



**EXETER CITY COUNCIL AGENDA**  
**TUESDAY, DECEMBER 10, 2024 REGULAR MEETING**  
**ACTION MINUTES**  
**Closed Session – 6:00 p.m.**  
**Regular Session – 7:00 p.m.**  
**137 North "F" Street, Exeter, California 93221**

CITY ADMINISTRATOR  
*Adam Ennis*

**MAYOR**  
*Frankie Alves*

PUBLIC WORKS DIRECTOR  
*Vacant*

CHIEF OF POLICE  
*John Hall*

**MAYOR PRO TEM**  
*Justin Mills*

CITY ATTORNEY  
*Julia Lew*

FINANCE DIRECTOR/CITY  
TREASURER  
*Eekhong Franco*

**COUNCIL MEMBERS**  
*Barbara Sally*  
*Vickie Riddle*  
*Jacob Johnson*

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](http://www.cityofexeter.com) and  
available for viewing at the Council Chambers.



**A regular session of the City Council, City of Exeter was held on Tuesday, December 10, 2024, at 7:00 p.m., in the Exeter City Council Chambers, 137 North F Street in Exeter CA 93221.**

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

**COUNCIL ABSENT:** None.

**STAFF PRESENT:** <sup>1</sup>Adam Ennis, Julia Lew, Francesca Quintana, and Christina Arias.

**7:00 p.m.**

**A. CALL TO ORDER REGULAR SESSION**

*Mayor Alves called the regular session to order at 7:01 p.m.*

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<sup>1</sup> Attended via teleconference.

**B. INVOCATION**

*Presented by Pastor Wittenburg.*

**C. PLEDGE OF ALLEGIANCE**

*Led by Council Member Sally.*

**D. PUBLIC COMMENTS:**

Public comment from County Supervisor Larry Micari. Micari addressed the City Council to thank Council Member Riddle and express his support to appoint her to the position of Mayor.

Public comment from Tricia Kirksey. Kirksey thanked City Staff for their support on the Christmas parade and other festivities.

Public comment from Mike Germaine. Germaine spoke regarding lighting issues in the Exeter Bark Park and gave out postcards to the Exeter Bark Park.

Public comment from Marie Arroyo. Arroyo thanked Mayor Pro Tem Mills and Council Member Sally for their service.

Public comment by Dennis Smith. Smith reminded newly elected officials of their oath to uphold the Constitution of the United States and the Constitution of the State of California.

**E. ACTIONS RELATED TO NOVEMBER 05, 2024, GENERAL ELECTION AND ADMINISTER OATH OF OFFICE TO ELECTED COUNCIL MEMBERS:**

- 1. Presentation of service award for exiting Mayor Pro Tem Mills and Council Member Sally  
Presented by Mayor Alves

*Mayor Alves presented Mayor Pro Tem Mills and Council Member Sally with a Proclamation honoring their service.*

- 2. Adoption of **Resolution No. 2024-31**, A Resolution of the City Council of the City of Exeter Accepting the Official Canvass of the November 05, 2024, Election Conducted as a Consolidated General Elections (pp. 5 – 13)

<b>Adoption of Resolution No. 2024-31, A Resolution of the City Council of the City of Exeter Accepting the Official Canvass of the November 05, 2024, Election Conducted as a Consolidated General Elections, as presented</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	ALVES	MILLS	RIDDLE	JOHNSON	SALLY
SALLY	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

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

*It was moved by Council Member Sally and seconded by Council Member Riddle to adopt Resolution No. 2024-31. The motion carried 5-0.*

- 3. Administer Oath of Office to elected Council Members (pp. 14 – 15)  
*Presented by Francesca Quintana, City Clerk/Human Resources Manager*

City Clerk/Human Resources Manager Francesca Quintana administered the oath of office to the new City Council Members Jeff Wilson and Bobby Lentz and they were seated at the dias.

4. Comments by elected Council Members

Elected Council Members Jeff Wilson and Bobby Lentz provided comments to the public, staff and fellow members of the Council.

5. Reorganization of the City Council – Mayor and Mayor Pro Tem Selection

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

Mayor Alves opened the floor for nominations to the office of Mayor.

Council Member Wilson nominated Council Member Johnson for the position of Mayor.

Council Member Riddle nominated herself for the position of Mayor.

Council Member Riddle called point of order and discussion proceeded.

