



309 California Avenue, Shafter, CA 93263  
Meeting Held In-Person and Via Zoom and Livstream on YouTube.

**AGENDA  
SPECIAL MEETING  
SHAFTER CITY COUNCIL  
TUESDAY, JUNE 1, 2021**

**NOTICE TO THE PUBLIC:**

*Any documents produced by the City and distributed to a majority of the City Council regarding any item on this agenda will be made available in the City Clerk's Office during normal business hours at City Hall located at 336 Pacific Avenue, Shafter CA. In addition, such documents will be posted on the City's website at [www.shafter.com](http://www.shafter.com).*

**CORONAVIRUS DISEASE (COVID-19) ADVISORY**

To protect our constituents, City officials and City staff, the City requests all members of the public to follow the California Department of Health Services' guidance and the County of Kern Public Health Officer Order for the Control of COVID-19 restricting group events and gatherings and maintaining social distancing. Additional information regarding COVID-19 is available on the City's website at [www.shafter.com](http://www.shafter.com).

**Remote public participation is allowed in the following ways, please see attached supplement for instructions.**

**TELECONFERENCE NOTICE**

Pursuant to Executive Order N-29-20 Issued by Governor Gavin Newsom on March 17, 2020 and, to the extent applicable, Government Code Section 54953(b), the June 1, 2021 City Council Meeting may include teleconference participation by the City Council Members and City staff. Consistent with Executive Order N-29-20, teleconference locations utilized by City Council Members shall not be accessible to the public and are not subject to special posting requirements.

**CALL TO ORDER:** 3:00 p.m.

**ROLL CALL:** Mayor Prout  
Mayor Pro Tem Givens  
Council Member Alvarado  
Council Member Espinoza  
Council Member Lopez

**PLEDGE OF ALLEGIANCE:** Council Member Espinoza

**INVOCATION:** Mayor Pro Tem Givens

**APPROVAL OF AGENDA:**

**PUBLIC COMMENT:**

*This portion of the meeting is reserved for persons wanting to address the Council only on matters listed on this agenda. Speakers are limited to five minutes unless additional time is needed for translation. Please state your name and address for the record before making your presentation.*

**RECESS:**

**CLOSED SESSION**

1. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** (Government Code 54957)  
Title: City Manager.

**MANAGEMENT REPORT:**

**BUDGET WORKSHOP #4 FISCAL YEAR 2021-2022:** Review and consideration of Department request for additional budget needs, ongoing and one-time. (City Manager Gonzalez)

**ADJOURNMENT:**

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Should anyone challenge any proposed action which is the subject of a public hearing listed on this agenda, that person may be limited to raising those issues addressed at the public hearing described in this notice, or in written correspondence delivered to the City Council at or prior to this public hearing. Pursuant to the Americans with Disabilities Act, if you need special assistance to participate in a City Council Meeting, please contact the City Clerk at (661) 746-5000 prior to the meeting or time when special services are needed to allow City staff in making reasonable arrangements to provide you with access to the meeting. Any public record, relating to an open session agenda item, that is distributed within 24 hours prior to the meeting is available for public inspection in the City Clerk's Office at Shafter City Hall, 336 Pacific Ave., Shafter, CA 93263. This is to certify that this Agenda notice was posted at City Hall and the Police Dept. by 4:00 p.m., May 28, 2021. Yazmina Pallares, S/S, City Clerk



**AGENDA SUPPLEMENT  
SPECIAL MEETING  
SHAFTER CITY COUNCIL  
TUESDAY, JUNE 1, 2021**

**THE JUNE 1, 2021 MEETING WILL BE CONDUCTED PURSUANT TO THE  
PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-25-20**

In order to minimize the spread of the COVID 19 virus, please do the following:

1. You are strongly encouraged to observe the City Council meetings live via YouTube <https://www.youtube.com/user/CityofShafter/>
2. If you wish to make a comment on a specific agenda item or public comment, please submit your comment via email by **12:00 P.M. on Tuesday, June 1, 2021** to the City Clerk at [CityClerk@shafter.com](mailto:CityClerk@shafter.com)
3. If you wish to make a written comment to the City Clerk, 336 Pacific Avenue, Shafter, CA 93263.
4. If you wish to make a comment during the live meeting, callers must first register with the City Clerk at 661-746-5012 before the meeting begins to receive instructions and the call-in number and code. Please call by 12:00pm on the day of the Council meeting to allow ample time for sign up. You will need to provide your name, phone number and the item number you wish to address.
5. All public comments are provided to the City Council and applicable Staff, for review and consideration by the Board prior to taking action on any matters listed on the agenda and are incorporated into the official record of the Council meeting.

The City of Shafter thanks you in advance for taking all precautions to prevent spreading the COVID 19 virus.



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**NOTICE OF  
SPECIAL MEETING OF THE SHAFTER CITY COUNCIL**

NOTICE IS HEREBY GIVEN that a special meeting of the City Council of the City of Shafter will be held on Tuesday, June 1, 2021. The meeting will convene at 3:30 p.m., in the Shafter Veteran's Hall, 309 California Avenue, Shafter, California, and via teleconference and Livestream on YouTube. Said special meeting shall be for the following purpose:

**MANAGEMENT REPORT:**

**BUDGET WORKSHOP #3 FISCAL YEAR 2021-2022:** Discussion to set the policy framework for preparing the FY 2021-22 Budget. No action requested. (City Manager Gonzalez)

1. Preliminary Draft Budget Review and Additional Needs Requests

Yazmina Pallares, City Clerk

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**Affidavit of Posting Special Meeting Notice**

This is to certify that this Special Meeting Notice was posted at City Hall and the Police Department by 4:00 p.m., May 28, 2021. Further information regarding this Agenda Notice is available at City Hall, 336 Pacific Ave., Shafter, CA.

