



336 Pacific Avenue • Shafter, CA 93263

**AGENDA
SPECIAL MEETING
OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED
SHAFTER COMMUNITY DEVELOPMENT AGENCY
CONFERENCE ROOM
WEDNESDAY, JANUARY 19, 2018**

CALL TO ORDER: 11:00 a.m.

ROLL CALL: Chairman Scott Hurlbert
Vice Chairman James Zervis
Board Member Gary Bray
Board Member Carlene Feichter
Board Member Teresa Hitchcock
Board Member Robert Miller
Board Member Jake Slayton

APPROVAL OF AGENDA:

PUBLIC COMMENT: *This portion of the meeting is reserved for persons wanting to address the Board only on matters listed on this agenda. Speakers are limited to five minutes. Please state your name and address for the record before making your presentation.*

REPORTS:

1. **MINUTES OF THE SPECIAL MEETING OF JANUARY 25, 2017:** a request to approve the minutes. (Chairman Hurlbert)
2. **ADMINISTRATIVE BUDGET FOR THE TWO SIX-MONTH PERIODS OF JULY 1, 2018 THROUGH JUNE 30, 2019, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(J):** a request to adopt Resolution 38, a Resolution of the Oversight Board of the Successor Agency to the Dissolved Shafter Community Development Agency, Approving and Adopting a Proposed Administrative Budget for the Period July 1, 2018 through June 30, 2019, Pursuant to Health and Safety Code Section 34177(j). (Chairman Hurlbert)
3. **RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(L) AND (M):** a request to adopt Resolution 39, a Resolution of the Board of Directors of the Oversight Board of the Successor Agency to the Dissolved Shafter Community Development Agency, Approving and Adopting a Recognized Obligation Payment Schedule Covering the Period of July 1, 2018 through June 30, 2019, Pursuant to Health and Safety Code Section 34177(l) and (m). (Chairman Hurlbert)

ADJOURNMENT:

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 board at or prior to this public hearing. Pursuant to the Americans with Disabilities Act, if you need special assistance to participate in a Board Meeting, please contact the City Clerk at (661) 746-5000 at least three (3) days 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 72 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 5:00 p.m., January 18, 2018. *Yazmina Pallares, Deputy City Clerk.*

**OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED
SHAFTER COMMUNITY DEVELOPMENT AGENCY
CONFERENCE ROOM, 336 PACIFIC AVENUE
WEDNESDAY, JANUARY 25, 2017**

CALL TO ORDER: 3:34 p.m.

ROLL CALL:

PRESENT: Chairman Hurlbert, and Board Members Feichter, Rodriguez, and Slayton. ABSENT: Vice Chairman Zervis, Board Members Bray and Hitchcock. Also present: Deputy City Clerk Pallares.

APPROVAL OF AGENDA:

MOVED (RODRIGUEZ) AND SECONDED (FEITCHER) BOARD APPROVED THE AGENDA AS PRESENTED. MOTION CARRIED BY THE FOLLOWING VOTE:

*AYES: FEICHTER, RODRIGUEZ, SLAYTON AND HURLBERT.
NAYS: NONE.
ABSENT: BRAY AND HITCHCOCK.
ABSTENTIONS: NONE.*

PUBLIC COMMENT:

There were no members of the public wishing to speak.

REPORTS:

1. **MINUTES OF THE SPECIAL MEETING OF OCTOBER 19, 2016:** a request to approve the minutes. (Chairman Hurlbert)

MOVED (FEITCHER) AND SECONDED (HURLBERT) BOARD APPROVED THE MINUTES OF THE SPECIAL MEETING HELD ON OCTOBER 19, 2016 AS PRESENTED. MOTION CARRIED BY THE FOLLOWING VOTE:

*AYES: FEICHTER, RODRIGUEZ, SLAYTON AND HURLBERT.
NAYS: NONE.
ABSENT: BRAY AND HITCHCOCK.
ABSTENTIONS: NONE.*

2. **ADMINISTRATIVE BUDGET FOR THE TWO SIX-MONTH PERIODS OF JULY 1, 2017 THROUGH JUNE 30, 2018, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(J):** Chairman Hurlbert made introductory comments.

MOVED (RODRIGUEZ) AND SECONDED (SLAYTON) BOARD ADOPTED RESOLUTION 36, A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED SHAFTER COMMUNITY DEVELOPMENT AGENCY, APPROVING AND ADOPTING A PROPOSED ADMINISTRATIVE BUDGET FOR THE

PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(J). MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: FEICHTER, RODRIGUEZ, SLAYTON AND HURLBERT.

NAYS: NONE.

ABSENT: BRAY AND HITCHCOCK.

ABSTENTIONS: NONE.

- 3. RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(L) AND (M):** Chairman Hurlbert made introductory comments.