<b>Motion to Appoint Jacob Johnson to the Position of Mayor</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	ALVES	WILSON	RIDDLE	JOHNSON	LENTZ
WILSON	LENTZ	(3-2)	NAY	AYE	NAY	AYE	AYE

It was moved by Jeff Wilson and seconded by Council Member Lentz to appoint Jacob Johnson to the position of Mayor. The motion carried 3-2.

Mayor Alves opened the floor for nominations to the office of Mayor Pro Tem.

Mayor Johnson nominated Council Member Jeff Wilson for the position of Mayor Pro Tem.

Council Member Alves nominated Council Member Riddle for the position of Mayor Pro Tem.

<b>Motion to Appoint Jeff Wilson to the position of Mayor Pro Tem</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	ALVES	WILSON	RIDDLE	JOHNSON	LENTZ
JOHNSON	LENTZ	(3-2)	NAY	AYE	NAY	AYE	AYE

It was moved by Mayor Johnson and seconded by Council Member Lentz to appoint Jeff Wilson to the position of Mayor Pro Tem. The motion carried 3-2.

6. Review and discussion to select and update City Council representation on outside Agency Boards and Committees (pp. 16 – 19)

*City Clerk/Human Resources Manager Francesca Quintana and City Administrator Adam Ennis provided a report for the City Council’s review and consideration.*

*The City Council reviewed, discussed and updated representation to various committees, commissions and boards.*

<b>Update City Council representation on outside Agency Boards and Committees, as discussed</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	ALVES	WILSON	RIDDLE	JOHNSON	LENTZ
RIDDLE	JOHNSON	(5-0)	AYE	AYE	AYE	AYE	AYE

*It was moved by Council Member Riddle and seconded by Mayor Johnson to update the City Council representation to various outside agency boards and committees as discussed. The motion carried 5-0.*

**F. SPECIAL PRESENTATIONS:**

*None.*

**G. CONSENT CALENDAR:**

1. Approval of November 12, 2024, regular meeting minutes (pp. 20 – 23)
2. Approval of November 20, 2024, special meeting minutes (pp. 24 – 25)
3. Payment of Bills (pp. 26 – 34)
4. November 08, 2024, Payroll (pp. 35 – 40)
5. November 22, 2024, Payroll (pp. 41 – 46)
6. Approval to Declare Surplus and Authorize Auction of One (1) 2003 Vactor Truck International and One (1) 2014 Freightliner CNG Broom Bear Sweeper (pp. 47 – 48)
7. Award and authorize the City Administrator to execute a contract with Bill Nelson General Engineering Construction, Inc. of Fresno, CA, in the amount of \$154,998.00 for the emergency repair of a collapsed sewer main at Brickhouse Park and authorize a contingency amount of \$15,499.80 (10.0%) for potential unforeseen conditions (pp. 49 – 53)
8. Authorize the City Administrator to execute an agreement with Mobile Modular Management Corporation for the lease of a 12 X 40 Mobile office building in the amount of \$13,898.75 for temporary use by Police Department staff during remodel (pp. 54 – 65)
9. Authorize the City Administrator to execute an Extra Work Authorization with the City’s contract City Engineer firm – QK, in an amount not to exceed \$83,760.00 for construction management services related to the Police/Administration Building Project (pp. 66 – 74)
10. Award and authorize the City Administrator to execute an agreement with the lowest responsible bidder, Talley Oil, Inc., of Madera, CA in an amount of \$52,735.20 for construction of the FY 2025 Crack Sealing and Pothole Patching Project, Main and 1st Alternate (pp. 75 – 79)
11. Approval of a revision to the previously approved street closure for the Chamber of Commerce sponsored Farmer’s Market to reflect each Wednesday night as weather permits between the hours of 5:00 p.m. and 9:00 p.m. to be changed to 4:00 p.m. – 9:00 p.m. subject to the conditions presented by Staff (pp. 80 – 83)
12. Fiscal Year 2023/2024 Treasurer’s Reports – Quarters 1, 2, 3, and 4 (pp. 84 – 91)
13. Approve a request for a street closure of Maple St. between D St. and E St. for We Fit Boot Camp Gym to host a Small Business Vendor Market beginning at 2:00 p.m. on December 14, 2024, and ending at 10:00 p.m. subject to the conditions presented by Staff (pp. 92 – 97)

14. Approval of the purchase of 331.66 tons of compost from Mid Valley Disposal of Kerman, CA in the amount of \$10,644.88 as required under SB1383 to meet the 2024 procurement target for The City of Exeter (pp. 98 – 99)

The City Council requested to remove Item G.6. from the consent calendar to discuss and vote on that item separately.

