requested that the City of Exeter formally oppose SB 79 (Wiener) and join the League of California Cities (Cal Cities) in expressing concerns about this proposed legislation. SB 79 would grant transit agencies significant authority over land use decisions without requiring the development of housing, including affordable housing. The bill also undermines state-mandated local housing elements by imposing a top-down, transit-centric approach that disregards local needs and input.

SB 79 poses significant concerns for the City of Exeter, particularly in how it shifts decision-making power away from local governments to transit agencies. Specifically:

- **Dilution of Local Control:** Exeter is a member of the Tulare County Regional Transit Authority (TCRTA), where it holds only one vote. Under SB 79, TCRTA—rather than the City of Exeter—could be granted control over land use decisions on properties it owns or has a permanent easement on, even if those properties are far from transit stops. This means Exeter's control over land use in its own jurisdiction would be significantly weakened.

- **No Guarantee of Housing Production:** The bill does not require that transit agencies approve residential development or mandate the construction of affordable housing. Instead, agencies could approve purely commercial projects without adding a single new home, despite the state's housing crisis.
- **Overriding Local Planning and Community Input:** Exeter has invested substantial time and resources in creating its General Plan and Housing Element to ensure thoughtful and community-driven growth. SB 79 would allow transit agencies to bypass these locally developed plans, negating years of community engagement and environmental review.
- **Potential for Overdevelopment Without Infrastructure Support:** The bill could allow for high-density developments of up to seven stories and 120 homes per acre near transit stops, without requiring proper infrastructure improvements to support such growth. Exeter's small-town character, infrastructure capacity, and public services could be strained by unplanned, high-density developments.
- **Environmental and Aesthetic Concerns:** SB 79 eliminates certain local oversight processes, such as environmental impact assessments and public input mechanisms, which are crucial in ensuring developments align with Exeter's character and sustainability goals.

SB79 represents a significant overreach into local land use authority, shifting power to regional transit agencies and limiting Exeter's ability to plan for its own future. Given the concerns outlined above, City Staff and Council Member Riddle recommend that the City Council approve the opposition letter and formally communicate Exeter's position to Senator Wiener and other relevant legislative bodies.

Fiscal Impact:

While the direct fiscal impact of SB 79 is uncertain, the City could face increased costs related to infrastructure expansion, public safety, and municipal services if high-density projects are approved without City oversight. Additionally, the loss of local control could impact future City-led development initiatives and revenue streams.

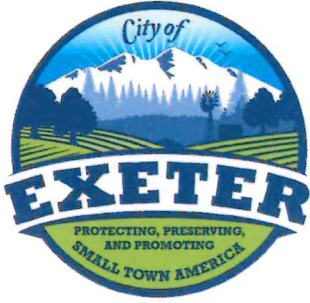
Prior Council/Board Actions:

None.

Attachments:

- Draft Letter of Opposition

Recommended motion to be made by Council/Board: I move to approve and authorize Mayor to sign and submit a letter of opposition to Senate Bill (SB) 79 (Wiener) regarding transit-oriented development and its implications for local land use authority.



Office of the Mayor

PO Box 237 Exeter, CA 93221
Ph: 559-592-9244 Email: jjohnson@exetercityhall.com

April 8, 2025

The Honorable Scott Wiener
Senator, California State Senate
1021 O St, Suite 8620
Sacramento, CA 95814

RE: SB 79 (Wiener) Transit-oriented Development – Notice of Opposition

Dear Senator Wiener,

The City of Exeter writes to express our strong opposition to your SB 79, which would disregard state-certified housing elements and bestow land use authority to transit agencies without any requirement that developers build housing, let alone affordable housing.

