



336 Pacific Avenue, Shafter, CA 93263
Meeting Held In-Person and Via Zoom and Livestream on YouTube.

**AGENDA
SPECIAL MEETING
SHAFTER CITY COUNCIL
WEDNESDAY, JUNE 19, 2024**

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.

CALL TO ORDER: 4:30 PM

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

APPROVAL OF AGENDA:

PUBLIC COMMENT:

Those persons wishing to speak on any item included on the agenda, or on any matter within the subject matter jurisdiction of the City Council, are invited to speak from the podium and address the City Council. 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.

CONSENT CALENDAR:

All items on the consent calendar are considered routine and non-controversial by staff and will be approved by one motion if no member of the Council or public wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent calendar and will be considered in the listed sequence with an opportunity for any member of the public to address the Council concerning the item before action is taken.

1. Approve Special Event Permit: Shafter Chamber of Commerce, 3rd of July Fireworks Show, 700 E. Tulare Avenue, July 3, 2024.

MANAGEMENT REPORT:

1. **INTRODUCTION OF DRAFT COMMUNITY FACILITY DISTRICT STUDY FOR POLICE AND FIRE SERVICES:** Council find the action is not defined as a “Project” pursuant to Section 15378(b)(4) of the CEQA Guidelines; and receive the draft report. (City Manager Gabriel A. Gonzalez)

ROLL CALL

2. **INTRODUCTION OF DRAFT DEVELOPMENT IMPACT FEE NEXUS STUDY :** Council find the action is not defined as a “Project” pursuant to Section 15378(b)(4) of the CEQA Guidelines; review and discuss the findings of the Draft Development Impact Fee Nexus Study (City Manager Gabriel A. Gonzalez)

ROLL CALL

3. **REVIEW AND DISCUSSION OF ENTERPRISE FUND ANALYSIS (SEWER & WATER FUNDS):** Council find the action is not defined as a “Project” pursuant to Section 15378(b)(4) of the CEQA Guidelines; accept the enterprise fund review and analysis related to water and sewer funds. (City Manager Gabriel A. Gonzalez)

ROLL CALL

ADJOURNMENT:

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 at least three (3) days prior to the meeting or time the 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 Police Dept. by 5:00 p.m., June 17, 2024. Yazmina Pallares, S/S, City Clerk

REMOTE PUBLIC PARTICIPATION IS ALLOWED IN THE FOLLOWING WAYS, SEE BELOW FOR INSTRUCTIONS.

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 **4:30 PM on June 19, 2024** to the City Clerk at 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 5:00pm on the Monday prior to the City 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 City

Council meeting.



336 Pacific Avenue, Shafter, CA 93263
Meeting Held In-Person and Via Zoom and Livestream on YouTube.

**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 **June 19, 2024**. The meeting will convene at **4:30 PM**, in the Council Chamber at Shafter City Hall, 336 Pacific Avenue, Shafter, California and via teleconference and Livestream on YouTube. Said special meeting shall be for the following purpose:

CONSENT CALENDAR:

1. Approve Special Event Permit: Shafter Chamber of Commerce, 3rd of July Fireworks Show, 700 E. Tulare Avenue, July 3, 2024.

MANAGEMENT REPORT:

1. **INTRODUCTION OF DRAFT COMMUNITY FACILITY DISTRICT STUDY FOR POLICE AND FIRE SERVICES:** Council find the action is not defined as a “Project” pursuant to Section 15378(b)(4) of the CEQA Guidelines; and receive the draft report. (City Manager Gabriel A. Gonzalez)
2. **INTRODUCTION OF DRAFT DEVELOPMENT IMPACT FEE NEXUS STUDY:** Council find the action is not defined as a “Project” pursuant to Section 15378(b)(4) of the CEQA Guidelines; review and discuss the findings of the Draft Development Impact Fee Nexus Study (City Manager Gabriel A. Gonzalez)
3. **REVIEW AND DISCUSSION OF ENTERPRISE FUND ANALYSIS (SEWER & WATER FUNDS):** Council find the action is not defined as a “Project” pursuant to Section 15378(b)(4) of the CEQA Guidelines; accept the enterprise fund review and analysis related to water and sewer funds. (City Manager Gabriel A. Gonzalez)

Yazmina Pallares, City Clerk

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 5:00 p.m., June 17, 2024. Further information regarding this Agenda Notice is available at City Hall, 336 Pacific Ave., Shafter, CA.

Yazmina Pallares, S/S, City Clerk

Dated: June 17, 2024



336 Pacific Avenue, Shafter CA 93263
Tel: (661) 746-5002 • Fax (661) 746-9125
Email: facilityrentals@shafter.com

APPLICATION FOR SPECIAL EVENT PERMIT

Shafter Municipal Code 17.02.100 permits short-term placement of activities on privately or publicly owned property with appropriate regulations so that such activities are compatible with the surrounding areas.

The City's Project Assistance Team is authorized to approve a special event permit if the event is expected to accommodate less than 50 persons. City Council approval is required if more than 50 persons will attend.

Complete applications must be received a minimum of 30 days prior to the event. If errors or omissions are discovered, the application will be deemed incomplete and will be returned to the applicant for revision. Acceptance of your application is not a guarantee of approval. After the initial intake of your completed application, other City permits may be required. Application Fees are due at the time of submittal and are non-refundable.

APPLICANT: Name (Contact Person): ADRIAN MONSEVAIS

Name of Business or Organization (if applicable): SHAFTER CHAMBER OF COMMERCE

If Organization, what type: ☐ Service Club ☐ Church ☐ Other: CHAMBER OF COMMERCE

Mailing Address: PO BOX 1181 City SHAFTER State CA Zip 93263

Phone 661-910-9185 Fax _____ Email SHAFTERCHAMBER@GMAIL.COM

TYPE OF EVENT (concert, reception, parade, party, promotion, rally, wedding, parade, etc.)

3RD OF JULY FIREWORKS SHOW

DATE(S) OF EVENT: From: 07/03/2024 To: 07/03/2024

TIME OF EVENT: From: 6:00 pm To: 9:30 pm

TIME SET-UP STARTS: 8:00 am **TIME CLEAN-UP ENDS:** 10:30 pm

NUMBER OF ATTENDEES: 5000 **ADMISSION FEE?** ☒ Yes ☐ No

LOCATION OF EVENT: 700 E. TULARE AVE. SHAFTER, CA 93263
Name of Facility/Address

Name of Property Owner: KERN HIGH SCHOOL

FULL DESCRIPTION OF ACTIVITY: (check all that apply)

☒ Amplified speech or music ☒ Food Beverages served/sold** ☒ Banners/Flags to be used ☐ Public Dance

☒ Street closure (attach map) ☒ Barricades (attach map) ☒ Equipment to be brought in (specify below)

☒ Food Vendors ****a copy of the Community Event Permit issued by Kern County Public Health must be attached**

☐ Alcoholic Beverage **** the event organizer must obtain an ABC licensed issued by Alcoholic Beverage Control**

EVENT ORGANIZERS ARE RESPONSIBLE FOR ENSURING ALL VENDORS ARE PROPERLY LICENSED.

Additional Pertinent Information (attach additional sheet if necessary): _____

ANNUAL FIREWORKS SHOW HOSTED BY THE SHAFTER CHAMBER OF COMMERCE. EVENT WILL HAVE FOOD VENDORS AND A BOUNCE HOUSE VENDOR.

GENERAL REQUIREMENTS:

1. Execute a Hold Harmless Agreement.
2. Provide a Certificate of Insurance with an Endorsement for the City of Shafter, if required. See "Insurance Requirement" below.
3. There shall be no disruption in normal vehicular traffic flow.
4. All City noise regulations must be observed.
5. Parking must be in authorized parking spaces only.
6. There shall be no alcoholic beverages at event without prior City Council approval.
7. Carefully observe Hours of Event, as stated on permit.
7. All set-up and clean-up is the responsibility of the permit-holder. Following the event, all facilities must be left in a clean and orderly condition.
8. If indicated, comply with any additional conditions that may have been imposed as Conditions of Approval following review of your application for a Special Event Permit.
9. Do not advertise your event until the application is approved.
10. Application fees are non-refundable.

INSURANCE REQUIREMENTS ONLY IF THE EVENT WILL BE HELD ON A CITY OWNED FACILITY OR ON CITY RIGHT-OF-WAY:

- | | | |
|------------------------------|---|--|
| 1. Open to the Public | ☒ Yes | ☐ No |
| 2. Fundraising | ☐ Yes | ☒ No |
| 3. More than 100 persons | ☒ Yes | ☐ No |
| 4. Amplification | ☒ Yes | ☐ No |
| 5. Alcohol to be served/sold | ☐ Yes | ☒ No |

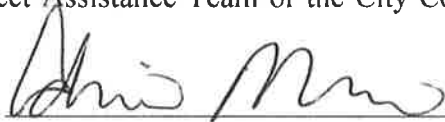
If any one or more of the boxes above are marked YES, a Certificate of Insurance must be filed two weeks prior to the event. The Certificate of Insurance alone is not an acceptable proof of coverage and must be accompanied by an Endorsement page naming: **"The City of Shafter, it's Officers, Employees, City Council members, Agents, Boards and Commissions"** as additional insured. The insurance coverage accepted is \$1,000,000 per occurrence and \$2,000,000 general aggregate. In addition, if Alcohol is present or sold, a host liquor liability in the amount of \$2,000,000 per occurrence and \$4,000,000 general aggregate must be produced.

The following Hold Harmless Agreement is also required:

This is to certify that Shafter Chamber of Commerce agrees to indemnify and hold harmless the City of Shafter, its Employees, City Council members, Agents, Boards and Commissions from and against any and all claims, liability loss, costs, damages, fees of attorneys, and other expenses which the City may sustain or incur by reason of, or in consequence of, the use of City streets and land, including but not limited to, sums paid on liability judgments in relation to use of land and streets.

Furthermore, I certify that I am the applicant or authorized agent and that the information filed is true and correct to the best of my knowledge. I understand that additional Conditions of Approval may be imposed on my event by the Project Assistance Team or the City Council, and I agree to comply with any conditions that may be required.

Applicant's Signature



Date:

5/31/24

CHIEF OF POLICE: ☐ Approved ☐ Approved with Conditions Listed Below ☐ Denied

Signature: _____ Date: _____

PROJECT ASSISTANCE TEAM: ☐ Approved ☐ Approved with Conditions Listed Below ☐ Denied

Signature: _____ Date: _____

CITY COUNCIL: ☐ Approved ☐ Approved with Conditions Listed Below ☐ Denied

Signature: _____ Date: _____

CONDITIONS OF APPROVAL

As part of the approval process for a Special Event Permit application, conditions may be imposed that are deemed necessary to ensure that the permit will be applied in accordance with the criteria outlined in the City Zoning Ordinance. These conditions may involve any factors affecting the operation of the temporary use or event. Conditions of Approval include the following items circled:

1. Provision of temporary parking facilities, including vehicular ingress and egress.
2. Regulation of nuisance factors such as, but not limited to, prevention of glare or direct illumination of adjacent properties, noise, vibration, smoke, dirt, odors, gases, and heat.
3. Regulation of temporary buildings, structures, and facilities, including placement, height and size, location or equipment and open spaces including buffer areas and other yards.
4. Provision of sanitary and medical facilities.
5. Provision of solid waste collection and disposal.
6. Police and fire concerns.
7. Provision of security and safety measures.
8. Regulation of operating hours and days, including limitation of the duration of the special event to a shorter time period than requested.
9. Submission of a performance bond or other surety device to assure that any temporary facilities or structures used for the proposed special event will be removed from the site within a reasonable time following the event and that the property will be restored to its former conditions.
10. Submission of a site plan indicating any information required by the Zoning Ordinance.
11. A requirement that the approval of the requested special event permit is contingent upon compliance with the Zoning Ordinance and with other applicable provision of other ordinances, resolutions, or regulations.
12. Other conditions that will ensure the operation of the proposed special event in an orderly and efficient manner and in accordance with the intent and purpose of the Zoning Ordinance.
13. Additional Conditions of Approval: _____

FOR OFFICE USE ONLY

Received by _____ Date _____ Zoning of Property _____

Fee Waived: ☐ Yes ☐ No Fee: \$ _____ Cash _____ Credit Card _____ Check No. _____

☐ Yes ☐ NA Park Use Permit Issued	☐ Yes ☐ NA Insurance Certificate Filed
☐ Yes ☐ NA Encroachment Permit Issued	☐ Yes ☐ NA ABC License



336 Pacific Avenue, Shafter, California 93263
(661) 746-5000 • Fax (661) 746-0607

**ENCROACHMENT PERMIT SUPPLEMENTAL FORM FOR
TRAFFIC ALTERATION AND CONTROL IN PUBLIC RIGHT-OF-WAY**

APPROVED: ☐ YES ☐ NO ☐ N/A	SIGNATURE PUBLIC WORKS DIRECTOR:	DATE SIGNED:
APPROVED: ☐ YES ☐ NO ☐ N/A	SIGNATURE CHIEF OF POLICE:	DATE SIGNED:

THE FOLLOWING WILL BE SUBMITTED TO THE PUBLIC WORKS DIRECTOR FOR REVIEW. IT DOES NOT GUARANTEE APPROVAL. PLEASE ALLOW 21 DAYS FOR PROCESSING.

**SECTION 1 – GENERAL INFORMATION
TO BE FILLED OUT BY AGENCY PROVIDING TRAFFIC CONTROL PLAN**

Agency Name Shafter Cham Contact Adrian Monse
Address PO Box 181 City Shafter Zip _____
Tel 661-910-9185 Alt. Tel _____ Email ShafterChamber@gmail.com
Name of event Fireworks Show
Date of event 7/3/24 Start Time 12 pm End Time 11 pm

Route to be traveled, starting and ending points (A map must be submitted and include any proposed delineations, as well as specific uses and locations of signs, cones or barricades. Any areas for event staging shall also be included) Closure of Beech Between Tulare & Fresno Ave

**SECTION 2 – ENTRIES
CHECK ALL THAT APPLY, INCLUDE NUMBER OF ENTRIES**

☐ Vehicles _____ ☐ Floats _____ ☐ Animals _____ ☐ Bikes _____ ☐ Participants _____ ☐ Booths _____
☐ Marching Bands _____ ☐ Show Cars _____ ☐ Motorcycles _____ ☐ Other _____

**SECTION 3 – MATERIALS AND SERVICES
CHECK ALL THAT APPLY, INDICATE WHO WILL PROVIDE**

IMPORTANT: REQUESTING SERVICES OR EQUIPMENT FROM THE CITY REQUIRES THE COMPLETION OF THE **FURNISHED GOODS ACKNOWLEDGEMENT FORM**. OTHERWISE, COMPLETE BELOW:

Will barricades be used for this event?	☐ Yes ☐ No	If yes, ☐ Applicant ☐ Vendor
Will cones be used for this event?	☒ Yes ☐ No	If yes, ☐ Applicant ☐ Vendor
Will flaggers be used for this event?	☐ Yes ☐ No	If yes, ☐ Applicant ☐ Vendor
Will portable lighting be used for this event?	☐ Yes ☐ No	If yes, ☐ Applicant ☐ Vendor
Will refuse containers be used for this event?	☒ Yes ☐ No	If yes, ☐ Applicant ☐ Vendor
Will portable restrooms be used for this event?	☒ Yes ☐ No	If yes, ☐ Applicant ☐ Vendor
Will a generator be used for this event?	☐ Yes ☐ No	If yes, ☐ Applicant ☐ Vendor

Please list other items, equipment not listed above, that will be brought in to be used for this event and also who will provide the item or equipment: City of Shafter to provide cones at location

I certify and agree to indemnify and hold harmless the City of Shafter, its employees, city council members, agents, boards and commissions from and against any and all claims, liability loss, costs, damages, fees of attorneys, and other expenses which the City may sustain or incur by reason of, or in consequence of, the use of City streets and land, including but not limited to, sums paid on liability judgements in relation to use of land and streets. Furthermore, I certify that I am the applicant or authorized agent and that the information filed is true and correct to the best of my knowledge. I understand that additional conditions of approval may be imposed on my event, and I agree to comply with any conditions that may be required.

