AGENDA
KERN COUNCIL OF GOVERNMENTS

KERN COG CONFERENCE ROOM                  THURSDAY
1401 19TH STREET, THIRD FLOOR               JANUARY 17, 2013
BAKERSFIELD, CALIFORNIA                    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: Tarver, Hanson, Wood, Aguirre, Mock, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner
   Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 – November 15, 2012
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse:
   Applicant: City of California City
   Public Works Department
   Address: 21000 Hacienda Blvd.
   California City, California 93505
   Contact: Michael Bevins, Public Works Director
   Telephone: 760/598-2861
   Catalog No.: 10-760
   Title: Water and Waste Disposal Grant Program
   Description: to install a sewer main through the undeveloped zone - First Community
   Total Funds: $667,000 ($500,000 Federal)
   Impact Area: City of California City, Kern County, California
E. **San Joaquin Valley Regional Policy Council Legislative Platform (Phipps)**

**Comment:** During each legislative season, an estimated 100 state bills are proposed that have the potential to either benefit or adversely affect Councils of Government throughout the San Joaquin Valley and their member agencies’ activities. Accordingly, the Valley Legislative Affairs Committee (VLAC) has developed a legislative platform through which to review and comment on particular legislative proposals of significance to San Joaquin Valley COGs.

**Action:** Approve the San Joaquin Valley Regional Policy Council’s 2013 legislative platform. VOICE VOTE.

F. **2013 Kern COG Legislative Platform (Phipps)**

**Comment:** Staff has developed a legislative platform through which to review and comment on particular legislative proposals of significance to Kern COG.

**Action:** Approve Kern COG’s 2013 legislative platform. VOICE VOTE.

G. **Technical Assistance to Member Jurisdictions (Phipps)**

**Comment:** Kern COG provides a variety of technical assistance to its member jurisdictions on an ongoing basis. The following staff report summarizes activities over the second quarter of 2012-13.

**Action:** Information.

H. **Community Survey Bid Award (Napier)**

**Comment:** Community Survey Contract for fiscal year 2012-2013 in an amount not to exceed $60,910. This item has been sent to County Counsel for review.

**Action:** Approve the contract for the 2013 Community Survey to Godbe Research in an amount not to exceed $60,910 and authorize the Chair to sign the contract. VOICE VOTE.

I. **Contract Amendment – 2012 Kern On-Call Transportation Model Support (Flickinger)**

**Comment:** A proposed contract amendment with DKS Associates has been negotiated for an amount to not exceed $25,000 for the preparation of the Kern On-Call Transportation Model Support in support of the 2014 Regional Transportation Plan. This item has been reviewed by County Counsel.

**Action:** Approve the DKS Associates contract and authorize Chair to sign. VOICE VOTE.

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

IV. KERN COG:

A. **Appointment of Community At-Large Member to the RPAC (Napier)**

**Comment:** Make one appointment of a Community At-Large Member to the Regional Planning Advisory Committee (RPAC).

**Action:** Make one appointment of a Community At-Large Member to the RPAC. VOICE VOTE.
B. **FY 2012-2013 Overall Work Program and Financial Plan Amendment No. 1 (Banuelos)**

*Comment:* Pursuant to Kern COG policy, the Council shall review and approve amendments to the Overall Work Program (OWP) and Financial Plan (budget). Amendment No. 1 represents a net budgetary decrease of $649,974.

*Action:* Approve Amendment No. 1 to the FY 2012-2013 Overall Work Program and Financial Plan and authorize Chair to sign Resolution 13-07. ROLL CALL VOTE.

C. **Electronic Agendas (Phipps)**

*Comment:* Kern COG is transitioning to electronic-only agenda packages. County Counsel has reviewed this item.

*Action:* 1) Approve transitioning to electronic agenda delivery for Kern COG’s Board and all agency committees; 2) Approve purchasing iPad tablets for loan to Board members during their term with Kern COG for agency-related business; 3) Approve cellular data hardware capability on all tablet computers. Kern COG will provide cellular data service only for those Board members with demonstrated need, upon request. 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:** (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. **EXECUTIVE SESSION:** (None)

XII. **ADJOURNMENT:** NEXT MEETING: February 21, 2013
The meeting was called to order by Chair Harold Hanson at approximately 6:30 p.m.

I. ROLL CALL:
Members Present: Hanson, Cantu, Morgan, Johnston, Linder, Smith, Wegman, Watson
Members Absent: Tarver, Lessenevitch, Aguirre, Mock, McQuiston
Alternates: Crump
Congestion Management Agency Ex-Officio Members: Miller, Silver, Fox
Others: Approximately 5
Staff: Hakimi, Ball, Collins, Napier, Pacheco, Phipps, Smith, Stramaglia, Heimer, and Perkins

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 – October 18, 2012
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse (None)
E. Amendment No. 1 to the 2010-12 Kern COG Strategic Plan Strategies Program Contract and Amended Statement of Work with Southern California Edison
G. Amendment No. 1 to the Kern Region Energy Action Plans (Kern REAP) Contract with Environmental Science Associates (ESA)

MOTION BY DIRECTOR SMITH, second by Director Cantu, TO APPROVE THE CONSENT CALENDAR. Motion carried with a roll call vote.
IV. KERN COG:

A. Public Comments Time Limit

Chair stated at the last couple of Board meetings, we have had a few people request that we extend the time limit from two minutes to three minutes. He found out that it is not a policy just to the Chairman’s discretion.

Mr. Phipps stated that after an exhaustive review Kern COG’s does not have a policy in regards to public comments other than what appears on the monthly agendas. A review of the Brown Act indicates that public agencies have a very wide latitude with regard to public comment as long as the time is deemed equal for each side. For several years now, Kern COG has employed an unofficial two minute time limit that has been at the Chair’s discretion to extend if she/he so chooses. We also reviewed other local government agencies within Kern County to see what their public comment timeframe is and we are within the normal. The recommendation tonight is to maintain the current time limit.

Director Watson stated that he got the impression that a lot of the people that had been commenting in the past don’t realize that Kern COG doesn’t make laws what we try to do is fulfill the requirements of the law. Maybe at some point in the future if they were made to understand that they won’t feel like they’re being suppressed. There is really nothing that this body can do about some of the complaints that they have. He believes two minutes is great.

Director Cantu said he also believes that two minutes is efficient with the discretion of the Chair to extend it if necessary. He said it’s pretty much customary everywhere else. He said that on their agenda it states if someone is wishing for more time to notify the staff before the meeting.

MOTION BY DIRECTOR CANTU, second by Director Smith, THAT THE TWO-MINUTE PUBLIC COMMENT TIME LIMIT REMAIN WITH THE AUTHORITY OF THE CHAIR TO EXTEND AS DEEMED APPROPRIATE FOR CONDUCTING THE MEETING. Motion carried with a voice vote.

B. Electronic Agendas

Mr. Phipps stated that this item is being brought back from last month when the Board expressed some concerns of the potential transition to electronic agendas. The instruction to staff was to slow the process down, take a look at what others are doing. in particular the San Joaquin Valley Air Pollution Control District (SJVAPCD) which has implemented what is considered to be a model program regarding electronic agendas. We have done that and tonight we are bringing to you a list of options including what the Air District has done. Currently they are using the iPad technology that some of you are familiar with. The table attached to the agenda item shows the prices of the devices. He believes the Air District uses an iPad2, there is a more recent version out for about $500 each. If Kern COG would purchase them for the entire Board that would cost about $10,000. We would have to determine whether there were any concerns with local internet service providers and the potential for any problems that Board members might experience in downloading the agenda. Following the Air District model, the proposal would be that the agenda would be placed on our website monthly as it has been now for several years and then Board members would be notified of its availability and the Board member would then download the agenda to whatever device they are most comfortable in using. As of tonight, we have wireless access throughout the floor. Early next year after we have our new members installed we’ll want to poll to determine which members are going to require electronic devises and the recommendation is that Kern COG only purchase devices for those Board members who need them, we would have so many on hand that could be checked out. We could provide a standardized software like the Air District has done for about $10 per device, which would allow for markup instead of just reading. Tonight was just to give you an idea of what the costs would be and get any comments that you may have and then we will bring this back to you in January of next year.

There would be a savings of about $1200 a month once the transition is completed.
Director Cantu stated that is doing it tonight, he pulled up his agenda through the email link that was forwarded to them; he is not even on the internet. It is very easy especially considering the amount of money that will be saved. He asked if staff could just provide the yellow agenda as we do now, then as you scroll through you can click if you want to pull up the staff report and attachments.

Director Smith asked would we pull it up from an email or download off the internet, do you need an application to do it. Mr. Phipps said that there was some interest expressed last month in having standardized software. The agenda can be attached to your email that you would just pull up, that is the easiest way or you can go to our website and download the agenda that way as well. The devices would be purchased for just the primary members not the alternates.

Director Morgan said his concern is that you only have so long of a battery life, would we be able to plug it in here. Mr. Phipps said we have plugs under the tables here. Arrangements can be made for powerstrips, etc. so there is enough for everyone. We can have some extra charges available. Director Cantu said he charged his before he came and he has had it on the entire time and it’s still at 97%, but that's pulling it up from an email, going through the internet would use more power.