Yazmina Pallares, S/S, City Clerk

Dated: May 28, 2021



## City of Shafter COUNCIL AGENDA REPORT

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Meeting Date: June 1, 2021

FROM: Gabriel A. Gonzalez, City Manager

SUBJECT: OPERATING BUDGET FY 21-22 DEPARTMENTAL BUDGET REQUEST  
OF ADDITIONAL NEEDS – ONGOING AND ONE-TIME REQUESTS

### **RECOMMENDATION**

Consideration of Departmental budget requests of additional ongoing and one-time needs.

### **BACKGROUND**

At the budget workshop of May 11, 2021, during the individual Department budget presentations some departments introduced additional budget needs to augment their operating budgets. The requests were either one-time purchases or ongoing service increases and, in some instances, new staffing positions.

At the budget workshop of June 1, 2021, it is being requested of Council to consider and provide direction of which, if any, of the additional budget requests to include in the proposed Operating Budget FY 21-22.

### **ATTACHMENT**

1. Departmental Additional Needs Request Table

Fiscal Year 2021-2022 Budget  
Departmental Additional Needs Requests

Request #	Department	Line Items	Requested Amount	Purpose	GF Ongoing	GF One-Time	Non-GF Ongoing	Non-GF One-Time
2022-01	Animal Control	0100-20-200-15-00-510111 (Adoption Services)	\$ 40,000	Forecasted increase in veterinary services	\$ 40,000	\$ -	\$ -	\$ -
2022-02	Building Inspection	0100-10-405-26-00-510400 (Professional Services)	\$ 155,000	Increase in professional services for increased activity	\$ 155,000	\$ -	\$ -	\$ -
2022-03	Code Compliance	0100-10-405-27-00-510400 (Professional Services)	\$ 10,000	Due to increased activity and need for weed abatement, board-ups, etc.	\$ 10,000	\$ -	\$ -	\$ -
2022-04	City Manager	Multiple - Personnel	\$ 17,906	Reclassify Administrative Assistant II to Communications - Community Engagement Manager	\$ 17,906	\$ -	\$ -	\$ -
2022-05	Police	0100-20-200-14-00-500400 (Overtime)	\$ 30,000	Overtime increase for Police Officer assigned to HIDTA Drug Taskforce	\$ 30,000	\$ -	\$ -	\$ -
2022-06	Police	Multiple - Personnel	\$ 36,166	New Assistant Chief of Police (savings from chilling one Captain position - Term position)	\$ 36,166	\$ -	\$ -	\$ -
2022-07	Police	Multiple - Personnel	\$ 195,846	New Police Lieutenant	\$ 195,846	\$ -	\$ -	\$ -
2022-08	Police	Multiple - Personnel	\$ 4,972	Convert PD Records Clerk to New Police Records Supervisor	\$ 4,972	\$ -	\$ -	\$ -
2022-09	Police	0100-60-200-14-00-570100 (Automotive Equip)	\$ 150,000	Purchase of two police cars	\$ -	\$ 150,000	\$ -	\$ -
2022-10	Public Works	Multiple - Personnel	\$ 77,403	Create and fill a new Clerk Typist position	\$ 11,751	\$ -	\$ 65,652	\$ -
2022-11	Public Works	Multiple - Personnel	\$ 140,810	Create and fill a new Engineer I position	\$ 56,324	\$ -	\$ 84,486	\$ -
2022-12	Public Works	0100-40-400-18-00-510001	\$ 10,000	Increase department supplies for engineering for tools and plotter paper	\$ 5,000	\$ -	\$ 5,000	\$ -
2022-13	Public Works	Multiple - Automotive Equipment	\$ 125,000	Purchase of one dump truck	\$ -	\$ 25,000	\$ -	\$ 100,000
2022-14	Public Works	Multiple - Machinery and Equipment	\$ 100,000	Purchase of a mini excavator (water and wastewater)	\$ -	\$ -	\$ -	\$ 100,000
2022-15	Public Works	Restoration of previous line item - Streetlight Maintenance and Repairs	\$ 100,000	Restoring \$75,000 of missing appropriation for Streetlight Maintenance, adding an additional \$25,000 increase for streetlight maintenance and repairs. Budgets pre-Munis had the \$75,000 as a recurring item, was lost in conversion process.	\$ 100,000	\$ -	\$ -	\$ -
2022-16	Information Technology	5103-60-500-29-00-570200	\$ 96,000	Enhanced, secure hybrid data backup system	\$ 79,680	\$ -	\$ 16,320	\$ -
2022-17	Information Technology	Multiple - Personnel	\$ 130,564	Additional IT Specialist I position	\$ 108,368	\$ -	\$ 22,196	\$ -
2022-18	Public Works	Multiple - Personnel	\$ -	Convert Parks Foreman position to a maintenance Worker I position. No cost increase.	\$ -	\$ -	\$ -	\$ -
2022-19	Planning	0100-10-145-13-00-510400 (Professional Services)	\$ 200,000	Planning consultant to complete the Environmental Justice planning work to meet the new requirements	\$ -	\$ 200,000	\$ -	\$ -
<b>Totals</b>			<b>\$ 1,619,667</b>		<b>\$ 851,013</b>	<b>\$ 375,000</b>	<b>\$ 193,654</b>	<b>\$ 200,000</b>