

**AGENDA
KERN COUNCIL OF GOVERNMENTS**

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

**THURSDAY
MARCH 16, 2017
6:30 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:** Gurrola, B. Smith, Wood, Pascual, Wilke, Cantu, Mower, Prout, Krier, P. Smith, Wegman, Couch, Scrivner

Congestion Management Agency Ex-Officio Members: Kiernan, Miller, Parra

- 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 – February 16, 2017**

B. **Concurrence in Actions of TPPC**

C. **Response to Public Comments (None)**

D. **Local Clearinghouse (None)**

E. **Equipment and Materials Disposal (Heimer)**

Comment: Request to dispose of outdated equipment.

Action: Approve inventory list for dissemination and disposal. VOICE VOTE.

F. **FY 2017-18 Kern Council of Governments (COG) Financial Plan – Working Draft (Palomo)**

Comment: Kern Council of Governments (Kern COG) prepares an annual financial plan, which must be reviewed and approved by the Council. The financial plan contains detailed estimates of revenues and expenditures for the upcoming fiscal year. The working draft of the FY 2017-18 Kern COG Financial Plan contains estimated revenues of \$4,279,545 and estimated expenditures of \$4,284,172.

Action: Information.

G. FY 2017-18 Kern Motorist Aid Authority (KMAA) Financial Plan – Working Draft (Palomo)

Comment: The working draft of the FY 2017-18 Kern Motorist Aid Authority (KMAA) Financial Plan contains estimated revenues of \$733,066 and estimated expenses of \$1,024,502.

Action: Information.

***** END CONSENT CALENDAR - ROLL CALL VOTE *****

IV. KERN COG:

A. Kern COG Public Education Campaign (Phipps)

Comment: Options for an ongoing public education campaign to raise awareness about regional transportation issues, including funding requirements, maintenance needs and projects in the Regional Transportation Plan.

Action: Approve Option No. 1 and instruct staff to prepare a formal RFP and scope of work for a sustained public education campaign surrounding regional transportation needs. VOICE VOTE.

B. Election of Officers – Chair and Vice-Chair

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Kern Motorist Aid Call Box System Maintenance (Phipps)

Comment: The Kern Motorist Aid maintenance agreement for the call box system is subject to renewal June 1, 2017.

Action: Approve option No. 2 and direct staff to extend the existing CASE contract for up to seven months, until Dec. 31, 2017. VOICE VOTE.

VIII. MEETING REPORTS: (None)

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

A. Warrant Register

B. Timeline

X. 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.

XI. CLOSED SESSION: None

XII. ADJOURNMENT: NEXT MEETING – APRIL 20, 2017

KERN COUNCIL OF GOVERNMENTS

Minutes of Meeting of February 16, 2017

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

THURSDAY
FEBRUARY 16, 2017
6:30 P.M.

The meeting was called to order by Chair Jennifer Wood at approximately 6:55 p.m.

I. ROLL CALL:

Members Present: Gurrola, B. Smith, Wood, Pascual, Mock, Cantu, Prout, Krier, P. Smith, Wegman, Couch, Scrivner

Members Absent: Mower

Alternates: Martin

Congestion Management Agency Ex-Officio Members: Miller, Parra, Kiernan

Others: 5

Staff: Hakimi, Collins, Ball, Phipps, Pacheco and VanWyk

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. None heard.

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 – January 19, 2017

B. Concurrence in Actions of TPPC

C. Response to Public Comments (None)

D. Local Clearinghouse (None)

E. Comprehensive Federal and State Transportation Planning and Programming Memorandum of Understanding

F. Technical Assistance to Member Jurisdictions

MOTION BY DIRECTOR P. SMITH second by Director Couch, TO APPROVE THE CONSENT CALENDAR with Chair Wood abstainng. Motion carried with a roll call vote.

