

**AGENDA
KERN COUNCIL OF GOVERNMENTS**

**KERN COG CONFERENCE ROOM
1401 19TH STREET, THIRD FLOOR
BAKERSFIELD, CALIFORNIA**

**THURSDAY
JUNE 19, 2008
7:00 P.M.**

DISCLAIMER: This agenda includes the proposed actions and activities, with respect to each agenda item, as of the date of posting. As such, it does not preclude the Committee from taking other actions on items on the agenda which are different or in addition to those recommended.

- I. **ROLL CALL:** Tarver, Scrivner, Lessenevitch, Ramirez, Mock, Rosson, Morgan, Florez, Thompson, Smith, Wegman, McQuiston, Rubio

Congestion Management Agency Ex-Officio Members: Warren, Ehlert, Silver

- II. **PUBLIC COMMENTS:** This portion of the meeting is reserved for persons to address the Council on any matter not on this agenda but under the jurisdiction of the Council. Council members may respond briefly to statements made or questions posed. They may ask a question for clarification, make a referral to staff for factual information or request staff to report back to the Council at a later meeting. **SPEAKERS ARE LIMITED TO TWO MINUTES. PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD PRIOR TO MAKING A PRESENTATION.**

Disabled individuals who need special assistance to attend or participate in a meeting of the Kern Council of Governments may request assistance at 1401 19th Street Suite 300; Bakersfield CA 93301 or by calling (661) 861-2191. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting materials available in alternative formats. Requests for assistance should be made at least three (3) working days in advance whenever possible.

- III. **CONSENT AGENDA/OPPORTUNITY FOR PUBLIC COMMENT:** All items on the consent agenda are considered to be routine and non-controversial by Kern COG 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 agenda 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. **ROLL CALL VOTE.**

A. **Approval of Minutes – May 15, 2008**

B. **Concurrence in Actions of TPPC**

C. **Response to Public Comments**

D. **Local Clearinghouse: (None)**

E. **Kern Transportation Foundation Memorandum of Understanding (Phipps)**

Comment: The Kern Transportation Foundation (KTF) assists with identifying and publicizing land use, circulation and air quality issues that impact transportation issues in Kern County. This Memorandum of Understanding proposes to fund \$24,000 for research, public awareness and the investigation of creative and innovative transportation issues.

Action: Approve and authorize Chair to sign the 2008-2009 Memorandum of Understanding between Kern Council of Governments and the Kern Transportation Foundation. **VOICE VOTE.**

F. E-mail Database Policies and Procedures (Phipps)

Comment: Policies governing appropriate email database usage are common throughout business and government. Kern COG's new electronic database requires a set of policies and procedures for the agency's employment manual.

Action: Adopt Kern COG's Email Database Policies and Procedures. VOICE VOTE.

G. Policies and Procedures Manual Revision - Schedule of Fees and Charges – Outside Transportation Modeling Requests (Ball)

Comment: Staff proposes a revision to the Kern COG Policy and Procedure Manual's Schedule of Fees and Charges. The revision increases the current \$50 per hour to \$200 per hour in addition to the \$75 per hour staff time rate. The surcharge is designed to cover a fair share of the model maintenance costs from outside transportation modeling requests. The surcharge could result in a net revenue increase from \$15,000 or roughly 10-percent of the annual model maintenance costs to \$70,000 or 25-percent of the annual model maintenance cost.

Action: Approve the amendment to Appendix B – 'Schedule of Fees and Charges' to the Financial Management and Accounting chapter of the Policy and Procedures Manual. VOICE VOTE.

***** END OF CONSENT CALENDAR – ROLL CALL VOTE *****

IV. KERN COG:

A. Final FY 2008-09 Overall Work Program - Adoption (Brummett)

Comment: The Overall Work Program (OWP) is an administrative document developed annually to meet local, state and federal regulations and service requirements. Agencies request the inclusion of projects that address regional issues and concerns. The FY 2008-2009 OWP includes a number of programs and projects at a projected funding level of \$5,226,820.

Action: Adopt the FY 2008-2009 Overall Work Program and authorize Chair to sign Resolution No. 08-01. ROLL CALL VOTE.

B. Final Kern Council of Governments FY 2008-09 Financial Plan (Budget) (Palomo)

Comment: Pursuant to policy, Kern Council of Governments (Kern COG) prepares and adopts an annual financial plan (budget) detailing estimated revenues and expenditures for the ensuing fiscal year. Staff has prepared a **final** Kern COG FY 2008-2009 Financial Plan that includes \$5,234,658 in estimated operating revenues and \$5,301,855 in estimated operating and capital expenditures.

OPEN PUBLIC HEARING RECEIVE COMMENTS CLOSE PUBLIC HEARING

Action: Adopt the Final Kern COG FY 2008-2009 Financial Plan. VOICE VOTE

V. KERN REGIONAL BLUEPRINT:

A. Report Kern Regional Blueprint Project (Hildebrand)

Comment: Kern Council of Governments (Kern COG) continues its efforts to advance the Kern Regional Blueprint Project. A written staff report will be presented at the Board meeting.

Action: Information.

VI. TRANSPORTATION AUTHORITY: (None)

VII. CONGESTION MANAGEMENT AGENCY: (None)

VIII. KERN MOTORIST AID AUTHORITY:

A. Final Kern Motorist Aid Authority (KMAA) FY 2008-09 Financial Plan (Budget) (Hildebrand)

Comment: KMAA develops an annual financial plan or budget that includes detailed estimates of revenues and expenses for the upcoming fiscal year. The financial plan is reviewed and approved by the Council. The **final** KMAA FY 2008-09 Financial Plan proposes operating revenues totaling \$761,170, operating appropriations totaling \$695,113 and a net operating surplus of \$66,057.

OPEN PUBLIC HEARING RECEIVE COMMENTS CLOSE PUBLIC HEARING

Action: Adopt the Final KMAA FY 2008-09 Financial Plan. VOICE VOTE

IX. MEETING REPORTS:

X. EXECUTIVE DIRECTOR'S REPORT: (Report on Programs and Projects in Progress)

A. Warrant Register

B. Timeline

XI. MEMBER STATEMENTS: On their own initiative, Council members may make a brief announcement or a brief report on their own activities. In addition, Council members may ask a question of staff or the public for clarification on any matter, provide a reference to staff or other resources for factual information, or request staff to report back to the Council at a later meeting concerning any matter. Furthermore, the Council, or any member thereof, may take action to direct staff to place a matter of business on a future agenda.

XII. EXECUTIVE SESSION: (None)

XIII. ADJOURNMENT: NEXT MEETING: July 17, 2008