



EXETER CITY COUNCIL AGENDA

TUESDAY, MAY 13, 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

Zachary Boudreaux

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. 65956.9(d)(4) Conference with Legal Counsel
Re: Potential Initiation of Litigation: Six (6) Cases
2. 54957.6 Conference with Labor Negotiations
Agency Negotiator: Adam Ennis, City Administrator
Employee Groups: All represented and unrepresented employees

3. 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 Mayor Johnson.

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:

1. Proclamation in honor of National Public Works Week (p. 4)
Presented to City of Exeter Public Works Staff
Presented by Mayor Johnson

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.

2. Approval of April 22, 2025, regular meeting minutes (pp. 5 – 9)
3. Payment of Bills (pp. 10 – 14)
4. April 25, 2025, Payroll (pp. 15 – 20)
5. Approval to issue permits to four (4) applicants including; Exeter Union High School Music Boosters, Exeter Outdoors Association, Exeter Wrestling Boosters, and the Bridge Church for the sale of Safe and Sane Fireworks contingent upon compliance with required booth clearances, appropriate documentation, proper on-site storage, compliance with all City Municipal Code requirements, and any County or State guidance and orders in place during the time of sales (pp. 21 – 22)
6. Adoption of **Resolution 2025-11**, A Resolution of the City Council of the City of Exeter, amending the City's 2024/25 salary schedule, to reflect previously approved salary adjustments for the Chief of Police and City Administrator positions (pp. 23 – 30)

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. Public hearing to consider adoption of **Resolution 2025-12**, A Resolution of the City Council of the City of Exeter, approving Conditional Use Permit No. 2025-01, to permit the operation of the Checkmat Jiu Jitsu Gym on property located in a CS (Service Commercial) district, located at 410 S F. Street (pp. 31 – 45)

Presented by Tom Navarro, Contract Senior City Planner

2. Consider Adoption of **Resolution 2025-13**, A Resolution of the City Council of the City of Exeter, approving and authorizing the Mayor and/or City Administrator to execute an agreement with option to purchase for the potential acquisition of property located at 801 South Belmont Road (APN 133-080-053) and to take all necessary actions to facilitate the purchase for a well site as part of the required improvements associated with the Tooleville water system consolidation (pp. 46 – 58)

Presented by Adam Ennis, City Administrator

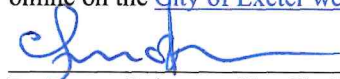
K. CITY COUNCIL ITEMS OF INTEREST

L. CITY ADMINISTRATOR/DEPARTMENT COMMENTS

M. REGULAR MEETING ADJOURNMENT

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

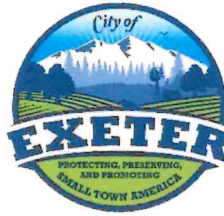
I declare under penalty of perjury that I am employed by the City of Exeter, in the Administrator's Office; and that I posted this Agenda on the bulletin board outside of City Hall 137 N. F St. Exeter CA 93221 on May 09, 2025 and online on the [City of Exeter website](#).



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.



Proclamation
National Public Works Week
May 18-24, 2025
"People, Purpose, Presence"

WHEREAS public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of Exeter; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are maintenance workers, operations managers, mechanics and employees at all levels of government, who are responsible for rebuilding, improving, and protecting our nation's, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Exeter to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2025 marks the 65th annual National Public Works Week,

RESOLVED, I, JACOB JOHNSON, MAYOR OF THE CITY OF EXETER do hereby designate the week of May 18–24, 2025, as National Public Works Week in Exeter. I urge all citizens to join in activities, events, and ceremonies designed to pay tribute to our public works professionals and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Exeter (to be affixed),

Executed this _____ day of _____ 2025.

Jacob Johnson, Mayor



EXETER CITY COUNCIL AGENDA
TUESDAY, APRIL 22, 2025 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
Jacob Johnson

PUBLIC WORKS DIRECTOR
Zachary Boudreaux

INTERIM CHIEF OF POLICE
Rob Schimpf

MAYOR PRO TEM
Jeff Wilson

CITY ATTORNEY
Julia Lew

FINANCE DIRECTOR/CITY
TREASURER
Eekhong Franco

COUNCIL MEMBERS

Frankie Alves

Bobby Lentz

Vickie Riddle

CITY PLANNER
Greg Collins

CITY CLERK
Francesca Quintana

CITY ENGINEER
Martin Querin

DEPUTY CITY CLERK
Christina Arias

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on the City's website at 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, April 22, 2025, at 6:00 p.m., in the Exeter City Council Chambers, 137 North F Street in Exeter CA 93221.

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

COUNCIL ABSENT: None.

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

6:00 p.m.

A. CALL TO ORDER CLOSED SESSION

Mayor Johnson called the closed session to order at 6:00 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. 54956.9 Consideration of Liability Claims
Claimant: Dianne Cortinas
Claimed Against: City of Exeter
2. 54957 Public Employment/Appointment
Title/Position: City Administrator
3. 54957 Public Employment/Appointment
Title/Position: Chief of Police
4. 54957.6 Conference with Labor Negotiators
Agency Negotiators: Mayor and (Retiring) City Administrator
Unrepresented Position: (Incoming) City Administrator
5. 54957.6 Conference with Labor Negotiators
Agency Negotiators: City Administrator
Unrepresented Position: Chief of Police

Mayor Johnson adjourned the closed session at 6:41 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 07:00 p.m. City Attorney Julia Lew reported that action was taken by the City Council on closed session item C.1; 54956.9 Consideration of Liability Claims, Claimant: Dianne Cortinas Claimed Against: City of Exeter. It was moved by Mayor Pro Tem Wilson, seconded by Council Member Alves and approved 5-0 to reject the claim from claimant Dianne Cortinas.

E. INVOCATION

Presented by Pastor Genetti.

F. PLEDGE OF ALLEGIANCE

Led by Council Member Alves.

G. PUBLIC COMMENTS:

Public comment from PK Whitmire. Whitmire is the Chair of the City of Exeter Planning Commission. Whitmire welcomed the new City Administrator and Chief of Police. Whitmire requested a joint session and Housing Element 101 between the Planning Commission and City Council.

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 April 08, 2025, regular meeting minutes (pp. 5 – 8)
2. Payment of Bills (pp. 9 – 13)
3. April 11, 2025, Payroll (pp. 14 – 19)
4. Quarter 3 Treasurer's Report (pp.)
5. Approve and authorize Mayor to sign and submit a letter of support for Assembly Bill (AB) 650 (Papan) regarding Planning and Zoning; Housing Element; Regional Housing Needs Allocation (pp. 20 – 98)
6. Approve and authorize Mayor to sign and submit a letter of opposition to Senate Bill (SB) 634 (Pérez) regarding homelessness civil and criminal penalties (pp. 99 – 107)
7. Approval of a request for a street closure of E St. between E. Cedar and Clarence for a private fundraising event hosted by Center for Art Culture and History – Exeter (CACHE) beginning at 3:30 p.m. May 17, 2025, and ending at 7:30 p.m., and a street closure fee waiver of \$100.00, subject to the conditions presented by staff (pp. 108 – 117)
8. Authorize the piggyback of a Sourcewell cooperative purchasing agreement and authorize the City Administrator to enter into a purchase agreement with RDO Equipment Co. of Fowler, CA for an ATX850 Wheel Loader, manufactured by Vermeer Corporation and appropriate an additional \$14,731.27 split between the water and sewer expenditure accounts for a total purchase of \$78,511.27 (pp. 118 – 120)
9. Authorize the purchase of six APX6500 vehicle radios (\$35,918.61) as well as necessary upgrades to two existing APX6500 radios (\$5,811.75) to accommodate required radio encryption at a total purchase cost of \$41,730.36 with Motorola Solutions and appropriate \$41,730.36 from the COPS Grant fund (pp. 121 – 128)
10. Approve and authorize the City Administrator to execute a Memorandum of Understanding (MOU) Between the County of Tulare and the City of Exeter for Interim Police Chief Services (pp. 129 – 140)

Approval of Consent Calendar as presented							
1 st	2 nd	Result	JONHSON	WILSON	ALVES	RIDDLE	LENTZ
WILSON	ALVES	(5-0)	AYE	AYE	AYE	AYE	AYE

It was moved by Mayor Pro Tem Wilson and seconded by Council Member Alves that the items on the Consent Calendar be approved as presented. The motion carried 5-0.

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. Adoption of **Resolution 2025-10**, A Resolution of the City Council of the City of Exeter Directing the City Engineer to Prepare a Report for the current twenty (20) City of Exeter Landscape and Lighting Maintenance Assessment Districts 91-01A; 91-01B; 97-01; 98-01; 08-

01; 06-01; 05-01; 05-02; 04-01; 04-02; 04-03; 04-04; 04-05; 03-01; 03-02; 01-01; 01-02; 00-01, 00-02, and 23-01 (pp. 141 – 144)

Presented by Martin Querin, Contract City Engineer

City Engineer Martin Querin provided a report for the City Council's review and consideration.

Mayor Johnson opened the item up for public comment. No public comment was received.

Adoption of Resolution 2025-10, A Resolution of the City Council of the City of Exeter Directing the City Engineer to Prepare a Report for the current twenty (20) City of Exeter Landscape and Lighting Maintenance Assessment Districts 91-01A; 91-01B; 97-01; 98-01; 08-01; 06-01; 05-01; 05-02; 04-01; 04-02; 04-03; 04-04; 04-05; 03-01; 03-02; 01-01; 01-02; 00-01, 00-02, and 23-01, as presented							
1 st	2 nd	Result	JOHNSON	WILSON	RIDDLE	ALVES	LENTZ
JOHNSON	ALVES	(5-0)	AYE	AYE	AYE	AYE	AYE

It was moved by Mayor Johnson and seconded by Council Member Alves to adopt of Resolution 2025-10, A Resolution of the City Council of the City of Exeter Directing the City Engineer to Prepare a Report for the current twenty (20) City of Exeter Landscape and Lighting Maintenance Assessment Districts 91-01A; 91-01B; 97-01; 98-01; 08-01; 06-01; 05-01; 05-02; 04-01; 04-02; 04-03; 04-04; 04-05; 03-01; 03-02; 01-01; 01-02; 00-01, 00-02, and 23-01, as presented. The motion carried 5-0.

2. Receive the Fiscal Year 2023/2024 Audited Financial Statements for the City of Exeter, review the financial condition of the City, and provide feedback. (pp. 145 – 225)

Presented by Rene Miller, Hourly Finance Manager

Hourly Finance Manager Rene Miller provided a report for the City Council's review and consideration.

Mayor Johnson opened the item up for public comment. No public comment was presented.

3. Consider Approval of Employment Agreement with Rob Schimpf for the position of Chief of Police (pp. 226 – 233)

Presented by Francesca Quintana, City Clerk/Human Resources Manager

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

Mayor Johnson opened the item up for public comment. No public comment was presented.

Approval of Employment Agreement with Rob Schimpf for the position of Chief of Police, as presented							
1 st	2 nd	Result	JOHNSON	WILSON	RIDDLE	ALVES	LENTZ
WILSON	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

It was moved by Mayor Pro Tem Wilson and seconded by Council Member Riddle to approve the Employment Agreement with Rob Schimpf for the position of Chief of Police, as presented. The motion carried 5-0.

4. Consider Approval of Employment Agreement and Appointment of Jason Ridenour as the City Administrator effective May 27, 2025 (pp. 234 – 241)

Presented by Francesca Quintana, City Clerk/Human Resources Manager and Julia Lew, City Attorney

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

Mayor Johnson opened the item up for public comment. No public comment was presented.