Mr. Phipps stated that this was just an information item tonight and we will bring it back in January.

V. TRANSPORTATION AUTHORITY: (None)

VI. MEETING REPORTS: (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 round two of the Directions to 2050 outreach have started, we have been to Taft, Shafter and Tehachapi and within the next few weeks we will be going to Arvin, Wasco, McFarland, Ridgecrest, Rosamond, Frontier High School here in Bakersfield and the Kern River Valley. He thanked Director Johnston for agreeing to be our CalVans member and Director Wegman for volunteering to be our new CalCOG rep. We still need an alternate for CalCOG, if you would like to be one, please let us know. The Regional Policy Council meeting is in Fresno on December 14th. Also as a reminder we need an adhoc committee to review the Regional Awards nominations that will be Thursday, December 13th here at 5:30 and dinner will be provided. Directors Wegman, Hanson and Crump volunteered. Kern Energy Watch is hosting an Ugly Sweater Challenge there will be prizes awarded in three categories and the whole idea is instead of turning on the heat, put on a sweater. Save energy and reduce emissions. Kern Energy Watch will also sponsor a coupon insert in the Bakersfield Californian on Saturday, December 1st where you can get coupons and ideas to save money on energy. All your member agencies please be aware that the work program for next year will be coming to you in January, if you have any needs or ideas for projects, please let staff know.

A reminder that we are dark in December. Enjoy Thanksgiving and the Holidays because we will not see you until January. In your folders there is a public notice on the meeting that was mentioned on the Amtrak line that will be held here, the information from Mr. Cross who spoke earlier tonight and the Outreach Efforts.
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 Morgan wanted to take some time since this is his last meeting to thank the Kern COG staff. It has been an honor and a privilege to serve and work with you. Thank you for putting up with his questions, for taking the time to work with him so that he understood. He said he’s not going to single out each individual, but he told Mr. Hakimi that you have an absolutely exceptional staff. He enjoyed putting you in the position of Executive Director. On that note, Colonel Hakimi attended a Ridgecrest City Council meeting and shocked him by presenting him with a patriot award of which he is wearing the pin this evening, from the Office of the Assistant Secretary of Defense National Committee for Employer Support of the Guard and Reserve. He was absolutely speechless, and said that he hasn’t thanked you yet for submitting that, and it was very well received and he thanked him so much. He said with all his years with Kern COG and Ron Brummett, who is no longer with us, it never ceases to amaze him how this group takes the time and the effort to reach out to every member on this Board. The work that you all do makes his job a pleasure and there are so few pleasures in political life these days that he would be remiss if he did not thank you from the bottom of his heart. The only person that he is going to point out specifically is Ms. Laurie Collins. Being Chairman of this Board twice and Vice Chairman three times over the years, anything that he needed or asked for or couldn’t figure out, Ms. Collins was there without question providing absolutely outstanding support and said that she is a super star and he thanked her. He thanked the Board members for their friendship and support in working together as a group.

Director Watson wanted to echo a lot of the sentiments of Director Morgan, first to express his appreciation for staff’s patience with all of his questions. He thanked staff for being so responsive and he appreciates the amount of work it takes to get things done. He also wanted to say that Kern COG and all of the local governments that are represented here are going to face even more challenging times in the future, you all have your work cut out for you, and he wanted to wish you the very best. He has enjoyed his association with everyone on the Board as well.

Chair gave Supervisor Ray Watson a plaque in appreciation for nine years of faithful and dedicated service to Kern COG. Other Board members that are not here tonight will be receiving plaques: Dr. Nicholas Lessenevitch for 13 years of service, Supervisor Jon McQuiston for 15 years of service, and Mayor Tim Tarver for 7 years of service.

Chair said that we are getting a lot of new members and we need to have an orientation for them. Mr. Hakimi stated that the workshop in January will be Introduction to Kern COG 101. Chair wished everyone Happy Holidays.

XI. EXECUTIVE SESSION: (None)

XII. ADJOURNMENT: Dark in December. Next meeting – January 17, 2013

There being no further business, the meeting adjourned at approximately 7:55 p.m.

Respectfully submitted,

ATTEST: ________________________________
Ahron Hakimi, Executive Director

_____________________________
Harold W. Hanson, Chair

DATE: ___________________________
January 17, 2013

TO:   Kern Council of Governments

FROM:   Ahron Hakimi,
        Executive Director

BY:   Robert Phipps,
       Administrative Services Director

SUBJECT:  COG AGENDA NUMBER III. CONSENT CALENDAR ITEM E.
SAN JOAQUIN VALLEY REGIONAL POLICY COUNCIL LEGISLATIVE PLATFORM

DESCRIPTION:

During each legislative season, an estimated 100 state bills are proposed that have the potential to either benefit or adversely affect Councils of Government throughout the San Joaquin Valley and their member agencies’ activities. Accordingly, the Valley Legislative Affairs Committee (VLAC) has developed a legislative platform through which to review and comment on particular legislative proposals of significance to San Joaquin Valley COGs.

DISCUSSION:

The VLAC was commissioned by the San Joaquin Valley Regional Planning Agencies (SJVRPA) organization in 2006 to stay abreast of pending transportation and housing legislation and to develop, when possible, a set of consistent positions valleywide. To that end, the VLAC has developed a valleywide legislative platform covering a variety of programs and issues, including: cap-and-trade program funding; goods movement; transportation funding; the State Transportation Improvement Program; and Amtrak.

The platform was designed to avoid specific projects and use broad language to achieve general consensus from each of the eight Valley COGs. It has already been approved by the SJVRPA’s Policy Council, which includes Kern COG representatives McFarland Mayor Manuel Cantu and Wasco Mayor Cheryl Wegman. The platform is also planned to be introduced to the Valley’s delegation of legislative representatives in Sacramento March 13-14, 2013.

The VLAC is also tracking approximately 25 bills in the California Legislature related to transportation and housing concerns. A well-grounded legislative platform, coupled with specific policies and procedures, will allow the Valley COG Boards and their Executive Directors to react expeditiously to new legislation. To assist in this analysis, the VLAC receives legislative information from several agencies and organizations, including: each of the eight Valley COGs; CalCOG; the League of Cities; the California Transit Association and; the County Supervisors Association of California.

Adopting the platform will allow the eight Valley COGs to speak with one voice when addressing the state Legislature on items important to this region.

ACTION:
Approve the San Joaquin Valley Regional Policy Council’s 2013 legislative platform. VOICE VOTE.
INTRODUCTION
The San Joaquin Valley Regional Transportation Planning Agencies include the San Joaquin Council of Governments, Stanislaus Council of Governments, Merced County Association of Governments, Madera County Transportation Commission, Fresno Council of Governments, Kings County Association of Governments, Tulare County Association of Governments, and Kern Council of Governments. In 2006, the San Joaquin Valley Regional Planning Agencies expanded their Memorandum of Understanding to form a Regional Policy Council, comprised of two elected officials from each of the eight Valley counties, to discuss and build consensus on issues of Valleywide importance.

The Regional Policy Council, in coordination with the San Joaquin Valley Regional Transportation Planning Agencies, has established a San Joaquin Valley Legislative Platform that reflects the Regional Policy Council’s priorities in state and federal legislative matters. The Legislative Platform provides guidance to the eight Valley Regional Transportation Planning Agencies and their lobbying partners when taking action on specific legislative proposals. The platform is intended to provide a unified voice when communicating legislative issues of regional importance to the Valley’s state and federal legislative delegation as well as relevant state and federal agencies.

GENERAL PRINCIPLES
• Protect and enhance current state and federal funding levels for transportation related programs.
• Continue to advocate as a region to advance common goals for improvements in state and federal legislation and policies.

VALLEY VOICE ADVOCACY EFFORTS
• Continue to pursue state and federal support for the projects and legislative priorities identified through the Regional Policy Council’s advocacy program called, “Valley Voice”.

2013 LEGISLATIVE PRIORITIES

Funding
• Support funding for state mandates or changes in responsibilities on local and regional governments.
• Support regulatory relief when funding is not available.
• Support legislation that lowers the threshold required to pass transportation initiatives.

Cap-and-Trade Program Funding
• Support the efforts of the Alliance for Jobs, Transportation California, California Transit Association, California State Association of Counties and the League of California Cities to advocate that a portion of any collected revenues be dedicated for transportation purposes. The unifying principle for all of these stakeholders is that auction revenues derived from vehicle fuels should be used to fund transportation system needs, included
projects to meet state greenhouse gas reduction requirements through local and regional transportation projects.

Goods Movement Funding
• Continue to protect and solicit funding for Highway 99, a major trade corridor in the San Joaquin Valley, and other regionally significant corridors.
• Preserve and enhance short-haul rail as a vital tool for goods movement and air quality improvements throughout the state.

Sustainable Communities, Local and Regional Planning, Air Quality Funding, Energy Planning
• Support legislation for sustainable communities funding and other funding sources for comprehensive revitalization strategies, projects, air quality improvements, affordable housing, and job creation that enhance the long term prosperity of San Joaquin Valley cities and communities.
• Advocate for streamlining environmental review of transportation projects utilizing CEQA documents prepared for Regional Transportation Plans and Sustainable Communities Strategies.