MOVED (FEITCHER) AND SECONDED (RODRIGUEZ) BOARD ADOPTED RESOLUTION 37, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED SHAFTER COMMUNITY DEVELOPMENT AGENCY, APPROVING AND ADOPTING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE COVERING THE PERIOD OF JULY 1, 2017 THROUGH JUNE 30, 2018, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(L) AND (M). MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: FEICHTER, RODRIGUEZ, SLAYTON AND HURLBERT.

NAYS: NONE.

ABSENT: BRAY AND HITCHCOCK.

ABSTENTIONS: NONE.

ADJOURNMENT:

MOVED (SLAYTON) AND SECONDED (RODRIGUEZ) BOARD ADJOURNED THE MEETING AT 3:48 P.M. MOTION CARRIED WITH NO OPPOSITION WITH BOARD MEMBERS BRAY, HITCHCOCK AND VICE CHAIRMAN ZERVIS ABSENT.

Scott Hurlbert, Chairman

ATTEST:

Yazmina Pallares, Deputy City Clerk

January 19, 2018

To Honorable Chairman and Members
of the Board of Directors of the Oversight Board of Successor Agency of the Shafter
Community Development Agency

**ADMINISTRATIVE BUDGET FOR THE TWO SIX-MONTH PERIODS OF JULY 1, 2018
THROUGH JUNE 30, 2019, PURSUANT TO HEALTH AND SAFETY CODE SECTION
34177(J)**

Following dissolution of the Redevelopment Agency of the City of Shafter (“Agency”), the City became the successor agency to the Agency (the “Successor Agency”). Pursuant to Health and Safety Code Section 34173(b), the Successor Agency is now a separate legal entity from the City. One of the responsibilities of the Successor Agency is to prepare a proposed administrative budget covering each 6-month period, and submit it to the Successor Agency’s Oversight Board for approval.

One of the responsibilities of the Successor Agency is to prepare a proposed administrative budget for each 6-month fiscal period. According to Health and Safety Code Section 34177(j), the administrative budget is to include all of the following: (i) estimated amounts for the Successor Agency’s administrative costs for the upcoming six-month fiscal period; (ii) proposed sources of payment for the costs identified in (i); and (iii) proposals for arrangements for administrative and operations services provided by a city, county, city and county, or other entity.

This proposed administrative budget is to be submitted to the Successor Agency’s oversight board for approval (“Approved Administrative Budget”). Under Health and Safety Code Section 34177(k), the Successor Agency is to provide administrative cost estimates, from the Approved Administrative Budget, that are to be paid from property tax revenues deposited in the Redevelopment Property Tax Trust Fund, to the Kern County Auditor-Controller for the upcoming two six-month fiscal periods.

FISCAL IMPACT

No City or Successor Agency funds are involved with the adoption of the proposed administrative budget.

RECOMMENDATION

Board adopt Resolution 38, a Resolution of the Oversight Board of the Successor Agency to the Dissolved Shafter Community Development Agency, Approving and Adopting a Proposed Administrative Budget for the Period July 1, 2018 through June 30, 2019, Pursuant to Health and Safety Code Section 34177(j).

Scott Hurlbert
Chairman

ATTACHMENT

1. Resolution 38, a Resolution of the Oversight Board of the Successor Agency to the Dissolved Shafter Community Development Agency, Approving and Adopting a Proposed Administrative Budget for the Period July 1, 2018 through June 30, 2019, Pursuant to Health and Safety Code Section 34177(j).

RESOLUTION NO. 38

A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED SHAFTER COMMUNITY DEVELOPMENT AGENCY, APPROVING AND ADOPTING A PROPOSED ADMINISTRATIVE BUDGET FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(j)

WHEREAS, pursuant to Health and Safety Code Section 34173(d), the City of Shafter became the successor agency to the Shafter Community Development Agency (“Successor Agency”); and

WHEREAS, pursuant to Health and Safety Code Section 34173(g), the Successor Agency is now a separate legal entity from the City; and

WHEREAS, Health and Safety Code Section 34177(j) requires the Successor Agency to prepare a proposed administrative budget covering each 6-month period, and submit it to the oversight board for approval; and

WHEREAS, pursuant to Health and Safety Code Section 34177(k), upon approval of the administrative budget by the oversight board, the Successor Agency is required to provide administrative cost estimates, from the approved administrative budget, that are to be paid from property tax revenues deposited in the Redevelopment Property Tax Trust Fund, to the Kern County Auditor-Controller for each fiscal period covered by the administrative budget; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED SHAFTER COMMUNITY DEVELOPMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Approval of Proposed Administrative Budget. The Board of Directors of the Oversight Board of the Successor Agency hereby approves and adopts the proposed administrative budget covering the two six-month periods from July 1, 2018 to June 30, 2019, in substantially the form attached to this Resolution as Exhibit A, as required by Health and Safety Code Section 34177.