Approval of Employment Agreement and Appointment of Jason Ridenour as the City Administrator effective May 27, 2025, as presented							
1 st	2 nd	Result	JOHNSON	WILSON	RIDDLE	ALVES	LENTZ
ALVES	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

It was moved by Council Member Alves and seconded by Council Member Riddle to approve the Employment Agreement and Appointment of Jason Ridenour as the City Administrator effective May 27, 2025, as presented. The motion carried 5-0.

K. CITY COUNCIL ITEMS OF INTEREST

Council Member Alves hoped everyone had a great Easter holiday and shared that he will be attending the upcoming SJV Special City Selection Committee.

Mayor Pro Tem Wilson thanked all City Staff for all they do and shared his excitement for the future.

Council Member Riddle shared information regarding a potential bypass at SR65 & Marinette. Riddle shared information about the upcoming TCAG retreat. Riddle thanked Interim Chief Shimpf for the event held by the DA's Office. Riddle shared that she continues working on the downtown parking project. Riddle shared an updated from the TCRTA meeting.

Council Member Lentz congratulated Chief Shimpf and Zachary Boudreaux on their appointments.

Mayor Johnson thanked Planning Commissioner Whitmire for her comments at tonight's meeting.

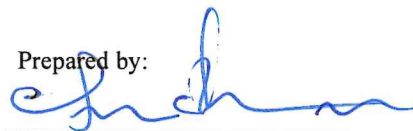
L. CITY ADMINISTRATOR/DEPARTMENT COMMENTS

City Administrator Adam Ennis, Public Works Director Zach Boudreaux, Interim Police Chief 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 8:13 p.m.

Prepared by:



Francesca Quintana, City Clerk

AVENU FINANCIAL SYSTEM CITY OF EXETER
04/18/2025 13:40:40 Payments for Publication GL050S-V08.22 COVERPAGE
GL335R

Report Selection:

Run Group... 041825 Comment... CHECK RUN 4/18/25
Approval Date for Report..... 04 18 2025
Payments Through Date..... 04 18 2025
Cutoff Amount to be Used..... 0000000
RUN GROUP... 041825 COMMENT... CHECK RUN 4/18/25
DATA-JE-ID DATA COMMENT

D-04182025-509 CHECK RUN 4/18/25

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
4/18/2025 13:40:40

Payments for Publication

CITY OF EXETER
GL335R-V08.22 PAGE

Approved on 4/18/2025 for Payments Through 4/18/2025

Vendor Name	Description	Amount
A.R.E AUTO PARTS INC.	ENGINE 11-18MO WTY BATTE	1,775.53
A-C ELECTRIC COMPANY	RPLCE GREEN TRFFIC SIGNA	724.88
ABLE INDUSTRIES, INC	03/25 MAINT VISALIA RD	720.00
ARIAS/ CHRISTINA	SHERIFFS OFFICE-MILE REI	21.42
AT&T	MAR 2025 LIVESCAN	420.85
AUDEAMUS DBA SEBASTIAN	LOW VOLTAGE WIRES REMOVE	2,045.00
BASIC	APR 2025 COBRA FEE	35.01
BILL NELSON ENGINEERING CONST.	BRICKHOUSE PRK SEWER PRJ	160,150.21
BNP MEDIA II LLC	ENGINEER NEWS 1YR SUB	99.99
CENTRAL CAL WATERWORKS, INC	CPO APR 2025 WWTP	17,682.46
CIVICA LAW GROUP, APC	MAR 313 C ST CODE ENFOR	3,205.03
CLEAN CUT LANDSCAPE MANAGEMENT	MAR 2025 CITY PARK MAINT	6,915.00
COLLINS & SCHOETTLE	FEB 2025 CITY PLANNING	10,350.00
CONSENSUS CLOUD SOLUTIONS	EFAX 3/7/25-3/31/25	207.16
COUNTY OF TULARE	ANTENNA RELOCATION	1,795.79
DATA TICKET, INC	FEB CITATION PROCESSING	151.95
DEEP CREEK PROPERTIES	UB DEPOSIT REFUND	25.32
DELTA LIQUID ENERGY, ARRO AUTO	MOTOR VEHICL FUEL	6.96
DIVISION OF STATE ARCHITECT	JAN-MAR 25 \$4 DSA FEE	92.90
ELITE CORPORATE MEDICAL SERV	BOURDREAUX- PRE-PLACEMEN	111.00
EXETER IRRIGATION & SUPPLY	SPEARS SI 1/2" FIPT	205.27
EXETER MOTORS, INC.	PATROL 11-SENSOR ASY	204.07
EXETER PLUMBING CO.	REPLACE HOT WTR HEATER	1,900.00
FERGUSON US HOLDINGS, INC	U21 2 DP C/BASIN W/ FRM	11,332.32
GOLDSTROM/ NORM	MAR MILEAGE REIMBURSEMEN	64.12
GOVERNMENT REVENUE SOLUTIONS	MAR 2025 APP HOSTING	3,395.02
HENSCHEL/ NICHOLAS	EFFICIENCY TEST- E-11	300.00
JACK GRIGGS INC	MAR 25 GAS	8,992.56
KAWEAH PUMP, INC.	OIL LUBE/BUTT GRN-WEL#11	77,726.71
LEAF CAPITAL FUNDING LLC	ADMIN- APR 2025 KYOCERA	524.93
MCCORMICK KABOT JENNER & LEW	NOV 24 LEGAL SERVICES	7,109.30
MCGRATH RENTCORP & SUBSIDIARIE	1/25-2/23/25 PD RENT OFF	3,932.88
MOORE TWINING ASSOCIATES, INC	TOTAL NITROGEN 10 DAY	1,167.00
OLD REPUBLIC TITLE	TITLE- PAR 133-280-015	1,200.00
PACE SUPPLY CORP.	N52 LID CONCRETE 3PC	1,865.15
PARKPACIFIC INC	POWDER FINISH-SCROTH PAR	136.13
PENA'S DISPOSAL INC	PD MAR 2025 SHRED	188.02
QUAD KNOPF ENGINEERING	250008 25 GEN ENG SERVIC	18,274.56
SAN JOAQUIN VALLEY APCD	25/26 PERMITS-655 W VISA	290.00
SCA OF CA, LLC	MAR 2025 AIR ST SWEEPING	4,500.00
SELF-HELP ENTERPRISES	84-CDBG/STBG AT 7.25	1,126.75
SIMMONS TIRE SERVICE	E07-245/55R18 103V GOODY	484.32
SOUTHERN CALIFORNIA EDISON	0117- 3/10/25-4/07/25	98.23
SOUTHERN CALIFORNIA GAS CO.	7144- 3/1/25-4/1/25	16.38
TOLBERT/ GAVIN	GROUND TREE STUMP	150.00
TRANSUNION RISK & ALTERNATIVE	MAR 2025 PERSON SEARCH	75.00
UNIFIRST CORPORATION	3/25/25 UNIFORM CLEANING	815.68
UNIVAR SOLUTIONS USA INC	APR SOD 1906 W MYER	4,352.51

AVENU FINANCIAL SYSTEM CITY OF EXETER
4/18/2025 13:40:40 Payments for Publication GL335R-V08.22 PAGE

Approved on 4/18/2025 for Payments Through 4/18/2025

Vendor Name	Description	Amount
US BANK N.A.	MAR 2025 CUSTODY CHARGES	173.25
USA BLUEBOOK	INJECTION VALVE VTC3	1,083.02
VALLEY EXPETEC	APR MONTHLY BILLING	8,303.00
VERIZON WIRELESS	PW 03/01/25-03/28/25	228.06
WIRELESS INTERNET SERVICES, INC	MAY 2025 - 314 W FIREBAU	279.95

Final Totals... 367,030.65

AVENU FINANCIAL SYSTEM

4/18/2025 13:40:40

Payments for Publication

CITY OF EXETER

GL335R-V08.22 PAGE

TOTAL NUMBER OF RECORDS PRINTED 209

AVENU FINANCIAL SYSTEM
04/18/2025 13:40:40

Payments for Publication

CITY OF EXETER
GL060S-V08.22 RECAPPAG
GL335R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
104	GENERAL FUND	55,800.70
105	WATER FUND	99,878.90
106	SANITATION FUND	270.33
107	SEWER FUND	188,405.29
109	GAS TAX FUND	724.88
111	CDBG REVOLVING FUND	609.00
116	LOW/MODERATE HOUSING FUND	307.75
117	FTHB PROGRAM INCOME FUND	188.25
121	INSURANCE FUND	35.01
128	GRANTS	21.75
131	MEASURE R	1,920.00
140	LANDSCAPE AND LIGHTING DISTR	3,335.75
141	MEASURE P	15,533.04
TOTAL ALL FUNDS		367,030.65

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BANK	BANK OF THE SIERRA	367,030.65
TOTAL ALL BANKS		367,030.65

PAYROLL.....S BI-WEEKLY RUN-04/24/2025 10.25.22 PAGE 1
 CHECK FORM..CHEK CHECK REGISTER PR311R-V14.24 Paymate

PERIOD 2 DATING 4/07/2025- 4/20/2025 CHECK DATE 4/25/2025
 DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
720	0.00	HUTCHESON/AVRIE	720	2 MANUAL
723	0.00	HUTCHESON/LUKE	723	2 MANUAL
732	0.00	VELETA/JOLENE	732	2 MANUAL
740	0.00	HOWELL/MATTHEW	740	2 MANUAL
741	0.00	PLYMAN/ADEN ALAN MOSES	741	2 MANUAL
1673	63.69	CA STATE DISBURSEMENT UN 2		1 VENDOR CHECK
1674	91.42	COLEMAN/DEWAYNE	728	1
1675	91.42	HUGHES/CADON	729	1
1676	121.91	MCFALL/BLAINE	722	1
1677	45.71	TAYLOR/ANDREW	721	1

TOTALS FOR CHECK FORM: CHEK

NEGOTIABLE CHECKS		COUNTS
350.46	*EMPLOYEE CHECKS	4
63.69	*VENDOR CHECKS	1
0.00	*BANK CHECKS	0
414.15	**TOTAL NEGOTIABLE CHECKS	5

OTHER CHECKS

0.00	*MANUAL CHECKS	5
0.00	*CANCELLED CHECKS	0
414.15	**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-04/24/2025 10.25.22 PAGE 2
 PR311R-V14.24 Paymate