IV. KERN COG: (None)

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY: (None)

VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR'S REPORT:

- A.** Warrant Register
- B.** Timeline

Mr. Hakimi stated that on February 9th was our annual Overall Work Program meeting with the FHWA, Caltrans and Federal Transit Administration. It went well and everything's OK.

If you want to attend the Regional Awards ceremony March 2nd at Seven Oaks Country Club and have not gotten your RSVP's in yet, please let Laurie know as soon as possible as we are already at 160 attendees.

March 1st is the San Joaquin Valley Regional Policy Council Valley Voice Sacramento trip.

March 9-10 is the San Joaquin Valley Regional Policy Conference in Fresno. Let us know if you'd like to attend.

The Regional Leadership Forum is March 29-31 in Monterey, if you would like to attend, please let us know right away.

It's that time a year again when the Form 700 – Statement of Economic Interest is due to Laurie by March 31st and please remember that we need an original signature. If we haven't received yours yet, a copy is in your folder tonight.

The future of call boxes will be discussed at next month's board meeting. He then went over what was in the board's folders.

Chair stated that with her city they are sending the Form 700's electronically, so she is wondering if we can do it that way. We will check into it. She also mentioned that they are getting a professional baseball team. She then welcomed Director Martin from Ridgecrest for attending his first meeting.

- X 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. None.

XI. CLOSED SESSION: None

XII. ADJOURNMENT: NEXT MEETING: MARCH 16, 2017

There being no further business, the meeting adjourned at approximately 7:05 p.m.

Respectfully submitted,

ATTEST:

Ahron Hakimi, Executive Director

Jennifer A. Wood, Chair

DATE: _____



III. E. COG

March 16, 2017

TO: Kern Council of Governments

FROM: Ahron Hakimi,
Executive Director

BY: Michael Heimer,
Regional Planner

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM E.
Equipment and Materials Disposal

DESCRIPTION:

Request to dispose of outdated equipment.

DISCUSSION:

When disposing of outdated or non-functioning equipment, Kern COG's policy is to invite member agencies first – and other governments or non-profit organizations second – to choose among available pieces. Any items left at the end of that process are taken to a recycling facility. Kern COG has numerous computer components that have been replaced and are now ready for disposal. A complete asset listing follows.

- Two (2) Compellent hard drive trays
- One (1) Primera Bravo Pro CD/DVD duplicator

ACTION:

Approve inventory list for dissemination and disposal. VOICE VOTE.



III. F. COG

March 16, 2017

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

BY: Gregory J. Palomo
Financial Services Officer

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM F.
FY 2017-18 KERN COG FINANCIAL PLAN – WORKING DRAFT

DESCRIPTION:

Kern Council of Governments (Kern COG) prepares an annual financial plan, which must be reviewed and approved by the Council. The financial plan contains detailed estimates of revenues and expenditures for the upcoming fiscal year. The working draft of the FY 2017-18 Kern COG Financial Plan contains estimated revenues of \$4,279,545 and estimated expenditures of \$4,284,172.

DISCUSSION:

Attached is a working draft of the FY 2017-18 Kern COG Financial Plan. At this stage of the budget process, Consolidated Planning Grant carryover funding has not been included.

This working draft shall serve as the basis for more detailed discussions of FY 2017-18 budget issues leading to consideration of a preliminary budget on April 20, 2017 and culminating in the conduct of a public hearing and Council consideration of the final budget on May 18, 2017.

ACTION:

Information.