MAP-21 Implementation
• Ensure the State works closely with local governments during the preparation of any funding formulas, guidance documents, or policy decisions involving the implementation of the new Federal transportation funding program, Moving Ahead for Progress in the 21st Century (MAP-21).

Amtrak (AB 1779)
• Support increased state funding for state-supported Amtrak conventional passenger rail services, including the San Joaquin Line.

California Partnership for the San Joaquin Valley
• Support the efforts of the California Partnership to increase the state's investment in programs and services serving the eight county region of the San Joaquin Valley.
• Support the Partnership's Water Quality, Supply, and Reliability Advocacy efforts. Their mission is to ensure a reliable, adequate quality water supply to sustain a high quality of life, and a world class agricultural sector, while protecting and enhancing the environment.
January 17, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

BY: Robert Phipps
Administrative Services Director

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM F.
2013 KERN COG LEGISLATIVE PLATFORM

DESCRIPTION:

Staff has developed a legislative platform through which to review and comment on particular legislative proposals of significance to Kern COG.

DISCUSSION:

During each legislative season, an estimated 100 state bills are proposed that have the potential to either benefit or adversely affect Kern COG and its member agencies’ activities. Staff has produced a legislative platform covering a variety of programs and issues, including: goods movement; transportation funding; and the State Transportation Improvement Program.

The platform was designed to avoid discussions of specific projects and to use broad language to allow for the widest, reasonable interpretation of which bills could be addressed under it. A well-grounded legislative platform, coupled with specific policies and procedures, will allow Kern COG to react expeditiously to new legislation, including letters from the Executive Director and/or resolutions of support or opposition from the entire Board.

Staff typically tracks about 60 bills each legislative session related to transportation and housing concerns. To assist in this analysis, Kern COG receives legislative information from several agencies and organizations, including: each of the eight Valley COGs; the Metropolitan Transportation Commission in the Bay Area; the Metropolitan Transportation Agency in Los Angeles; the Southern California Association of Governments; CalCOG; the League of Cities; the California Transit Association and; the County Supervisors Association of California.

ACTION:

Approve Kern COG’s 2013 legislative platform. VOICE VOTE.
GENERAL PRINCIPLES

- Protect and enhance state and federal funding for transportation-related programs.
- Continue to advocate for improvements in state and federal legislation and policies through face-to-face discussions with, and written letters to, state and federal legislators and agencies.

TRANSPORTATION

Funding – Federal
- Work with Caltrans, California Association of Councils of Governments, San Joaquin Valley Regional Planning Agencies, and other interests to develop state and national principles and priorities that will be favorable to the Kern region for the next federal surface transportation program.
- Support federal surface transportation program authorizations for Kern regional priorities.

Funding – State
- Support efforts to fund the remaining provisions of Proposition 1B (state transportation bond), 1C (state affordable housing bond), and Proposition 84 (state water and parks bond) that will maximize Kern’s regional share of funding.
- Support income tax credits and other incentives to employers for subsidizing employee transit passes or vanpools.
- Ensure that federal transportation planning funds are available to regional agencies throughout the year and are not made unavailable due to delays in enacting the state budget.
- Oppose revisions to state transportation programming and funding reform legislation not consistent with SB 45 (1998).

Funding – Local
- Support legislation that lowers the threshold required to pass regional transportation initiatives to 55%.
- Support legislation to authorize design/build and expand public/private partnerships and other innovative financing opportunities.

East-West Corridors
- Continue to seek funding and improvements for east-west corridor connectivity through the Kern region.

Highway 58
- Continue to protect and solicit funding for Highway 58 from Interstate 5 to Barstow as the logical extension of Interstate 40 and a major trade corridor.

Highway 99
- Continue to protect and solicit funding for Highway 99, a major trade corridor in the San Joaquin Valley.
Goods Movement
- Support goods movement legislation that includes the Kern region as a recipient of any new port container fees collected at California ports in order to mitigate the burden imposed by the overland movement of cargo through Kern County as related to the ports.
- Educate state officials and legislators that the Kern region carries more truck traffic than any other major goods movement corridor in the state, and the resulting impact is significant.
- Support increased funding for rail infrastructure financing, including funding to protect existing short-haul rail line from abandonment.
- Seek additional funding for grade separation projects that promote faster rail and truck movement and improve public safety.
- Seek additional funding to enhance rail for goods movement.

LOCAL AND REGIONAL PLANNING

Senate Bill 375 (2008)
- Work with the Legislature, state agencies, local governments and other key stakeholders to implement SB 375. This should include funding, regulations and follow-up actions to clarify the law's strategies and mechanisms for greenhouse gas emission reductions.
- Seek Kern COG representation on committees whose purpose is to devise implementation actions or strategies that pertain to SB 375 and AB 32 or other follow-up legislation.

Blueprint Planning
- Support consistent and ongoing funding in the state budget for regional blueprint development, implementation and updating.
- Work to ensure that consistency with regional blueprints is a major factor in allocating state bond funds from state agencies and in developing legislation and state policies on climate change.

Housing
- In coordination with local and regional agencies, participate in activities related to legislative and administrative reforms of the state housing element law, including reform of the regional housing allocation provisions.
- Support federal and state initiatives that provide funding for local agencies to implement alternative growth and affordable housing initiatives.

Transportation Modeling
- Ensure Kern COG participation in crafting any legislation that alters modeling practices or imposes new standards on transportation modeling in transportation planning agencies.

AIR QUALITY
- Support legislation and/or administrative reforms to streamline federal and state transportation/air quality conformity processes.
- Partner with the San Joaquin Valley and Kern County Air Pollution Control Districts and support their efforts where appropriate.
- Pursue funds to retrofit or repower heavy-duty trucks and buses for cleaner engines to attain air quality standards.
PROCESS STREAMLINING

- Support legislation and/or administrative reforms to streamline the federal and state government’s project-delivery process and to eliminate unnecessary and/or duplicative requirements.
- Support integrating state and federal environmental impact studies without compromising environmental standards, to avoid project cost increases that occur due to lengthy processes.

ECONOMIC DEVELOPMENT

- Partner with the Kern Economic Development Foundation, chambers of commerce and other relevant organizations to advocate for Kern residents’ economic well-being.
- Coordinate with regional partners to advance common economic goals and shared interests that will contribute to a better quality of life for Kern residents.

OTHER

- Oppose unfunded federal and state mandates on local and regional governments.
- Oppose state project cost shifts or changes in responsibility to local transportation entities.
- Support legislation and/or executive orders that would provide funding for framework geographic information system (GIS) databases. The funding would facilitate the development of additional GIS information and meet requirements to place it in the public domain.
- Support funding for an ongoing program for the acquisition and development of high-resolution digital imagery. This funding would support a wide range of regional and interregional planning efforts, including those in the areas of transportation, environmental and habitat monitoring.

INTERREGIONAL PARTNERSHIPS

- Support incentives for interregional, cooperative approaches to fund transportation corridors, communications facilities and economic opportunities.
January 17, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

BY: Robert Phipps
Administrative Services Director

SUBJECT: COG AGENDA NUMBER III. G.
TECHNICAL ASSISTANCE TO MEMBER JURISDICTIONS

DESCRIPTION:

Kern COG provides a variety of technical assistance to its member jurisdictions on an ongoing basis. The following staff report summarizes activities over the second quarter of 2012-13.

DISCUSSION:

Kern Council of Governments has offered its member jurisdictions the following technical assistance during the second quarter of 2012-13.

Air Quality Modeling
1. Provided interagency consultation to City of Bakersfield for particulate matter (PM) 2.5 and PM 10 “hot spot” analysis.

Affiliate Data Center
1. Provided demographic information for Taft and South Taft for Kern County Roads Department.
2. Provided Census data assistance to cities of McFarland and Shafter for grant applications.

Bicycle/Pedestrian Planning
1. Staff served as a stakeholder representative for the Bakersfield Bicycle Plan.
2. Attended Caltrans’ bicycle facilities planning meetings.

Energy Watch
1. Covered expenses for City of Taft staff to attend the Local Government Partnership Central Coast meeting in San Luis Obispo on behalf of the Kern Energy Watch Partnership.
2. Attended the Delano City Council meeting on October 15th to proclaim Energy Awareness Month.
3. Worked with the County of Kern staff to assist in their application for ChargePoint Jump Start Program funding.
4. Reviewed grant application from City of McFarland to San Joaquin Valley Air Pollution Control District seeking funding for online services software and equipment.
5. In December, the cities of California City, Delano, McFarland, Tehachapi, and Ridgecrest were provided the opportunity to be transitioned to the Automated Benchmarking System, rather than the current manual system in place. Thirty-five facilities were entered into the system and 20 facilities received scores. The results will be provided to the local government personnel.
Geographic Information Systems
1. Provided GIS assistance to the City of Delano with public notification requests for an annexation and zoning changes.
2. Developed GIS maps – color-coded by income levels – for County of Kern grant application.
3. Assisted the City of Wasco with quantifying and displaying 2010 population within and around the Wasco.