PERIOD 2 DATING 4/07/2025- 4/20/2025 CHECK DATE 4/25/2025
 DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
748	0.00	THOMPSON/NICOLE DEANNE	748	2 MANUAL
749	0.00	PIEPGRASS/COOPER BRIANN	749	2 MANUAL
53632	175.50	CLOCEA	4	1 VENDOR STUB ONLY
53633	252.00	EXETER POLICE OFFICER AS	3	1 VENDOR STUB ONLY
53634	181.70	EXETER POLICE OFFICER AS	3A	1 VENDOR STUB ONLY
53635	2,155.55	ARIAS/CHRISTINA	730	1 STUB ONLY
53636	5,120.07	ENNIS/ADAM	206	1 STUB ONLY
53637	2,479.68	QUINTANA FRANCESCA N	742	1 STUB ONLY
53638	1,425.85	CARTER/AMY JO	502	1 STUB ONLY
53639	2,729.39	HERNANDEZ/XOCHITL	306	1 STUB ONLY
53640	1,279.98	MILLER/CATHEY RENE	734	1 STUB ONLY
53641	1,515.77	TOBIAS/ANTHONY JORDAN	746	1 STUB ONLY
53642	411.42	VEGA/ASHLEY MAKAYLA	753	1 STUB ONLY
53643	2,427.46	BRYANT/EZRA JOSEPH	752	1 STUB ONLY
53644	1,636.87	CARRETERO/VANESSA	402	1 STUB ONLY
53645	3,497.00	FELIX/ESTEVAN	704	1 STUB ONLY
53646	3,398.50	GIEFER/MICHAEL DAVID	438	1 STUB ONLY
53647	1,206.05	HILL/HANNAH GRACE	747	1 STUB ONLY
53648	1,349.53	MEYST/JOSHUA WAYNE	754	1 STUB ONLY
53649	683.95	MORENO/MATTHEW	724	1 STUB ONLY
53650	1,111.95	PHILLIPS/ZACHARY	705	1 STUB ONLY
53651	5,985.25	PHILLIPS/ZACHARY	705	2 STUB ONLY
53652	22.26	PRIDEAUX/TRACI	448	1 STUB ONLY
53653	2,459.50	ROBLES JR/EVERARDO	744	1 STUB ONLY
53654	2,406.86	ROCHA/CRISTINA	731	1 STUB ONLY
53655	1,984.33	VILLARREAL/ISIDRO	707	1 STUB ONLY
53656	3,773.39	YARBER/ISABEL	422	1 STUB ONLY
53657	1,630.61	ALDRIDGE/GARY	618	1 STUB ONLY
53658	1,935.57	BOUDREAUX/ZACHARY MICHA	756	1 STUB ONLY
53659	2,077.40	ESPINOLA/DANIEL M	602	1 STUB ONLY
53660	177.39	GOLDSTROM/NORMAN	629	1 STUB ONLY
53661	1,770.83	HUGGINS/KYLE AARON	621	1 STUB ONLY
53662	1,504.95	RIVERA/Ryan	733	1 STUB ONLY
53663	990.69	WENDT/EDDIE	626	1 STUB ONLY
53664	1,712.42	GARVER/ELIJAH	712	1 STUB ONLY
53665	45.71	RUBIO/IVAN	750	1 STUB ONLY
53666	1,658.06	ARROYO/MARIE	623	1 STUB ONLY
53667	2,216.00	MILLAN/MARCUS	622	1 STUB ONLY
53668	68.88	MIRWALD/PHILIP	625	1 STUB ONLY
53669	1,460.28	QUIROZ/PATRICK P	512	1 STUB ONLY
53670	1,958.75	RAMIREZ/JUAN	608	1 STUB ONLY
53671	2,849.73	HIFNER/CHRISTOPHER	736	1 STUB ONLY
53672	962.28	O'SHAUGHNESSY/BRIDGET E	751	1 STUB ONLY

PAYROLL.....S BI-WEEKLY RUN-04/24/2025 10.25.22 PAGE 3
 CHECK FORM..STUB CHECK REGISTER PR311R-V14.24 Paymate

PERIOD 2 DATING 4/07/2025- 4/20/2025 CHECK DATE 4/25/2025
 DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
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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		2
0.00	*CANCELLED CHECKS		0
0.00	**TOTAL FOR CHECK FORM		

NON-NEGOTIABLE CHECKS			
72,080.16	*DIRECT DEPOSIT STUBS		38
609.20	*VENDOR DIR DEP STUBS		3

PAYROLL.....S BI-WEEKLY RUN-04/24/2025 10.25.22 PAGE 4
 RECAP BY FUND CHECKS/STUBS/MANUAL/CANC'D PR311R-V14.24 Paymate

PERIOD 2 DATING 4/07/2025- 4/20/2025 CHECK DATE 4/25/2025

EMPLOYER CODE	FUND CODE	HOME TOTALS	WORKED TOTALS	WORKED DIR DEP
1	104	61,256.64	44,392.54	44,042.08
1	105	7,361.97	12,438.05	12,438.05
1	106	.00	738.73	738.73
1	107	.00	9,093.57	9,093.57
1	121	.00	1,955.72	1,955.72
1	141	3,812.01	3,812.01	3,812.01

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-04/24/2025 10.25.22 PAGE 5
 RECAP BY DEPT CHECKS/STUBS/MANUAL/CANC'D PR311R-V14.24 Paymate

PERIOD 2 DATING 4/07/2025- 4/20/2025 CHECK DATE 4/25/2025

EMR CODE	FUND CODE	DEPT CODE	HOME TOTALS	FULL EMPLOYEE	PART COUNTS	TEMP	FEMALE
1	104	402 ADMINISTRATION	9,755.30	3			2
1	104	403 FINANCE	7,362.41	3	1	1	4
1	104	421 POLICE	31,942.90	12	1		5
1	104	431 STREET	10,087.44	5	2		
1	104	471 RECREATION	2,108.59	1	12		
1	105	461 WATER	7,361.97	4	1		1
1	141	421 POLICE	2,849.73	1			
1	141	471 RECREATION LEADER	962.28	1			1
TOTAL			72,430.62	30	17	1	13

PAYROLL.....S BI-WEEKLY RUN-04/24/2025 10.25.22 PAGE 6
 RECAP BY DEPT CHECKS/STUBS/MANUAL/CANC'D PR311R-V14.24 Paymate

PERIOD 2 DATING 4/07/2025- 4/20/2025 CHECK DATE 4/25/2025

EMPLOYER CODE	FUND CODE	HOME TOTALS	WORKED TOTALS	WORKED DIR DEP
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GRAND TOTALS

NEGOTIABLE CHECKS	COUNTS
350.46 *EMPLOYEE CHECKS	4
63.69 *VENDOR CHECKS	1
0.00 *BANK CHECKS	0
414.15 **TOTAL NEGOTIABLE CHECKS	5

OTHER CHECKS

0.00 *MANUAL CHECKS	7
0.00 *CANCELLED CHECKS	0

414.15 ***GRAND TOTAL

NON-NEGOTIABLE CHECKS

72,080.16 *DIRECT DEPOSIT STUBS	38
609.20 *VENDOR DIR DEP STUBS	3

72,689.36 **TOTAL NON-NEGOTIABLE CHECKS 41

NEGOTIABLE CHECKS/NON-NEGOTIABLE CHECKS

350.46 *EMPLOYEE CHECKS	4
63.69 *VENDOR CHECKS	1
0.00 *BANK CHECKS	0
72,080.16 *DIRECT DEPOSIT STUBS	38
609.20 *VENDOR DIR DEP STUBS	3

73,103.51 ***TOTAL NEGOTIABLE & NON-NEGOT 46

0.00 *OTHER CHECKS	7
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73,103.51 ***TOTAL NEG, NON-NEG, OTHER CHECKS

TOTAL SEQ 1 FEMALES 13

City of Exeter Agenda Item Transmittal

Meeting Date: May 13, 2025

Agenda Item Number: I.4.

Wording for Agenda: Approval to issue permits to four (4) applicants including; Exeter Union High School Music Boosters, Exeter Outdoors Association, Exeter Wrestling Boosters, and the Bridge Church for the sale of Safe and Sane Fireworks contingent upon compliance with required booth clearances, appropriate documentation, proper on-site storage, compliance with all City Municipal Code requirements, and any County or State guidance and orders in place during the time of sales.

Submitting Department: Administration
Contact Name: Francesca Quintana
Phone Number: (559)592-9244
Email: fquintana@exetercityhall.com

For action by:

☒ City Council

Regular Session:

☒ Consent Calendar

☐ Regular Item

☐ Public Hearing

Review:

**City Administrator
(Initials Required)**



Department Recommendation:

Staff asks the City Council to consider approval of issuance of permits as presented to four (4) applicants to sell safe and sane fireworks.

Summary/Background:

On March 14, 2025, the City Clerk's Office released the pre-application to sell "safe and sane fireworks". Chapter 8.36.040 of the Exeter Municipal Code states that the maximum number of permits to sell "safe and sane fireworks" which may be issued pursuant to article 8.36.040 during any one calendar year shall not exceed one permit for each one thousand five hundred residents of the city, or major fraction thereof, based on the most recent population figure as determined by the Federal Decennial Census and updated annually by the California State Department of Finance. If the number of preapplications received, up to and including the last day for making applications pursuant to article 8.36.040, exceeds the number of permits to be issued for the city, the City Administrator shall thereafter supervise a public drawing to determine an order of priority for each preapplication. By March 26, 2025, the City Clerk's Office received a total of four (4) pre-applications.

At that point, application packets for a permit were furnished to eligible organizations. By April 30, 2025, the City Clerk's Office received four (4) applications for a permit to sell safe and sane fireworks within the City. Based on the Exeter Municipal Code and the current City population, up to seven permits can be issued this year so all applications received were considered without the need for a drawing.

Applications from the following organizations were reviewed for completeness and have been deemed compliant with the criteria for "Eligible Organization" as defined by chapter 8.36, section 8.36.010 of the Exeter Municipal Code:

Organization Name	Booth Location
1. Exeter Union High School Music Boosters	505 Rocky Hill Dr. Exeter CA 93221
2. Exeter Outdoors Association	324 N. Kaweah Ave. Exeter CA 93221
3. Exeter Wrestling Boosters	426 N. Kaweah Ave. Exeter CA 93221
4. The Bridge Church	1121 W. Visalia Rd. Exeter CA 93221

The proposed sites for each of the above booth locations have been inspected and conditionally approved with the stipulation of required clearances as defined by chapter 8.36, section 8.36.120 of the Exeter Municipal Code. Permit holders must also comply with all County and State guidance and orders in place during the time of sales.

Fiscal Impact:

Several hours of staff time offset by a \$166 fee per permit.

Prior Council/Board Actions:

Permits for the sale of Safe and Sane Fireworks are considered by Council each year.

Attachments: None.

Recommended motion to be made by Council/Board: I move to approve issuing permits for the sale of safe and sane fireworks to the four (4) listed organizations, contingent upon compliance with required booth clearances, appropriate documentation, proper on-site storage, compliance with all City Municipal Code requirements, and any County or State guidance and orders in place during the time of sales.

City of Exeter Agenda Item Transmittal

Meeting Date: May 13, 2025

Agenda Item Number:

I.5.

Wording for Agenda: Adoption of Resolution 2025-11, A Resolution of the City Council of the City of Exeter, amending the City's 2024/25 salary schedule, to reflect previously approved salary adjustments for the Chief of Police and City Administrator positions.

Submitting Department: Finance, Administration
Contact Name: Xochitl Hernandez, Finance Manager
Francesca Quintana, City Clerk/Human
Resources Manager

Phone Number: (559)592-9244, (559)592-2755

Email: xhernandez@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:

Staff recommends that City Council adopt Resolution 2025-11, A Resolution of the City Council of the City of Exeter, amending the City's 2024/25 salary schedule, to reflect previously approved salary adjustments for the Chief of Police and City Administrator positions.

Summary:

City Staff requests City Council approval of a resolution to amend the City of Exeter's Salary Schedule to reflect compensation terms previously authorized by City Council for the Chief of Police and the City Administrator positions. The updated schedule incorporates the salary of \$13,479 per month for the Chief of Police, effective pursuant to the contract approved on April 22, 2025, and a salary of \$15,426 per month for the City Administrator, effective May 27, 2025. These amendments ensure that the official salary schedule aligns with Council-approved employment agreements, as well as ensure accuracy in payroll processing, transparency in compensation, and compliance with CalPERS and public reporting requirements.

Both of these compensation adjustments were previously reviewed and approved by the City Council through employment agreements, and this resolution serves as the formal codification of those changes into the City's official salary schedule.

Background:

On April 22, 2025, the Exeter City Council approved an employment agreement for the City's new Chief of Police, Rob Schimpf. The contract includes specific compensation terms which must now be incorporated into the City's official salary schedule. Specifically, the agreement states:

"The salary shall be at the (incrementally equalized) Step E of the established five-step salary range for the position combined with the advancement of the scheduled

increase that would have otherwise commenced July 01, 2025, equal in total to \$13,479 per month, as reflected in the salary schedule to be considered for adoption on or about May 13, 2025... Schimpf shall receive all future increases in salary that are also paid to and received by the EPOA members during this contract period."