Kern Council of Governments

FINANCIAL PLAN SUMMARY
FY 2017-2018

Revised: March 3, 2017

Account No./Title	2013-14 Actual	2014-15 Estimated	2015-16 Estimated	2016-17 Estimated	2017-18 Proposed
REVENUE					
4140-Federal Grants	\$ 2,590,268	\$ 3,490,032	\$ 3,473,069	\$ 3,109,303	\$ 1,992,548
3955-State Grants	\$ 712,791	\$ 465,000	\$ 465,000	\$ 549,000	\$ 364,903
4220-Regional Planning/Admin.	\$ 1,248,469	\$ 1,053,939	\$ 1,038,369	\$ 1,039,610	\$ 1,818,178
4220-Local Contracts	\$ 53,176	\$ 118,452	\$ 96,841	\$ 203,125	\$ 78,916
5370-Miscellaneous	\$ 449,996	\$ 716,377	\$ -	\$ 25,000	\$ 25,000
TOTAL REVENUE	\$ 5,054,700	\$ 5,843,800	\$ 5,073,279	\$ 4,926,038	\$ 4,279,545
EXPENDITURES					
Personnel:					
6110-Regular Salaries & Wages	\$1,499,580	\$ 1,586,154	\$ 1,727,411	\$ 1,633,359	\$ 1,683,974
6200-Extra-Help Wages	\$26,979	\$ 41,876	\$ 41,876	\$ 50,326	\$ 37,884
6410/6600-Fringe Benefits	\$737,123	\$ 832,060	\$ 882,967	\$ 909,651	\$ 932,387
SUBTOTAL-PERSONNEL	\$2,263,682	\$ 2,460,090	\$ 2,652,254	\$ 2,593,336	\$ 2,654,246
SUBTOTAL-7500 - PROFESSIONAL	\$ 1,401,604	\$2,523,537	\$1,492,366	\$1,689,777	\$983,417
SERVICES & SUPPLIES					
6841-Communications	\$ 21,816	\$ 20,200	\$ 19,200	\$ 19,200	\$ 22,200
6900-Insurance	\$ 26,335	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
6970-Maintenance-Equipment	\$ 10,178	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
7001-Maintenance-Structures	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
7400-Memberships	\$ 11,098	\$ 9,825	\$ 9,825	\$ 9,825	\$ 9,175
7450-Office Supplies	\$ 41,014	\$ 83,037	\$ 69,183	\$ 108,721	\$ 68,500
7525-Data Processing	\$ 202,596	\$ 101,400	\$ 73,700	\$ 101,700	\$ 129,600
7600-Public/Legal Notices	\$ 79,496	\$ 48,788	\$ 58,300	\$ 76,500	\$ 23,900
7630-Leases-Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
7650-Leases-Structures	\$ 123,811	\$ 125,000	\$ 130,000	\$ 130,000	\$ 140,000
7700-Special Dept. Expense	\$ -	\$ 271,500	\$ 10,000	\$ 10,000	\$ 10,000
7730-Training & Development	\$ 840	\$ 6,600	\$ 10,100	\$ 12,600	\$ 12,300
7740-Travel Expenses	\$ 82,008	\$ 67,800	\$ 82,950	\$ 91,400	\$ 61,938
7750-Personal Vehicle Mileage	\$ 10,615	\$ 15,450	\$ 23,450	\$ 28,650	\$ 20,896
7970-Kern County Indirect Costs	\$ 1,822	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
7990-Depreciation Expense	\$ -	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
7995-Bad Debt Expense	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL-SERVICES & SUPPLIES	\$ 611,629	\$ 797,600	\$ 534,708	\$ 636,596	\$ 546,509
SUBTOTAL-8601-CAPITAL OUTLAYS	\$ 47,608	\$ 39,900	\$ 51,000	\$ 101,000	\$ 100,000
TOTAL EXPENDITURES	\$ 4,324,523	\$ 5,821,127	\$ 4,730,328	\$ 5,020,709	\$ 4,284,172
Depreciation Adjustment					
OPERATING SURPLUS/(DEFICIT)	\$ 730,177	\$ 43,673	\$ 342,951	\$ (94,671)	\$ (4,627)



III. G. COG

March 16, 2017

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi
Executive Director

BY: Gregory J. Palomo
Financial Services Officer

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM G.
FY 2017-18 Kern Motorist Aid Authority Financial Plan -- Working Draft

DESCRIPTION:

The working draft of the FY 2017-18 Kern Motorist Aid Authority (KMAA) Financial Plan contains estimated revenues of \$733,066 and estimated expenses of \$1,024,502.