Authorized Signature [Signature] Date 7/11/24



FURNISHED GOODS ACKNOWLEDGEMENT FORM

Group/Organization SHAFTER CHAMBER OF COMMERCE Contact Person ADRIAN MONSEVAIS
Mailing Address PO BOX 1181 Email SHAFTEFCHAMBER@GMAIL.COM
City SHAFTER State CA Zip 93263 Phone 661-910-9585

Nature of Event FIREWORKS SHOW

Date(s) of Event JULY 3, 2024 Start Time 6:00 End Time 10:30

Please describe how the event will benefit the community (attach additional pages, if necessary):

EVEN THOUGH THE CITY OF SHAFTER AND CITY COUNCIL REFUSE TO BE A SPONSOR AND SAYS PUBLIC FUNDS CAN NOT BE USED, THIS EVENT WILL BENEFIT THE CITY OF SHAFTER AND BRING IN BUSINESS REVENUE TO LOCAL BUSINESS AND THE CITY OF SHAFTER. THE CHAMBER WILL NOT SEE A BENEFIT

CHECK ITEMS and QUANTITY REQUESTED FROM THE CITY

Qty	Item	Qty	Item	Qty	Item	Qty	Item
4	Barricades	12	Traffic Control Signs	12	Cones		Traffic Delineators
	Other (please describe)						
	Other (please describe)						

DECLARATION

1. Applicant is responsible for any damage to the items noted above and is responsible for the cost of repairs and/or replacement of such at the City's discretion.
2. Unless otherwise stated through an approved request, please note the following:
 - a. Items are not available during normal business hours of 8:00 am and 5:00 pm Monday through Friday.
 - b. The City will provide the items requested subject to availability.
 - c. All equipment must be set up, maintained, and removed by City employees exclusively.
3. The City of Shafter is in no way responsible for any personal injuries, property damage or other liabilities that may incur during the use of said items.
4. The use of these items may also require City permits for Special Events and or Encroachment in public right-of way.

By signing below the applicant agrees to indemnify and hold harmless the City of Shafter, its employees, city council members, agents, boards and commissions from and against any and all claims, liability loss, costs, damages, fees of attorneys, and other expenses which the City may sustain or incur by reason of, or in consequence of, the use of City streets and land, including but not limited to, sums paid on liability judgements in relation to use of land and streets. The City of Shafter, its employees, city council members, agents, boards and commissions make NO WARRANTY of any kind, nature or description, express or implied, as to the quality and manufacture, safety or fitness for any particular purpose of any Equipment covered by this agreement. Furthermore, I certify that I am the applicant or authorized agent and that the information filed is true and correct to the best of my knowledge. I understand that additional conditions of approval may be imposed on my event, and I agree to comply with any conditions that may be required.

Authorized Signature  Date 6/11/24

OFFICE USE ONLY

☐ Request ☐ Approved ☐ Request ☐ Denied By _____

Date _____

Comments _____



Encroachment Permit Application PUBLIC WORKS DEPARTMENT

336 Pacific Avenue, Shafter, CA 93263

Tel: (661) 746-5002

Email: encroachmentpermit@shafter.com



Know what's below.
Call before you dig.

PERMIT NO

Please Check One:

☐ Property Owner

☐ Utility Company

☐ Contractor

☒ Other

Name: Shafter Chamber of Commerce

Address: PO Box 1181 City: Shafter State: CA Zip: 93263

Phone: 661-910-9185 Fax: _____ Email: shafterchamber@gmail.com

CA License No. _____ Type: _____ Expiration Date _____ Business License No, if applicable _____

Nature or description of the encroachment for which this application is made (attach a separate sheet if needed):

Fireworks Show Closure of Beech Ave
Between Tulare & Fresno

Location of the proposed encroachment (include drawing(s) and exact dimensions on a separate sheet) or use space provided:

Beech Ave Between Tulare & Fresno Ave

Proposed Encroachment: Start Date: 7/3/24 Time: 12:00pm Finish Date: 7/3/24 Time: 11 PM

INDEMNIFICATION

Applicant agrees that if this application is granted, applicant will indemnify, save and hold harmless the City of Shafter ("City"), and each of City's officials, officers, employees, city council members, agents, board members, commissioners, contractors and authorized volunteers (collectively "City Agents") against and from any and all suits, actions, damages, judgments, claims, demands, expenses (including actual out-of-pocket legal fees), losses, penalties, fines, liabilities, debts, costs and expenditures, and against any and all loss or liability which the City of Shafter or such City agents may suffer, or which may be recoverable from, or obtainable against the City of Shafter or such City agents, from loss, damage, or injury to persons or property in any manner proximately caused by, arising out of, allegedly arising out of, incident to, or connected to any acts, omissions, or misconduct in connection with the placing, erection, maintenance or existence of said encroachment.

Initials AK

Applicant further agrees that upon the expiration of the permit for which this application is made, if granted, or upon the revocation thereof by the City, applicant will at his own cost and expense remove the same from the public property or right-of-way where the same is located, and restore said public property or right-of-way to the condition as nearly may be in which it was before the placing, erection, maintenance or existence of said encroachment.

Initials AK

Applicant shall submit or require their contractor to submit both proof of workman's compensation insurance and a commercial general liability insurance policy, in the amount not less than one million dollars (\$1,000,000) per occurrence with a general aggregate not less than two million dollars (\$2,000,000). The insurance carrier must have a Best's rating on Excellent A-and be size VII or larger and licensed and admitted to do business in the state of California. The policy shall name the "City of Shafter, its officers, employees, city council members, agents, boards and commission" as additional insured.

Initials AK

Applicant shall submit a traffic control plan for both vehicular and pedestrian traffic for all work in the public right-of-way. The plan and its controls shall follow the latest edition of the Manual of Uniform Traffic Control Devices (MUTCD).

Initials AK

California Government Code Section 4216 requires an INQUIRY IDENTIFICATION NUMBER be assigned to every person planning to conduct an excavation in a Public Right-of-Way or Private Easement. If applicable, the applicant shall call the "USA" Regional Notification Center at 1-800-227-2600 a minimum of two (2) days prior to commencing that excavation. Pursuant to Title 12 of the Shafter Municipal Code, the undersigned hereby applies for a permit to place, erect, and/or maintain an encroachment on public property right-of-way as therein defined.

Initials AK

In the event that a homeowner intends to replace broken sidewalk within the public right-of-way in front of their residence, and/or install infill sidewalk that is not part of a development or planned improvements by the City, a no-fee encroachment permit may be approved and granted. Please coordinate with Staff to determine if a no-fee permit would be applicable for a portion of or the entire scope of any proposed improvements. Applicant must follow the City of Shafter's Subdivision Engineering & Design Manual. If the applicant fails to meet the requirements or excessive re-inspections are performed, the applicant will be charged a retro-active permit fee and re-inspection fees incurred.

Initials AK

Date: 6/11/24 Applicant Signature: [Signature]

I hereby certify that I have made an investigation of the facts stated in the foregoing application and find that the maintenance of said encroachment (1) will not substantially interfere with the use of the public place where the same is to be located and (2) will not constitute a hazard to persons using said public place.

Date: _____ City Engineer: _____

Use this space to draw/sketch proposed encroachment:

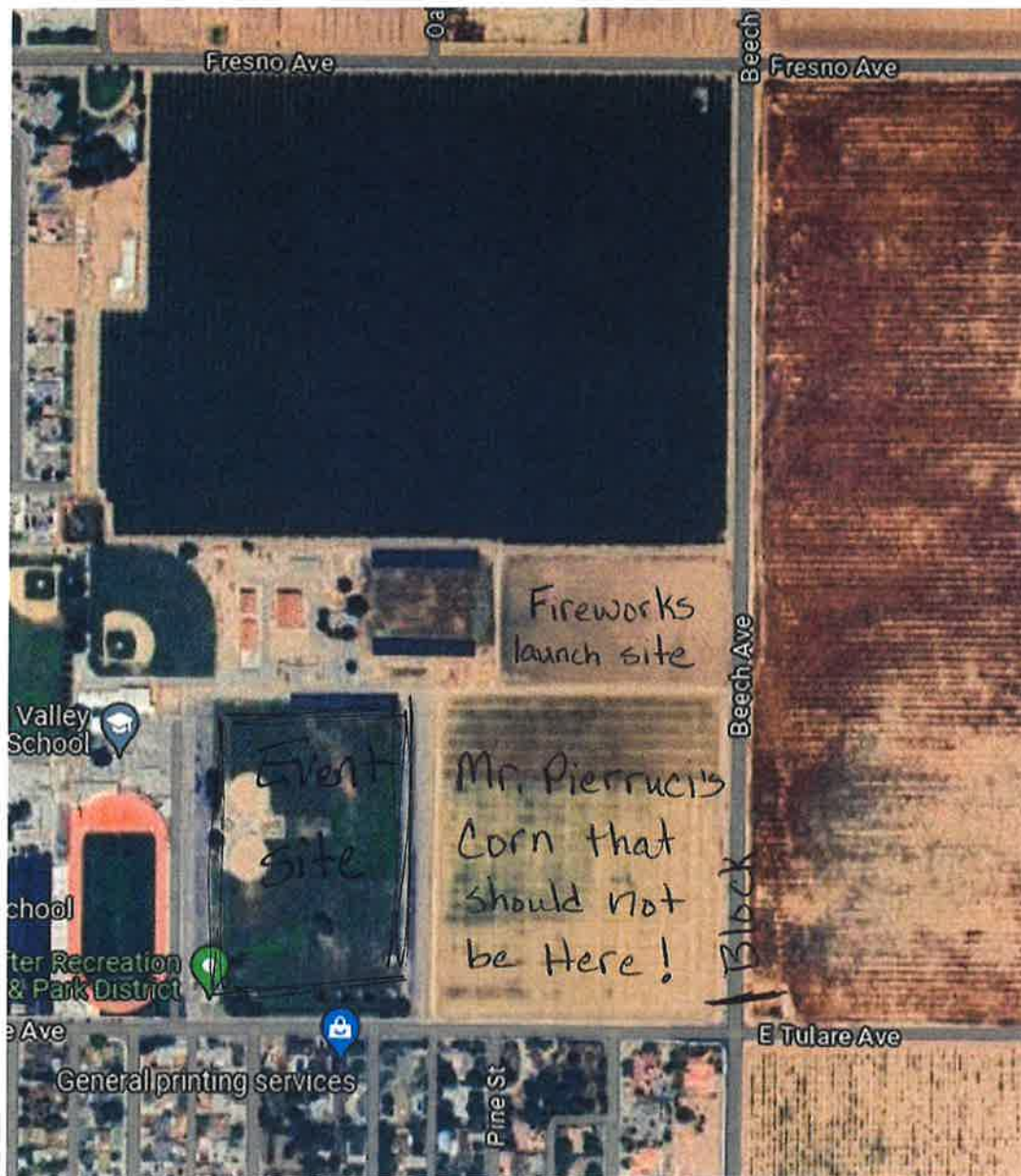
OFFICE USE ONLY (Do Not Write Below This Line)

CONDITIONS: All Work shall be performed in accordance with City Standards applicable at the time of application and the City Engineer. Any additional conditions shall be listed below:

INSPECTION RECORD AND COMMENTS

DATE	NOTES/COMMENTS	INSPECTED BY

Origination Fee	Additional Services and Fees	Payment Record
☐ \$79 ☐ Waived ☐ Special/Expedited \$ _____ Receipt _____ Date _____ Received By _____	Minor Encroachment Fee ☐ \$79 Plan Review ☐ \$102 Inspection Fee \$16 One-day Oversize Load Permit Major Encroachment Fee ☐ \$329 Plan Review ☐ \$658 Inspection Fee \$90 Annual Oversize Load Permit	☐ Cash ☐ Waived ☐ Check No _____ Receipt _____ Date _____ Received By _____





CITY OF SHAFTER CITY COUNCIL REPORT

MEETING DATE: June 19, 2024

FROM: Gabriel A. Gonzalez, City Manager

PREPARED BY: Gabriel Gonzalez, City Manager

SUBJECT: INTRODUCTION OF DRAFT COMMUNITY FACILITY DISTRICT
STUDY FOR POLICE AND FIRE SERVICES

RECOMMENDATION

Council find the action is not defined as a “Project” pursuant to Section 15378(b)(4) of the CEQA Guidelines; and receive the draft report.

BACKGROUND

New development in a city brings new operational expenditures to provide community facilities and basic services. As such, having a dedicated source of revenue to pay for these new services often presents a budgetary challenge. To address this budget constraint, it is common for a city to consider the formation of a Community Facilities District (CFD). A CFD is a special taxing district established by a local government to finance the construction, operation, and maintenance of public infrastructure and services.

ANALYSIS

CFDS are used to fund police and fire protection services, landscape, and other community facilities. They can also finance maintenance and operational costs for those city services. The primary funding mechanism is through the levy of a special tax on properties within the district. The amount of the special tax is typically based on factors such as property size, usage, and location.

A CFD is governed by the local government that established it. The local government is responsible for managing the district's finances, including setting the special tax rates and overseeing the expenditure of funds.

One benefit of a CFD is that it allows a city to fund services without imposing a burden on the general tax base. CFDs also ensure that new developments pay their fair share of the costs associated with the increased demand for public services and facilities.

In summary, a Community Facilities District is a valuable tool for local governments to finance public infrastructure and services in a manner that directly ties the costs to the properties benefiting from the improvements. City consultant, Koppel & Gruber Public Finance, will present the draft study at the Council meeting. This item is for

INTRODUCTION OF DRAFT COMMUNITY FACILITY DISTRICT STUDY FOR POLICE AND FIRE SERVICES

informational purposes to provide introductory content about a Community Facilities District.

FISCAL IMPACT

None.

CEQA ANALYSIS

None.

APPROVED BY THE CITY ATTORNEY

Yes

ALTERNATIVES

None. Informational Item

NEXT STEPS

ATTACHMENTS

1. Shafter Public Services Special Tax Study - DRAFT 2024_06_17_V3

City of Shafter



OVERVIEW

- History of Community Facilities Districts
- What is a Community Facilities District (“CFD”)?
- What can CFDs pay for?
- Formation Procedures
- Methodology for Shafter Special Taxes
- Rate Calculation for Shafter



HISTORY OF CFDs

Prior to Prop 13 Local Governments could levy what they needed
Prop 13 froze taxes at 1% of Assessed Value

Mello-Roos Community Facilities Act of 1982 (“The Act”) was passed to provide an alternative method of financing for needed improvements and services.
The Act allows any public agency to form a Community Facilities District to pay for improvements and services.



WHAT IS A CFD

- A specific geographic area that levies a Special Tax
- Mitigate impact of new development
- Should be self sufficient – Administrative expenses paid by taxpayers, not general fund
- Dedicated source to pay for ongoing maintenance and services (not commingled with the General Fund)
- May issue debt supported by Special Taxes
- Can generate pay as you go funding
- Adds reporting requirements



WHAT CAN A CFD PAY FOR?

Services- In addition and not supplant existing services

- Police
- Fire
- Flood Control
- Landscape Maintenance

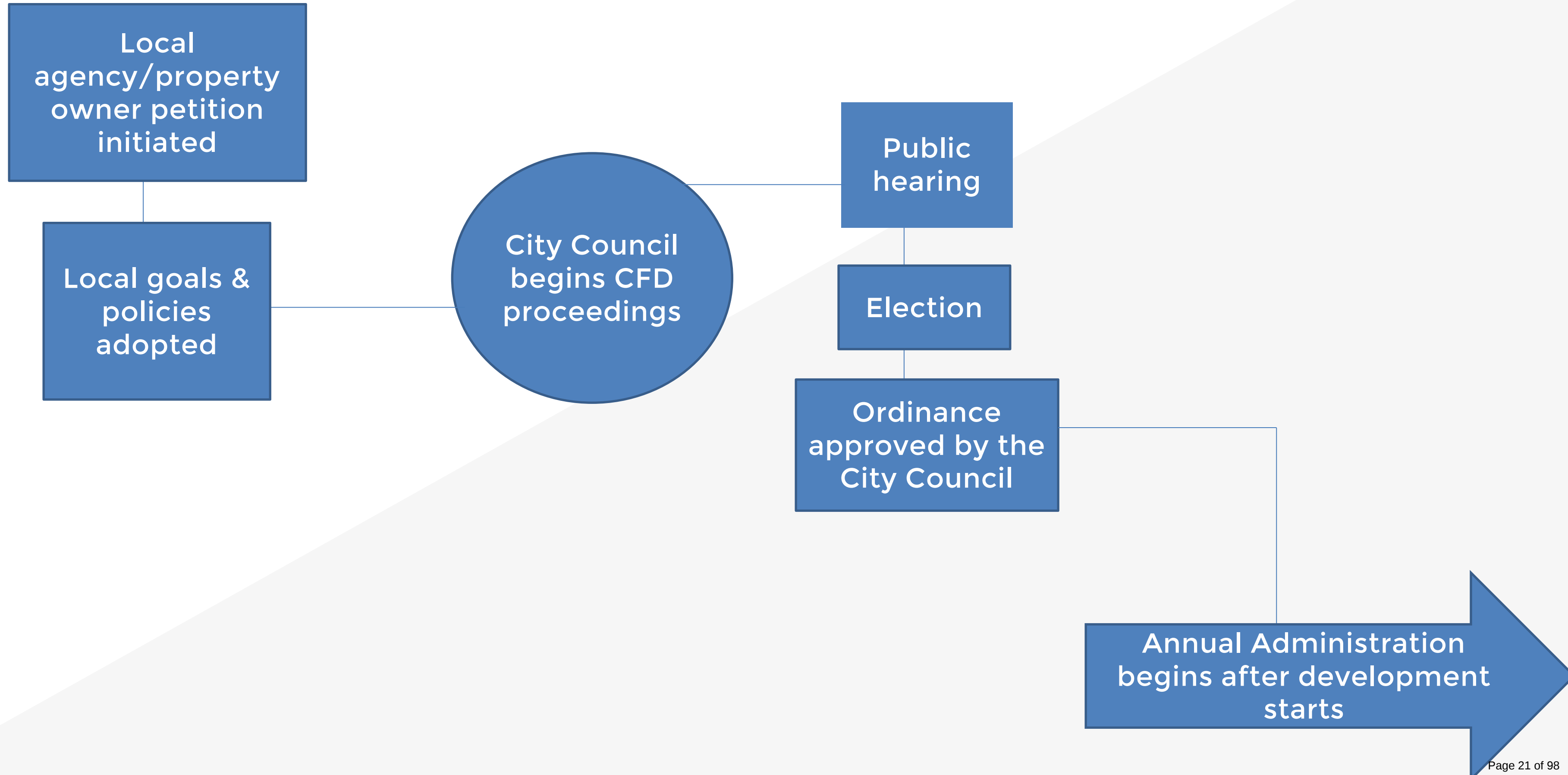
Real or Tangible Property with a Useful life of 5 years or longer

- Backbone infrastructure; i.e. streets, sidewalks, sewer, water
- Landscaping, parks
- Police stations, fire stations

Maintenance of Real or Tangible Property with a Useful life of 5 years or longer



CFD FORMATION



METHODOLOGY AND ASSUMPTIONS

- The City's recent Development Impact Fee Calculation and Nexus Report ("DIF Report") was utilized for the projection of the City's build out, distribution of call activity by land use and needs associated with new development.
- Current law enforcement levels were determined by the City's budget and fire suppression levels were determined by the County's budget as well as estimates for operating new fire stations.
- Special Tax rates were calculated using the impact of new development and considering property tax revenues generated by new development that is available to offset the cost of law enforcement and fire suppression.
- Historical call distribution by land use remains the same at buildout.



