

KERN COUNCIL OF GOVERNMENTS

Minutes of Meeting of April 20, 2017

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

THURSDAY
APRIL 20, 2017
6:30 P.M.

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

I. ROLL CALL:

Members Present: Gurrola, B. Smith, Wood, Pascual, Mower, Prout, Krier, Wegman, Couch, Scrivner,

Members Absent: Mock, Cantu, P. Smith

Alternates: McFarland

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

Others: 5

Staff: Hakimi, Collins, Ball, Snoddy, Palomo, Urata, Heimer, Banuelos, Flickinger 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 – March 16, 2017

B. Concurrence in Actions of TPPC

C. Response to Public Comments (None)

D. Local Clearinghouse

E. California Highway Patrol Agreement Renewal

F. Independent Accountant's Report on Applying Agreed-Upon Procedures

Director Pascual asked that Item F. be pulled

MOTION BY DIRECTOR WOOD second by Director Gurrola, TO APPROVE THE CONSENT CALENDAR. Motion carried with a roll call vote.

F. Independent Accountant's Report on Applying Agreed-Upon Procedures

Director Pascual asked regarding item 3 in the letter, he's wondering why staff is not doing a bank reconciliation monthly.

Mr. Palomo said that we do, we have a cash account that we keep with the County of Kern and we also have a sub-account to that cash account that we use just for payroll purposes and we had not been doing a reconciliation of that one, but we have been doing it monthly on the main account. This is the one recommendation that Brown Armstrong made for us to start.

Mr. Hakimi said this was initiated by us in response to what was in the newspaper. Director Pascual said that it's good we did that with everything that's going on right now. This was just an information item.

IV. KERN COG:

A. 2017-18 Final Overall Work Program (OWP)

Mr. Palomo stated that this is the second version of the OWP that you have seen. This proposed version contains 38 work elements whereas the one that we're currently working with has 50, so we are consolidating and trying to streamline. This document is required as part of the Federal planning process and another document that is required is the Regional Transportation Plan (RTP), as well as the Regional Transportation Improvement Program (RTIP) these two documents alone take up 65% of our resources. We have other programs that we oversee in this document, the Kern Motorist Aid program, Commute Kern as well as some support programs. We have received comments from Caltrans District 6 and headquarters. We will review them and incorporate them as we can, we are expecting comments as well from Federal Highways and Federal Transit Administration. When we receive them we will include the ones we can and bring this back to you in May for approval.

MOTION BY DIRECTOR COUCH, second by Director Wood, TO ACCEPT THE PRELIMINARY KERN COG 2017-18 OVERALL WORK PROGRAM. Motion carried with a voice vote.

B. FY 2017-18 Preliminary Kern Council of Governments (COG) Financial Plan

Mr. Palomo stated that this is the budget for the OWP for 2017-18. It is a standard budget, the one thing it does not include is any Federal carryover dollars at this point. We were asked last year to not include those until we have them firmed up and certified by Caltrans. Once we have those numbers available to us we'll amend this budget as needed and bring it back in October.

MOTION BY DIRECTOR COUCH, second by Director Wood, TO ACCEPT THE PRELIMINARY KERN COG FY 2017-18 FINANCIAL PLAN AND SET MAY 18, 2017 AS THE DATE CERTAIN FOR THE CONDUCT OF A PUBLIC HEARING. Motion carried with a voice vote.

C. FY 2017-18 Preliminary Kern Motorist Aid Authority (KMAA) Financial Plan

Mr. Palomo stated that this is the preliminary KMAA budget. We get the revenue from a dollar per registered vehicles in the County and that is used to support the call box system for the time being. We also have the 511 Traveler Information that we maintain as well as the litter contracts that you heard an update on tonight with both the City of Bakersfield and the County of Kern. As it stands now we will be supporting the call box system, litter removal and the 511 system.

MOTION BY DIRECTOR COUCH, second by Director Wood, TO ACCEPT THE PRELIMINARY KMAA FY 2017-18 FINANCIAL PLAN AND SET MAY 18, 2017 AS THE DATE CERTAIN FOR THE CONDUCT OF A PUBLIC HEARING. Motion carried with a voice vote.

D. FY 2016-17 TDA Financial and Compliance Audit Contract

Ms. Banuelos stated that Kern COG sent out a request for proposals (RFP) for Financial and Compliance Audit services directly to 16 audit firms. The RFP was published in the Bakersfield Californian as well as posted on Kern COG's website. In response, a total of two proposals were submitted. A proposal review committee completed evaluation forms related to the proposals, three out of three of the committee members rated Brown Armstrong number one based on overall ranking as well as proposal costs. In view of these ratings, the committee recommends awarding the contract to Brown Armstrong Certified Public Accountants.

MOTION BY DIRECTOR PASCUAL, second by Director Couch, TO AWARD FINANCIAL AND COMPLIANCE AUDIT SERVICES CONTRACT TO THE FIRM OF BROWN ARMSTRONG CERTIFIED PUBLIC ACCOUNTANTS IN AN AMOUNT NOT TO EXCEED \$149,000 AND AUTHORIZE CHAIR TO SIGN. Motion carried with a voice vote.

- 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 starting earlier today, the first of 13 RTP public workshops was held. They will be conducted throughout Kern County by eight different, local, non-profits in April and May, Also three tentative workshops may be scheduled. The list is in your folders.

Beyond that we will have a booth:

- April 22 -- Bakersfield College Garden Fest (Blue Sky Partners/Commute Kern)
- April 22 – Great American Clean Up, Yokuts Park (Blue Sky Partners/Commute Kern)
- April 26 – Kern Green Expo Chevron (Commute Kern)
- April 27-30 at the Arvin Wildflower Festival
- April 27 – State Farm Golf Tournament, Bakersfield Country Club
- April 29 – California City Desert Tortoise Days
- April 29 – Celebrate CSUB (Blue Sky Partners/Commute Kern)
- May 1-4 – Advanced Clean Transportation Expo, Long Beach

May is Bike Awareness Month – KGET TV public service announcements for Commute Kern’s new Bike/Pedestrian safety video started running mid-April through the end of May throughout Kern County. He then went over the items in the board folders.

- 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.

Director Parra wanted to remind everyone that May is Bike Awareness month and Bike Bakersfield will be doing their full moon ride and there will be bike to work stations along Kern River Parkway. There will also be a ride of silence. Expect some emails from us to remind you of these events.

Director Wood wanted to thank Mr. Hakimi and others for attending the March 30th SR 58 Feasibility Study where we talked to Caltrans District 9 in detail about 140th Street and the three options to turn 12 miles back into freeway by removing at grade intersections down the highway. She reminded them that KCAC will be in California City on Monday, and she will be speaking on medical marijuana.

- XI. **CLOSED SESSION: None**
- XII. **ADJOURNMENT: NEXT MEETING: MAY 18, 2017**

There being no further business, the meeting adjourned at approximately 7:15 p.m.

Respectfully submitted,

ATTEST:

Ahron Hakimi, Executive Director

Cheryl Wegman, Chair

DATE: _____