



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

**AGENDA
REGULAR MEETING
SHAFTER CITY COUNCIL
TUESDAY, NOVEMBER 18, 2025**

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: 6:00 PM

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

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Olvera

INVOCATION: Council Member Alvarado

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.

COUNCIL ANNOUNCEMENTS AND REPORTS:

On their own initiative, Council Members may make a brief announcement or a brief report on their own activities. Council Members may ask a question for clarification, make a referral to staff, or take action to have staff place a matter of business on a future agenda. No formal action by the Council will be taken unless an item is identified on the Agenda.

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 General Checks: November 6, 2025, November 13, 2025.
2. Approve Payroll: October 31, 2025.
3. Approve Overtime Report: October 2025.
4. Approval of Minutes: October 7, 2025, October 21, 2025.
5. Approve Special Event Permit: Christmas Parade, Shafter Lions Club, Mannel Park, December 5, 2025.
6. Council find the action is not defined as a "project" per Section 15378(b)(4) of the CEQA Guidelines; and accept the Treasurer's Report for September 2025.
7. Council find action is not defined as a "project" per Section 15378(b)(5) of the CEQA Guidelines; and adopt the City of Shafter Employee Bi-Weekly Pay Schedule, effective October 11, 2025.
8. Council find action is not defined as a "project" per Section 15378(b)(5) of the CEQA Guidelines; and adopt the City of Shafter Employee Bi-Weekly Pay Schedule, effective October 21, 2025.
9. Council find the action is not defined as a "project" per Section 15378(b)(4) of the CEQA Guidelines; authorize a General Fund appropriation of \$38,165.81 to project PF00004 and approve the purchase and installation of a security access control system from Tel-Tec for the new Aquatic Center in the total amount of \$38,165.81.
10. Council find the action is not defined as a "project" per Section 15378(b)(4) of the CEQA Guidelines; authorize a General Fund appropriation of \$31,729.70 to project PF00004; approve the purchase and installation of a security access control system from Tel-Tec for the new Aquatic Center in the total amount of \$31,729.70.
11. Council find the action is not defined as a "project" per Section 15378(b)(4) of the CEQA Guidelines; approve a professional services agreement with Civic Solutions Partnership LLC for a not-to-exceed amount of \$350,000 to prepare the City's five-year economic development strategy; and authorize the City Manager or City Manager's Designee to execute said agreement.
12. Council find the action is not defined as a "project" per Section 15378(b)(4) of the CEQA Guidelines; approve the purchase of a new Chevrolet Tahoe from Richland Chevrolet in the amount of \$75,428.70; emergency outfitting in the amount of \$17,341.03; mobile radio in the amount of \$4,358.75 for use by the Police Department; and authorize the Chief of Police to sign the purchase agreement of said vehicle on behalf of the City.
13. Council find the action is exempt from the California Environmental Quality Act; ratify the City Manager's declaration of a public emergency and emergency repair

work performed by Bakersfield Well & Pump, Lamont Fence and Witcher Electric at the water well site No.9 valued at up to \$60,000.

14. Council find the action is not defined as a “project” per Section 15378(b)(5) of the CEQA Guidelines; accept a dedication of an easement for street and public utility purposes within Assessor Parcel Number 091-280-06 from Steve Portenga and Windi Portenga, husband and wife, as joint tenants, and authorize the City Engineer to execute and record said document.
15. Council find that the action is not defined as a “project” under Section 15378(b)(5) of the CEQA Guidelines; approve the addition of one full-time Engineer I/II position within the Engineering Division; and authorize a budget amendment of \$90,000 for Fiscal Year 2025/26 to cover the estimated cost of the position for the remainder of the fiscal year, funded through proportionally allocated enterprise, capital, general fund, and operating funds.

PUBLIC HEARINGS:

Should anyone challenge any proposed action which is the subject of a public hearing listed on this agenda, that person challenging any action taken after the public hearing may be limited to raising only 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.

1. PUBLIC HEARING ON PROCEEDINGS FOR THE ANNEXATION OF TERRITORY TO CITY OF SHAFTER COMMUNITY FACILITIES DISTRICT NO. 0815 (ANNEXATION NO. 1):

Council find the action is not defined as a “project” per section 15378 of the CEQA Guidelines; open and conduct a public hearing on the annexation of territory to the City of Shafter Community Facilities District No. 0815, County of Kern, State of California (“Annexation No. 1”); take public testimony; close the public hearing; and then complete the following:

1. Adopt Resolution No. 3049, a Resolution of the City Council of the City of Shafter, California, Calling a Special Election and Submitting to the Qualified Electors of Territory Proposed to be Annexed to the City of Shafter Community Facilities District No. 0815, County of Kern, State of California the Question of Levying Special Taxes Within That Territory (Annexation No. 1);
2. Hold a special landowner election;
3. Adopt Resolution No. 3050, a Resolution of the City Council of the City of Shafter, California, Acting in its Capacity as the Legislative Body of the City of Shafter Community Facilities District No. 0815, County of Kern, State of California, Declaring the Results of the Special Election in Such Community Facilities District on the Proposition of the Annual Levy of Special Taxes Within the Territory Proposed to be Annexed to Said Community Facilities District to Pay the Cost of Certain Services to be Provided by the Community Facilities District, Determining that the Territory Proposed to be Annexed (Annexation No. 1) is Added to the Part of Said Community Facilities District with Full Legal Effect; and

4. Conduct a first reading of Ordinance No. 773, an Ordinance of the City Council of the City of Shafter, California, Acting in its Capacity as the Legislative Body of the City of Shafter Community Facilities District No. 0815, County of Kern, State of California, Authorizing the Levy of a Special Tax in Such Community Facilities District, Including Certain Annexation Territory Identified as Annexation No. 1.

ROLL CALL

2. **VACATION OF WAIVER OF VEHICULAR ACCESS RIGHTS:** Council find the action is not defined as a “project” per Section 15378(b)(5) of the CEQA Guidelines; approve the vacation of waiver of vehicular access rights and authorize the City Engineer to record said document.

ROLL CALL

MANAGEMENT REPORT:

1. **COUNCIL GUIDANCE ON PROPOSED SOUND GARDEN PROJECT:** Council find the action is not defined as a “project” per Section 15378(b)(5) of the CEQA Guidelines; provide direction of the proposed Sound Garden Project.

ROLL CALL

CITY MANAGER COMMENTS AND REPORTS:

DEPARTMENT DIRECTOR COMMENTS AND REPORTS:

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., November 14, 2025. 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 **6:00 PM on November 18, 2025** 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.