Section 3. Transmittal of Proposed Administrative Budget. The City Manager and Administrative Services Director are hereby authorized and directed to take any action necessary to carry out the purposes of this Resolution and comply with applicable law regarding the proposed administrative budget, including submitting the proposed administrative budget to the California Department of Finance for review.

Section 5. Effectiveness. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED at a special meeting of the Board of Directors of the Oversight Board of the Successor Agency to the dissolved Shafter Community Development Agency on the 19th day of January 2018, by the following vote:

Scott Hurlbert, Chairperson

ATTEST:

Yazmina Pallares, Deputy City Clerk

EXHIBIT A

PROPOSED ADMINISTRATIVE BUDGET

[Attached behind this page]

SHAFTER COMMUNITY DEVELOPMENT AGENCY - SUCCESSOR AGENCY

Administrative Budget July 1, 2018 to June 30, 2019

EXPENSE CLASSIFICATION	ANNUAL BUDGET	7/1/18 - 12/31/18 BUDGET	1/1/19 - 6/30/19 BUDGET
SALARIES & BENEFITS			
Full time employees	112,130	56,065	56,065
Part time employees	0	0	0
Overtime	0	0	0
Holiday & relief	1,983	992	992
Fringe benefits	41,309	20,654	20,654
Workers compensation	1,578	789	789
sub-total	157,000	78,500	78,500
MAINTENANCE & OPERATIONS			
General office expense	20,000	10,000	10,000
Department supplies	10,000	5,000	5,000
Communications	0	0	0
Postage & freight	1,000	500	500
Advertising	2,000	1,000	1,000
Maintenance & repair	0	0	0
Vehicle operating expense	0	0	0
Vehicle shop charge	0	0	0
Subscriptions & dues	0	0	0
Trvl, train. & development	2,000	1,000	1,000
Building maintenance	0	0	0
Building occupancy	1,000	500	500
Automation maintenance	5,000	2,500	2,500
Contractual (including legal)	50,000	25,000	25,000
Utilities	2,000	1,000	1,000
Liability coverage	0	0	0
Promotion	0	0	0
Community information	0	0	0
SEDAC	0	0	0
sub-total	93,000	46,500	46,500
CAPITAL OUTLAY			
Furniture & fixtures	0	0	0
Automotive equipment	0	0	0
Machinery & equip.	0	0	0
Building & land	0	0	0
Other improvements	0	0	0
sub-total	0	0	0
ACTIVITY TOTAL	250,000	125,000	125,000

* Administrative Budget limited to 5% of property tax allocated to the successor agency in FY2018-19, 3% of property tax allocated to the Redevelopment Obligation Retirement Fund money that is allocated to successor agency for each FY thereafter, but not less than \$250,000 per year per H&S 34171(b)

January 19, 2018

To Honorable Chairman and Members
of the Board of Directors of the Oversight Board of Successor Agency of the Shafter
Community Development Agency

RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(L) AND (M)

Annually the Successor Agency must prepare a Recognized Payment Obligation Schedule (ROPS) listing all enforceable obligations due for the next fiscal year as well as an actual accounting of the prior ROPS period and a reconciliation of all cash held by the Successor Agency. The ROPS must be approved by the Successor Agency Board of Directors, Oversight Board, and ultimately the Department of Finance. Once approved by all parties, the County Auditor Controller will distribute available property tax to the Successor Agency to fund the obligations on the ROPS. The ROPS 18-19 being considered for approval includes the following obligations.

July 1, 2018 – December 31, 2018:

- | | |
|----------------------------------|-----------|
| 1. 2016 Refunding Bonds: | \$911,025 |
| 2. Administrative Budget: | \$125,000 |
| 3. City / Agency Loan Agreement: | \$0 |

January 1, 2019 – June 30, 2019:

- | | |
|----------------------------------|-----------|
| 1. Administrative Budget: | \$125,000 |
| 2. City / Agency Loan Agreement: | \$0 |

FISCAL IMPACT

The \$1,161,025 in total expenditures will be paid with new property tax allocations from the County Auditor Controller.

RECOMMENDATION

Board adopt Resolution 39, a Resolution of the Board of Directors of the Oversight Board of the Successor Agency to the Dissolved Shafter Community Development Agency, Approving and Adopting a Recognized Obligation Payment Schedule Covering the Period of July 1, 2018 through June 30, 2019, Pursuant to Health and Safety Code Section 34177(l) And (m).

Scott Hurlbert
Chairman

ATTACHMENT

1. Resolution 39, a Resolution of the Board of Directors of the Oversight Board of the Successor Agency to the Dissolved Shafter Community Development Agency, Approving and Adopting a Recognized Obligation Payment Schedule Covering the Period of July 1, 2018 through June 30, 2019, Pursuant to Health and Safety Code Section 34177(l) And (m).