Kern Regional Energy Action Plans
1. Energy Action Plans were completed for California City, McFarland, Ridgecrest and Tehachapi. Work continues on Energy Action plans for the County of Kern and the city of Delano. We had limited success working with the community service districts and some inventory work has been done for Bear Valley, Boron, and Stallion Springs. The savings to the budget was spent on auditing five additional County-owned facilities in Ridgecrest.
2. Staff offered a presentation on the Energy Action Plan to Ridgecrest Infrastructure Committee.
4. Staples Energy Associates implements a direct install program throughout Kern County in PG&E service areas. Small businesses are provided with a walk-through audit of their facility. The customer may opt to participate in an energy efficiency upgrade packages, starting at $99. The communities served, and projected annual savings are shown in the following table.

<table>
<thead>
<tr>
<th>PGE LGP Direct Install - Kern Energy Watch</th>
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<tr>
<td>Small Business</td>
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<td>Taft</td>
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<tr>
<td>Wasco</td>
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<tr>
<td>Kern Installed</td>
</tr>
</tbody>
</table>

Miscellaneous
1. Staff assisted the City of Delano by participating on an employee interview panel.
TECHNICAL ASSISTANCE TO MEMBER JURISDICTIONS
Page 3

Project Delivery
1. Provided project assistance for State Transportation Improvement Program project to the City of Ridgecrest.
2. Assisted City of Bakersfield and County of Kern with ongoing Thomas Roads Improvement Program projects.
3. Met with City of Maricopa officials on safety concerns.

Public Outreach
1. Conducted public outreach meetings for Regional Transportation Plan/Sustainable Communities Strategy in Arvin, Frazier Park, Kernville, Ridgecrest, Rosamond, Shafter, Taft, Tehachapi and Wasco.
2. Staffed a booth at the City of Bakersfield’s Health Fair with information on ridesharing.
4. Presented the findings of a public transportation development plan to the California City Council.

Public Transportation
1. Provided public transportation/Transportation Development Act claims assistance to Cities of Arvin and Tehachapi.

Technical Assistance
1. Assisted with environmental analysis for City of Taft’s Rails-to-Trails project.
2. Approved technical assistance memorandums of agreement with the cities of Bakersfield, Delano, McFarland, Tehachapi.
3. Met with City of Delano regarding a circulation study for south Delano.

Transportation and Land Use Modeling
1. Provided the City of McFarland with traffic volume data for generating a traffic study.

ACTION:
Information.
January 17, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
       Executive Director

BY: Becky Napier
       Regional Planner III

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM H. COMMUNITY SURVEY BID AWARD

DESCRIPTION:

Community Survey Contract for fiscal year 2012-2013 in an amount not to exceed $60,910. This item has been sent to County Counsel for review.

DISCUSSION:

The Request for Proposals (RFP) for the 2013 Community Survey was issued on November 8, 2012, with proposals due by December 14, 2012. Three firms responded to the RFP:

1. EMC Research, Oakland, CA
2. Social and Economic Sciences Research Center, Pullman, WA
3. Godbe Research, San Mateo, CA

Proposals were reviewed by Robert Ball, Planning Director; Becky Napier, Regional Planner; and Susanne Campbell, Regional Planner.

It is recommended the Board award the bid for the Community Survey to Godbe Research in an amount not to exceed $60,910.

ACTION

Approve the contract for the 2013 Community Survey to Godbe Research in an amount not to exceed $60,910 and authorize the Chair to sign the contract. VOICE VOTE
CONTRACT BETWEEN THE KERN COUNCIL OF GOVERNMENTS 
AND 
GODBEE RESEARCH

THIS CONTRACT, made and entered into this 17th day of January, by and between the Kern Council of Governments, hereinafter referred to as "Kern COG," and, Godbe Research hereinafter referred to as "Consultant."

WITNESSETH:

WHEREAS, pursuant to the Joint Powers Agreement of November 4, 1970, creating Kern COG and the amended Joint Powers Agreement of May 1, 1982, Kern COG is authorized and empowered to employ consultants and specialists in the performance of its duties and functions; and

WHEREAS, Consultant represents it is qualified and willing to provide such services pursuant to the terms and conditions of this contract;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

I. Contract Organization and Content

This contract is fully comprised of these terms and the attached exhibits: Scope of Work, Schedule, and Budget/Cost Proposal, all of which are incorporated herein by this reference.

II. Statement of Work

The work to be conducted by Consultant is specified in Scope of Work identified in the Consultant's proposal, dated December 13, 2012, for the delivery of products as specified in the Scope of Work, Budget and Deliverables attached hereto as Exhibit "A," and according to the Schedule, attached hereto as Exhibit "B." During the performance of this contract, the representative project managers for Kern COG and Consultant will be:

Kern COG: Becky Napier, Regional Planner III
Consultant: Brian Godbe, Project Manager

III. Term

Time is of the essence in this contract. The term of this contact is January 17, 2013 through June 30, 2013, unless an extension of time is granted in writing by Kern COG. The various phases involved in this project shall be completed as indicated in Exhibit "B," Schedule.

Consultant services and reimbursements beyond June 30, 2013, are subject to the inclusion and funding agency approval of this project in Kern COG's 2013-2014 fiscal year Overall Work Program (OWP). If the project or OWP is not approved, this contract is terminated, effective the ending date of the last approved Kern COG OWP.

IV. Assignability

Consultant shall not assign any interest in this contract, and shall not transfer the same, without the prior written consent of Kern COG.

V. Contract Changes

No alteration or deviation of the terms of this contract shall be valid unless made in writing and signed by the parties. No oral understanding or agreement not incorporated herein, shall be binding on any of the parties.
Kern COG may request, at any time, amendments to this contract and will notify Consultant in writing regarding changes. Upon a minimum of ten (10) days notice, Consultant shall determine the impact on both time and compensation of such changes and notify Kern COG in writing. Upon agreement between Kern COG and Consultant as to the extent of these impacts on time and compensation, an amendment to this contract shall be prepared describing such changes. Such amendments shall be binding on the parties if signed by Kern COG and Consultant, and shall be effective as of the date of the amending document, unless otherwise indicated.

VI. Contract Costs and Reimbursements

A. Maximum Contract Amount/Budget Amendments:

For services rendered, Consultant may bill and receive up to $60,910, to be billed in accordance with Exhibit "A," Costs. The total sum billed under this contract may not exceed $60,910 including all costs, overhead, and fixed fee expenses. Such billings, up to the specified amount, shall constitute full and complete compensation for Consultant's services. Any amendments to the individual categories within the budget must be approved in writing in advance by Kern COG.

B. Progress Payments and Reports:

Progress payments are authorized under this contract. Progress billings in arrears may be submitted as often as monthly. Written progress reports shall accompany each billing and shall specify, by task, the percentage of contract work completed to date and since the date of the preceding billing, if any. Consultant shall be paid within 30 days following the receipt and approval of each billing by Kern COG. If Kern COG disputes any portion of a request for payment, Kern COG shall pay the undisputed portion of such request as provided herein and shall promptly notify Consultant of the amount in dispute and the reason therefore.

C. Billing Format and Content:

Requisitions for payment shall refer to Work Element number 601.3 as identified on the FY 2012-2013 Overall Work Program, or as may be specified in a written notice by Kern COG. Specific budget category detail is given below:

1. Direct Labor and Fringe Benefits: All direct labor charges should be billed by class of employee, rate per hour and number of hours. (Anticipated personnel cost-of-living or merit increase, if any, should be reflected in the budget).

2. Other Direct Costs: All direct costs billed must be specifically identified. Any travel costs may not exceed the per diem ($65/day meals; $225/day accommodations) and mileage rates shall be reimbursed at the IRS established standard mileage rate. Any other direct costs not specifically identified in the contract budget cannot be reimbursed.

D. Contract Completion Retainer:

Ten (10) percent shall be retained from each contract billing until the completion of the contract. This retention will be released to Consultant upon completion of contract and contract deliverables to the satisfaction of Kern COG.

E. Allowable Costs and Documentation:

All costs charged to this contract by Consultant shall be supported by properly executed payrolls, time records, invoices, and vouchers, evidencing in proper detail the nature and propriety of the charges, and shall be costs allowable as determined by Title 48 Code of Federal Regulations, Chapter 1, Part 31 (Contract Cost Principles and Procedures), Subpart 31.2 (Contracts with Commercial Organizations), as modified by Subpart 31.103. Consultant shall also comply with Title 49, Code of Federal Regulations, Part
VII. Progress Reports

Consultant shall submit progress reports, as described in Exhibit “A” and Paragraph VI-B. above. The purpose of the reports is to allow Kern COG to determine if Consultant is completing the activities identified in the Work Program in accordance with the agreed upon schedule, and to afford occasions for airing difficulties or special problems encountered so remedies can be developed.

Consultant's Project Manager shall meet with Kern COG's Project Manager, as identified under Section II, as needed to discuss work progress.