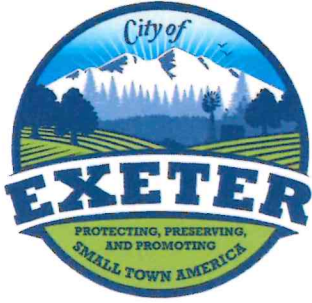
SB 79 doubles down on the recent trend of the state overriding its own mandated local housing elements. This latest overreaching effort forces cities to approve transit-oriented development projects near specified transit stops — up to seven stories high and a density of 120 homes per acre — without regard to the community's needs, environmental review, or public input.

This bill would have a significant and adverse impact on Exeter. As a small, rural city and a member of the Tulare County Regional Transit Authority (TCRTA), the City of Exeter holds only one vote among many. Under SB 79, land use authority would shift to TCRTA for properties it owns or holds a permanent easement on — even if located far from any actual transit stop. This effectively strips Exeter of its ability to govern its own land use decisions and undermines years of planning efforts involving substantial public participation.

Most alarmingly, SB 79 defies cities' general plans and provides transit agencies unlimited land use authority on property they own or have a permanent easement, regardless of the distance from a transit stop. Transit agencies would have the power to determine all aspects of the development including height, density, and design, without any regard to local zoning or planning.

This broad new authority applies to both residential and commercial development. Transit agencies could develop 100% commercial projects — even at transit stops — and not provide a single new home, while simultaneously making the argument that more housing must be constructed around transit stops.

The City of Exeter appreciates and respects your desire to pursue a housing production proposal. However, as currently drafted, SB 79 will not spur the kind of housing construction California needs — particularly not in a manner that supports local flexibility, decision-making, and community input.



Office of the Mayor

PO Box 237 Exeter, CA 93221
Ph: 559-592-9244 Email: jjohnson@exetercityhall.com

California will never produce the number of homes needed with an increasingly state-driven, by-right housing process. What we really need is a sustainable state investment that matches the scale of this decades-in-the-making crisis. For these reasons, the City of Exeter strongly opposes SB 79..

Sincerely,

Jacob Johnson, *City of Exeter Mayor*

cc: Senator Melissa Hurtado
Assemblymember Devon Mathis
League of California Cities, cityletters@cacities.org

City of Exeter Agenda Item Transmittal

Meeting Date: April 8, 2025

Agenda Item Number: J.1.

Wording for Agenda: Discussion and direction regarding appointment to Measure R Citizens Oversight Committee.

Submitting Department: Administration
Contact Name: Adam Ennis, City Administrator
Francesca Quintana, City Clerk & Human Resources Manager
Phone Number: (559)592-4539, (559)592-9244 ext. 1001
Email: adam@exetercityhall.com, fquintana@exetercityhall.com

For action by:

☒ City Council

Regular Session:

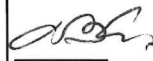
☐ Consent Calendar

☒ Regular Item

☐ Public Hearing

Review:

**City Administrator
(Initials Required)**



Department Recommendation:

City Staff recommends that the City Council either appoint a representative directly to the Measure R Citizens Oversight Committee or direct staff to open an application process for interested candidates.

Background:

On November 7, 2006, Tulare County voters approved Measure R, a 1/2 cent sales tax dedicated to transportation funding for a 30-year period. The purpose of the measure is to generate approximately \$652 million for transportation projects across the County.

The Citizens' Oversight Committee consists of 16 members and is designed to represent the diverse communities within Tulare County. The committee's role includes providing input on the implementation of the Measure R Expenditure Plan, advising the Authority Board on necessary adjustments, ensuring funds are allocated appropriately, and maintaining public transparency regarding expenditures.

The committee meets quarterly to review Measure R transactions, discuss upcoming projects, and assess the effectiveness of funding allocations. It plays an essential role in ensuring that Measure R funds are utilized to their fullest potential for the benefit of Tulare County residents.

Summary:

The City of Exeter has a community representative position on the Measure R Citizens Oversight Committee through the Tulare County Association of Governments (TCAG). On October 10, 2023, the City Council appointed Jon Stearns to the committee. Mr. Stearns has served since that time but resigned from his position as of March 25, 2024. We thank Mr. Stearns for his time and commitment to the committee. As a result, TCAG has requested that the City appoint a new representative.