DISCUSSION:

Attached is the working draft of the FY 2017-18 KMAA Financial Plan. In addition to anticipated revenue for the fiscal year, prior years fund balance is included in this draft. This working draft shall serve as the basis for more detailed discussions of FY 2017-18 budget issues leading to consideration of a preliminary budget on April 20, 2017 and culminating in the conduct of a public hearing and Council consideration of the final budget on May 18, 2017.

ACTION:

Information.

**Kern Motorist Aid Authority
COMPARATIVE FINANCIAL PLAN**

(Revised: March 6, 2017)

Description	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
	Actual	Actual	Actual	Estimated	Proposed
BEGINNING FUND EQUITY	\$ 2,444,814	\$ 2,298,616	\$ 2,047,568	\$ 1,872,861	\$ 1,085,581
Contributed Capital (Assets)	\$ 728,415	\$ 558,329	\$ 388,244	\$ 218,158	\$ 48,072
APPROPRIATION FOR CONTINGENCIES:					
Reserved for Asset Replacement	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for ADA Compliance	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for General Purposes	\$ -	\$ -	\$ -	\$ -	\$ -
FUND EQUITY AVAILABLE	\$ 3,173,229	\$ 2,856,945	\$ 2,435,812	\$ 2,091,019	\$ 1,133,653
REVENUES:					
Vehicle Registration Fees	\$ 696,400	\$ 706,986	\$ 712,316	\$ 709,984	\$ 721,087
Interest	\$ 4,500	\$ 5,217	\$ 10,447	\$ 13,658	\$ 11,979
Other	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 700,900	\$ 712,203	\$ 722,763	\$ 723,642	\$ 733,066
APPROPRIATIONS FOR EXPENSES:					
Communications--					
A.T. & T./Sprint	\$ 4,008	\$ 4,357	\$ 5,281	\$ 11,000	\$ 11,000
Verizon	\$ 54,153	\$ 54,860	\$ 63,648	\$ 65,000	\$ 65,000
Pacific Bell/SBC	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Communications--Subtotal	\$ 58,161	\$ 59,217	\$ 68,929	\$ 76,000	\$ 76,000
Insurance--					
Comprehensive General Liability	\$ 17,767	\$ 17,769	\$ 13,909	\$ 20,000	\$ 20,000
Public Officials Liability	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance--Subtotal	\$ 17,767	\$ 17,769	\$ 13,909	\$ 20,000	\$ 20,000
Maintenance/Equipment--					
CASE/Corrective & Preventative	\$ 244,839	\$ 248,612	\$ 225,942	\$ 320,000	\$ 250,000
GTE/Repairs	\$ -	\$ -	\$ -	\$ -	\$ -
CASE/Digital Upgrade	\$ -	\$ -	\$ -	\$ 380,000	\$ -
511 System Maintenance	\$ -	\$ 130,628	\$ 123,426	\$ 200,000	\$ 200,000
Maintenance/Equipment--Subtotal	\$ 244,839	\$ 379,240	\$ 349,368	\$ 900,000	\$ 450,000
Miscellaneous--					
511 Marketing/Supplies	\$ 33,164	\$ 17,485	\$ 38,604	\$ 50,000	\$ 50,000
Memberships--					
IVHS Association	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services--					
California Highway Patrol/Bkfld. Dispatch	\$ 10,441	\$ 6,400	\$ 10,817	\$ 10,000	\$ 10,000
California Highway Patrol/Barstow Dispatch	\$ -	\$ -	\$ -	\$ -	\$ -
County of Kern/Canyon Call Boxes	\$ -	\$ -	\$ -	\$ -	\$ -
Caltrans District 06/Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Caltrans District 09/Administration	\$ -	\$ -	\$ -	\$ -	\$ -
California SAFE Committee	\$ -	\$ -	\$ -	\$ -	\$ -
511 Consultant	\$ 101,994	\$ -	\$ -	\$ -	\$ -
Litter Removal	\$ 157,511	\$ 280,140	\$ 199,390	\$ 200,000	\$ 200,000
KMAA Strategic Plan Update	\$ -	\$ -	\$ -	\$ -	\$ -
KMAA Project	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services--Subtotal	\$ 269,946	\$ 286,540	\$ 210,207	\$ 210,000	\$ 210,000
Expense Transfers--					
Program Operations	\$ 53,176	\$ 32,915	\$ 46,370	\$ 62,227	\$ 48,416
Administration	\$ -	\$ -	\$ -	\$ 22,609	\$ -
Opinion Research Project	\$ -	\$ -	\$ -	\$ -	\$ -
Traffic Count Program	\$ -	\$ -	\$ -	\$ -	\$ -
Expense Transfers--Subtotal	\$ 53,176	\$ 32,915	\$ 46,370	\$ 84,836	\$ 48,416
Depreciation--					
Equipment	\$ 170,086	\$ 170,086	\$ 170,086	\$ 170,086	\$ 170,086
Capital Assets--					
GTE/Call Boxes	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL APPROPRIATIONS	\$ 847,139	\$ 963,252	\$ 897,473	\$ 1,510,922	\$ 1,024,502
OPERATING SURPLUS (DEFICIT)	\$ (146,239)	\$ (251,048)	\$ (174,707)	\$ (787,280)	\$ (291,436)
Adjustments to Fund Balance for Fixed Assets	\$ (728,415)	\$ (558,329)	\$ (388,244)	\$ (218,158)	\$ (48,072)
ENDING UNRESERVED FUND EQUITY	\$ 2,298,575	\$ 2,047,568	\$ 1,872,861	\$ 1,085,581	\$ 794,144