VIII. Inspection of Work

Consultant, and any subcontractors, shall permit Kern COG, Caltrans and the Federal Highway Administration (FHWA), and other participating agencies, the opportunity to review and inspect the project activities at all reasonable times during the performance period of this contract, including review and inspection on a daily basis.

IX. Staffing

There shall be no change in Consultant's Project Manager, or members of the project team, without prior written approval by Executive Director of Kern COG. The Project Manager shall be responsible for keeping Kern COG informed of the progress of the work and shall be available for no less than four (4) meetings with Kern COG.

X. Subcontracting

Consultant shall perform the work with resources available within its own organization, unless otherwise specified in this contract. No portion of the work included in this contract shall be subcontracted without written authorization by Kern COG. In no event shall Consultant subcontract for work in excess of fifty (50) percent of the contract amount, excluding specialized services. Specialized services are those items not ordinarily furnished by a consultant performing this particular type of work. All authorized subcontracts shall contain the same applicable provisions specified in this contract.

XI. Termination of Contract

A. Termination for Convenience of Kern COG:

Kern COG may terminate this contract at any time by giving notice to Consultant of such termination, and the effective termination date, at least thirty (30) days before the effective date of such termination. In such event, all finished or unfinished documents and other materials shall, at the option of Kern COG, become its property. If this contract is terminated by Kern COG, as provided herein, Consultant shall be reimbursed for expenses incurred prior to the termination date, in accordance with the cost provisions of this contract. Consultant will also be allowed a proportion of any fixed fee that is equal to the same proportion of the project completed by Consultant on the date of termination of this contract.

B. Termination for Cause:

If through any cause, Consultant shall fail to fulfill in a timely and proper manner its obligations under this contract, or if Consultant violates any of the covenants, agreements, or stipulations of this contract, Kern COG shall thereupon have the right to immediately terminate the contract by giving written notice to Consultant of the intent to terminate and specifying the effective date thereof. Kern COG shall provide an opportunity for consultation with Consultant and a ten-day cure period prior to termination. In such an event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by Consultant under this contract shall, at the option of Kern COG, become the property of Kern COG. Consultant shall be entitled to receive compensation for all satisfactory
work completed prior to the effective date of termination.

XII. Compliance with Laws, Rules and Regulations

All services performed by the Consultant pursuant to this contract shall be performed in accordance and full compliance with all applicable federal, state or local statutes, rules, and regulations.

XIII. Conflict of Interest

A. Consultant, and the agents and employees of Consultant, shall act in an independent capacity in the performance of this contract, and not as officers, employees or agents of Kern COG.

B. No officer, member, or employee of Kern COG or other public official of the governing body of the locality or localities in which the work pursuant to this contract is being carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the aforesaid work shall:

1. Participate in any decision relating to this contract which affects his personal interest or the interest of any corporation, partnership, or association in which he has, directly or indirectly, any interest; or

2. Have any interest, direct or indirect, in this contract or the proceeds thereof during his tenure or for one year thereafter.

C. Consultant hereby covenants that it has, at the time of the execution of this contract, no interest, and that it shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed pursuant to this contract. Consultant further covenants that in the performance of this work, no person having any such interest shall be employed.

XIV. Contingency Fees

Consultant warrants, by execution of this contract, that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingency fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by Consultant for the purpose of securing business. For breach or violation of this warranty, Kern COG has the right to terminate this contract without liability, allowing payment only for the value of the work actually performed, or to deduct from the contract price, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingency fee.

XV. Copyrights

Consultant shall be free to copyright material developed under this contract with the provision that Kern COG reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish, or otherwise use, distribute, and to authorize others to use, and distribute for fee or otherwise, the work for any purpose. Consultant is subject to the duties of agency relating to rights in data and copyrights as set forth in 28 CFR 179.9(c) and (d).

XVI. Publication

A. No report, information, or other data given to or prepared or assembled by Consultant pursuant to this contract, shall be made available to any individual or organization by Consultant without the prior written approval of Kern COG.

B. The following acknowledgment of FTA’s participation must appear on the cover or title page of all final products:

“The preparation of this report has been financed, in part, through a grant from the U.S. Department of
Transportation, Federal Transit Administration, under the authority of the 49 USC Chapter 43 #5313(b) of the Federal Transit Laws.”

XVII. Disputes

Except as otherwise provided in this contract, any dispute concerning a question of fact which is not disposed of by mutual agreement, shall be decided by a court of competent jurisdiction.

XVIII. Hold Harmless

Consultant agrees to indemnify, defend and hold harmless Kern COG and Kern COG’s agents, board members, elected and appointed officials and officers, employees, volunteers and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorneys’ fees of County Counsel and counsel retained by Kern COG, expert fees, costs of staff time, and investigation costs) of whatever kind or nature, which arise out of or are in any way connected with any act or omission of Consultant or Consultant’s officers, agents, employees, independent contractors, sub-contractors of any tier, or authorized representatives. Without limiting the generality of the foregoing, the same shall include bodily and personal injury or death to any person or persons; damage to any property, regardless of where located, including the property of Kern COG; and any workers’ compensation claim or suit arising from or connected with any services performed pursuant to this Agreement on behalf of Consultant by any person or entity.

XIX. Insurance

Consultant, in order to protect Kern COG and its board members, officials, agents, officers, and employees against all claims and liability for death, injury, loss and damage as a result of Consultant’s actions in connection with the performance of Consultant’s obligations, as required in this Agreement, shall secure and maintain insurance as described below. Consultant shall not perform any work under this Agreement until Consultant has obtained all insurance required under this section and the required certificates of insurance and all required endorsements have been filed with Kern COG’s authorized insurance representative. Receipt of evidence of insurance that does not comply with all applicable insurance requirements shall not constitute a waiver of the insurance requirements set forth herein. The required documents must be signed by the authorized representative of the insurance company shown on the certificate. Upon request, Consultant shall supply proof that such person is an authorized representative thereof, and is authorized to bind the named underwriter(s) and their company to the coverage, limits and termination provisions shown thereon. Consultant shall promptly deliver Kern COG a certificate of insurance, and all required endorsements, with respect to each renewal policy, as necessary to demonstrate the maintenance of the required insurance coverage for the term specified herein. Such certificates and endorsements shall be delivered to Kern COG not less than 30 days prior to the expiration date of any policy and bear a notation evidencing payment of the premium thereof if so requested. Consultant shall immediately pay any deductibles and self-insured retentions under all required insurance policies upon the submission of any claim by Consultant or Kern COG as an additional insured.

Without limiting Kern COG’s right to obtain indemnification from Consultant or any third parties, Consultant, at its sole expense, shall maintain in full force and affect the following insurance policies throughout the term of the contract:

A. Commercial General Liability Insurance including, but not limited to, Contractual Liability Insurance (specifically concerning the indemnity provisions of the Agreement with Kern COG), Products-Completed Operations Hazard, Personal Injury (including bodily injury and death), and Property Damage for liability arising out of Consultant’s performance of work under the Agreement. The Commercial General Liability insurance shall contain no exclusions or limitation for independent contractors working on the behalf of the named insured. Consultant shall maintain the Products-Completed Operations Hazard coverage for the longest period allowed by law following termination of this Agreement. The amount of said insurance coverage required by this Agreement shall be the policy limits, which shall be at least one million dollars ($1,000,000) each occurrence and two million dollars ($2,000,000) aggregate.
B. Automobile Liability Insurance against claims of Personal Injury (including Bodily injury and death) and Property Damage covering any vehicle and/or all owned, leased, hired and non-owned vehicles used in the performance of services pursuant to this Agreement with coverage equal to the policy limits, which shall be at least one million dollars ($1,000,000) each occurrence.

C. Professional Liability Insurance of at least $1,000,000.

D. Worker’s Compensation Insurance as required by law. Consultant shall require any sub-contractors to provide workers’ compensation for all of the sub-contractors’ employees, unless the sub-contractors’ employees are covered by the insurance afforded by Consultant. If any class of employees engaged in work or services performed under this Agreement is not covered by Labor Code section 3700, Consultant shall provide and/or require each sub-contractor to provide adequate insurance for the coverage of employees not otherwise covered.

This insurance shall not be canceled or changed without a minimum of thirty (30) days advance written notice given to Kern COG. The consultant shall provide certification of said insurance to Kern COG within twenty-one (21) days of the date of the execution of the contract. Such certification shall show, to Kern COG’s satisfaction, that such insurance coverage has been obtained and is in full force; that Kern COG, its officers, agents, and employees will not be responsible for any premiums on the policies; that if required such insurance names Kern COG, its officers, agents, and employees individually and collectively as additional insured (comprehensive and general liability only), but only insofar as the operations under the contract are concerned; that such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by Kern COG, its officers, agents, and employees, shall be excess only and not contributing with insurance provided under the consultant’s policies herein; and that this insurance shall not be canceled or changed without a minimum of thirty (30) days advance, written notice given to Kern COG.

In the event Consultant fails to keep in effect at all times insurance coverage as herein provided, Kern COG may, in addition to other remedies it may have, suspend or terminate the contract upon the occurrence of such event.