Additionally, on April 22, 2025, the City Council approved a new employment agreement for the new City Administrator Jason Ridenour. The agreement specifies that effective May 27, 2025, the City Administrator's salary will be:

"\$15,426 per month, with the City Council reserving the right to consider future adjustments on or about July 01, 2026, or at such other times as deemed necessary or appropriate."

Fiscal Impact:

The fiscal impact of these changes has already been accounted for in the City's adopted or projected budget planning, as both salary adjustments were previously authorized by Council action. No additional appropriations are required at this time.

Prior Council/Board Actions:

Resolutions 2025-01, 2024-28, 2024-24, 2024-19, 2024-02, 2023-28, 2023-25, 2023-19, 2023-06, 2022-25, 2021-33, 2021-16, 2021-10, 2020-34, 2020-43, 2019-18, 2018-34, 2018-24.

Attachments:

- Resolution 2025-11 with Exhibit A

Recommended motion to be made by Council/Board: I move to adopt Resolution 2025-11, A Resolution of the City Council of the City of Exeter, amending the City's 2024/25 salary schedule, to reflect previously approved salary adjustments for the Chief of Police and City Administrator positions.
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RESOLUTION 2025-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER AMENDING THE CITY'S 2024/2025 SALARY SCHEDULE TO REFLECT PREVIOUSLY APPROVED SALARY ADJUSTMENTS FOR THE CHIEF OF POLICE AND CITY ADMINISTRATOR POSITIONS

WHEREAS, the City Council of the City of Exeter ("City") has previously approved an employment agreement for the *Chief of Police* on April 22, 2025, which includes specific compensation terms to be reflected in the City's Salary Schedule; and

WHEREAS, the employment agreement for the Chief of Police provides for a monthly salary of \$13,479, which includes the equalized Step E placement combined with the early advancement of the scheduled July 01, 2025, increase; and

WHEREAS, the City Council has also approved a new employment agreement for the *City Administrator*, effective May 27, 2025, which establishes the monthly salary for the position at \$15,426; and

WHEREAS, these compensation levels were formally approved by the City Council through executed employment contracts, and the Salary Schedule must now be amended to reflect those approved amounts for consistency, transparency, and compliance with public salary reporting requirements.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EXETER, does hereby resolve as follows:

1. The Salary Schedule of the City of Exeter is hereby amended and attached hereto as 'Exhibit A' to reflect the following monthly salaries:
 - Chief of Police: \$13,479 per month
 - City Administrator: \$15,426 per month
2. All other terms and conditions of employment for these positions shall remain as set forth in the respective employment agreements and applicable City policies.
3. The City Administrator or their designee is authorized to take all actions necessary to implement this Resolution, including updating payroll systems and transmitting the revised Salary Schedule to applicable state agencies as required.

PASSED, ADOPTED AND APPROVED this 13th day of May 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jacob Johnson, Mayor

ATTEST:

Francesca Quintana, City Clerk

Exhibit 'A'

CITY OF EXETER FY2024-2025 SALARY SCHEDULE

Effective: 05/13/2025

MISCELLANEOUS CLASSIFICATIONS	BU	STEP A	STEP B	STEP C	STEP D	STEP E	PATTERN
City Administrator	Unrep	13,060	13,713	14,262	14,832	15,426	5,4,4,4.
Finance Director	Unrep	8,703	9,138	9,595	10,074	10,578	5*
Public Works Director	Unrep	8,219	8,630	9,061	9,515	9,990	5*
Community Services Director	Unrep	7,510	7,888	8,280	8,694	9,129	5*
City Clerk/Human Resources Manager	Unrep	6,908	7,253	7,616	7,996	8,396	5*
Operations Manager	Unrep	6,119	6,425	6,746	7,084	7,438	5*
Deputy City Clerk/Personnel Officer	Unrep	5,776	6,065	6,368	6,687	7,021	5*
Finance Manager	Unrep	6,089	6,393	6,713	7,048	7,401	5*
Chief Operator	CLOCEA	5,122	5,378	5,647	5,930	6,226	5*
Operator II, Water/Wastewater	CLOCEA	4,645	4,877	5,121	5,377	5,646	5*
Operator I, Water/Wastewater	CLOCEA	4,408	4,629	4,860	5,103	5,358	5*
Crew Leader	CLOCEA	4,241	4,453	4,675	4,909	5,155	5*
Mechanic II	CLOCEA	4,229	4,441	4,663	4,896	5,141	5*
Senior Clerk Dispatcher	CLOCEA	4,082	4,286	4,501	4,726	4,962	5*
Recreation Supervisor	CLOCEA	4,041	4,243	4,456	4,678	4,912	5*
Community Services Officer	CLOCEA	4,041	4,243	4,456	4,678	4,912	5*
Maintenance Technician	CLOCEA	3,986	4,188	4,397	4,617	4,848	5*
Skilled Maintenance Worker	CLOCEA	3,646	3,828	4,020	4,221	4,432	5*
Accounting Assistant	CLOCEA	3,611	3,791	3,981	4,180	4,389	5*
Administrative Assistant	CLOCEA	3,646	3,828	4,020	4,221	4,432	5*
Senior Administrative Assistant	CLOCEA	4,082	4,286	4,501	4,726	4,962	5*
Recreation Coordinator	CLOCEA	3,646	3,828	4,020	4,221	4,432	5*
Records Clerk	CLOCEA	3,561	3,739	3,926	4,122	4,328	5*
Animal Control/Code Enforcement	CLOCEA	3,513	3,689	3,873	4,067	4,270	5*
Maintenance I	CLOCEA	3,471	3,644	3,827	4,018	4,219	5*
Office Assistant	CLOCEA	3,150	3,308	3,473	3,647	3,829	5*
Recreation Leader	CLOCEA	3,150	3,308	3,473	3,647	3,829	5*

POLICE CLASSIFICATIONS	BU	STEP A	STEP B	STEP C	STEP D	STEP E	PATTERN
Chief of Police	Unrep	11,069	11,644	12,226	12,837	13,479	*S
Lieutenant	Unrep	7,998	8,398	8,818	9,259	9,722	*S
Sergeant	EPDA	6,311	6,627	6,958	7,307	7,672	*S
Police Officer	EPDA	4,945	5,192	5,452	5,725	6,011	*S
Police Officer Trainee	CLOCEA	4,697	4,933	5,179	5,438	5,710	*S

E-Step Police Officer is the benchmark position upon which linked formulas are based.

**All salaries shown are monthly amounts.

HOURLY EMPLOYEE SALARY SCHEDULE	Effective 1/1/2020	Effective 1/1/2021	Effective 1/1/2022	Effective 1/1/2023	Effective 1/1/2024	Effective 7/1/2024	Effective 7/1/2025
Recreation Assistant	13.00	14.00	15.00	15.50	16.00	16.00	16.50
Recreation Leader	N/A	18.00	18.00	18.00	18.00	18.00	18.00
Sport Official	13.00	14.00	15.00	15.50	16.00	16.00	16.50
Maintenance	13.00	14.00	15.00	15.50	16.00	16.00	16.50
Office/ Administrative I	13.00	14.00	15.00	15.50	16.00	16.00	16.50
Office/ Administrative II	15.00	16.00	17.00	17.00	17.00	17.00	17.00
Police Reserve	19.00	19.00	25.00	25.00	25.00	26.00	26.00
Special Projects and Training Coordinator				53.93	53.93	56.09	56.09

CITY COUNCIL MEMBERS

Exeter City Council Member

*\$10.00 per meeting not to exceed four meetings in any calendar month pursuant to

City of Exeter Municipal Code §2.04.030

01/14/2025: Council Approved a Salary Adjustment (Resolution 2025-01) SALARY INCREASE EFFECTIVE: 01/01/2025: Updated salary schedule to reflect the increase in minimum wage from \$16.00 to \$16.50 per hour for minimum wage earners and increase salary for exempt employees to be \$68,640 annually, or \$5,720 per month.
10/08/2024: Council Approved a Salary Adjustment (Resolution 2024-28) SALARY INCREASES: Updated salary schedule to show a 4.0% pay increase effective July 01, 2024 for Exeter Police Officer Association (EPOA) employees, unrepresented Middle Managers, Department Heads, and City Administrator and a 4.0% pay increase effective August 12, 2024 for California League of City Employees Associations (CLOCEA) employees, and an increase effective upon salary schedule approval by the City Council for employees in the hourly employee classifications of Police Reserve and Special Projects and Training Coordinator to reflect the increase in the full-time equivalent, as well as adopt the City's Fiscal Year 2024/2025 Personnel Allocation, and adding the classification of Senior Administrative Assistant.
08/27/2024: Council Approved a Salary Adjustment SALARY INCREASE EFFECTIVE 08/12/2024: Updated salary scale to show a 4.0% increase to those in the California League of City Employees Associations (CLOCEA) group.
08/27/2024: Council Adopted a Salary Adjustment (Resolution 2024-24) SALARY INCREASE EFFECTIVE 07/01/2024: Updated salary scale to show a 4.0% increase to the unrepresented mid-management employees.
07/09/2024: Council Approved a Salary Adjustment SALARY INCREASE EFFECTIVE 07/01/2024: Updated salary scale to show a 4.0% increase to the Finance Director to extend her employment contract by two-years.
07/09/2024: Council Adopted a New MOU (Resolution 2024-19) SALARY INCREASE EFFECTIVE 07/01/2024: Updated salary scale to show a 4.0% increase to those in the Exeter Police Officers Association (EPOA).
06/25/2024: Council Approved a Salary Adjustment SALARY INCREASE EFFECTIVE 07/01/2024: Updated salary scale to show a 4.0% increase to the City Administrator to extend his employment contract by two-years.
01/23/2024: Council Adopted a Salary Adjustment (Resolution 2024-02) SALARY INCREASE EFFECTIVE FIRST FULL PAY PERIOD OF JANUARY 2024: An updated salary scale was adopted to show a 3% increase to the Chief of Police classification effective 02/27/2023 to renew his employment contract. In addition, effective the first full pay period of January 2024, salary scale to be increased an additional 3%.

11/14/2023: Council Affirmed Salary Increases and approved Personnel Allocation and Classifications Changes (Resolution 2023-28)

SALARY INCREASES:

Updating the salary range for exempt employee classification of Deputy City Clerk/Personnel Officer position salary range from \$65,772 (annual) to \$66,650 (annual) effective January 1, 2024, due to the minimum wage increase as of 01/01/2023 from \$15.50 to \$16.00.

ALLOCATION CHANGES:

From 2 FTE Detectives to 3 FTE Detectives

From 8 FTE Police Officers to 7 FTE Police Officers

9/12/2023: Council Adopted Salary Adjustment and a Classification Changes (Resolution 2023-25)

CLASSIFICATION CHANGE EFFECTIVE 9/25/2023:

Adding new classification Finance Manager and setting the rate of pay

Deleting the classification of Financial Analyst

SALARY INCREASES:

Updated salary scale to show a 5% increase to the Finance Director classification effective 09/25/2023 to adopt Finance Directors employment contract.

6/13/2023: Council Adopted a Salary Adjustment

SALARY INCREASE EFFECTIVE 07/03/2023:

Updated salary scale was adopted to show a 2% increase for all BU employees, unrep middle managers, Dept Heads, and City Administrator as of 07/03/2023

02/14/2023: Council Adopted a Salary Adjustment

SALARY INCREASE EFFECTIVE 02/27/2023:

Updated salary scale was adopted to show a 3% increase to the Chief of Police classification effective 02/27/2023 to renew his employment contract.

10/25/2022: Council Adopted Salary Adjustment and a Classifications Change (Resolution 2022-43)

CLASSIFICATION CHANGE EFFECTIVE 10/25/2022:

Correcting the Police Officer Trainee (New as of 06/28/2022) bargaining unit designation from Unrepresented to CLOCEA.