<b>Approval of Consent Calendar Item G.6. removed, as presented</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	JOHNSON	WILSON	RIDDLE	ALVES	LENTZ
JOHNSON	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

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

*After discussion, the City Council took no action on item G.6. and requested the item be brought back to the City Council at the next regular meeting.*

#### **H. INDIVIDUAL BUSINESS ITEMS:**

1. Public Hearing to receive the City’s annual public accounting for development impact fees for Fiscal Year 2023-2024 pursuant to State Law, Government Code Section 66006 (pp. 100 – 103)  
*Presented by Adam Ennis, City Administrator*

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

*Mayor Johnson opened the public hearing at 8:35 PM. Receiving no public comment, the Mayor closed the public hearing at 8:36 PM.*

<b>Receive and file the City’s annual public accounting for development impact fees for Fiscal Year 2023-2024 pursuant to State Law, Government Code Section 66006, as presented</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	JOHNSON	WILSON	RIDDLE	ALVES	LENTZ
JOHNSON	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

*It was moved by Mayor Johnson and seconded by Council Member Riddle to receive and file the City’s annual public accounting for development impact fees for Fiscal Year 2023-2024 pursuant to State Law, Government Code Section 66006, as presented. The motion carried 5-0.*

2. Consideration of appointment of Chris Troyan to the position of Public Works Director effective December 10, 2024, and authorization for the Mayor and City Administrator to execute a contract with Mr. Troyan to serve in that capacity until June 30, 2026, beginning at Step C in the salary schedule for the position (currently at a monthly rate of \$9,061.00)  
*Presented by Francesca Quintana, City Clerk/Human Resources Manager*

*City Clerk/Human Resources Manager Francesca Quintana and City Administrator Adam Ennis provided a report for the City Council’s review and consideration.*

*Mayor Johnson opened the item up for public comment. Public comment from Tommy Blackmon. Blackmon requested clarification on Mr. Troyan’s start date. City Attorney Lew provided clarified that*

*the agreement would be effective upon his first day he is physically present to work. No further public comments were received.*

<b>Appointment of Chris Troyan to the position of Public Works Director effective upon first day he is physically present to work, as clarified by the City Attorney and authorization for the Mayor and City Administrator to execute a contract with Mr. Troyan to serve in that capacity until June 30, 2026, beginning at Step C in the salary schedule for the position (currently at a monthly rate of \$9,061.00), as presented</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	JOHNSON	WILSON	RIDDLE	ALVES	LENTZ
ALVES	WILSON	(5-0)	AYE	AYE	AYE	AYE	AYE

*It was moved by Council Member Alves and seconded by Mayor Pro Tem Wilson to appoint Chris Troyan to the position of Public Works Director effective upon first day he is physically present to work, as clarified by the City Attorney and authorization for the Mayor and City Administrator to execute a contract with Mr. Troyan to serve in that capacity until June 30, 2026, beginning at Step C in the salary schedule for the position (currently at a monthly rate of \$9,061.00), as presented. The motion carried 5-0.*

**I. CITY COUNCIL ITEMS OF INTEREST**

*Council Member Alves expressed his enthusiasm for the next two years. Alves stated that it was an honor to serve as Mayor the last two years. Alves requested a future agenda item regarding the grass/landscaping at City Hall.*

*Council Member Riddle congratulated Mayor Johnson and Mayor Pro Tem Wilson on their appointments and expressed enthusiasm about working with them. Riddle shared a year-end TGAG report and information regarding the Tulare County Master plan. Additionally, she discussed the potential development of a walking path in the City.*

*Mayor Pro Tem Wilson expressed his willingness and dedication to collaborate with the City Council and thanked everyone.*

*Council Member Lentz expressed his willingness to serve on the City Council and that he will do his best to serve the community. Lentz also congratulated Mayor Johnson and Mayor Pro Tem Wilson on their appointments.*

*Mayor Johnson expressed his gratitude to God and his wife for helping him get to where he is at today. Johnson also extended his appreciation to the City Council for their support.*

**J. CITY ADMINISTRATOR/DEPARTMENT COMMENTS**

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

**K. REGULAR MEETING ADJOURNMENT**

*Mayor Johnson adjourned the meeting at 9:13 p.m.*

Prepared by:




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Francesca Quintana, City Clerk