E. The Commercial General Liability and Automobile Liability Insurance required in sub-paragraph A and B. shall include an endorsement naming Kern COG and Kern COG’s board members, officials, officers, agents and employees as additional insureds for liability arising out of this Agreement and any operations related thereto. Said endorsement shall be provided using one of the following three options: (i) on ISO form CG 20 10 11 85; or (ii) on ISO form CG 20 37 10 01 plus either ISO form CG 20 10 10 01 or CG 20 33 10 01; or (iii) on such other forms which provide coverage at least equal to or better than form CG 20 10 11 85.

F. Any self-insured retentions in excess of $100,000 must be declared on the Certificate of Insurance or other documentation provided to Kern COG and must be approved by Kern COG.

G. If any of the insurance coverages required under this Agreement is written on a claims-made basis, Consultant, at Consultant’s option, shall either (i) maintain said coverage for at least three (3) years following the termination of this Agreement with coverage extending back to the effective date of this Agreement; (ii) purchase an extended reporting period of not less than three (3) years following the termination of this Agreement; or (iii) acquire a full prior acts provision on any renewal or replacement policy.

H. Cancellation of Insurance -- The above stated insurance coverages required to be maintained by Consultant shall be maintained until the completion of all of Consultant’s obligations under this Agreement except as otherwise indicated herein. Each insurance policy supplied by the Consultant must be endorsed to provide that the coverage shall not be suspended, voided, cancelled or reduced in coverage or in limits except after ten (10) days written notice in the case of non-payment of premiums, or thirty (30) days written notice in all other cases. Such notice shall be by certified mail, return receipt requested. This notice requirement does not waive the insurance requirements stated herein. Consultant shall immediately obtain replacement
coverage for any insurance policy that is terminated, canceled, non-renewed, or whose policy limits have been exhausted or upon insolvency of the insurer that issued the policy.

I. All insurance shall be issued by a company or companies admitted to do business in California and listed in the current “Best’s Key Rating Guide” publication with a minimum of a “A-;VII” rating. Any exception to these requirements must be approved by the Kern COG.

J. If Consultant is, or becomes during the term of this Agreement, self-insured or a member of a self-insurance pool, Consultant shall provide coverage equivalent to the insurance coverages and endorsements required above. The Kern COG will not accept such coverage unless Kern COG determines, in its sole discretion and by written acceptance, that the coverage proposed to be provided by Consultant is equivalent to the above-required coverages.

K. All insurance afforded by Consultant pursuant to this Agreement shall be primary to and not contributing to all insurance or self-insurance maintained by Kern COG. An endorsement shall be provided on all policies, except professional liability/errors and omissions, which shall waive any right of recovery (waiver of subrogation) against Kern COG. A waiver of right of recovery (waiver of subrogation) is only required when Consultant’s personnel deliver services or perform service for Kern COG while on Kern COG property.

L. Insurance coverages in the minimum amounts set forth herein shall not be construed to relieve Consultant for any liability, whether within, outside, or in excess of such coverage, and regardless of solvency or insolvency of the insurer that issues the coverage; nor shall it preclude Kern COG from taking such other actions as are available to it under any other provision of this Agreement or otherwise in law.

M. Failure by Consultant to maintain all such insurance in effect at all times required by this Agreement shall be a material breach of this Agreement by Consultant. Kern COG, at its sole option, may terminate this Agreement and obtain damages from Consultant resulting from said breach. Alternatively, Kern COG may purchase such required insurance coverage, and without further notice to Consultant, Kern COG shall deduct from sums due to Consultant any premiums and associated costs advanced or paid by Kern COG for such insurance. If the balance of monies obligated to Consultant pursuant to this Agreement are insufficient to reimburse Kern COG for the premiums and any associated costs, Consultant agrees to reimburse Kern COG for the premiums and pay for all costs associated with the purchase of said insurance. Any failure by Kern COG to take this alternative action shall not relieve Consultant of its obligation to obtain and maintain the insurance coverages required by this Agreement.

XX. Equal Employment Opportunity/Nondiscrimination

Consultant shall comply with Title VI of the Civil Rights Act of 1964, as amended, and with the provisions contained in 49 CFR 21 through Appendix C and 23 CFR 170.405(b). During the performance of this contract, Consultant, for itself, its assignees and successors in interest, agrees as follows:

A. Compliance with Regulations: Consultant shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation (hereinafter DOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

Prior to any performance under this agreement, Consultant must review, sign and return to Kern COG a copy of the Title 49, Code of Federal Regulations, Part 29 Debarment and Suspension Certifications (“Certifications”) attached and incorporated here as Exhibit D, “Debarment and Suspension Certification.” The signed copy of the Certifications shall be incorporated by this reference into the Agreement as if set forth in full herein.

B. Nondiscrimination: Consultant, with regard to the work performed by it during the contract, shall not
discriminate on the grounds of race, religion, color, sex, age or national origin in the selection or retention of subcontractors, including the procurement of materials and leases of equipment. Consultant shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

C. Solicitations for Subcontractors, including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding or negotiations made by Consultant for work to be performed under a subcontract, including the procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by Consultant of Consultant's obligations under this contract, and the Regulations relative to nondiscrimination on the grounds of race, religion, color, sex, age or national origin.

D. Information and Reports: Consultant shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by Kern COG, Caltrans, FTA, or FHWA to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of Consultant is in the exclusive possession of another who fails or refuses to furnish this information, Consultant shall so certify to Kern COG, Caltrans, FTA, or FHWA, as appropriate, and shall set forth what efforts it has made to obtain the information.

E. Sanctions for Noncompliance: In the event of Consultant's noncompliance with the nondiscrimination provisions of this contract, Kern COG shall impose such contract sanctions as it, Caltrans, FTA, or FHWA may determine to be appropriate, including, but not limited to:

1) Withholding of payments to Consultant under this contract until Consultant complies; and/or
2) Cancellation, termination or suspension of the contract, in whole or in part.

F. Incorporation of Provisions: Consultant shall include the provisions of Paragraphs A through F of this Section XX in every subcontract, including procurements of materials and leases of equipment, unless exempt from the regulations, or directives issued pursuant thereto. Consultant shall take such action with respect to any subcontract or procurement as Kern COG, Caltrans, FTA, or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. However, in the event Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, Consultant may request Kern COG to enter into such litigation to protect the interests of Kern COG, and in addition, Consultant may request the United States to enter into such litigation to protect the interests of the United States.

XXI. Disadvantaged Business Enterprise (DBE)

It is the policy of Kern COG, the California State Department of Transportation and the U.S. Department of Transportation, that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 23, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with local, state or federal funds.

Consultant shall ensure that DBEs, as defined in 49 CFR Part 23, have the maximum opportunity to participate in the performance of this contract. In this regard, Consultant shall take all necessary and reasonable steps to ensure that DBEs have the maximum opportunity to compete for and to perform subcontracts arising out of this contract. Failure to carry out the requirements of thisparagraph shall constitute a breach of contract and may result in termination of this contract or such other remedy Kern COG may deem appropriate.

During the period of this contract, the Consultant shall maintain records of all applicable subcontracts advertised and entered into germane to this contract, documenting the opportunity given to DBEs to participate in this contract, actual DBE participation, and records of materials purchased from DBE suppliers. Such documentation shall show the name and business address of each DBE subcontractor or vendor, and the total dollar amount actually paid each DBE subcontractor or vendor. Upon completion of the contract, a summary of these records shall be prepared and certified correct by the Consultant, and shall be furnished to Kern COG.
XXII. Audits

At any time during normal business hours, and as often as Kern COG, Kern COG's participating agencies, the California Department of Transportation, the Federal Transit Administration, the Federal Highway Administration, the Department of Labor, the Comptroller General of the United States, or other appropriate state and federal agencies, or any duly authorized representatives may deem necessary, Consultant shall make available for examination all of its records with respect to all matters covered by this contract for purposes of audit, examination, or to make copies or transcripts of such records, including, but not limited to, contracts, invoices, payrolls, personnel records, conditions of employment and other data relating to all matters covered by this contract. Project costs are subject to audit and approval for payment according to the eligibility requirements of the funding agencies. However, Kern COG shall not have the right to audit Consultant's fixed rates or fees, percentage multipliers, or standard charges. All project records shall be retained and access to the facilities and premises of Consultant shall be made available during the period of performance of this contract, and for three years after Kern COG makes final payment under this contract.

XXIII. Clean Air Act/Clean Water Act Requirements

Consultant, in carrying out the requirements of this contract, shall comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 USC 1857[h]), Section 508 of the Clean Water Act (33 USC 1368), Presidential Executive Order 11738, and those Environmental Protection Agency regulations contained in 40 CFR Part 15.

XXIV. Notice

Any notice or notices required or permitted to be given pursuant to this contract may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested, to the following addresses:

Mr. Ahron Hakimi,
Executive Director
Kern Council of Governments (Kern COG)
1401 19th Street, Suite 300
Bakersfield, California 93301

OR

Mr. Charles Hester
Vice President of Business Development
Godbe Research
1660 So. Amphlett Blvd., suite 205
San Mateo, CA 94402

XXV. Venue

If any party to this contract initiates any legal or equitable action to enforce the terms of this contract, to declare the rights of the parties under this contract or which relates to this contract in any manner, Kern COG and Consultant agree that the proper venue for any such action is the Superior Court of the State of California of and for the County of Kern.