RESOLUTION NO. 39

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED SHAFTER COMMUNITY DEVELOPMENT AGENCY, APPROVING AND ADOPTING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE COVERING THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2019, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(l) AND (m)

WHEREAS, pursuant to Health and Safety Code Section 34173(d), the City of Shafter became the successor agency to the Shafter Community Development Agency (“Successor Agency”); and

WHEREAS, pursuant to Health and Safety Code Section 34173(g), the Successor Agency is now a separate legal entity from the City; and

WHEREAS, Health and Safety Code Section 34177(l) requires the Successor Agency to prepare a recognized obligation payment schedule (“ROPS”), by February 1st of each year, forward looking to the next fiscal year; and

WHEREAS, Health and Safety Code Section 34177(l)(2) requires the Successor Agency to submit the ROPS to the Successor Agency’s oversight board for its approval, and upon such approval, the Successor Agency is required to submit a copy of the approved ROPS (“Approved ROPS”) to the Kern County Auditor-Controller, the California State Controller, and the State of California Department of Finance, and post the Approved ROPS on the Successor Agency’s website; and

WHEREAS, Health and Safety Code Section 34177(m) requires that the Approved ROPS for the period July 1, 2018 through June 30, 2019 (“ROPS 18-19”) is required to be submitted to the Department of Finance, California State Controller and the County Auditor-Controller by February 1, 2018; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE FORMER SHAFTER COMMUNITY DEVELOPMENT AGENCY, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Approval of ROPS. The Oversight Board of the Successor Agency hereby approves and adopts the ROPS 18-19, covering the period July 1, 2018 through June 30, 2019, in substantially the form attached to this Resolution as Exhibit A, as required by Health and Safety Code Section 34177.

Section 4. Transmittal of ROPS. The City Manager and Administrative Services Director are hereby authorized and directed to take any action necessary to carry out the purposes of this Resolution and comply with applicable law regarding the ROPS 18-19, including submitting the approved ROPS 18-19 to the Kern County Auditor-Controller, the California State Controller, and the State of California Department of Finance, and posting the Approved ROPS on the Successor Agency's website.

Section 5. Effectiveness. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED at a special meeting of the Board of Directors of the Oversight Board of the Successor Agency to the dissolved Shafter Community Development Agency on the 19th day of January 2018, by the following vote:

Scott Hurlbert, Chairperson

ATTEST:

Yazmina Pallares, Deputy City Clerk

EXHIBIT A

RECOGNIZED OBLIGATION PAYMENT SCHEDULE

[Attached behind this page]

Recognized Obligation Payment Schedule (ROPS 18-19) - Summary

Filed for the July 1, 2018 through June 30, 2019 Period

Successor Agency:	Shafter
County:	Kern

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	18-19A Total (July - December)	18-19B Total (January - June)	ROPS 18-19 Total
A Enforceable Obligations Funded as Follows (B+C+D):	\$ -	\$ -	\$ -
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	-	-	-
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G):	\$ 1,036,025	\$ 125,000	\$ 1,161,025
F RPTTF	911,025	-	911,025
G Administrative RPTTF	125,000	125,000	250,000
H Current Period Enforceable Obligations (A+E):	\$ 1,036,025	\$ 125,000	\$ 1,161,025

Certification of Oversight Board Chairman:
Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

James L. Zervis	Administrative Services Director
Name	Title
Signature	Date

Shafter Recognized Obligation Payment Schedule (ROPS 18-19) - Report of Cash Balances
July 1, 2015 through June 30, 2016
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation. For tips on how to complete the Report of Cash Balances Form, see Cash Balance Tips Sheet

A	B	C	D	E	F	G	H	I
		Fund Sources						
		Bond Proceeds		Reserve Balance		Other	RPTTF	
	Cash Balance Information for ROPS 15-16 Actuals (07/01/15 - 06/30/16)	Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS period balances and DDR RPTTF balances retained	Prior ROPS RPTTF distributed as reserve for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	Comments
1	Beginning Available Cash Balance (Actual 07/01/15)	1,040,443				857,503	63	
2	Revenue/Income (Actual 06/30/16) RPTTF amounts should tie to the ROPS 15-16 total distribution from the County Auditor-Controller during June 2015 and January 2016.	107				3,228	595,210	
3	Expenditures for ROPS 15-16 Enforceable Obligations (Actual 06/30/16)	114				860,731	591,930	
4	Retention of Available Cash Balance (Actual 06/30/16) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)							
5	ROPS 15-16 RPTTF Balances Remaining	No entry required						
6	Ending Actual Available Cash Balance (06/30/16) C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 + 5)	\$ 1,040,436	\$ -	\$ -	\$ -	\$ -	\$ 3,343	