IV. A. COG

March 16, 2017

TO: Kern Council of Governments

FROM: Ahron Hakimi,
Executive Director

BY: Robert R. Phipps
Administrative Services Director

SUBJECT: COG AGENDA NUMBER IV. ITEM A.
KERN COG PUBLIC EDUCATION CAMPAIGN

DESCRIPTION:

Options for an ongoing public education campaign to raise awareness about regional transportation issues, including funding requirements, maintenance needs and projects in the Regional Transportation Plan.

DISCUSSION:

Since 1990, Kern COG has funded a sustained public education campaign regarding regional transportation issues and needs through a Memorandum of Agreement (MOA) with the Kern Transportation Foundation. The budget for this activity has ranged between \$24,000 and \$30,000.

Following federal procurement guidelines, a financial commitment of more than \$10,000 requires a formal request for proposals (RFP) process. Accordingly, staff has developed several options to either continue its commitment to a sustained public education campaign or to allow Kern COG's cyclical RTP outreach process to replace that effort.

1. Develop a request for proposals and scope of work for a public education campaign not to exceed \$30,000 annually and accept bids from both private and non-profit organizations, including KTF.
2. Under the same process as Option No. 1, advertise an RFP aimed exclusively at regional non-profit organizations, including KTF.
3. Discontinue outside funding for a public education campaign and replace that effort with Kern COG's cyclical RTP outreach process, which includes public workshops, speaking to community groups (when invited) and hosting booths at community festivals. This two-year cycle has been employed since approximately 2006 and coincides with development of the draft RTP.

Staff recommends using Option No. 1 as a means of attracting more interest in its transportation planning process, while still allowing non-profit organizations such as KTF the opportunity to compete for the contract.

ACTION:

Approve Option No. 1 and instruct staff to prepare a formal RFP and scope of work for a sustained public education campaign surrounding regional transportation needs. VOICE VOTE.