CURRENT AND PROJECTED DEVELOPMENT

Land Use	Current Number of Units/SF ¹	New Construction ¹	Total Projected Units/Square Footage at Buildout ¹
Single-Family Detached (SFD)	4,838	16,491	21,329
Multi-Family Attached ²	350	2,319	2,669
Mobile Homes	175	32	207
Hotel Property	80	70	150
Retail/Service/Office	1,675,000	4,081,271	5,756,271
Business Park	2,090,880	58,715,395	60,806,275
Ind/Manufacturing	7,130,772	5,860,998	12,991,770
Private Institutional	1,075,932	141,570	1,217,502

¹ Table 3.21 in RCS Development Impact Fee Report.

² Includes single family attached and multi-family or two or more units.

PROPERTY TAX DOLLAR BREAKDOWN

Description	Amount
Property Tax Dollar	\$1.00
Allocation to City General Fund ¹	0.22%

¹. Kern County Auditor-Controller-County Clerk. Does not include ERAF.

Source: <http://www.auditor.co.kern.ca.us/GenLevy/GenLevyReport.aspx?fundNo=20501>

FY 2023/2024 EXPENDITURES

Expenditure	Expenditure for FY 2023/24 ¹	Percentage of Total Expenditure
Total General Fund Expenditures	\$45,896,316	100.00%
Police Expenditures	\$8,799,965	19.17%
Fire Expenditures	\$2,338,177	5.09%

¹ City of Shafter, Adopted Budget Fiscal Year 2023/24 for Police and Unincorporated Cost spreadsheet for Station 68 for Fire Expenditures.

ALLOCATION OF PROPERTY TAX DOLLAR TO PUBLIC SERVICES

Service	Percentage of Property Tax Dollar to General Fund	*	Percentage of Allocation of General Fund to Service	=	Percentage of Amount Allocated to Services
Police Services	0.2248%	*	19.1736%	=	0.0431%
Fire Services	0.2248%	*	5.0945%	=	0.0115%
Total	NA		24.2681%		0.0546%

ESTIMATED REVENUE GENERATED FROM PROPERTY TAXES

Average Total Assessed Valuation ¹	1% General Tax	City's Share of Property Tax	Amount Allocated to Police	Amount Allocated to Fire	Property Tax Credit
\$381,032	\$3,810	\$8.57	\$1.64	\$0.44	\$2.08

¹ Based on data compiled from the 2023 Kern County Secured Roll, represents the average assessed value of completed homes in Gossamar Grove.

POLICE SERVICES - ESTIMATED COST BASED ON CALL VOLUME FOR ALL UNITS AT BUILDOUT

Land Use	Estimated Percentage of Calls ¹	Projected Cost³
Single-Family Detached (SFD)	32.54%	\$17,787,346.52
Multi-Family Attached (MFA/MH) ²	4.35%	2,377,690.46
Mobile Homes	0.04%	21,069.76
Hotel Property	0.03%	14,684.98
Retail/Service/Office	13.07%	7,142,648.54
Business Park	48.83%	26,691,554.67
Ind/Manufacturing	1.12%	609,746.08
Private Institutional	0.04%	21,708.24
Totals	100.00%	\$54,666,449.24

¹ Based on Schedule 3.2 of the RCS Development Impact Fee Report.

² Includes single family attached and multi-family or two or more units.

³ Based on estimated 205 total officers needed at build out as determined in the RCS Development Impact Report.

FIRE SERVICES - ESTIMATED COST BASED ON CALL VOLUME FOR ALL UNITS AT BUILDOUT

Land Use	Estimated Percentage of Calls ¹	Projected Cost³
Single-Family Detached (SFD)	31.31%	\$3,660,755.16
Multi-Family Attached (MFA/MH) ²	2.65%	310,188.17
Mobile Homes	0.08%	9,359.13
Hotel Property	0.08%	9,359.13
Retail/Service/Office	2.00%	233,978.14
Business Park	63.12%	7,379,002.09
Ind/Manufacturing	0.61%	70,861.95
Private Institutional	0.15%	17,381.23
Totals	100.00%	\$11,690,885.00

¹ Based on Schedule 4.1 of the RCS Development Impact Fee Report.

² Includes single family attached and multi-family or two or more units.

³ Unincorporated Cost spreadsheet for Station 68 multiplied by 5 to reflect the Estimated Fire Services Cost at Build Out as determined by the RCS Report.

SPECIAL TAX RATE BY SERVICE AND LAND USE CATEGORY

Services Cost per Unit/SF	Police Special Tax Rate Based on Cost Spread to All Units		Fire Special Tax Rate Based on Cost Spread to All Units	
Single-Family Detached (SFD)	\$833.95	Unit	\$171.63	Unit
Multi-Family Attached (MFA/MH) ¹	\$890.85	Unit	\$116.22	Unit
Mobile Homes	\$101.79	Unit	\$45.21	Unit
Hotel Property	\$97.90	Unit (Room)	\$62.39	Unit (Room)
Retail/Service/Office	\$1.24	Square Foot	\$0.04	Square Foot
Business Park	\$0.44	Square Foot	\$0.12	Square Foot
Ind/Manufacturing	\$0.05	Square Foot	\$0.01	Square Foot
Private Institutional	\$0.02	Square Foot	\$0.01	Square Foot

¹ Includes single family attached and multi-family or two or more units.

JUSTIFIED ANNUAL SPECIAL TAX RATES

Residential	
Property Type	Annual Special Tax Rate Justified
Residential ¹	\$1,004.00 Per Unit
Mobile Home	\$145.00 Per Unit

¹ Includes any type of residential unit, including but not limited to single family detached, single family attached, multi-family, and accessory dwelling units.

Commercial/Industrial	
Property Type	Annual Special Tax Rate Justified
Hotel Property	\$158.00 Per Room
Retail/Service/Office	\$1.28 Per Square Foot
Business Park	\$0.56 Per Square Foot
Ind/Manufacturing	\$0.06 Per Square Foot
Private Institutional	\$0.03 Per Square Foot
Logistics Center ¹	TBD

¹ Staff is conducting research on logistics centers.

INFLATION ADJUSTMENT

In addition to determining the annual special tax rate, the City should provide for the initial rate to be increased by either:

- A fixed percentage;
- A suitable index, such as the annual percentage change in the Consumer Price Index for All Urban Consumers, All items in Los Angeles-Long Beach-Anaheim, CA, all urban consumers, not seasonally adjusted (“CPI”);
- Or a combination of the two.



QUESTIONS?

KOPPEL & GRUBER
PUBLIC FINANCE





CITY OF SHAFTER CITY COUNCIL REPORT

MEETING DATE: June 19, 2024

FROM: Gabriel A. Gonzalez, City Manager

PREPARED BY: Gabriel Gonzalez, City Manager

SUBJECT: INTRODUCTION OF DRAFT DEVELOPMENT IMPACT FEE
NEXUS STUDY

RECOMMENDATION

Council find the action is not defined as a “Project” pursuant to Section 15378(b)(4) of the CEQA Guidelines; review and discuss the findings of the Draft Development Impact Fee Nexus Study

BACKGROUND

Development impact fees are charges imposed on developers to mitigate the costs of providing public services and infrastructure necessitated by new development. These fees ensure that growth pays for growth and that existing residents are not unduly burdened by the costs of new development.

The City of Shafter has commissioned a Development Impact Fee Nexus Study to establish a rational basis for the imposition of these fees. This study is required by state law (California Government Code Sections 66000-66025, also known as the Mitigation Fee Act) to demonstrate that there is a reasonable relationship between the fees being charged and the impacts of the new development.

ANALYSIS

The Nexus Study was conducted by consulting firm Revenue and Cost Specialists and evaluates the need for public facilities and infrastructure resulting from new development within the city. The key components of the study include:

1. **Service Area Identification:** Defining the geographical boundaries within which the fees will be applied.
2. **Existing and Future Needs Assessment:** Analyzing current infrastructure and public service levels, and forecasting future needs based on projected development.
3. **Cost Analysis:** Estimating the total cost of providing the necessary infrastructure and services.

4. **Fee Calculation:** Determining the appropriate fee levels to fund the identified needs while ensuring that the fees are proportionate to the impact of new development.

The study covers several categories of public infrastructure, including but not limited to:

- Circulation (Streets, Signals, Bridges & Access/Egress) Facilities
- Water Supply, Storage, and Distribution Infrastructure
- Wastewater Collection System
- General Facilities, Vehicles, and Equipment
- Library Collection Items
- Aquatic Facilities
- Park Land Acquisition and Park Infrastructure Development

The Nexus Study concludes that:

1. The projected growth within the city will necessitate significant investment in public infrastructure and services.
2. The proposed development impact fees are proportionate to the impact of new development and are essential to fund the required improvements.
3. The fees have been calculated based on rigorous analysis and are in compliance with the Mitigation Fee Act.

The Development Impact Fee Nexus Study provides a comprehensive framework for ensuring that new development contributes fairly to the cost of public infrastructure and services. Our consultants Revenue & Cost Specialists will present the draft Nexus study at the Council meeting of June 19, 2024.

FISCAL IMPACT

The imposition of development impact fees will provide a significant source of funding for the city's capital improvement projects, reducing the financial burden on existing residents and ensuring sustainable growth.

CEQA ANALYSIS

None.

APPROVED BY THE CITY ATTORNEY

Not Applicable

ALTERNATIVES

None.

NEXT STEPS

INTRODUCTION OF DRAFT DEVELOPMENT IMPACT FEE NEXUS STUDY

The Council is requested to review the Nexus Study and provide feedback on the proposed fee structure. Staff will also engage with stakeholders, including developers, and business owners, to inform them about the study findings and proposed fees.

ATTACHMENTS

1. Shafter Presentation - AB 1600 Nexus DIF Study



City of Shafter Development Impact Fee Update

Revenue & Cost Specialists

Gregory Brown, Vice President

Scott Thorpe, Senior Vice President

City Council Study Session
June 19, 2024

Development Impact Fees

One-time charges are applied to new developments and collected to construct or acquire the infrastructure needed to accommodate that same new development.

Shafter Development Impact Fee:

- Circulation (Streets, Signals, Bridges & Access/Egress) Facilities
- Water Supply, Storage, and Distribution Infrastructure
- Wastewater Collection System
- General Facilities, Vehicles, and Equipment
- Library Collection Items
- Aquatic Facilities
- Park Land Acquisition and Park Infrastructure Development



Development Impact Fees

Help maintain the current Level of Service (LOS)

- Without any offset, increased development will reduce level of service for existing community

Must be proportional to the impact of each development

- A single project cannot pay for the entire cost of infrastructure improvement

Require safekeeping and have restricted use

- Cannot be used for maintenance, operational cost, or replacement

Required Findings for the Mitigation Fee Act

1. Delineation of the **PURPOSE** of the fee.
2. Determination of the **USE** of the fee.
3. Determination of the **RELATIONSHIP** between the use of the fee and the type of development paying the fee.
4. Determination of the relationship between the **NEED** for the facility and the type of development project.
5. Determination of the relationship between the **AMOUNT** of the fee and the **COST** of the portion of the facility attributed to the specific development project.

Important Note



RCS: Calculates the **maximum amount** at which an impact fee can be adopted.

City Staff & Council: Determine the appropriate **amount** for the impact fee to be adopted.

Estimated Build-Out (pg. 10)

- Table 2-1 Detailed Land Use Inventory

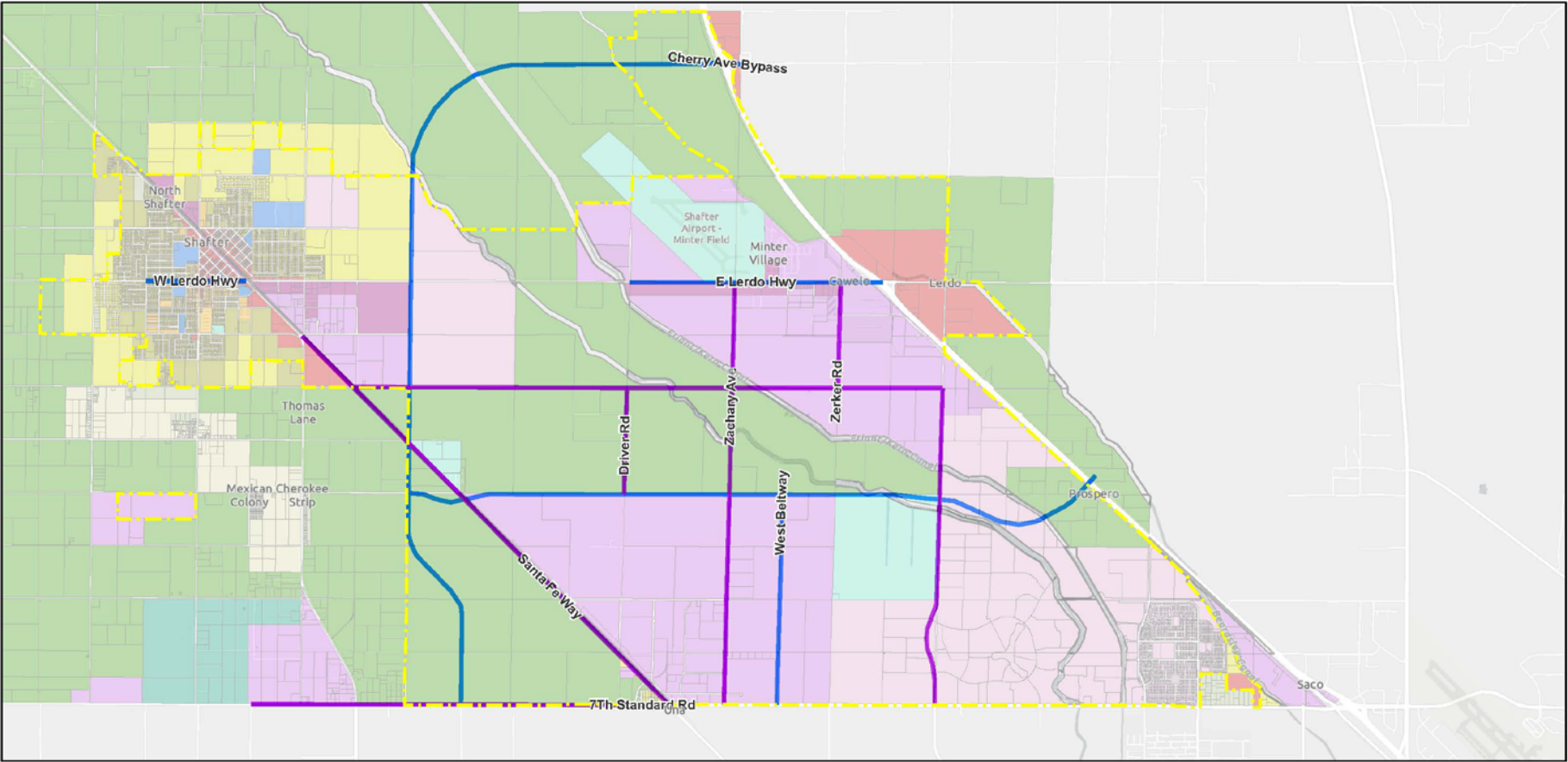
- Table 2-3 (Estimated Population)