SALARY ADJUSTMENTS EFFECTIVE 12/16/2022:

Updating the salary range for exempt employee classification of Deputy City Clerk/Personnel Officer and Financial Analyst positions salary range from \$64,468-\$79,156 (annual) to \$64,480-\$79,156 (annual) effective December 19, 2022 due to the minimum wage increase as of 01/01/2023 from \$15.00 to \$15.50.

6/28/202022: Council Affirmed Salary Increases and approved Personnel Allocation and Classifications Changes (Resolution 2022-25)

ALLOCATION CHANGES:

From 3 FTE Maintenance I to 3 FTE Maintenance I / Skilled Maintenance Worker (Flexible Allocation)

From 1 FTE Maintenance I to 1 FTE Crew Leader

From 2 FTE Maintenance I to 2 FTE Maintenance Technician

From 8.0 FTE Police Officer to 8.0 FTE Police Officer/Police Officer Trainee (Flexible Allocation)

CLASSIFICATION CHANGES:

Adding new classifications: Maintenance Technician; Skilled Maintenance Worker; and Police Officer Trainee

Deleting the classifications of Maintenance II; Maintenance III and Office/Police Records Assistant.

SALARY INCREASES:

Affirming salary increases 2% for all BU employees, unrep middle managers, Dept Heads, and City Administrator as of 07/04/2022

Approving salary increase to hourly minimum wage from \$15.00/hr to \$15.50/hr effective 01/01/2023

Correcting PD Lieutenant Classification Step error for B-E:

DESC	B STEP	C STEP	D STEP	E STEP
Was	\$ 7,917	\$ 8,233	\$ 8,564	\$ 8,906
Corrected	\$ 7,917	\$ 8,313	\$ 8,728	\$ 9,165
Inc from Corrections:		0.96%	1.92%	2.91%

12/14/2021 Council Approved Personnel Allocation and Classification Changes (Resolutions 2021-32 & 2021-33)

Allocation Changes

*Admin-from 2.5 FTE to 3.0 FTE (Replacing 0.5 FTE OA with a Deputy City Clerk/PO)

*Recreation-2.0 FTE to 1.0 FTE (Delete Rec Supervisor & Rec Leader and Add Rec Coordinator-New Classification)

*Finance-4.0 FTE to 5.0 FTE (Add OA)

*PD-18.5 FTE to 19.0 FTE (Replacing a 0.5 OA with a Records Clerk)

Net FTE changes: from 38.00 to 39.00 (increase by 1.0 FTE)

Classification Changes

Added Rec Coordinator classification with a salary range \$3,337-\$4,096 per month

Set Rec Leader hourly at \$18.00 per hour for 2021 and 2022 calendar years

Retitled Clerk Dispatcher to Records Clerk

8/10/2021 Council Approved Salary Increase (Resolution 2021-16)

Salary Increase: Police Reserve \$25 per hour effective July 5, 2021.

Correcting salary schedule approved by Resolution 2021-14:

*Added omitted classification: Community Services Officer with 3% pay increase effective July 5, 2021;

*Corrected typographical error for job title Records Clerk/Office Assistant.

6/22/2021 Council Approved Salary Increases (Resolution 2021-14)

Salary Increases: 3.0% for CLOCEA & EPOA members, Misc. Mid-Managers, Department Heads, and City Administrator effective July 5, 2021.

5/11/2021 Council Approved New Classification (Resolution 2021-10)

New Classification: Community Services Officer. Increase in pay for part-time employees effective January 1, 2022 (Police Reserve \$19 to \$25 per hour and California Minimum Wage Increases pursuant to State Law).
11/10/2020 Council Approved New Classification (Resolution 2020-43) New Classification: Records Clerk/Office Assistant.
7/14/2020 Council Approved Salary Increase & New Classification (Resolution 2020-34) Salary Increase: 5.41% for Chief of Police effective July 6, 2020. New Classification: Crew Leader
6/25/2019 Council Approved Salary Increases, Reclassification & New Classification (Resolution 2019-18) Salary Increase: 1% for CLOCEA & EPOA members, Misc. Mid-Managers, Department Heads and City Administrator effective July 1, 2019. New Classification: Financial Analyst Reclassification: City Clerk/Personnel Officer to City Clerk/Human Resources Manager; increase in salary range.
11/27/2018 Council Approved Salary Increases EPOA (Resolution 2018-34) Salary Increase: 1% for EPOA members effective November 12, 2018; 1.2% for EPOA members effective December 10, 2018.
8/14/2018 Council Approved Salary Increases CLOCEA (Resolution 2018-24) Salary Increase: 1% for CLOCEA members effective July 23, 2018.
7/10/2018 Council Approved Salary Increases Unrepresented Middle Managers, Department Heads and City Administrator (Resolution 2018-21) Salary Increase: 1% for unrepresented Middle Managers, Department Heads and City Administrator effective July 1, 2018.

City of Exeter Agenda Item Transmittal

Meeting Date: May 13, 2025

Agenda Item Number: J.1.

Wording for Agenda: Public hearing to consider adoption of Resolution 2025-12, A Resolution of the City Council of the City of Exeter, approving Conditional Use Permit No. 2025-01, to permit the operation of the Checkmat Jiu Jitsu Gym on property located in a CS (Service Commercial) district, located at 410 S F. Street.

Submitting Department: Planning
Contact Name: Tom Navarro, Contract Senior City Planner
Phone Number: (559)802-3052
Email: tomn@4-creeks.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 hold a public hearing to consider the adoption of Resolution 2025-12, A Resolution of the City Council of the City of Exeter, approving Conditional Use Permit No. 2025-01 to allow for the operation of the Checkmat Jiu Jitsu Gym at 410 S. F Street on a property zoned CS (Service Commercial).

Summary

The City has received a request for a Conditional Use Permit for a property zoned "CS" (Service Commercial) located at 410 S. F Street. The applicant is proposing relocation of the existing Checkmat Jiu-Jitsu gym located at 221 S. F Street. The applicant is requesting a Conditional Use Permit to establish a martial arts instruction gym on a parcel currently zoned Service Commercial. Currently, "martial arts studio" is listed as a conditionally permitted use in the "CS" (Service Commercial) district. The proposed location of the Checkmat gym is in close proximity to existing residential dwellings, making this commercial use most amenable for neighbors and the adjacent church and food closet.

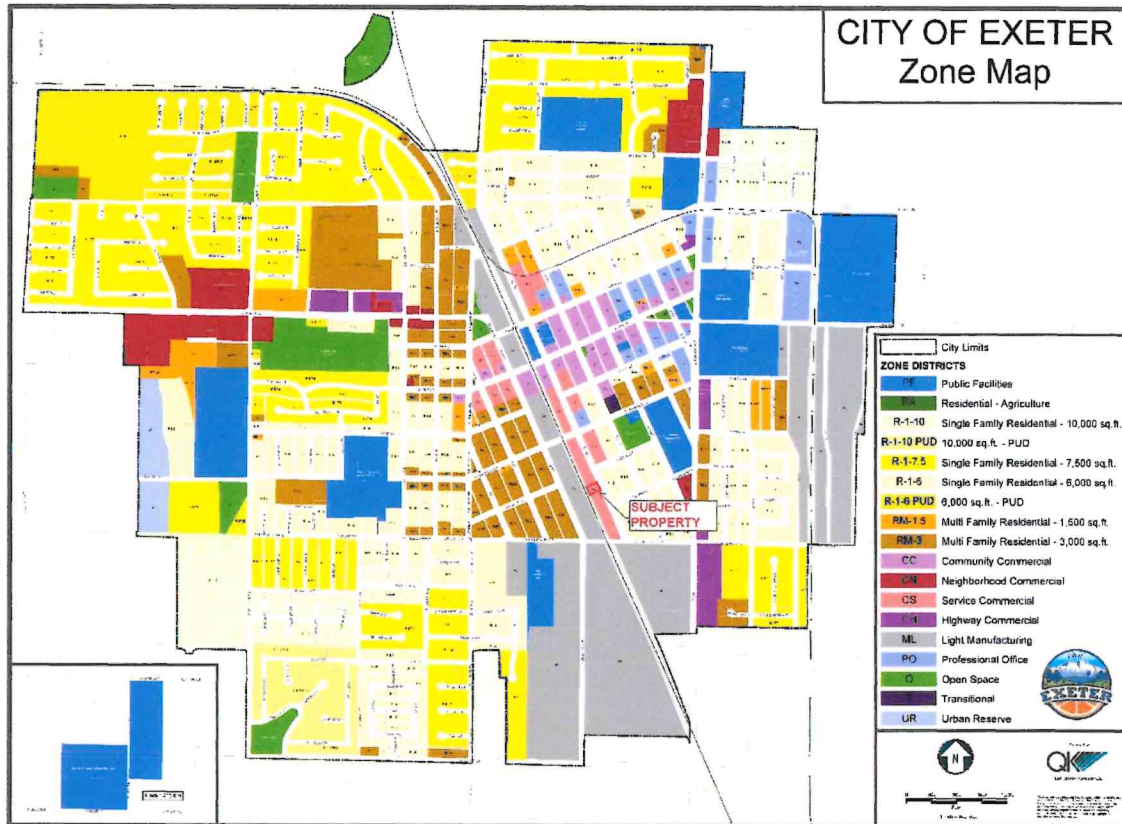
Background:

The applicant, Sarah Peltzer, has applied for a Conditional Use Permit to allow operation of the Checkmat Jiu Jitsu gym within the Service Commercial district. The subject property is bounded by property zoned "CS" (Service Commercial) to the north and south. To the east is property zoned "R-1-6" (Single Family Residential — 6,000 sq. ft.). The property is bordered to the west by the Southern Pacific Railroad.

Planning Commission Meeting:

On April 07, 2025, a public hearing was held by the Planning Commission to consider the proposed Jiu-Jitsu school. Staff provided a presentation to the Planning Commission. CheckMat

owners were present along with several of their students who showed up to support the request. After some discussion by the Planning Commission, they unanimously voted to recommend approval to the City Council.



Parking:

The Exeter Zoning Ordinance identifies parking for Dance and Martial Arts Studios at a rate of 1 space per 100 square feet. The existing building includes approximately 5,000 square feet of building space and approximately 1,000 square feet of office space. Typically this would require up to fifty parking spaces. However, the existing building was originally constructed for industrial uses which only required one space per 500 square feet. This would have been compliant at that time requiring only 10 spaces which is shown on the site plan. As currently designed and constructed, there is no space for additional parking on the property. It should be mentioned that a majority of the operating hours for CheckMat comes outside of regular operating hours for the surrounding businesses. Most of the instruction time for CheckMat comes after school hours, during the evening and on weekends when surrounding businesses are closed, with some overlapping in hours during the weekdays. While it is not anticipated that one person for every 100 square feet will be needed, any additional parking will need to utilize on-street parking with exception to residential areas which should be enforced by CheckMat.

Existing Policy:

Under Section 17.26.04 of the current City of Exeter Zoning Ordinance, uses such as the proposed Jiu-Jitsu school are allowed as other uses added by the Planning Director consistent with Chapter 17.02 General Provisions. In July of 2022, a text amendment to Section 17.26.04 of the Exeter Zoning Ordinance to add "Marital arts studio" to the conditionally permitted use list of the "CS" (Service Commercial) district was considered by the Planning Commission. This item was approved by the Planning Commission on July 21, 2022 Adopting Resolution 2022-06 recommending approval of Zoning Ordinance Amendment 2022-05, to the Exeter City Council and is included as Attachment to this staff report. On August 23, 2022, the City Council approved the ordinance amendment to allow the addition "Martial Arts Studios" to the list of uses allowed with a conditional use permit.

Interdepartmental Coordination:

An interdepartmental request for review was sent to all required departments and affected agencies for review and any comments and conditions have been incorporated.