VII. A. COG

March 16, 2017

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi
Executive Director

BY: Robert R. Phipps
Administrative Services Director

SUBJECT: KMAA AGENDA NUMBER VII. ITEM A.
Kern Motorist Aid Call Box System Maintenance

DESCRIPTION

The Kern Motorist Aid maintenance agreement for the call box system is subject to renewal June 1, 2017.

DISCUSSION

CASE Systems, Inc. (CASE) maintains the Kern Motorist Aid Authority (KMAA's) call box system through a contract approved by the Board in June 2008.

In May 2016, KMAA approved a \$368,000 agreement with CASE to upgrade the call box system from second generation (2G) wireless technology, which was vulnerable to cyberattacks, to 3G voice and 4G data technology in an effort to extend the life of the system. CASE manufactured a proprietary circuit board designed to integrate with the call box electronics for a smooth transition to newer generation technology. The call box upgrade should be completed by mid-March. KMAA and CASE are coordinating the system upgrade with Verizon Wireless for a seamless transition, which will also result in a savings of approximately \$3,500 per month in wireless service costs.

The CASE agreement for call box maintenance is subject to renewal June 1, 2017. Because the most recent upgrade is not yet complete and maintenance costs for a new contract have not been estimated, CASE is willing to continue terms of the current agreement for up to seven months, until December 31, 2017.

The call box system reached 574 call boxes at full build-out. At the Board's direction, approximately 114 boxes were removed in metro Bakersfield – primarily on State Route 99 – through a combination of attrition after construction activity and active removal through informal authorization from Caltrans District 6. Today, the system includes 460 call boxes, about a 20 percent reduction from its peak.

In 2016, the call boxes were used 1,630 times systemwide. Maintenance expenses totaled \$320,688, equating to \$196.74 per call. This included \$225,942 to CASE for system maintenance; \$68,929 for cellular service providers; \$10,817 for the California Highway Patrol (CHP) and approximately \$15,000 in staff administration time. These costs omit general liability insurance and the most recent upgrade.

Of the 1,630 calls received, 365 or 22 percent, came from the top five boxes, three of which are on I-5, along with one on SR 178 and one on SR 46. Of the 460 boxes remaining, no calls were placed from 192 of them, while another 85 boxes received one call in 2016. In total, 56 percent of the system received one call or less over the last year.

Attachment A to this report illustrates existing cell phone coverage throughout the Kern region, with shades of red corresponding to weaker signal strength across all carriers.

With the transition to newer generation wireless technology, a corresponding decrease in monthly cellular service fees has already begun to emerge. In 2015-16, cellular service fees averaged \$5,744 per month. Today, that cost has already been reduced to approximately \$1,600 monthly. It is unclear how much more savings, if any, will be achieved when the upgrade is completed.

Staff is requesting the Board discuss options for the Kern Motorist Aid call box system. Options may include:

1. Continue the current agreement with CASE for six months while developing a request for proposals (RFP) for call box system maintenance under similar terms as the current contract - 460 call boxes at \$40.70 per box per month for nine years.
2. Continue the current agreement with CASE for six months while developing a request for proposals (RFP) for call box system maintenance for a shorter period of time, i.e. three-to-five years.
3. Develop a call box removal program to be approved by the Kern COG Board and by the State of California and develop a RFP for maintenance of a smaller call box system.
4. Remove the entire call box system.

It is important to note that, while a call box system is no longer required for a Service Authority for Freeways and Expressways (SAFE) to retain funding, removing call boxes may only occur on a route-by-route basis after a removal plan is developed and approved by Caltrans and the CHP.

Considering that the most recent wireless technology upgrade is not yet completed, staff recommends option No. 2 in order to allow time for costs to become more fixed and to determine whether maintenance costs under a new contract may decrease.

ACTION

Approve option No. 2 and direct staff to extend the existing CASE contract for up to seven months, until Dec. 31, 2017.
VOICE VOTE.

Attachment A – Kern Region Cell Phone Coverage