- Current (22,541) + Potential (47,786) = Build-Out (70,327)

Map of Shafter



City of Shafter Engineering



3/28/2023, 7:42:00 AM

Shafter City Limits

General Plan

Agriculture - Open Space

Business Park

Canal - Right of Way

Commercial - Professional Office

Community Facilities

Industrial

Low Density Residential

Medium Density Residential

Medium High Density Residential

Parks and Schools

Resource Management

Rural Community

Rural Residential

Specific Plan

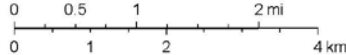
Very Low Density Residential

Traffic Impact Fee Facilities

Arterial

Freeway Or Expressway

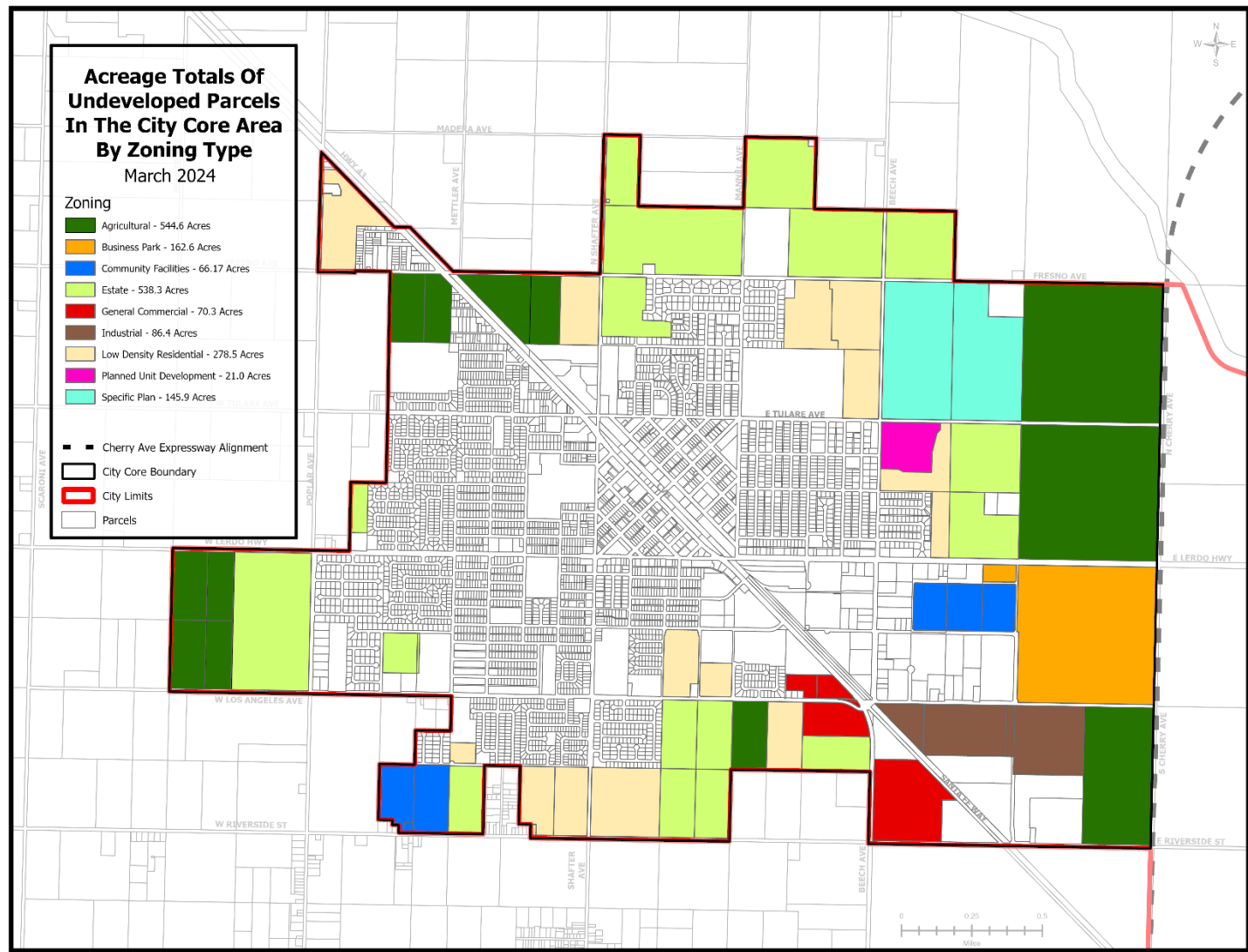
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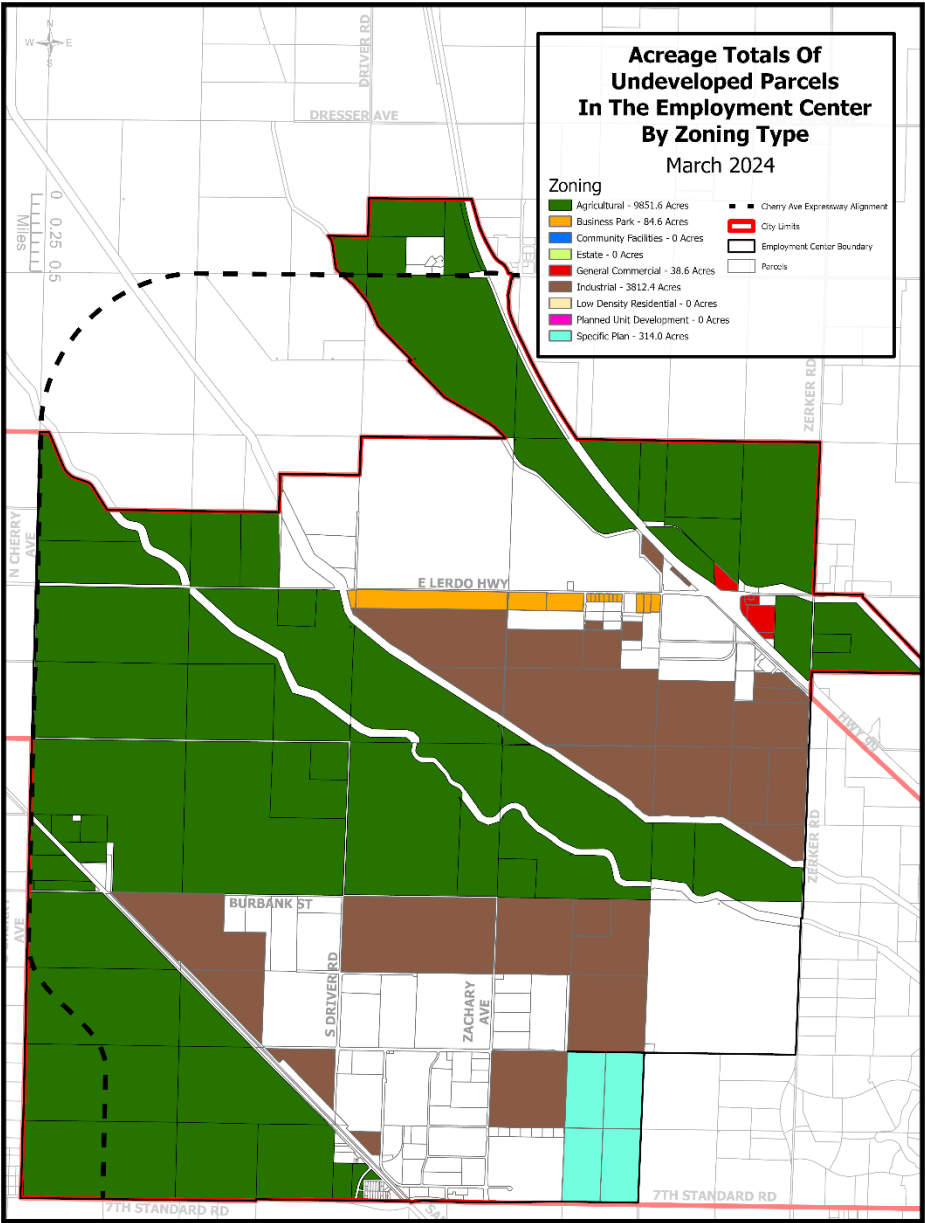
City of Shafter, California State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

FOR OFFICIAL USE ONLY

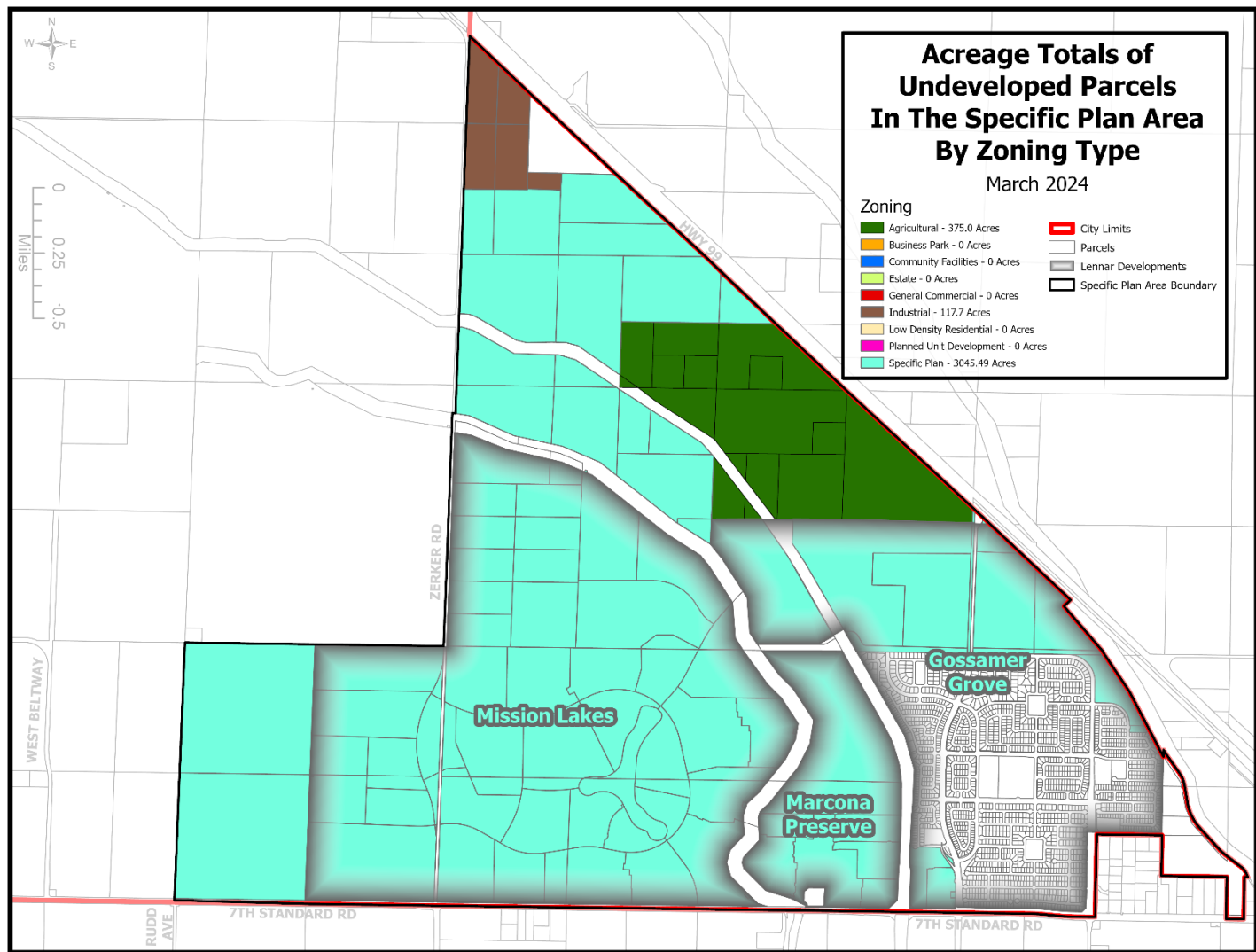
Detailed Map of the Core City



Detailed Map of the Job Centers



Detailed Map of East Shafter



Proposed Core City Impact Fee Summary (Schedule 2.1, pg. 21)



	Circulation	Water	Sewer	Gen. Gov.	Pub. Fac.	Library	Aquatics	Park
Detached Dwelling Units	\$4,342	\$5,198	\$9,460	\$781	\$1,348	\$69	\$874	\$10,869
Attached Dwelling Units	\$1,735	\$4,825	\$9,458	\$781	\$1,370	\$70	\$889	\$11,051
Mobile Home Dwelling Units	\$1,957	\$2,598	\$9,458	\$781	\$1,170	\$60	\$759	\$9,438
Commercial Lodging Units	\$1,090	\$1,114	\$6,019	\$81	N/A	N/A	N/A	N/A
Retail/Service/Office Uses SF	\$16.363	\$0.876	\$2.115	\$0.136	N/A	N/A	N/A	N/A
Business Park Uses SF	\$5.826	\$0.426	\$1.234	\$0.136	N/A	N/A	N/A	N/A
Ind./Manufacturing Uses SF	\$3.055	\$0.341	\$0.987	\$0.136	N/A	N/A	N/A	N/A
Private Institutional Uses SF	\$13.957	\$0.393	\$0.759	\$0.136	N/A	N/A	N/A	N/A
Agriculture - Future Business Park	\$5.826	\$0.000	\$0.000	\$0.000	N/A	N/A	N/A	N/A

Proposed Job Centers Impact Fee Summary (Schedule 2.2, pg. 22)



	Circulation	Water	Sewer	Gen. Gov.	Pub. Fac.	Library	Aquatics	Park
Detached Dwelling Units	\$0	\$0	\$0	\$781	\$1,348	\$69	\$874	\$10,869
Attached Dwelling Units	\$0	\$0	\$0	\$781	\$1,370	\$70	\$889	\$11,051
Mobile Home Dwelling Units	\$0	\$0	\$0	\$781	\$1,170	\$60	\$759	\$9,438
Commercial Lodging Units	\$0	\$0	\$0	\$81	N/A	N/A	N/A	N/A
Retail/Service/Office Uses SF	\$5.218	\$0.786	\$2.377	\$0.136	N/A	N/A	N/A	N/A
Business Park Uses SF	\$1.858	\$0.371	\$1.347	\$0.136	N/A	N/A	N/A	N/A
Ind./Manufacturing Uses SF	\$1.858	\$0.000	\$0.000	\$0.000	N/A	N/A	N/A	N/A
Private Institutional Uses SF	\$0.974	\$0.306	\$1.109	\$0.136	N/A	N/A	N/A	N/A
Agriculture - Future Business Park	\$0.00	\$0.000	\$0.000	\$0.136	N/A	N/A	N/A	N/A

Proposed East Shafter Impact Fee Summary (Schedule 2.3, pg. 24)



	Circulation	Water	Sewer	Gen. Gov.	Pub. Fac.	Library	Aquatics	Park
Detached Dwelling Units	\$7,338	\$0	\$9,712	\$781	\$1,348	\$69	\$874	\$10,869
Attached Dwelling Units	\$0	\$0	\$0	\$781	\$1,370	\$70	\$889	\$11,051
Mobile Home Dwelling Units	\$0	\$0	\$0	\$781	\$1,170	\$60	\$759	\$9,438
Commercial Lodging Units	\$0	\$0	\$0	\$81	N/A	NA	NA	NA
Retail/Service/Office Uses SF	\$0.00	\$0.000	\$0.000	\$0.136	N/A	NA	NA	NA
Business Park Uses SF	\$0.00	\$0.000	\$0.000	\$0.136	N/A	NA	NA	NA
Ind./Manufacturing Uses SF	\$5.16	\$0.000	\$1.015	\$0.136	N/A	NA	NA	NA
Private Institutional Uses SF	\$0.00	\$0.000	\$0.000	\$0.136	N/A	NA	NA	NA
Agriculture - Future Business Park	\$7,338	\$0	\$9,712	\$781	\$1,348	\$69	\$874	\$10,869

Current Water Level Of Service (Table 8-2, pg. 79)

DIF Land Use Type	Current Units/ Square Feet	Water Allocation Rate GPD	Cumulative Existing Water Allocation
Detached Dwellings (Units)	4,882	700.00	3,417,400
Attached Dwelling (Units)	350	650.00	227,500
Mobile Home Dwelling (Units)	175	350.00	61,250
Commercial Lodging (Units)	80	150.00	12,000
Retail/Service/Office (SF)	6,808,328	1,800.00	803,880
Business Park Uses (SF)	46,485,490	1,000.00	2,667,900
Ind./Manufacturing (SF)	7,130,772	1,000.00	327,400
Private Institutional (SF)	1,075,932	1,500.00	57,000

Proposed Water Core City Impact Fees (Table 8-5, pg. 81)