XXVI. California Law

Kern COG and Consultant agree that the provisions of this contract will be construed in accordance with the laws of the State of California.
XXVII. No Authority to Bind Kern COG

It is understood that Consultant, in its performance of any and all duties under this contract, has no authority to bind Kern COG to any agreements or undertakings with respect to any and all persons or entities with whom Consultant deals in the course of its business.

XXVIII. Nonwaiver

No covenant or condition of this contract to be performed by Consultant can be waived except by the written consent of Kern COG. Forbearance or indulgence by Kern COG in any regard whatsoever shall not constitute a waiver of any covenant or condition to be performed by Consultant. Kern COG shall be entitled to invoke any remedy available to it under this contract or by law or in equity despite any such forbearance or indulgence.

XXIX. Independent Contractor

Nothing in this contract shall be construed or interpreted to make Consultant, its officers, agents, employees or representatives anything but independent contractors and in all their activities and operations pursuant to this contract, Consultant, its officers, agents, employees and representatives shall for no purposes be considered employees or agents of Kern COG.

XXX. Partial Invalidity

Should any part, term, portion, or provision of this contract be finally decided to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be effected thereby, provided such remaining portions or provisions can be construed in substance to constitute the agreement which the parties intended to enter into in the first instance.

XXXI. Signature Authority

Each person executing this contract on behalf of Consultant represents and warrants that he or she is authorized by Consultant to execute and deliver this contract on behalf of Consultant and that this contract is binding on Consultant in accordance with the terms.

IN WITNESS WHEREOF, the Kern Council of Governments and Godbe Research, Inc. have executed this agreement as of the date first above written.

RECOMMENDED AND APPROVED AS TO CONTENT:

KERN COUNCIL OF GOVERNMENTS

Ahron Hakimi, Executive Director
Kern Council of Governments

Harold Hanson, Chairman
“Kern COG”

APPROVED AS TO FORM:

GODEBE RESEARCH

Kirk Perkins, Deputy
Kern County Counsel

Charles Hester, Vice President
of Business Development
“Consultant”
EXHIBIT “A”

SCOPE OF WORK, BUDGET, AND DELIVERABLES

1. Conduct a countywide survey of Kern County residents to gauge public perception of and reaction to quality of life issues, community services, growth, jobs and the economy, according to the following:

   A. PHASE 1: Questionnaire Design, Development and Project Administration
      Task 1.1: Project initiation and kick-off meeting
      Task 1.2: Through an iterative process with Kern COG, develop draft survey instrument
      Task 1.3: Conduct bi-weekly meetings and/or conference calls, as needed
      Task 1.4: Provide monthly progress reports on project status/accomplishments, billing and upcoming goals

   B. PHASE 2: Survey Pre-Test
      Task 3.1 Pre-Test of survey instrument to determine interview length
      Task 3.2: Kern COG review and approval of draft survey instrument and pre-test
      Task 3.3: Consultant to develop final survey instrument
      Task 3.4: Translate the final survey instrument into Spanish

   C. PHASE 4: Survey Sample and Data Collection (Consultant)
      Task 4.1: Select phone numbers and random sample
      Task 4.2: Sample shall be stratified among the four sub-regions and by supervisorial district
      Task 4.3: Interviewer briefing/training
      Task 4.4: Data collection
      Task 4.5: Debriefing

   D. PHASE 5: Data Analysis and Final Report (Consultant)
      Task 5.1: Data entry and analysis
      Task 5.2: Verification of survey population
      Task 5.3: Preparation of Final Report

   Phase A through D Represent 25% of the Telephone Survey Cost of $53,660.00.

2. Conduct and report on the results of a statistically valid, countywide survey to gauge public perception of and reaction to quality of life issues, community services, growth, jobs and the economy.

3. Provide 5 bound copies, one unbound copy, one electronic copy in word format on CD, and 12 electronic copies in PDF format on CD for the poll report. Also, provide one copy of raw interview data in Excel format on CD.

4. At discretion of Kern COG, Consultant may be required to provide an oral report to the Board of Directors.

PROJECT TO BE COMPLETED BY JUNE 30, 2013, FOR A TOTAL COST NOT TO EXCEED $60,910 which includes optional tasks as requested by Kern COG.
## EXHIBIT “B”
### SCHEDULE

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<tr>
<th>Activity</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
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<tr>
<td>Project Kick-off Meeting</td>
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<td></td>
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<tr>
<td>Review of Previous Surveys &amp; Other Data</td>
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<tr>
<td>Questionnaire Drafting and Refinement</td>
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<tr>
<td>Sample Development and Matching</td>
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<tr>
<td>Meeting with Kern COG to review Draft Survey</td>
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<tr>
<td>Present and CATI Programming</td>
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<tr>
<td>Survey Translation</td>
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<tr>
<td>Data Collection/Interviewing</td>
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<td>Toolkit Report meeting with Kern COG</td>
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<tr>
<td>Draft Analysis &amp; Reporting</td>
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<td>Report/Recommendations Review with Kern COG</td>
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<tr>
<td>Final Project Report Development</td>
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<tr>
<td>Presentation of Findings to Kern COG</td>
<td></td>
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<tr>
<td>Staff/Administration &amp; Board</td>
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<tr>
<td>Post Survey Consulting on the Results (ongoing)</td>
<td></td>
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January 17, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

By: Ed Flickinger, Regional Planner III

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM I.
Authorization to Award Contract – 2012 Kern On-Call Transportation Model Support

DESCRIPTION:

A proposed contract amendment with DKS Associates has been negotiated for an amount to not exceed $25,000 for the preparation of the Kern On-Call Transportation Model Support in support of the 2014 Regional Transportation Plan. This item has been reviewed by County Counsel.

DISCUSSION:

The latest Kern COG transportation model has just been completed by the San Joaquin Valley-wide Model Improvement Program. The model contains mode split, trucks, peak periods (am, pm, mid-day, off-peak), and approximately 2000 Transportation Analysis Zones (TAZs).

The consultant will assist the Kern COG staff with creating script files, troubleshooting modeling problems, review of modeling assumptions, model refinements, developing Air Quality forecast outputs for use in emissions analysis and provide training on significant aspects of the model.

Additional tasks in support of the 2014 Regional Transportation Plan have arisen requiring a twenty five thousand dollar increase in the Contract budget.

The project is listed in the 2012-2013 Overall Work Program under Work Element 604.1. Kern COG staff has consulted with the Kern Regional Transportation Modeling Committee on this project. Funding for this item has been approved by the Kern COG Board as part of the 2012-13 OWP and, by legal counsel as to form.


ACTION:

Approve the DKS Associates contract and authorize Chair to sign. VOICE VOTE.
AMENDMENT NO. 1
TO CONTRACT BETWEEN
KERN COUNCIL OF GOVERNMENTS
AND
DKS ASSOCIATES

THIS AMENDMENT (hereinafter “Amendment No. 1”) TO CONTRACT, is made and entered into this January 17, 2013 by and between the Kern Council of Governments (hereinafter “KERN COG”), with its location at 1401 19th Street, Suite 300, Bakersfield, California, and DKS Associates, with its location at 8950 Cal Center Dr., Suite 300, Sacramento, California (hereinafter “CONSULTANT”).

WITNESSETH:

WHEREAS, KERN COG and CONSULTANT entered into a contract (“Contract”) dated June 21, 2012 for the purpose of Kern On Call Transportation Model Support; and

WHEREAS, additional tasks have arisen requiring a twenty five thousand dollar increase in the Contract budget; and

WHEREAS, this Amendment No. 1 will have no effect on other projects or programs of KERN COG;

NOW, THEREFORE, KERN COG AND CONSULTANT do mutually agree as follows:

1. Section VI. A., Maximum Contract Amount/Budget Amendments, is deleted and replaced with the following:

For services rendered, Consultant may bill and receive up to Fifty thousand dollars ($50,000), to be billed in accordance with Exhibit “B,” Costs. The total sum billed under this contract may not exceed Fifty thousand dollars ($50,000) including all costs, overhead, and fixed fee expenses. Such billings, up to the specified amount, shall constitute full and complete compensation for Consultant’s services. Any amendments to the individual categories within the budget must be approved in writing in advance by Kern COG.

2. Exhibit “B” of the Contract is deleted and replaced with the attached and incorporated Exhibit “B” Amendment No. 1.

3. Except as expressly amended herein, all provisions of the Contract shall remain in full force and effect.
IN WITNESS WHEREOF, this Amendment No. 1 to the Contract has been executed as of the date first herein above appearing.