Public Participation:

The public hearing was adequately noticed and advertised for the regularly scheduled City Council hearing. The public will have the opportunity to provide comments on this item prior to City Council action.

Environmental Review:

The proposed Jiu-Jitsu gym is Categorically Exempt per CEQA Guidelines Section 15301(a) – Existing Facilities. Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. This includes Interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances.

Conclusion:

City Staff recommends that the Exeter City Council approve Resolution 2025-12, approving Conditional Use Permit 2025-01. This will allow the applicant to operate a martial arts studio on the site.

Facts:

- Applicant: Sarah Peltzer
- Location: 410 S. F Street
- Request: The applicant is requesting a conditional use permit to allow for the operation of a martial arts studio within a Service Commercial (CS) district.
- Design: The applicant is not proposing any development other than what is existing on the subject property and will submit the design of their specific project with their application for conditional use permit.
- Use: The subject property is currently developed as a warehouse used by Prollergy Cooperation. The proposed use will be for a Martial Arts Studio.
- Zone: The current zoning is CS (Service Commercial), development standards for this district are as follows:
Front Yard: 15 feet
Side Yard: 0 feet
Rear Yard: 0 feet
Parking: Based on land use, one stall per 100 sq. ft. of building area
- Gen. Plan: The subject site is designated "Service Commercial" by the Land Use Element.
- Land Use: The site contains a warehouse structure, office, and parking lot used by Prollergy Corporation. Surrounding land uses are as follows:
North: Warehouse
South: Vacant
East: Single family residential
West: Railroad/Vacant
- Site: The conditional use permit would apply only to the subject property, APN 135-163-020, 410 S. F Street.
- Infrastructure: The subject property is served by water and sewer lines located along F Street, and has curb, gutter, and sidewalk improvements along the public right-of-way along F Street.
- Landscaping: There is existing landscaping located along S. F Street within the parking lot.
- CEQA: The proposed project is categorically exempt under the California Environmental Quality Act Cal. Code of Regs. Tit. 14, Section 15061 (b)(3).

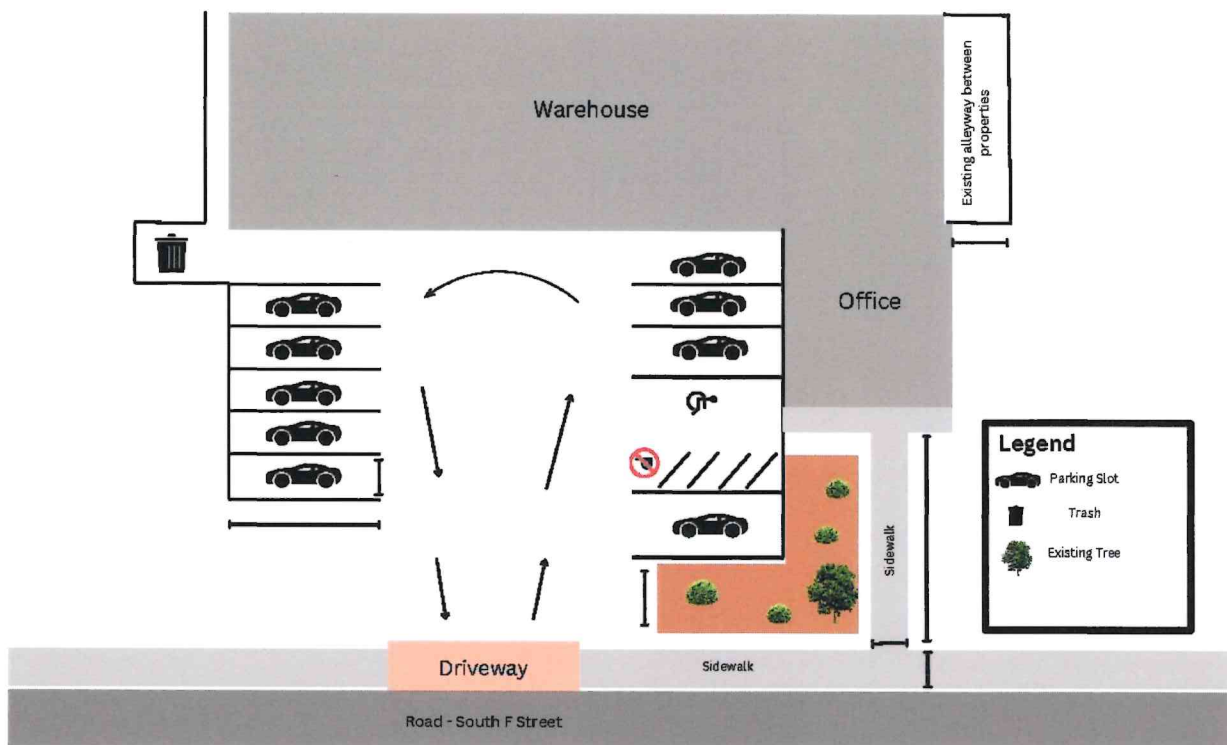
Aerial image of 410 South F. Street:



410 South F. Street (facing West):



Proposed Site Plan:



Fiscal Impact:

No direct fiscal impact to the City associated with this action.

Prior Council/Board Actions:

This item was approved by the Planning Commission for the current property at 221 F Street on July 21, 2022, Adopting Resolution 2022-06 recommending approval of Zoning Ordinance Amendment 2022-05, to the Exeter City Council. The City Council held hearing to consider the Planning Commissions recommendation in August of 2022 and approved the request for the current site and business, same zone district.

Attachments:

- Zoning Ordinance Amendment No. 2022-05
- Resolution No. 2025-12

Recommended motion to be made by Council/Board: I move to adopt Resolution 2025-12, A Resolution of the City Council of the City of Exeter, approving Conditional Use Permit No. 2025-01, to permit the operation of the Checkmat Jiu Jitsu Gym on property located in a CS (Service Commercial) district, located at 410 S F. Street

ATTACHMENT A

City of Exeter Agenda Item Transmittal

Date: July 21, 2022

Agenda Item Number: B2

Wording for Agenda: PUBLIC HEARING to consider a text amendment to Section 17.26.04 of the Exeter Zoning Ordinance to add "Marital arts studio" to the conditionally permitted use list of the CS (Service Commercial) district and Adopt Resolution 2022-06 recommending approval of Zoning Ordinance Amendment 2022-05, to the Exeter City Council.

Submitting Department: Planning Department
Contact Name and Phone Number: Greg Collins, City Planner
Tristan Suire, Assistant Planner
Phone: 559-734-8737
Email: greg@weplancities.com, tristan@weplancities.com

For action by:

☐ City Council
☒ Planning Comm.

Regular Session:

☐ Consent Calendar
☐ Regular Item
☒ Public Hearing

Review:

**City Administrator
(Initials Required)**

ABE

Department Recommendation:

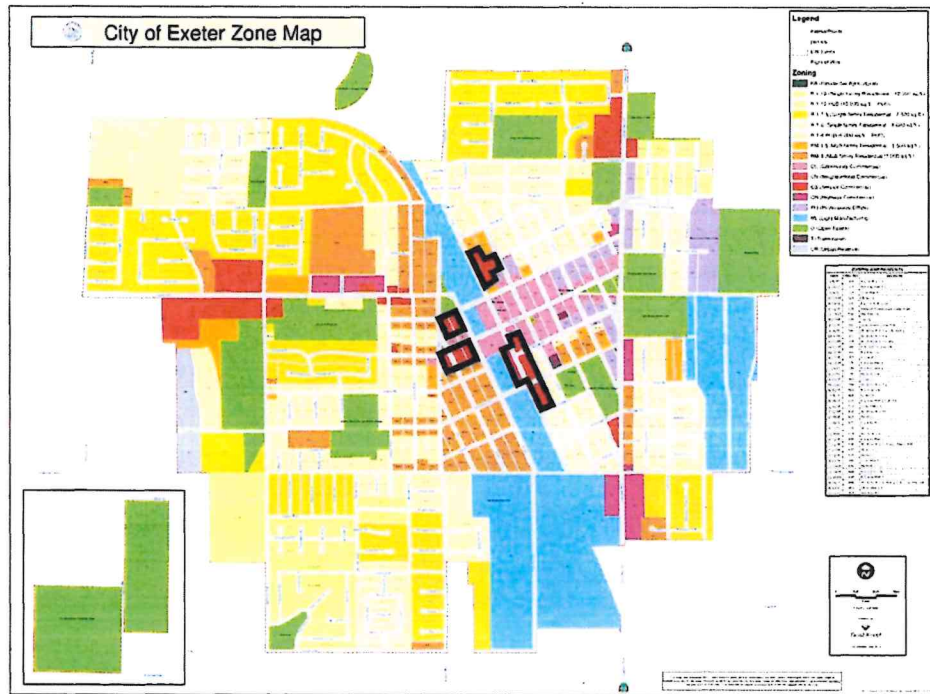
Staff recommends that the Planning Commission adopt Resolution 2022-06 recommending approval of Zoning Ordinance Amendment 2022-05, a text amendment to Section 17.26.04 of the Exeter Municipal Code to add "Martial arts studio" to the conditionally permitted use list of the CS (Service Commercial) district, to the Exeter City Council.

Summary:

The City has received a request to operate a martial arts studio located at 221 S. F Street. Currently, martial arts studios are not permitted in the CS (Service Commercial) district, and therefore the applicant has requested a text amendment to the Zoning Ordinance. The text amendment would add the use "martial arts studio" to the list of conditionally permitted uses in the CS (Service Commercial) district. The intent of the amendment is to allow the applicant to process their request for a martial arts studio located on property currently zoned for Service Commercial uses, by filing for a Conditional Use Permit and business license permit. The service commercial district is intended to be used for light industrial and heavy commercial operations but given the proximity of the site to existing residential dwellings, martial arts studio may be the most amenable commercial use for neighbors and adjacent church and food closet.

Background and Discussion:

The applicants, Sarah Peltzer and Fabricio Machado, have applied for a text amendment to the Zoning Ordinance in order to allow the conditionally permitted use "Martial arts studio" within the Service Commercial district. The amendment would allow the applicant to submit an application for a conditional use permit and business license to operate a martial arts studio within the Service Commercial district. The Service Commercial district does not currently permit martial arts studios, nor are martial arts studios permitted in any other district within the City of Exeter. The proposed text amendment will also distinguish martial arts studios from "Dance studios and exercise facilities", which are already conditionally permitted within the PO (Professional Office) district. See below, outlined in black the existing Service Commercial districts within the City.



The subject property consists of a single parcel that currently contains a principal structure previously used for miscellaneous storage, as well as a series of accessory structures also used for storage. An examination of the site indicates that the current condition of the property is improved greatly from its previous condition, with a fresh coat of paint, new gate replacing the chain link fence, and the visual nuisance removed.

The subject property is bounded by property zoned CS (Service Commercial) to the north, as well as on the other side of F street to the west. To the east is property zoned R-1-6 (Single Family Residential – 6,000 sq. ft.). Property to the south is zoned for CS (Service Commercial) use, however, is currently occupied by legal non-conforming residential dwellings.

Conclusion:

Staff recommends that the Exeter Planning Commission approve Resolution 2022-06, recommending approval of the Zoning Ordinance Amendment 2022-05 to the Exeter City Council. This will allow the applicant to pursue a Conditional Use Permit to allow operations of a martial arts studio on the site.

Facts:

Applicant: Sarah Peltzer and Fabricio Machado

Location: The Zoning Ordinance Amendment will impact all properties zoned for CS (Service Commercial) use within the City.