Land Use Type	Impact Fee	
Detached Dwelling Units	\$5,198	<i>per Unit</i>
Attached Dwelling Units	\$4,825	<i>per Unit</i>
Mobile Home Dwelling Units	\$2,598	<i>per Unit</i>
Commercial Lodging Units	\$1,114	<i>per Unit</i>
Retail/Service/Office Uses SF	\$0.876	<i>per S.F.</i>
Business Park Uses SF	\$0.426	<i>per S.F.</i>
Ind./Manufacturing Uses SF	\$0.341	<i>per S.F.</i>
Private Institutional Uses SF	\$0.393	<i>per S.F.</i>

Proposed Water Job Centers Impact Fees (Table 8-6, pg. 81)



Land Use Type	Impact Fee	
Retail/Service/Office Uses SF	\$0.786	<i>per S.F.</i>
Business Park Uses SF	\$0.371	<i>per S.F.</i>
Ind./Manufacturing Uses SF	\$0.306	<i>per S.F.</i>

Proposed Sewer Core City Impact Fees (Table 9-2, pg. 93)



Land Use Type	Impact Fee	
Detached Dwelling Units	\$9,460	<i>per Unit</i>
Attached Dwelling Units	\$9,458	<i>per Unit</i>
Mobile Home Dwelling Units	\$9,458	<i>per Unit</i>
Commercial Lodging Units	\$6,019	<i>per Unit</i>
Retail/Service/Office Uses SF	\$2.115	<i>per S.F.</i>
Business Park Uses SF	\$1.234	<i>per S.F.</i>
Ind./Manufacturing Uses SF	\$0.987	<i>per S.F.</i>
Private Institutional Uses SF	\$0.759	<i>per S.F.</i>

Proposed Sewer Job Centers Impact Fees (Table 9-3, pg. 93)



Land Use Type	Impact Fee	
Retail/Service/Office Uses SF	\$2.377	<i>per S.F.</i>
Business Park Uses SF	\$1.347	<i>per S.F.</i>
Ind./Manufacturing Uses SF	\$1.109	<i>per S.F.</i>

Proposed Sewer East Shafter Impact Fees (Table 9-4, pg. 94)



Land Use Type	Impact Fee	
Detached Dwelling Units	\$9,712	<i>per Unit</i>
Business Park Uses SF	\$1.228	<i>per S.F.</i>
Ind./Manufacturing Uses SF	\$1.015	<i>per S.F.</i>

Proposed Circulation Core City Impact Fees (Schedule 6.2, pg. 71)



Land Use Type	Impact Fee	
Detached Dwelling Units	\$4,342	<i>per Unit</i>
Attached Dwelling Units	\$1,735	<i>per Unit</i>
Mobile Home Dwelling Units	\$1,957	<i>per Unit</i>
Commercial Lodging Units	\$1,090	<i>per Unit</i>
Retail/Service/Office Uses SF	\$16.363	<i>per S.F.</i>
Business Park Uses SF	\$5.826	<i>per S.F.</i>
Ind./Manufacturing Uses SF	\$3.055	<i>per S.F.</i>
Private Institutional Uses SF	\$13.957	<i>per S.F.</i>
Agriculture - Future Business Park	\$5.826	<i>per S.F.</i>

Proposed Circulation Job Centers Impact Fees (Schedule 6.4, pg. 73)



Land Use Type	Impact Fee	
Retail/Service/Office Uses SF	\$5.218	<i>per S.F.</i>
Business Park Uses SF	\$1.858	<i>per S.F.</i>
Agriculture - Future Business Park	\$1.858	<i>per S.F.</i>
Ind./Manufacturing Uses SF	\$0.974	<i>per S.F.</i>

Proposed Circulation East Shafter Impact Fees (Schedule 6.5, pg. 74)



Land Use Type	Impact Fee	
Detached Dwelling Units	\$7,338	<i>per Unit</i>
Business Park Uses SF	\$9.848	<i>per S.F.</i>
Ind./Manufacturing Uses SF	\$5.164	<i>per S.F.</i>

Proposed General Government Impact Fees (Table 10-1, pg. 104)



Land Use Type	Impact Fee	
Residential Dwelling Units	\$781	<i>per Unit</i>
Commercial Lodging	\$81	<i>per Unit</i>
Business Uses	\$0.136	<i>per S.F.</i>

Maintaining Public Use Facilities

- ◉ 16,550 square feet is the inventory of current facilities
- ◉ 0.800 square foot/resident is the current standard
- ◉ 38,229 square feet required for new demand
- ◉ **\$344.02** – Cost per Additional Resident

Proposed Public Use Facilities Impact Fees (Table 11-4, pg. 111)



Land-Use Category	Proposed Impact Fee
Detached Dwelling Units	\$1,348 per Unit
Attached Dwelling Unit	\$1,370 per Unit
Mobile Home Dwelling Unit	\$1,170 per Unit

Maintaining Library Collection Items

- ◎ 9,060 collection items from the current library
- ◎ 0.438 collection item/resident is the current standard
- ◎ 47,786 collection items required for new demand
- ◎ **\$17.52** – Cost per Additional Resident

Proposed Library Collection Items Impact Fees (Table 12-4, pg. 115)



Land-Use Category	Proposed Impact Fee
Detached Dwelling Units	\$69 per Unit
Attached Dwelling Unit	\$70 per Unit
Mobile Home Dwelling Unit	\$60 per Unit

Maintaining Aquatics Facilities

- ⦿ 5,900 pool surface square feet in current facilities
- ⦿ 4,600 aquatics building square feet in current facilities
- ⦿ 0.285 square feet pool surface/resident is the current standard
- ⦿ 0.222 square feet aquatic building/resident is the current standard
- ⦿ **\$223.02** – Cost per Additional Resident

Proposed Aquatic Facilities Impact Fees (Table 13-2, pg. 119)



Land-Use Category	Proposed Impact Fee
Detached Dwelling Units	\$874 per Unit
Attached Dwelling Unit	\$889 per Unit
Mobile Home Dwelling Unit	\$759 per Unit

Maintaining City Park Level Of Service

- ◉ 34.13 Acres is the inventory of the current park/space
- ◉ 1.651 Park Acres/1000 population is the current standard
- ◉ 143.36 Acres required for new demand
- ◉ **\$2,775** – Cost per additional resident

Proposed Park Impact Fees (Table 14-4, pg. 127)



Land-Use Category	Proposed Impact Fee
Detached Dwelling Units	\$10,869/Unit
Attached Dwelling Units	\$11,051/Unit
<i>Mobile Home Dwelling Units</i>	<i>\$9,438/Unit</i>

Mitigation Fee Act –Ongoing Obligations



1. Annual Report – For each separate fund (i.e., each fee category), the City must prepare and make publicly available a report containing information as required pursuant to Government Code, section 66006(b)
 - a. Report must be completed within 180 days after close of fiscal year;
 - b. Report must be made publicly available 15 days prior to regularly scheduled council meeting; and
 - c. Notice must be mailed to any interested party requesting mailed notice at least 15 days prior to date of meeting.

Mitigation Fee Act –Ongoing Obligations (continued)



2. Five Year (Continued Findings) Report – For the fifth fiscal year following first deposit of the fees, and every five years thereafter, the City must complete a continued findings report for the portion of the unexpended fees
 - a. This report is filed with the annual report described above;
 - b. Completed for each fund containing unexpended fees held for five years only;
 - c. Requires specific findings as outlined in Government Code, section 66001(d)(1); and
 - d. Failure to complete this report requires mandatory refunding of fees collected.

Potential Residential Fee

Core City

Fee Description	Core Residential		Phased Options - New Public Facilities Only		
	Current	Draft	25%	50%	75%
Park	\$2,281.22	\$10,869.00	\$8,151.75	\$5,434.50	\$2,717.25
Public Meeting	\$0.00	\$1,348.00	\$1,011.00	\$674.00	\$337.00
Library	\$0.00	\$69.00	\$51.75	\$34.50	\$17.25
GG Facilities	\$0.00	\$781.00	\$585.75	\$390.50	\$195.25
Aquatic Ctr	\$0.00	\$874.00	\$655.50	\$437.00	\$218.50
Public Facilities Fees	\$2,281.22	\$13,941.00	\$10,455.75	\$6,970.50	\$3,485.25
Water	\$4,230.00	\$5,198.00	\$5,198.00	\$5,198.00	\$5,198.00
Sewer	\$5,930.00	\$9,460.00	\$9,460.00	\$9,460.00	\$9,460.00
TIF	\$4,571.00	\$4,342.00	\$4,342.00	\$4,342.00	\$4,342.00
Public Works Fees	\$14,731.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00
Public Safety	\$0.00	\$2,910.00	\$2,910.00	\$2,910.00	\$2,910.00
CWF	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
CBSC	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Traffic Signal	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
SMI	\$33.56	\$33.56	\$33.56	\$33.56	\$33.56
School	\$9,134.53	\$9,134.53	\$9,134.53	\$9,134.53	\$9,134.53
Zoning	\$443.99	\$443.99	\$443.99	\$443.99	\$443.99
Building	\$2,581.36	\$2,581.36	\$2,581.36	\$2,581.36	\$2,581.36
Issuance	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00
General & Special Fees	\$12,881.44	\$15,791.44	\$15,791.44	\$15,791.44	\$15,791.44
Total	\$29,893.66	\$48,732.44	\$45,247.19	\$41,761.94	\$38,276.69
	Difference	\$18,838.78	\$15,353.53	\$11,868.28	\$8,383.03

Potential Residential Fee East Shafter

Fee Description	East Shafter Residential		Phased Options - New Public Facilities Only		
	Current	Draft	25%	50%	75%
Park	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Public Meeting	\$0.00	\$1,348.00	\$1,011.00	\$674.00	\$337.00
Library	\$0.00	\$69.00	\$51.75	\$34.50	\$17.25
GG Facilities	\$0.00	\$781.00	\$585.75	\$390.50	\$195.25
Aquatic Ctr	\$0.00	\$874.00	\$655.50	\$437.00	\$218.50
Public Facilities Fees	\$0.00	\$3,072.00	\$2,304.00	\$1,536.00	\$768.00
Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewer	\$6,780.00	\$9,712.00	\$9,712.00	\$9,712.00	\$9,712.00
TIF	\$6,925.00	\$7,338.00	\$7,338.00	\$7,338.00	\$7,338.00
Public Works Fees	\$13,705.00	\$17,050.00	\$17,050.00	\$17,050.00	\$17,050.00
Public Safety	\$2,910.00	\$2,910.00	\$2,910.00	\$2,910.00	\$2,910.00
CWF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CBSC	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Traffic Signal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SMI	\$50.06	\$50.06	\$50.06	\$50.06	\$50.06
School	\$11,243.54	\$11,243.54	\$11,243.54	\$11,243.54	\$11,243.54
Zoning	\$662.33	\$662.33	\$662.33	\$662.33	\$662.33
Building	\$3,850.78	\$3,850.78	\$3,850.78	\$3,850.78	\$3,850.78
Issuance	\$63.00	\$63.00	\$63.00	\$63.00	\$63.00
General & Special Fees	\$18,795.71	\$18,795.71	\$18,795.71	\$18,795.71	\$18,795.71
Total	\$32,500.71	\$38,917.71	\$38,149.71	\$37,381.71	\$36,613.71
	Difference	\$9,024.05	\$8,256.05	\$7,488.05	\$6,720.05



Final Thoughts

- ⦿ **Proposed fees are amounts reasonably calculated and defensible.**
- ⦿ **Impact Fees are one-time, and future demand will utilize city resources.**



CITY OF SHAFTER CITY COUNCIL REPORT

MEETING DATE: June 19, 2024

FROM: Gabriel A. Gonzalez, City Manager

PREPARED BY: Rogelio Sanchez, Finance Director

SUBJECT: REVIEW AND DISCUSSION OF ENTERPRISE FUND ANALYSIS
(SEWER & WATER FUNDS)

RECOMMENDATION

Council find the action is not defined as a “Project” pursuant to Section 15378(b)(4) of the CEQA Guidelines; accept the enterprise fund review and analysis related to water and sewer funds.

BACKGROUND

This report analyzes the financial health of the Water and Wastewater Enterprise Funds, highlighting key service and financial challenges. These funds face increasing costs, demand, and regulatory requirements, which pose significant funding challenges.

Key Issues:

- **Water:** TCP removal costs, PG&E service increases, rising labor and construction costs, aging infrastructure, and higher water quality standards.
- **Wastewater:** The need for WWTP expansion projects (treatment plant), competing priorities with NORSD, aging infrastructure, and rising labor and construction costs.

To address these challenges, the city must ensure that the enterprise funds are self-funded through utility service rates. Funding commitments include operations and maintenance, capital replacement projects, and potential rate adjustments. Staff will research funding options to stabilize the funds and ensure their long-term sustainability.

Additional context will be provided during the presentation on June 19, 2024.

ANALYSIS

N/A

FISCAL IMPACT

No budget action is needed, as this is an informational report.

CEQA ANALYSIS

The action is exempt from the California Environmental Quality Act (CEQA) because it is not defined as a "project" per Section 15378(b)(4) of the CEQA Guidelines. The action is a government fiscal activity that does not involve any commitment to any specific project that may result in a potentially significant impact on the environment.

APPROVED BY THE CITY ATTORNEY

No

ALTERNATIVES

There is no alternative, as this is an informational report.

NEXT STEPS

Staff will research funding options to stabilize the funds.

ATTACHMENTS

1. Water-WW Analysis Presentation

Water & Wastewater Fund Analysis

Special Council Meeting June 19, 2024
4:30PM



Outline

- Water & Wastewater Profile/Overview
- Regulatory & Operational Challenges
- Financial Health
 - Past, Current, Future
 - Do rate payer revenue cover operating expenses?
 - How do capital projects get paid?