TCAG would like to have a representative in place by July 2025. The position remains open until an appointment is made. Typically, terms begin in July; however, due to the mid-year resignation of the Exeter representative, the position remains vacant at this time.

The City Council has two options:

1. **Appoint a representative directly.**
2. **Open an application process and accept applications** from April 9, 2025, to April 23, 2025, with applications brought before the Council for selection on May 13, 2025.

Fiscal Impact:

There is no fiscal impact beyond already budgeted items. However, the appointed representative will advocate for City projects that could benefit from Measure R funding.

Prior Council/Board Actions:

Previous appointments to the Measure R Citizens Oversight Committee, including the appointment of Jon Stearns on October 10, 2023.

Attachments:

None.

Recommended motion to be made by Council/Board: I move to appoint a representative directly **OR** open an application process for the Measure R Citizens Oversight Committee representative position.

**City of Exeter
Agenda Item Transmittal**

Meeting Date: April 8, 2025

Agenda Item Number: J.2.

Wording for Agenda: Receive three-month update on the repair and remodel of the Police Department/Administration Building.

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

Department Recommendation:

That the City Council receive three-month update on the repair and remodel of the Police Department/Administration Building.

For action by:

☒ City Council

Regular Session:

☐ Consent Calendar

☒ Regular Item

☐ Public Hearing

Review:

**City Administrator
(Initials Required)**



Summary:

On October 22, 2024, the City Council awarded a construction contract to Sierra Range Construction in the amount of \$1,470,000.00 to repair and remodel the Police Department/Administration Building and authorized a contingency amount of \$147,000.00 (10%) for change orders to keep the project moving as unforeseen needs arose. The project was estimated to take six months to complete and began on January 2, 2025.

The project has been progressing well, in spite of some rainy weather. Nearly all of the demolition has been completed and the contractor is working on constructing the improvements on and within the building. The project occurred just in time to primarily catch the wood dry rot in the wood siding only, with only a couple pieces of wood framing having to be replaced due to rot. The contractor has indicated that they continue to anticipate completion of the project in the 6-month timeframe, which would be in June of 2025.

There have been several changes required through the project resulting in two change orders so far. The change orders have been reviewed by the contractor, construction manager, the architect and the City. The change orders have been found to be needed and the costs reasonable for the added work to be done.

Change Order number 1 consisted of changing the contract payment retention amount from 10% to 5%. The construction documents that were used for bidding were an older set which still included the 10% retention call out, which has since been changed to 5% in the contract code unless the project has some special characteristics warranting a 10% retention. The common retention for this type of project is 5%. This was a no cost change order.

Change Order number 2 consists of eight modifications that required extra work and costs. The changes are:

- 1.0 Removal of 3' to 4' of block wall on the northeast corner of the building to provide access for installing stucco and replacing the removed block wall with a new lockable wrought iron man gate, and access walk to the sidewalk. It also included removal of

the back and one side wall of the trash enclosure to allow more room for installation of stucco. Cost = \$20,993.43.

2.0 Originally in the specifications it was indicated that the City staff would be using the building during the remodel. However, due to the actual level of demolition required on the interior and the unexpected availability of temporary facilities to move into, it was determined that temporarily relocating out of the building would be the best option. Based on the original specifications, the contractor had assumed that the staff would be moving themselves and furniture within the building during the project and had not planned on removing all the furniture from the building. With staff temporarily relocating out of the building the contractor asked to split the furniture removal and replacement cost with the City. Cost = \$3,379.17.

3.0 Removal of 3' to 4' of block wall on the southwest corner of the building to provide access for installing stucco and replacing removed block wall with new lockable wrought iron man gate with panic hardware. Cost = \$9,982.37.