- Request:** The applicant is requesting a text amendment to the zoning ordinance to add "Martial arts studio" to the list of conditionally permitted uses.
- Design:** The applicant is not proposing any development on the subject property and will submit the design of their specific project with their application for conditional use permit.
- Use:** The subject property is currently developed; however, the property is not currently in use. Many of the sites zoned service commercial are vacant or legal non-conforming uses.
- Site:** The zoning ordinance amendment would apply to all thirty-seven (37) lots zoned for Service Commercial uses within the City, all located along F, G, and H Streets on the western periphery of the downtown heart of the City.

See pictured from above (Service Commercial outlined in red):



See pictured from F Street facing east:



Zone: The current zoning is CS (Service Commercial), development standards for this district are as follows:

Front Yard:	15 feet
Side Yard:	0 feet
Rear Yard:	0 feet
Parking:	based on land use

Gen. Plan: The subject site is designated "Central Commercial" by the Land Use Element.

Land Use: The site contains a principal structure, as well as at least two accessory structures, a carport and metal covering, the site is not currently in use. Surrounding land uses are as follows:

North:	RC vehicle hobby shop
South:	Single family residential
East:	Single family residential, Church
West:	Tire repair/replacement

Infrastructure: The subject property is served by a 6" water line and 14" sewer line located in the alley to the northeast, and has curb, gutter, and sidewalk improvements along the public right-of-way in the front, with drop inlets at the corners of the block to an 18" storm drain pipeline underneath F Street.

Landscaping: Staff will ensure that the proposed project submits ample evidence demonstrating the management of water and runoff through the landscaping and irrigation plans.

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: N/A

Attachments: Resolution 2022-06.

Recommended motion to be made by the Planning Commission: I move to adopt Resolution 2022-06 recommending approval of Zoning Ordinance Amendment 2022-05 to the Exeter City Council.

RESOLUTION 2022-06

**A RESOLUTION BEFORE THE PLANNING COMMISSION OF THE CITY OF EXETER
RECOMMENDING APPROVAL OF A ZONING ORDINANCE AMENDMENT 2022-05 TO
THE CITY COUNCIL OF THE CITY OF EXETER, AMENDING THE LIST OF
CONDITIONALLY PERMITTED USES WITHIN THE C-S (SERVICE COMMERCIAL)
DISTRICT, TO ADD “MARTIAL ARTS STUDIO” TO EXETER MUNICIPAL CODE SEC.
17.26.04**

WHEREAS, the City of Exeter (“City”) controls the discretionary review of all uses on the permitted and conditional use lists of Exeter’s zone districts through the Site Plan Review process, pursuant to Chapter 17.54 of the Exeter Municipal Code; and

WHEREAS, Zoning Ordinance Amendment 2022-05 is a request submitted by Sarah Peltzer and Fabricio Machado, to add to the list of conditionally permitted uses of the CS (Service Commercial) district, the use of “Martial arts studio”; and

WHEREAS, the CS (Service Commercial) district does not currently permit martial arts studios. Zoning Ordinance Section 17.26.04 (E) allows the Planning Director or Planning Commission to add to the use list to accommodate uses that are substantially similar in character, intensity, and compatibility to the uses on the permitted or conditional use list; and

WHEREAS, the applicant, Sarah Peltzer and Fabricio Machado, have also submitted an application for conditional use permit to establish a martial arts studio at Accessor’s Parcel Number 135-122-016, a property zoned CS (Service Commercial) and containing an unoccupied structure and undeveloped yard; and

WHEREAS, from a land use perspective, the proposed use is consistent with other conditionally permitted uses, such as “Public buildings and grounds”, in terms of visual character and impact on the environment; and

WHEREAS, the City of Exeter Planning Commission did, on July 21st, hold a duly noticed public hearing for review of an applicant-initiated request to consider a Zoning Ordinance Amendment for the addition of “Martial arts studio” to the list of conditionally permitted uses in the CS (Service Commercial) district; and

WHEREAS, a public hearing notice was published in the local paper a minimum of 10 days prior to said public hearing, pursuant to Exeter Municipal Code Sec. 17.48.04; and

WHEREAS, the subject site is zoned CS, Service Commercial, the purpose of which is defined by Section 17.26.01 of the Exeter Municipal Code partly as “to provide locations for wholesale and heavy commercial uses and service establishments that are not suited for other commercial zones”; and

WHEREAS, pursuant to the California Public Resources Code §21067 and the State CEQA Guidelines (Cal. Code of Regs., tit. 14 §15000 et seq.) section 15051, the City of Exeter is the lead agency for the proposed project; and

WHEREAS, the project has been determined exempt from the requirements of the California Environmental Quality Act (CEQA) per the common sense exemption (CEQA Guidelines 15061(b)(3)); and

WHEREAS, the City has endeavored to take all steps and impose all conditions necessary to ensure that impacts to the environment would not be significant; and,

NOW THEREFORE, BE IT RESOLVED that the Planning Commission determined the following findings:

1. The above recitations are true and correct and are incorporated herein by this reference.

BE IT FURTHER RESOLVED that the Planning Commission hereby approves Resolution 2022-06 recommending approval of Zoning Ordinance Amendment 2022-05 to the Exeter City Council. The foregoing resolution was adopted upon a motion by Commission member _____, seconded by Commission member _____ at a regular meeting of the Exeter Planning Commission on July 21, 2022, and carried by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Chairperson, Planning Commission

Secretary

RESOLUTION 2025-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER APPROVING CONDITIONAL USE PERMIT NO. 2025-01, TO PERMIT THE OPERATION OF THE CHECKMAT JIU JITSU GYM ON PROPERTY LOCATED IN A CS (SERVICE COMMERCIAL) DISTRICT, LOCATED AT 410 S F. STREET

WHEREAS, the City of Exeter ("City") controls the discretionary review of all uses on the permitted and conditional use lists of Exeter's zone districts through the Site Plan Review process, pursuant to Chapter 17.54 of the Exeter Municipal Code; and

WHEREAS, decisions regarding Conditional Use Permits are based upon meeting the required municipal code standards, improvement standards, all testimony received during the public hearing, and the discretion of the Planning Commission; and

WHEREAS, Conditional Use Permit No. 2025-01 is a request submitted by Sarah Peltzer to operate the Checkmat Jiu Jitsu gym in the CS (Service Commercial) district. The project site is located at 410 S. F Street, (APN: 135-163-020); and

WHEREAS, the applicant, Sarah Peltzer and Fabricio Machado, have also submitted an application for conditional use permit to establish a martial arts studio at Accessor's Parcel Number 135-122-016, a property zoned CS (Service Commercial) and containing an unoccupied structure and undeveloped yard; and

WHEREAS, the subject site is zoned CS, Service Commercial, the purpose of which is defined by Section 17.26.01 of the Exeter Municipal Code, "to provide locations for wholesale and heavy commercial uses and service establishments that are not suited for other commercial zones"; and

WHEREAS, on May 13, 2025, the City Council conducted a regularly scheduled meeting to consider Conditional Use Permit No. 2025-01; and

WHEREAS, a public hearing notice was published in the local paper a minimum of 10 days prior to said public hearing, pursuant to Exeter Municipal Code Sec. 1148.04; and

WHEREAS, the project has been determined exempt from the requirements of the California Environmental Quality Act (CEQA) per categorical exemption 15301(a); and

WHEREAS, the applicants will be required to obtain a business license application and secure a building permit prior to operation of the proposed business;

NOW THEREFORE, BE IT RESOLVED that the City Council determined the following findings:

1. The above recitations are true and correct and are incorporated herein by this reference.

BE IT FURTHER RESOLVED that the City Council hereby approves Resolution 2025-12 recommending approval of Conditional Use Permit No. 2025-01. The foregoing resolution was adopted upon a motion by Council Member_____, seconded by Council Member _____ at a regular meeting of the Exeter City Council on May 13, 2025, and carried by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Jacob Johnson, Mayor

ATTEST:

Francesca Quintana, City Clerk

City of Exeter Agenda Item Transmittal

Meeting Date: May 13, 2025

Agenda Item Number: J.2.

Wording for Agenda: Consider Adoption of Resolution 2025-13, A Resolution of the City Council of the City of Exeter, approving and authorizing the Mayor and/or City Administrator to execute an agreement with option to purchase for the potential acquisition of property located at 801 South Belmont Road (APN 133-080-053) and to take all necessary actions to facilitate the purchase for a well site as part of the required improvements associated with the Tooleville water system consolidation.

Submitting Department: Administration
Contact Name: Adam Ennis, City Administrator
Phone Number: (559)592-4539
Email: adam@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 adopt Resolution No. 2025-13, A Resolution of the City Council of the City of Exeter, approving and authorizing the Mayor and/or City Administrator to execute the Agreement with option to purchase with the trustees of the Ferrara Family Trust and the Tantau Trusts for the potential acquisition of a 1.33-acre parcel at 801 South Belmont Road (APN 133-080-053), and to take all necessary actions to facilitate the purchase for a well site as part of the required improvements associated with the Tooleville water system consolidation.

Summary:

The proposed Agreement with Option to Purchase allows the City to lease a portion of property at no cost for one year to drill a domestic test well and provides the City the right to purchase the site for \$210,000.00 if the test well results are favorable. This purchase price primarily covers the value of the property and the cost to replace a nearby agricultural well that will be put out of production by the new City well. This cost is significantly less than the \$270,000.00 value determined by appraisal. However, if the test well results are unfavorable, the City will pay the Trust \$25,000.00 for damages caused to the property, primarily due to the removal of about half the trees on the site to perform the test well operations. This acquisition is a key component of the Exeter-Tooleville Emergency Intertie and Water System Improvement Project funded by the Department of Water Resources (DWR) (Grant No. 4600015438).

Background:

The City of Exeter is actively implementing the Exeter-Tooleville Emergency Intertie and Water System Improvement Project through State Grant Agreement No. 4600015438 under the Small

Community Drought Relief Program. This project is part of the overall Tooleville water system consolidation and includes the construction of a new municipal well and intertie infrastructure to support long-term water supply reliability for both Exeter and the disadvantaged community of Tooleville.

To proceed with test well drilling and potential well development, the City has negotiated an Agreement with Option to purchase with the owners of a 1.33-acre triangular portion of APN 133-080-053. Under this agreement:

- The City may access the site at no cost for one year to drill and test.
- If the well proves viable, the City may purchase the site for \$210,000. See below for breakdown of costs:

Damages Cost:

Ag Well Pump Proposal:	\$ 73,311.55
AG Well Proposal:	<u>\$ 96,900.00</u>
Subtotal:	\$170,211.55

Property Cost:

\$30,000 per acre × 1.33 acres = \$39,900.00

Total Compensation: \$209,911.55 (rounded to \$210,000)

Appraisal of property and damages by Hopper Company; \$272,000.00

- If the test well is not viable, the City will pay \$25,000.00 for any damages caused to the property site during the test well operations.
- The agreement includes a \$25,000.00 deposit into an escrow account.
- Installation of a residential water service to an adjacent home and permitting costs.
- Preparation of any legal documentation to create a Parcel Map for the Well Site Acquisition.

Fiscal Impact:

The cost of the acquisition is included in the DWR Small Community Drought Relief Program Grant. This site acquisition aligns with Grant-funded project tasks under Exhibit A of the Grant Agreement and supports compliance with deliverables related to land acquisition (Amendment No. 2 and pending Amendment No. 3).

Prior Council/Board Actions:

- September 13, 2022; Resolution No. 2022-40 Authorizing the Grant Application, Acceptance, and Execution for the Exeter-Tooleville Emergency Intertie and Water System Improvement Project.
- March 28, 2023: Executed Grant Agreement
- March 27, 2024: Executed Grant Agreement Amendment No. 1
- August 27, 2024: Executed Amendment No. 2 (included land acquisition)
- April 28, 2025: Submitted Amendment No. 3 request for revised budget and 36-month extension to June 30, 2028 (Pending WDR approval)

Attachments:

- Copy of Agreement with Option to Purchase
- Resolution No. 2025-13

Recommended motion to be made by Council/Board: I move to adopt Resolution No. 2025-13, A Resolution of the City Council of the City of Exeter, approving and authorizing the Mayor and/or City Administrator to execute an agreement with option to purchase for the potential acquisition of property located at 801 South Belmont Road (APN 133-080-053) and to take all necessary actions to facilitate the purchase for a well site as part of the required improvements associated with the Tooleville water system consolidation.