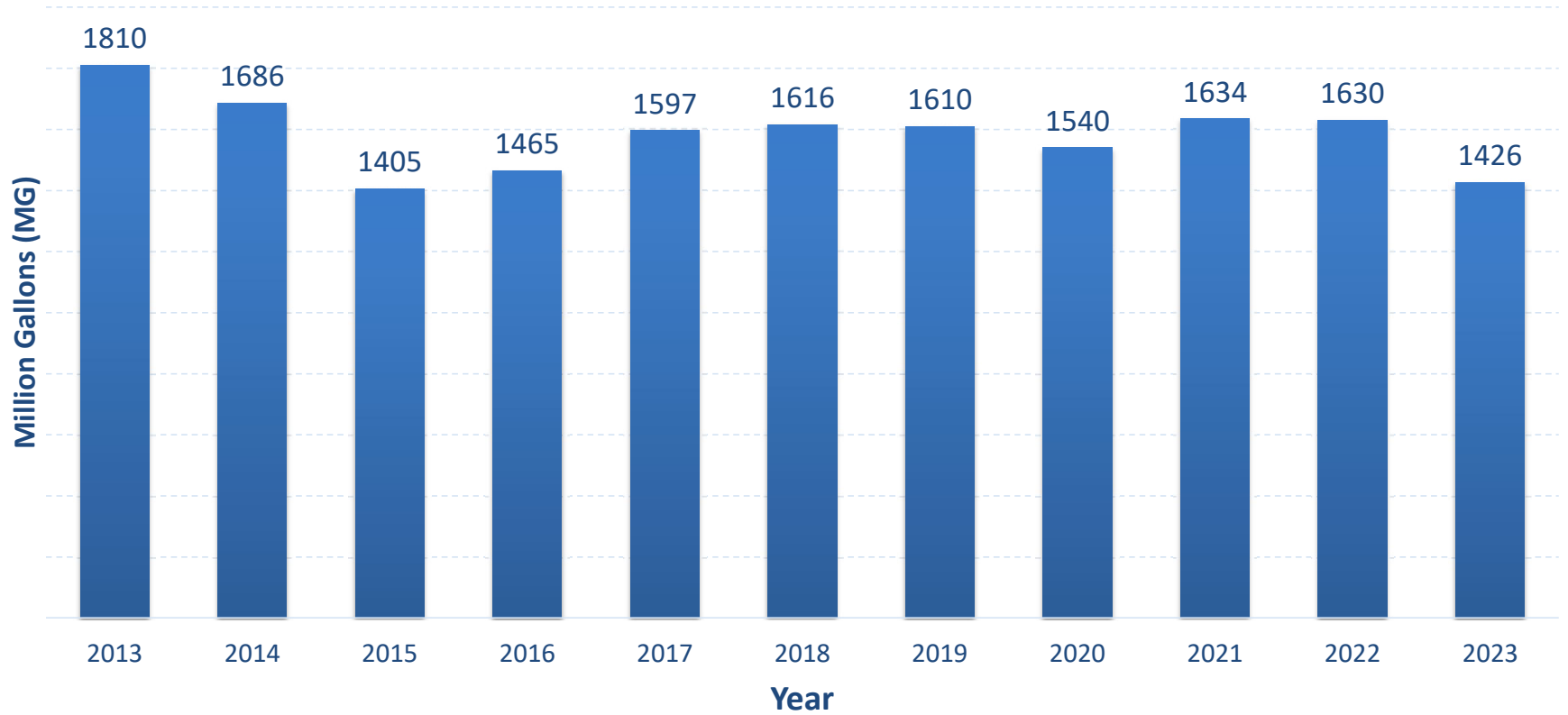




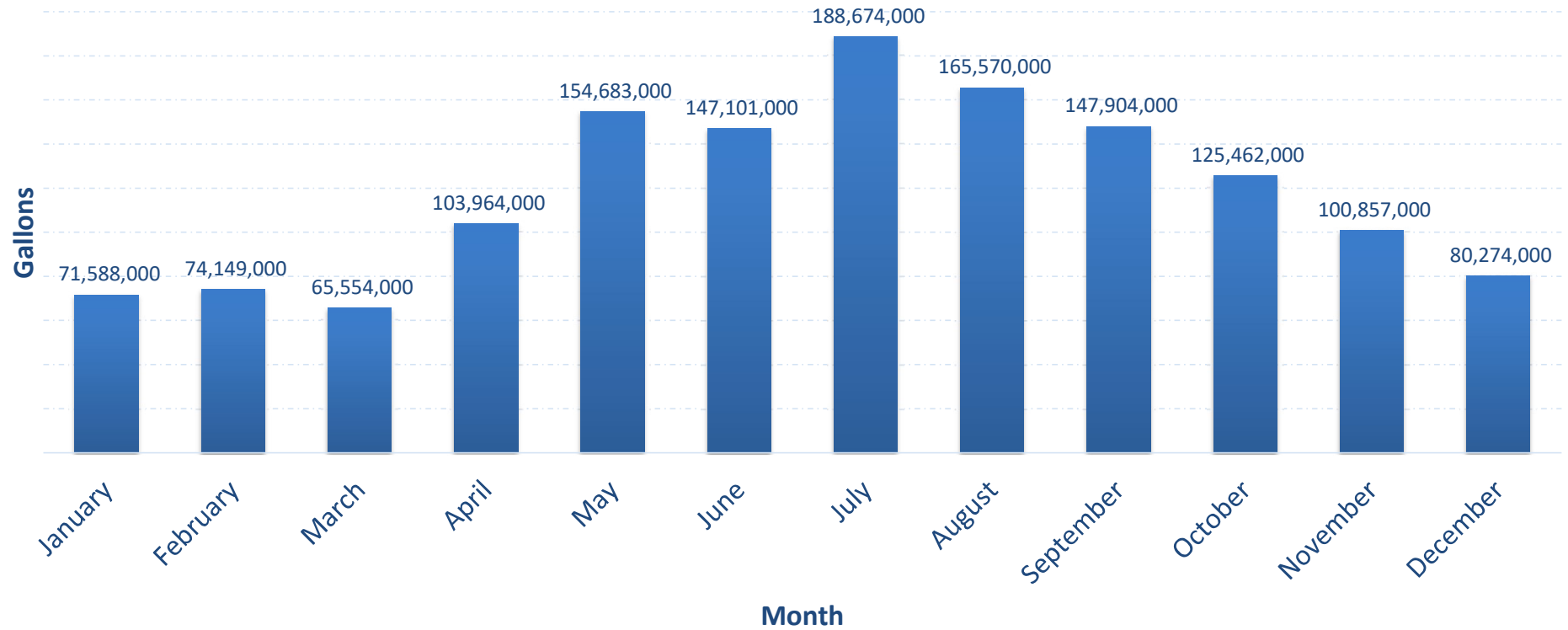
Water System Details

- Six (6) Active Wells
- Five (5) Storage Tank & Booster Pump Stations
- Three (3) Pressure Zones- Core, WIP, & Shafter Airport
- > 118 miles of watermain
- > 1,000 gate valves
- > 830 Fire Hydrants
- > 3,300 water meters

Gross Water Production Last 10 years



2023 Well Production



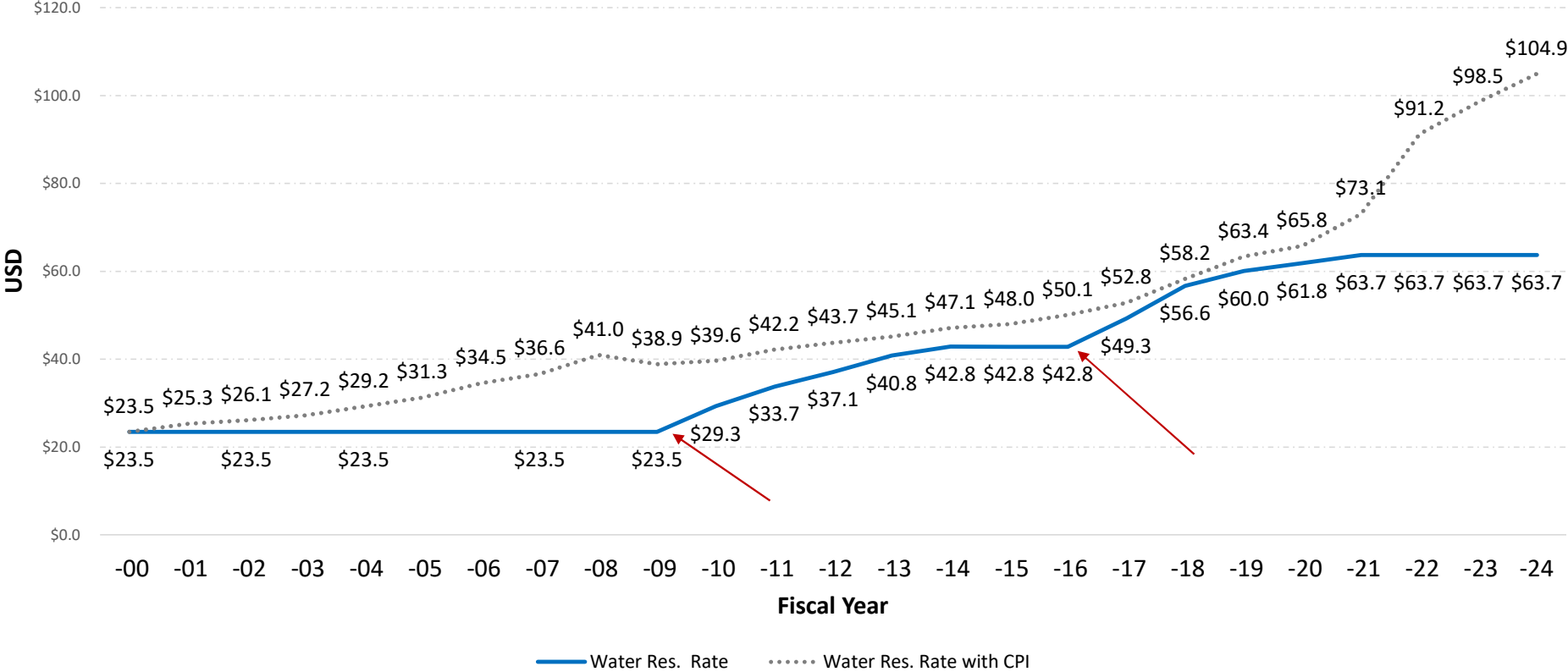
Water Service & Funding Challenges

- TCP removal costs
- PG&E service increases
- Labor and construction cost increases
- Aging infrastructure
- Higher water quality standards
- Lowering groundwater table
- Rapid rate of growth and expansion

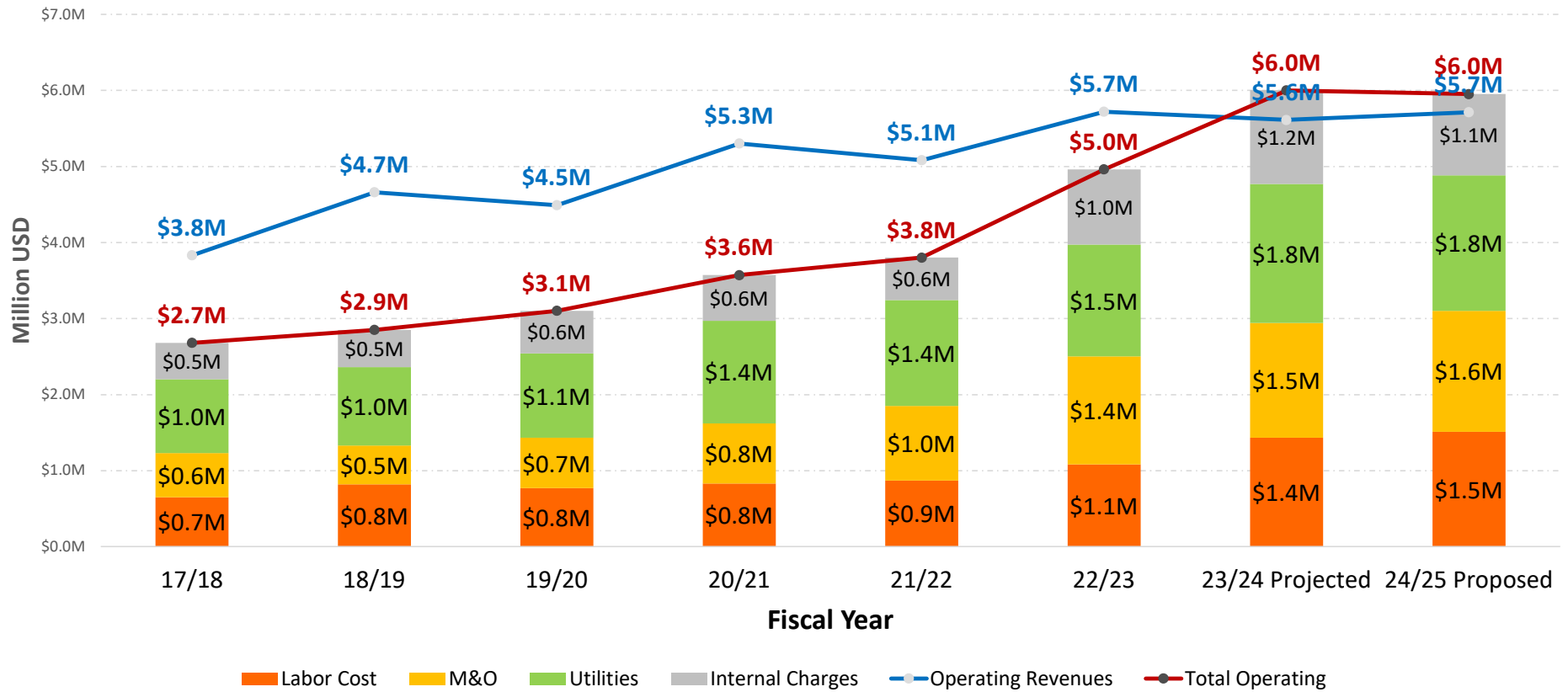


Water Residential Rates Increases

(Typical Single-Family Home)

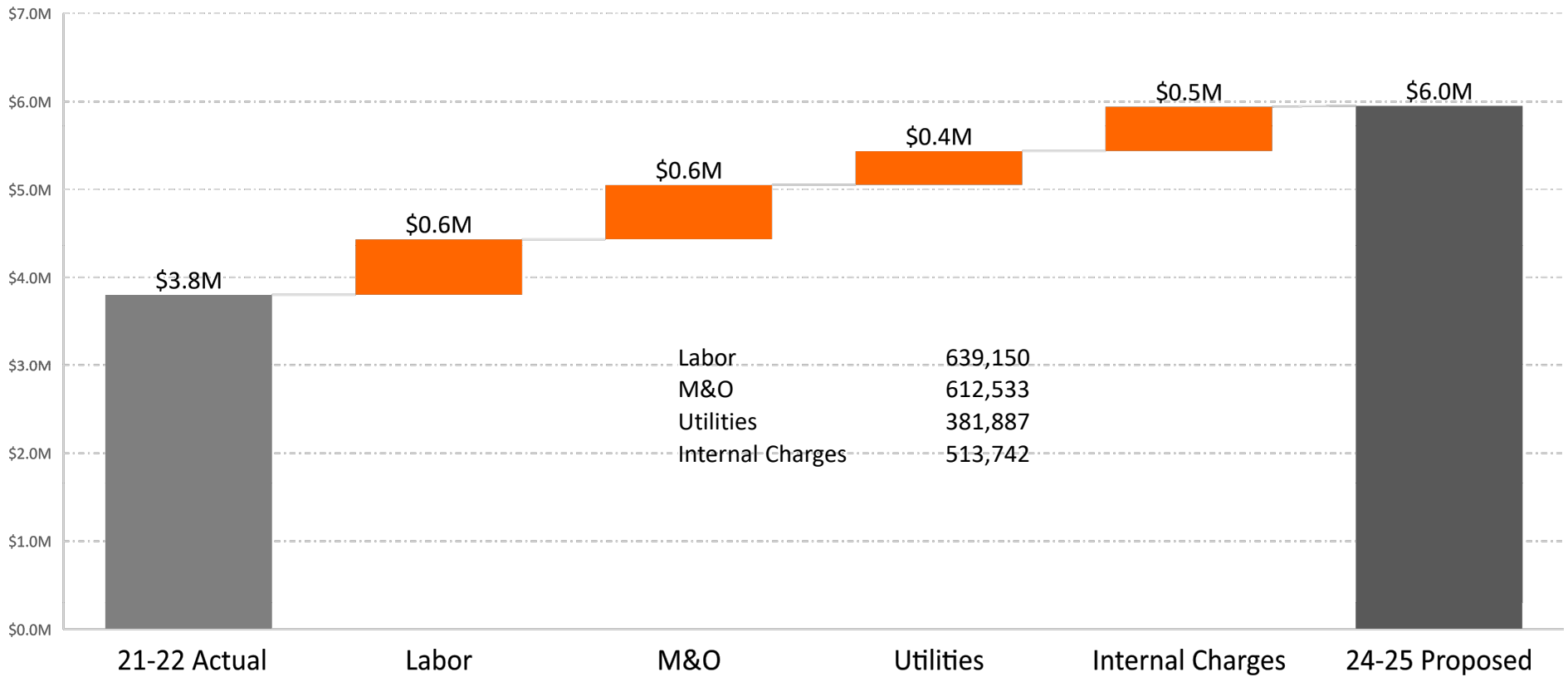


Water Historical Operating Revenues vs Expenses (Excludes CIP)