4.0 Remove existing carpet in Dispatch Room and install new carpet tiles. Cost = \$6,078.38.

5.0 Removal of office cabinets and counters that were not functional. Cost = \$1,528.74.

6.0 A few offices had old wood paneling on some of the walls making the rooms very dark and dated. In addition, the wood paneling only extended down to the countertops that were removed and not extend the full wall height. So the wood wall paneling was removed, sheetrock texture applied, and the walls painted. Cost = \$7,985.68.

7.0 Apparently a wood nailer was installed in the concrete stem wall around the outside perimeter of the building during the original construction. This wood nailer compromised the integrity of the anchor bolts and holdowns, requiring the wood nailer to be removed and replaced with concrete. Blocking and strapping at shear walls was also required. Cost = \$31,543.43.

8.0 Once the outside evidence storage room was emptied and some of the wood siding removal had occurred it became apparent that the metal roof of the outside evidence storage area needed to be removed to allow for a seamless application of the stucco to minimize risk of future water intrusion into the wall. Removal of the existing metal roof, installation of a ledger and flashing and reinstallation of the metal roofing was required. Cost = \$33,015.35.

CHANGE ORDER TOTALS: \$114,506.55 (7.8% of original bid)

Background:

After decades of deferred maintenance due to budgetary constraints and insufficient fund balances, the City is repairing and remodeling the existing Police Department and Administration Building (PD/Admin Building). This building houses the entire operation of the Police and Administration Departments. Over the decades the building has deteriorated, in particular the exterior siding and trim, air conditioning system and interior finishes. The building is also not in compliance with current Americans With Disability Act (ADA) requirements. The City was not in a financial position to fund and build a new similar size (6,500 square feet) PD/Admin Building without borrowing. With current cost estimates for essential service building construction at about \$1,000.00 per square foot the total cost to build a new building would be around \$6,500,000.00 to \$7,000,000.00.

In light of these costs and that the City had about \$1,160,000.00 of funding remaining from the Coronavirus Local Fiscal Recovery Fund (CLFRF), which was established by the American Rescue Plan Act (ARPA), Council previously directed staff to repair and remodel the PD/Admin Building using this funding. Per this direction, City staff began working with an Architect to develop the scope of the project, including ADA improvements to meet building code requirements. Once the scope of work was determined, design of the repair and remodel began. During the design it was found that subconsultants would be required to work on structural changes to accommodate the extra weight of new exterior finishes and rearrangement of plumbing to bring restrooms into ADA compliance. In addition, some design was needed for exterior grading, drainage and ADA improvements. Once the design was completed the project plans were submitted for permits to the County building department and the City contract and Architect specifications were coordinated together, including updating to meet the requirements for federal funding. A project environmental determination also had to be made and filed. Subsequent to this work being completed the project was put out to bid.

With QK, the City Engineer, handling the bidding, the project was put out to bid for first advertisement on September 4, 2024 and for second advertisement on September 11, 2024. A pre-bid conference was held on September 11, 2024 and the bid(s) were opened on October 3, 2024. Only one (1) bid response was received from the following contractor:

Sierra Range Construction	\$1,470,000.00
---------------------------	----------------

Sierra Range Construction's bid proposal for this project was reviewed by the City Engineer, the Architect and staff and was been determined to be complete and responsive. The funding for construction of this project is planned to be from ARPA funds, with additional funding from revenue over expenses from the previous fiscal year. Awarding this project obligated the ARPA funds prior to the December 31, 2024 deadline, securing that funding.

Fiscal Impact:

\$1,160,000.00 of ARPA funding, and up to \$457,000.00 of 2023/2024 revenues over expenses is being used for the PD/Admin Building Project, which includes a 10% project contingency.

Prior Council/Board Actions:

Prior funding and PD/Admin Building Project actions.

Attachments:

None.

Recommended motion to be made by Council/Board: No action required.
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