RESOLUTION 2025-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER APPROVING AND AUTHORIZING THE MAYOR AND/OR CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH OPTION TO PURCHASE FOR THE POTENTIAL ACQUISITION OF PROPERTY LOCATED AT 801 SOUTH BELMONT ROAD (APN 133-080-053)

WHEREAS, as part of the Tooleville water system consolidation, an Emergency Intertie and Water System Improvement Project was developed and funded by a Small Community Drought Relief Program grant through the Department of Water Resources (DWR); and

WHEREAS, a portion of the Emergency Intertie and Water System Improvement Project includes the development of an additional water well to the City Water System, including the acquisition of a water well site; and

WHEREAS, the Trustees of the Ferrara Family Revocable Trust and the Tantau Trusts collectively own property located at 801 South Belmont Road (APN 133-080-053), which has been identified as a viable location for a future domestic water well; and

WHEREAS, the City and the property owners have negotiated an Agreement with Option to Purchase that allows the City to lease a portion of the parcel at no cost for a period of one year to conduct testing for a domestic water well; and

WHEREAS, the Agreement grants the City the exclusive right to purchase the 1.33-acre well site for \$210,000.00 should the test well be successful and in the case it is NOT successful the City will pay \$25,000.00 for any damages caused to the property; and

WHEREAS, the Agreement provides for the City to assume all costs related to the parcel map, escrow, and permitting, and obligates the City to provide water service to an adjacent residential unit and to pay for the owner's agricultural well replacement permit.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Exeter does hereby approve the Agreement with Option to Purchase and authorizes the City Mayor and/or City Administrator to execute said Agreement and any associated documents necessary to carry out the intent of the Agreement.

PASSED AND ADOPTED THIS 13 DAY OF MAY 2025, BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

JACOB JOHNSON, MAYOR

ATTEST:

FRANCESCA QUINTANA, CITY CLERK

**Recording requested by and
Please mail instrument to:**

City of Exeter
Attn: City Manager/City Clerk
PO Box 237
Exeter, CA 93221

APNs: 133-080-053

AGREEMENT WITH OPTION TO PURCHASE

THIS AGREEMENT WITH OPTION TO PURCHASE (“Agreement”) is entered into between Property Owner’s Name (“Owner”), and the City of Exeter, a Municipal Corporation, (“City”) Owner(“City”).

RECITALS

- A. Owner owns real property, in the County of Tulare, State of California, at 801 South Belmont Road, Exeter, California. This property is more fully described in **Exhibit A** to this Agreement.
- B. Owner is willing to lease to City, for twelve months, and subject to the terms and conditions set forth herein, a portion of this property so that City can drill a water test well for the City of Exeter. The portion of the property to be leased is more fully described in **Exhibit B** to this Agreement.
- C. In the event that the test well is successful, Owner is willing to provide City with an option to purchase this portion of Owner’s property, subject to the terms and conditions set forth herein. This option will expire exactly twelve months from the date that this Agreement is executed.
- D. Owner will also provide City with a temporary easement for the City of Exeter and forces contracted by the City of Exeter to access the subject property and construct the test well. In the event that the test well is successful, the easement will be void and the City will exercise the option to purchase the property.

NOW THEREFORE, the parties agree as follows:

1. Owner, for and in consideration of the rents, covenants, and conditions herein contained to be kept, performed, and observed, does hereby lease and demise to City, and City does hereby rent and accept from Owner, the leased premise more particularly described in **Exhibit B** attached hereto and incorporated by reference.

2. Owner covenants and agrees that City, upon paying the rent and keeping the covenants, conditions and terms set forth herein, shall lawfully and quietly hold, occupy and enjoy the leased premise during the term of the Agreement without hindrance or molestation by Owner or any person claiming under Owner.

3. The City will have one year, beginning the day the Agreement is executed by all parties, to investigate the legal, financing, and physical status of subject property and its suitability for the construction and operation of a water well. City may cancel the Agreement at its sole discretion within this one year period by sending written notice thereof to Owner.

4. The City has the right to extend this Agreement for an additional one year by given written notice to Owner at any time before the initial one year period expires.

5. The City, in consideration for leasing the property for one year and for the temporary public utility easement, at no charge to the City.

6. City, if not in default under this Agreement, may exercise this option by delivering to the Owner, prior to the expiration of the option, a written notice stating that the option is exercised. City's signing of escrow instructions would satisfy this requirement.

7. If City exercises their purchase option, the total purchase price shall be \$210,000. The total purchase price includes the \$25,000 deposit (Escrow Account) for the option, with the remaining \$185,000 to be paid upon close of escrow. The purchase price includes the acquisition of 1.33 acres at \$30,000 per acre with damages of \$170,100.

8. If City exercises their purchase option, City agrees to provide a domestic water connection to one existing residential home located at south of new well site. City will be responsible for all costs associated with the installation and connection the point of connection. City further agrees to waive and/or defer the connection fees.

9. The City further agrees to pay the owner \$361 for the Tulare County permit fee for the replacement of the Owner's Agricultural Water Well.

10. City agrees to pay all costs incurred for the preparation of the parcel map, which will create the legal parcel for the City to acquire for obtaining all required state and local approvals, permits and reports. City further agrees to comply with and complete all legal requirements which apply to the acquisition of real property and drilling for a domestic water test well.

11. In the event the test well is not successful, the City agrees to pay the owner a total of \$25,000 for any damages caused to the property during the test well operations.

12. City will indemnify, hold harmless and assume the defense of Owner from all claims, losses, damages, including environmental or property damages, personal injury, death and liability of every kind, directly or indirectly arising from City's negligent acts, errors or omissions or other wrongful conduct in its operations and actions or inactions related to this Agreement or from any persons directly or indirectly employed by, or acting as agent for, City except for loss and damage caused by the active negligence or willful misconduct of Owner or Owner's agents.

13. As conditions of site design for production well construction and operation:

- a. Well construction shall be undertaken in such manner as to avoid or minimize any impact on the surrounding property.
- b. Upon completion of the production well and its support facilities, the City shall erect and maintain a locked gate chain link fence enclosing the entire site.

14. Owner represents and warrants to City that the following matters are true and correct as of the execution of this Agreement, and acknowledges that any misrepresentation of these matters will jeopardize the non-refundable nature of any lease and option fees: To Owner's actual knowledge, there are no condemnation, environmental, zoning or other land-use regulation proceedings, either instituted or planned to be instituted, which would detrimentally affect the value or use of the property, nor any assessments affecting the subject property. In addition, Owner has no knowledge of existing or abandoned underground storage tanks, other underground systems, or environmental contamination on the subject property.

15. If City does not exercise the purchase option before this Agreement expires, then City shall have no interest whatsoever in the subject property. This Agreement may not be revived by any subsequent payment or further action by City. Nonetheless, the parties agree that the Agreement may be extended prior to expiration for additional consideration as may be agreed upon in writing by the parties. Any extension of the time limit herein will not be valid unless it is in writing and signed by both parties.

16. The sale and purchase shall be consummated through an escrow which shall be opened by the parties hereto at a mutually agreeable title company. The escrow will be deemed closed when the title company is in a position to issue the title insurance policy described in the following paragraph, showing title to the subject property vested by delivering, in cash, the purchase prices as agreed upon by the parties.

17. Appropriate escrow instructions shall be prepared at the proper time by the parties hereto in conformity with the terms and conditions contained in this Agreement. City agrees to pay all costs of escrow including but not limited to title fees, escrow fees, drawing fees and recording and documentary transfer tax.

18. Any notice required or permitted to be delivered hereunder shall be deemed delivered when deposited in the United States Mail, certified with return receipt requested, postage prepaid and address to the party being notified as follows:

For Owner:
PO Box 705
Exeter, CA 93221

For City:
PO Box 237
Exeter, CA 93221

19. This Agreement may be assigned by the City, with Owner approval, to another local government agency for the construction and operation of the test well and water well for the City of Exeter if essential to project completion and operation.

20. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

21. The waiver by one party hereto of the performance of any promise or condition shall not invalidate this Agreement or constitute a waiver by such party of any other promise or condition.

22. This Agreement contains the entire understanding between the parties relating to the lease and option herein granted. Any agreement or representation respecting this Agreement, or the

responsibilities of either party in relation thereto, which has not been expressly set forth herein shall be ineffective.

23. Any amendments of or supplements to this Agreement must be in writing and signed on behalf of both parties to be valid.

24. If City fails to exercise this option in accordance with the terms of this Agreement or if this Agreement is earlier terminated in accordance with the terms of this Agreement, City shall properly execute, acknowledge, and deliver to Owner within ten days a quitclaim deed or any other document required by the Owner or a title insurance company to verify the termination of this Agreement.

25. Both Owner and City agree that they are not relying upon any prior verbal representations or prior written documents regarding this Agreement and the subject matter of this Agreement and that each party expressly denies reliance upon any prior representations and/or documents related to the Agreement.

26. This agreement will be construed in accordance with and governed by the laws of the State of California. The parties agree that this Agreement was made and shall be performed in Tulare County, California.

(SIGNATURES ON NEXT PAGE)

Dated: _____

CITY OF EXETER

By: _____
Jacob Johnson, Mayor

Dated: _____

OWNERS

**Trustees of the Ferrara Family
Revocable Trust of April 5, 2000**

By: _____
Joseph E. Ferrara

Dated: _____

By: _____
Mary L. Ferrara

**Trustee of the Cathy A. Tantau Survivor's
Trust of April 14, 2013**

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Dated: _____

By: _____
Cathy A. Tantau

**Trustee of the George B. Tantau Bypass Trust
of April 14, 2013**

Dated: _____

By: _____
Cathy A. Tantau

EXHIBIT B

Leased Terms with Option to Purchase:

1. Owner agrees to lease the Portion of Property (APN 133-080-053) outlined in the map below as “Test Well Property” at no cost to the City and with an option to purchase property.
2. Owner agrees to grant a temporary easement to the City for the drilling of a test well.

In the event the test well is successful, the following terms shall apply:

3. If the test well results are successful, the City has to option to purchase the property for a total amount of \$210,000.
4. City will pay for all cost associated with the property sale and any mapping required to legally split the property and the recordation of all documents.
5. The City further agrees to install a residential domestic water connection to the property south of the “Test Well Property”.
6. The City agrees to cover the permitting cost with Tulare County for the Owner Agricultural Water Well Replacement.

In the event the test well is NOT successful, the following terms shall apply:

1. The City agrees to pay the Owner \$25,000 for any and all damage caused by the drilling operations.

Description of Portion of Property to be Leased by City with Purchase Option:

A portion of 133-080-053 shown on the aerial map below as a triangle shape for the proposed Domestic Water Well Site.

The part of the larger parcel property that the City of Exeter is seeking to acquire is a triangular-shaped portion situated along the Belmont Road frontage, just north of the Powell Avenue alignment. The property is bounded on the east by Belmont Road, on the west by Locust Grove Ditch, and on the north by a rural homesite that is owned by another party. It contains 58,082 square feet or 1.33 acres of land area.

This land is planted as a block of Hachiya persimmons that was developed in the 1970s. Water is transported to the block by a pipeline that crosses Locust Grove Ditch near the north end of the take area, and then it is delivered to the trees using micro-sprinklers. None of the subject’s homesite improvements are found in this area and neither are the two agricultural wells.