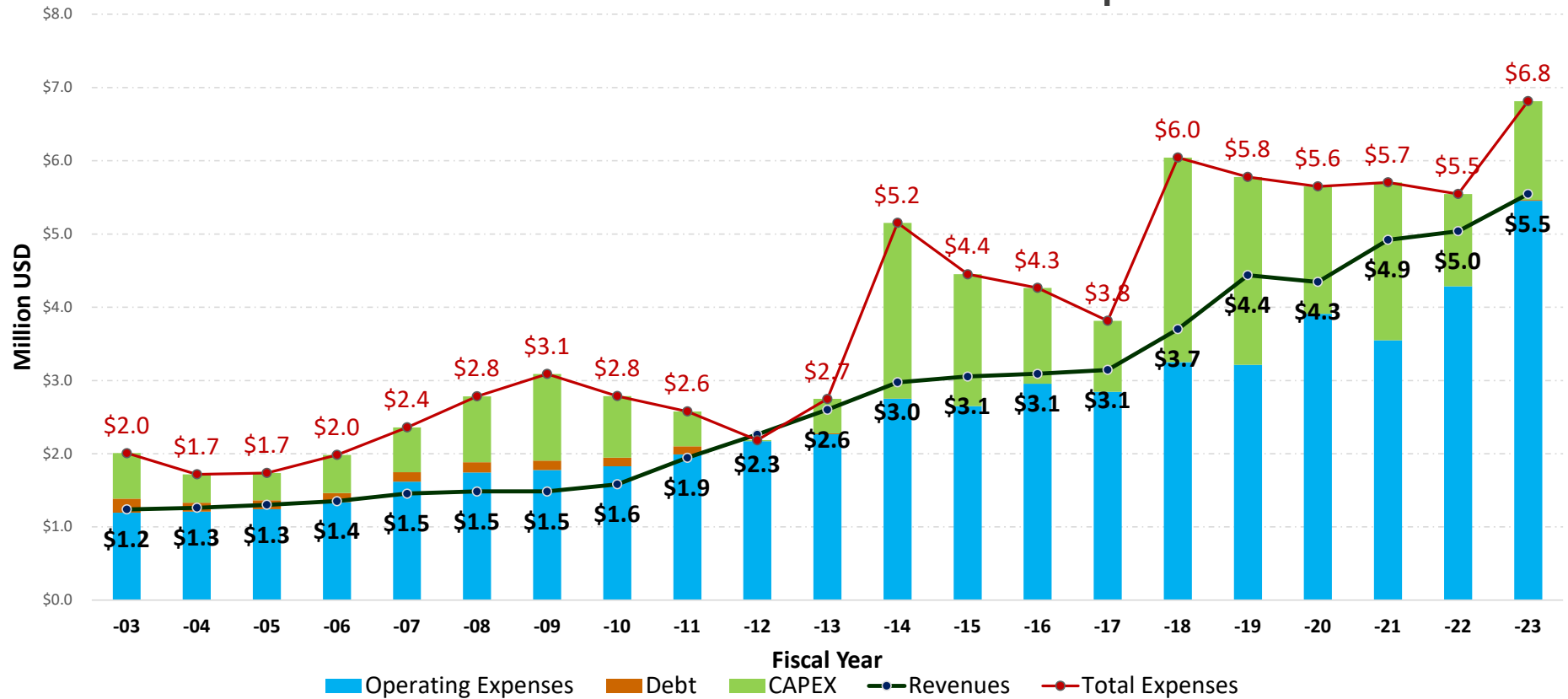


Water Operating Expenses

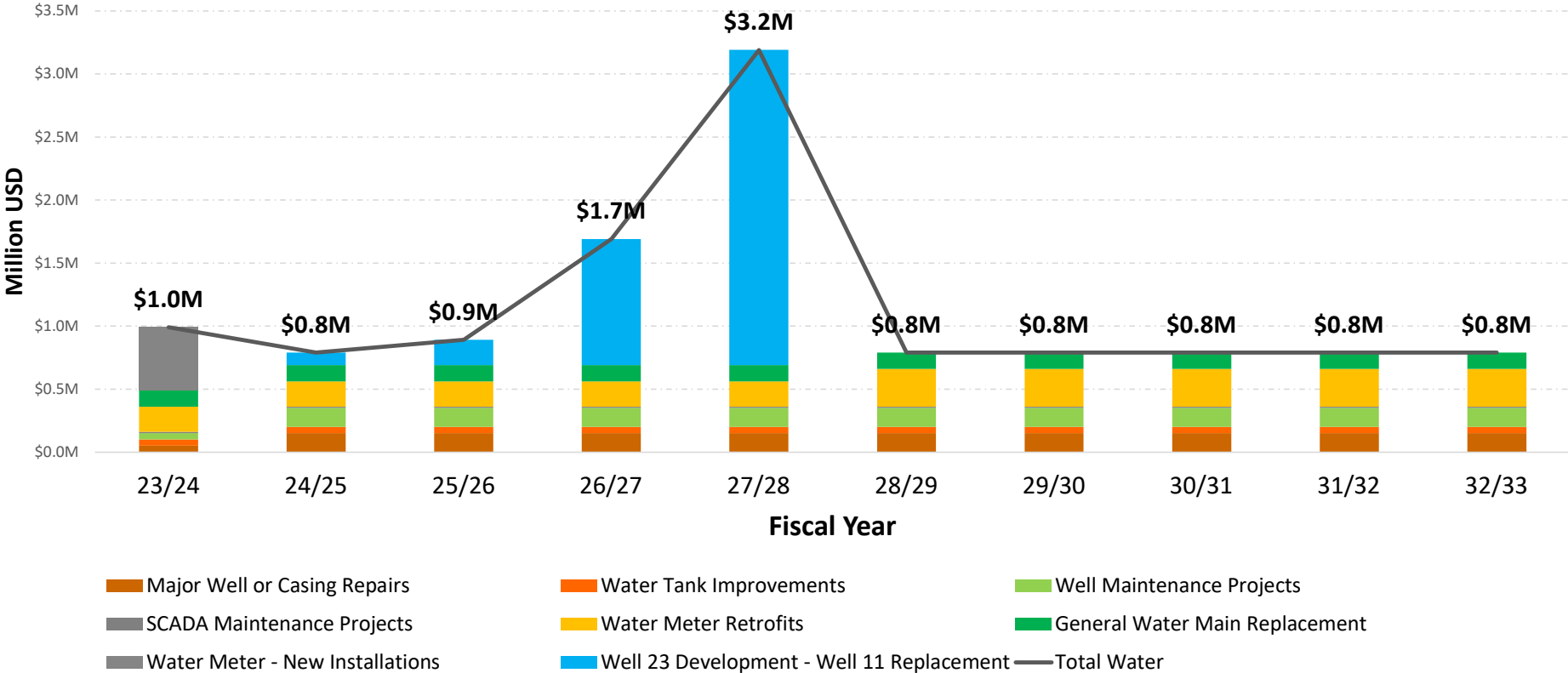
21/22 Actual Vs 24/25 Proposed



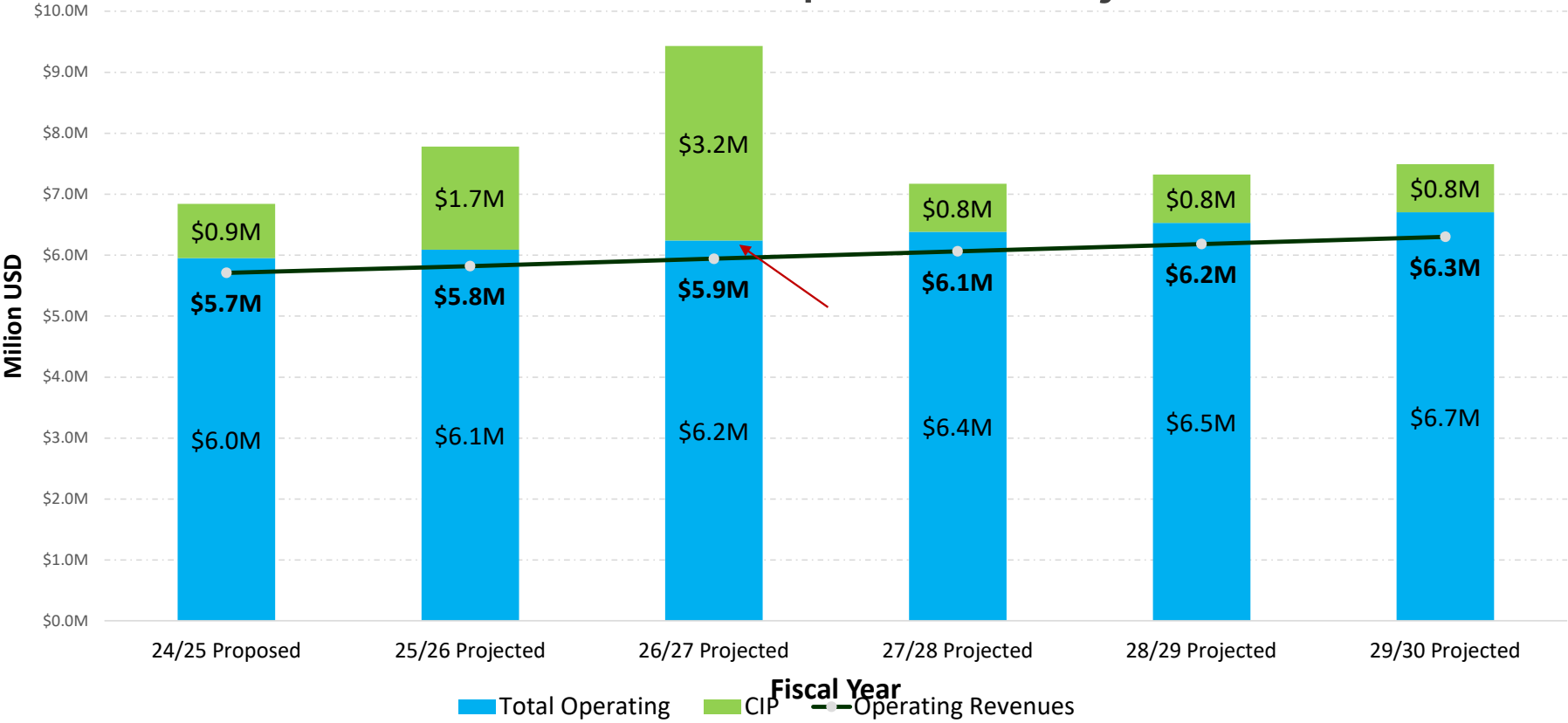
Water Historical Revenues vs Expenses



Water Projected CAPEX



Water Revenues & Expenses Projections



Water Operating Expenses

	22-23	23-24	24-25	24/25	24/25 Pct	Six Year
	Actual	Budget	Proposed	Change	Change	CAGR
Labor	\$1.1M	\$1.3M	\$1.5M	\$0.2M	12.5%	8.9%
M&O	\$1.4M	\$1.5M	\$1.6M	\$0.1M	9.1%	15.9%
Utilities	\$1.5M	\$1.8M	\$1.8M	\$0.0M	0.8%	7.3%
Internal Charges	\$1.0M	\$1.1M	\$1.1M	\$0.0M	-0.1%	12.8%
Operating Expenses	\$5.0M	\$5.6M	\$6.0M	\$0.3M	5.5%	10.8%

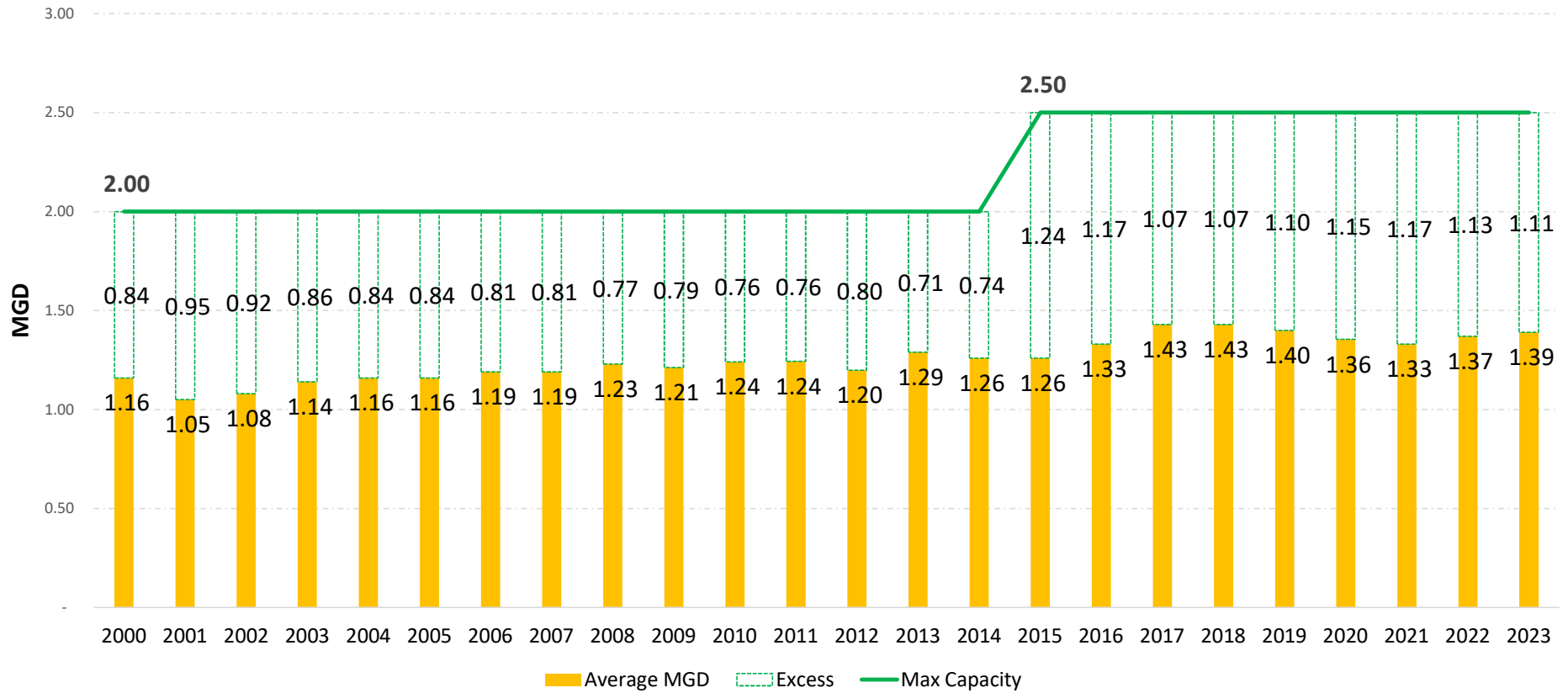


Wastewater System Details

- Twelve (12) Lift Stations
- > 1,500 manholes
- > 101 miles of mains
- Discharges into Regional WWTP with NORSD



Sewer Average MGD



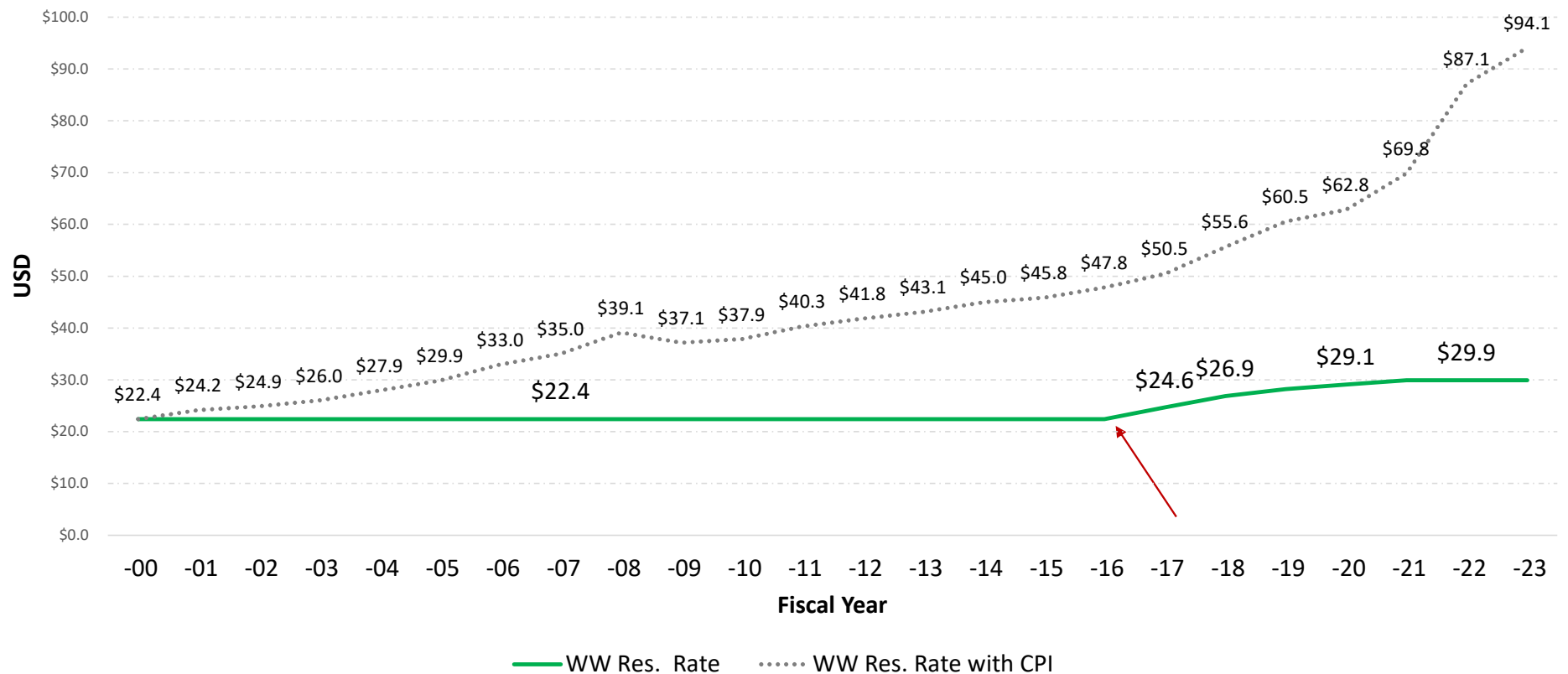
Wastewater Service & Funding Challenges

- Need for WWTP expansion projects
 - Original 1999 (5.88 MGD)
 - 2009 (7.5 MGD)
 - Proposed 2026 (10 MGD)
- Competing priorities with NORSD
- Aging infrastructure
- Labor and construction cost increases

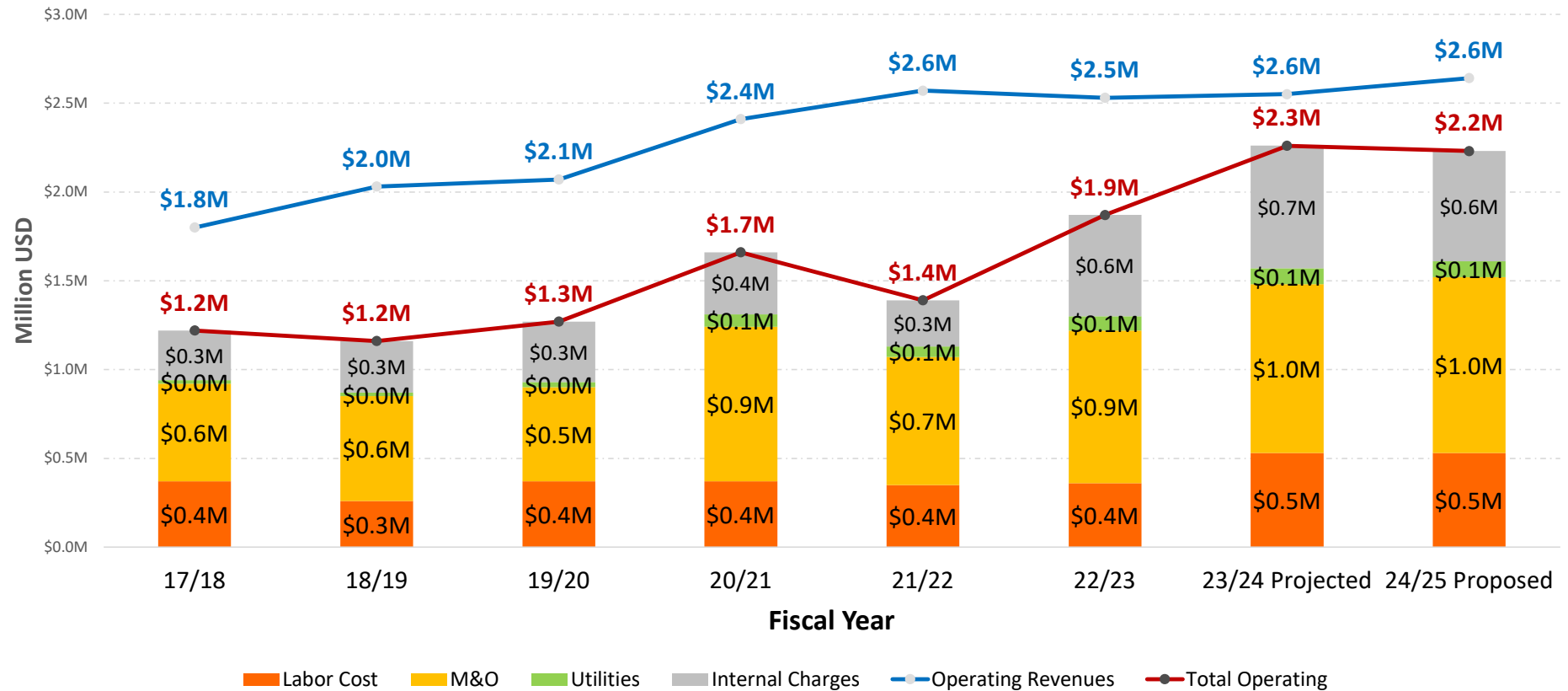


Sewer Residential Rates Increases

(Typical Single-Family Home)

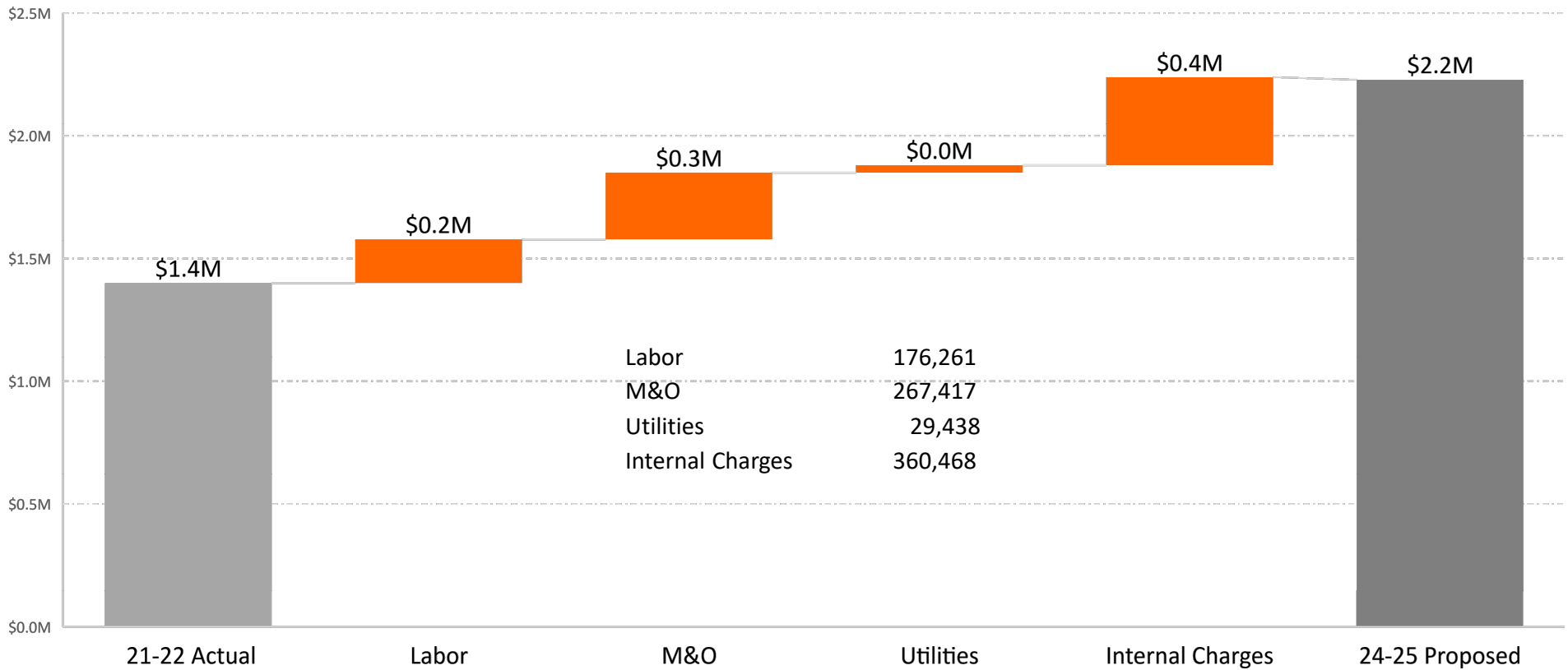


Wastewater Historical Operating Revenues vs Expenses (Excludes CIP)

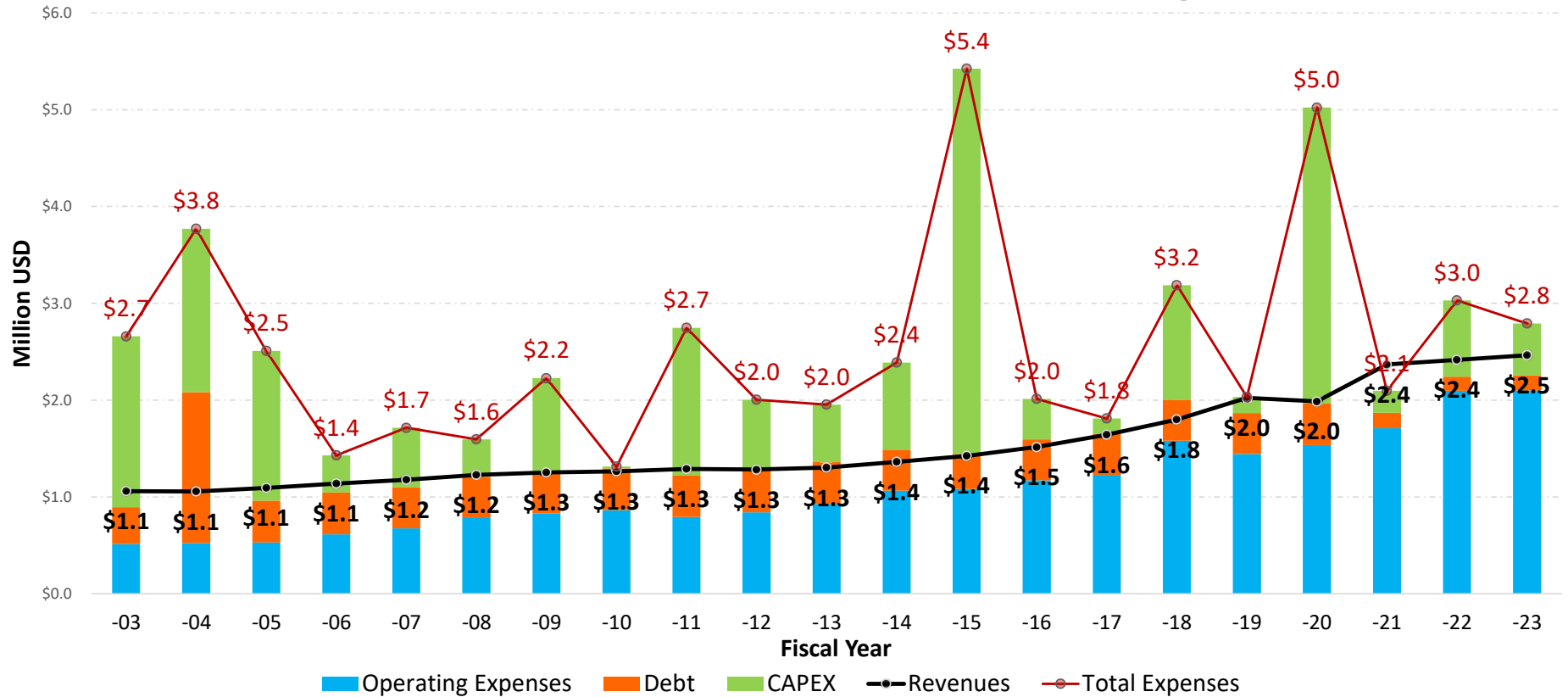


Wastewater Operating Expenses

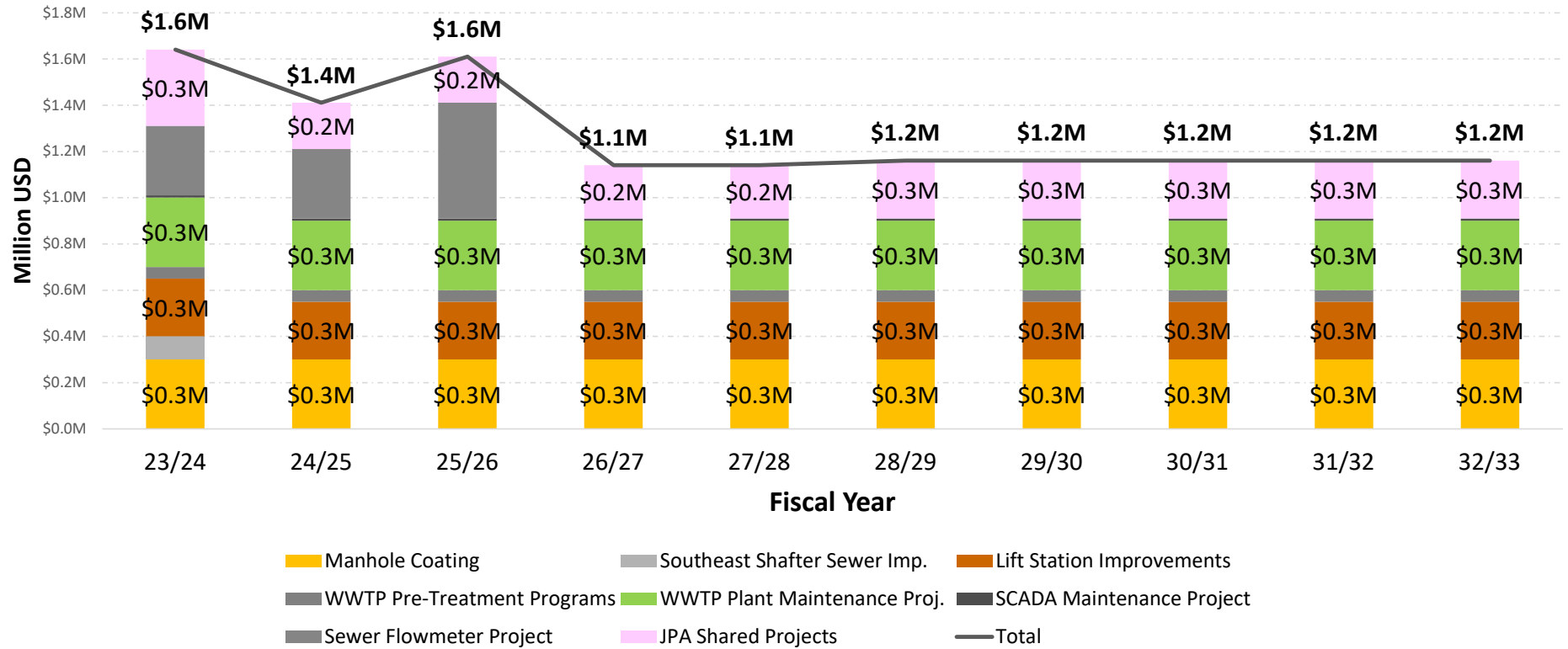
21/22 Actual Vs 24/25 Proposed



Wastewater Historical Revenues vs Expenses

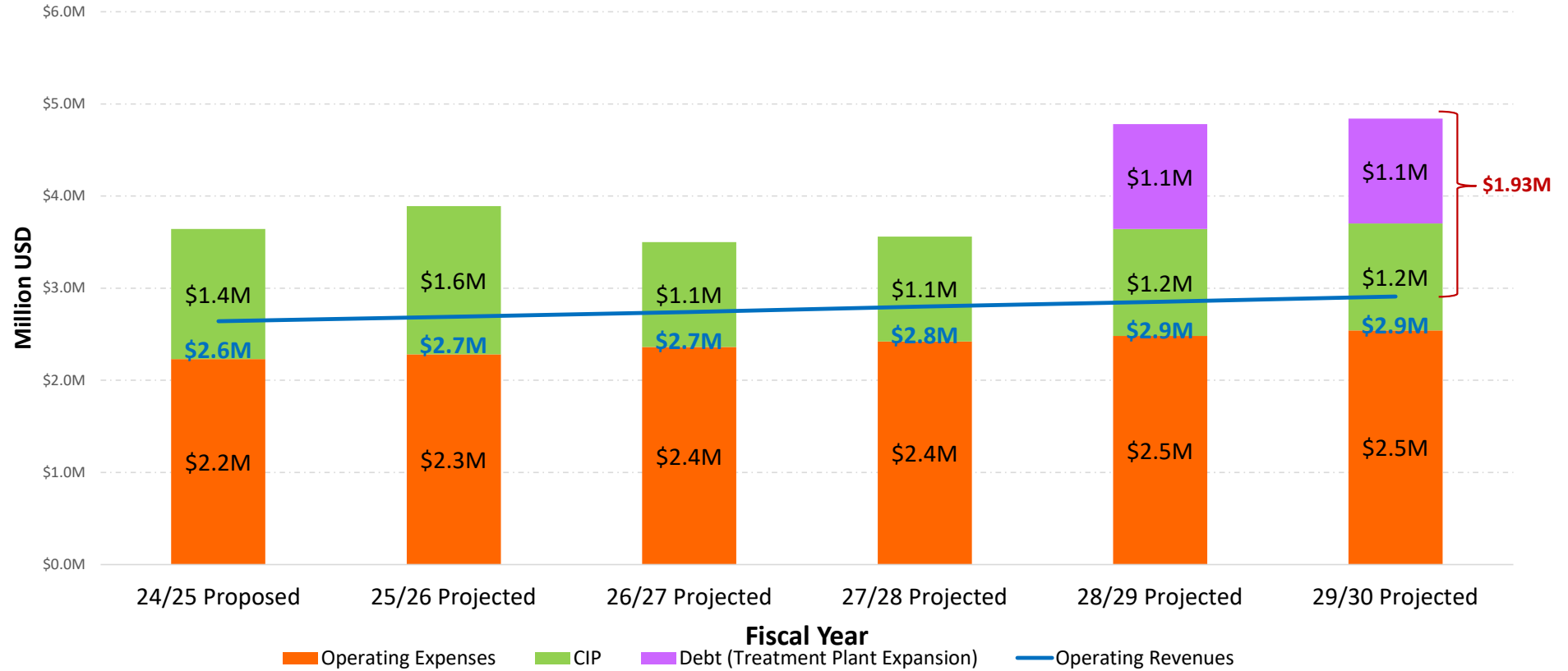


Wastewater Projected CAPEX (Excluding Plant Expansion)



Wastewater Revenues & Expenses Projections

(Excludes \$50M Treatment Plant Expansion)



Wastewater Operating Expenses

	22-23 Actual	23-24 Budget	24-25 Proposed	24/25 Change	24/25 Pct Change	Six Year CAGR
Labor	\$0.4M	\$0.5M	\$0.5M	\$0.0M	3.3%	-0.7%
M&O	\$0.9M	\$0.9M	\$1.0M	\$0.1M	7.4%	7.9%
Utilities	\$0.1M	\$0.1M	\$0.1M	\$0.0M	13.7%	23.9%
Internal Charges	\$0.6M	\$0.6M	\$0.6M	\$0.0M	-0.1%	12.5%
Operating Expenses	\$1.9M	\$2.1M	\$2.2M	\$0.1M	4.5%	7.4%



Takeaways

- ❑ Water and wastewater enterprise face funding challenges with increased costs, demand, and regulations
- ❑ City must ensure the enterprises are self-funded by utility service rates to meet these challenges
- ❑ Funding commitments include operations and maintenance and capital replacement projects
- ❑ Staff will research funding options to stabilize the funds