KERN COUNCIL OF GOVERNMENTS

________________________
Harold W. Hanson, Chair
“KERN COG”

DKS ASSOCIATES

________________________
John Long, Principal
“CONSULTANT”

RECOMMENDED AND APPROVED
AS TO CONTENT:

________________________
Ahron Hakimi, Executive Director
Kern Council of Governments

APPROVED AS TO FORM:

________________________
Kirk Perkins, Deputy
Kern County Counsel
Exhibit “B” Amendment No. 1
Budget/Cost Proposal

### Attachment B
On Call Budget and Cost Schedule (Revised December 2012)

<table>
<thead>
<tr>
<th>Task</th>
<th>Hours</th>
<th>Cost</th>
<th>Hours</th>
<th>Cost</th>
<th>Hours</th>
<th>Cost</th>
<th>Hours</th>
<th>Cost</th>
<th>Hours</th>
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<td>$6,954</td>
<td>20</td>
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<td>Trouble shooting modeling problems</td>
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<td>$845</td>
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<td>$703</td>
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<tr>
<td>Review of Modeling data/assumptions</td>
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<td>$6,322</td>
<td>$ -</td>
<td>$ -</td>
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<td>16</td>
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<td>Hourly Training</td>
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<td>28</td>
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<td>24</td>
<td>$4,217</td>
<td>40</td>
<td>$5,246</td>
<td>320</td>
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</tbody>
</table>

**Direct Costs**
- Travel (Including Training): $800
- Direct Costs Subtotals: $800

**Subconsultants**
- Counts, Data Collection, etc.: $1,824
- Subconsultants Subtotal: $1,824

**PROPOSAL GRAND TOTAL**: $90,000

DKS
January 17, 2013

TO: Kern Council of Governments
FROM: Ahron Hakimi
Executive Director
BY: Becky Napier
Regional Planner III
SUBJECT: COG AGENDA ITEM NUMBER IV. A.
Appointment of Community At-Large Member to the RPAC

DESCRIPTION:
Make one appointment of a Community At-Large Member to the Regional Planning Advisory Committee (RPAC).

DISCUSSION:
The RPAC By-Laws provide for appointment of three at large members representing varied economic, social and geographic sectors of Kern County. In January 2012, the Board received two applications for the three positions on the RPAC and made appointments for two positions.

Kern COG recently received two applications for the third Community At-Large seat on the RPAC. One application was received from Robert P. Rusby, referred by the Kern River Valley Revitalization Committee and the second application was received from Cindy Parra referred by Bike Bakersfield.

Executive Director, Ahron Hakimi, reviewed and verified applicant eligibility as required by the RPAC By-Laws. The applications are now being presented to the Kern COG Board of Directors for appointment of one Community At-Large Member to the RPAC

ACTION

Make one appointment of a Community At-Large Member to the RPAC. VOICE VOTE
December 6, 2012

Mr. Ahron Hakimi
Executive Director
Kern Council of Governments
1401 19TH Street, Suite 300
Bakersfield, CA 93301

RE: Application for a position on the Kern Council of Governments Regional Advisory Committee

Dear Mr. Hakimi,

Attached is my application for a position on the Kern COG Regional Advisory Committee for your consideration. I would be pleased to be appointed a member of this Committee. I believe with my past educational and professional planning experience I could make a good member of the Advisory Committee.

Thank you for the consideration of my application. Should you have any questions on it or wish to meet me in person please call me at my home phone at (760) 376-8915.

Thank you,

[Signature]

Robert P. Rusby
**KERN COUNCIL OF GOVERNMENTS**  
**REGIONAL ADVISORY COMMITTEE**  
**APPLICATION FORM**

**Name of Applicant:** Robert P. Rusby

<table>
<thead>
<tr>
<th><strong>RESIDENTIAL INFORMATION</strong></th>
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<tbody>
<tr>
<td><strong>Street Address:</strong> 1137 N. Frontier Trail</td>
</tr>
<tr>
<td><strong>City:</strong> Kernville</td>
</tr>
<tr>
<td><strong>State/Zip Code:</strong> California, 93238</td>
</tr>
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<td><strong>E-mail:</strong></td>
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<table>
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<tr>
<th><strong>EMPLOYMENT/REFERRING ORGANIZATION INFORMATION</strong></th>
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<tbody>
<tr>
<td><strong>Employer/Referring Organization:</strong> Kern River Valley Revitalization</td>
</tr>
<tr>
<td><strong>Title:</strong> Public Member (not an elected member of the KRVR Board of Directors)</td>
</tr>
<tr>
<td><strong>Address:</strong> PO Box 2692</td>
</tr>
<tr>
<td><strong>City:</strong> Lake Isabella</td>
</tr>
<tr>
<td><strong>State/Zip Code:</strong> California 93240-2692</td>
</tr>
<tr>
<td><strong>E-mail:</strong> <a href="mailto:President@krvr.org">President@krvr.org</a></td>
</tr>
<tr>
<td><strong>Reference:</strong> Richard Rowe, President of the KRVR</td>
</tr>
<tr>
<td><strong>Phone Number of Reference:</strong> (760) 333-4561</td>
</tr>
</tbody>
</table>

**ADDITIONAL INFORMATION**

Please briefly explain why you are interested in serving as a Community At-Large Member of the RPAC. As a full-time resident in Kernville here in the Kern River Valley I am aware of the many issues we have Facing the Valley, including the need for additional area road improvements, better bicycle trails, more Jobs, tourism and the reconstruction of the Lake Isabella Dam that will create some additional challenges Here in the Valley. With my rural and urban planning background including a Master's degree in Urban and Regional Planning And professional planning experience (15 years as a county planner and 21 years as a planning
Consultant) I think I would be a good addition to the Kern COG Regional Advisory Committee. See my attached Resume. I have put a check mark next to project that I believe would be of help to my work with the Kern COG.

List past/present professional/community affiliations, including any elected positions previously held (please list dates served).

Currently I serve as the Treasurer for the Kern River Valley Educational and Cultural Foundation.

Also, I am a member of the Board of Directors of the Frontier Trail Homeowners Association. I am the Assistant Treasurer and member of the Saint Sherian Episcopal Church here in Kernville.

I was the past Section Director of the Orange Section of the American Planning Association and I was President of the Orange County Association of Environmental Professionals. I also was a member of the Sean and Sage Audubon Society and member of the Board of Directors of the Santa Ana Historical Preservation Society. I was also a member of the American Institute of Certified Planners (AICP).

ELIGIBILITY REQUIREMENTS

By signing this application form, I hereby certify that:

1. I am a U.S. citizen 18 years of age or older who resides within Kern County;
2. I am not an elected official at any level of government;
3. I am not an appointed official at any level of government i.e. city or county Planning Commission, Local Agency Formation Commission, etc.;
4. I am not a public employee, private contractor, consultant or employee of a consultant doing business with Kern County, nor of any of the incorporated cities in Kern County, Golden Empire Transit, Caltrans, or Kern Council of Governments; and
5. I have no economic interest in Kern COG projects.

REQUIRED SIGNATURE

I declare under penalty of perjury the above information is true and correct.

Dated: December 5, 2012  Applicant: Robert P. Fugel

Resume or letters of recommendation may be attached.

RETURN COMPLETED, SIGNED APPLICATION TO:

Ahron Hakimi
Executive Director
Kern Council of Governments
1401 19th Street, Suite 300
Bakersfield, CA 93301

APPLICATION DEADLINE: Open until filled
Robert Rusby, AICP
Senior Project Manager

Education
- M.U.P., Master of Urban Planning, California State Polytechnic University, Pomona, CA, 1974
- B.S., Park Administration, California State Polytechnic College, Pomona, CA, 1970

Professional Certifications and Affiliations
- American Institute of Certified Planners (AICP)
- American Planning Association, Past Director, Orange Section
- Association of Environmental Professionals, Past President, Orange Chapter
- National Trust for Historic Preservation
- Santa Ana Historic Preservation Society, Past Board Member
- Sea and Sage Audubon Society, Past Board Member

Professional Experience
Mr. Rusby is a senior-level planning and environmental specialist with more than 35 years of experience in the public and private sectors. At UltraSystems, Mr. Rusby is instrumental in obtaining CEQA and NEPA compliance for engineering, land use, and water-related projects. At the request of some public agency clients, he conducts peer reviews of already completed Environmental Impact Reports. During his career, Mr. Rusby has supervised the completion of numerous environmental assessments, documents, and planning projects in Southern California. For more than 10 years, he worked as a staff planner for the County of Orange Planning Department. He has experience managing planning and environmental documentation projects for clients in government, private industry, aviation, and all levels of education.

Mr. Rusby has served as a planner and project manager on such landmark projects as the Los Angeles Regional Interoperable Communications System (LA-RICS) that will provide a new emergency communications system located on up to 260 sites throughout Los Angeles County. He was the Assistant Project Manager for the preparation of the Program EIR for the California High-Speed Train project between Los Angeles Union Station and Bakersfield, CA. He also helped prepare Southern California Edison Co.’s Proponents’ Environmental Assessment for the Tehachapi Transmission Line between the Tehachapi Mountains in Kern County, Los Angeles County, and part of San Bernardino County, terminating at an existing substation in Chino, CA.

SELECT PROJECT EXPERIENCE

COMMUNICATIONS PROJECTS

NEPA and CEQA Documentation, Los Angeles Regional Interoperable Communications System (LA-RICS), Los Angeles County, CA
Mr. Rusby serves as UltraSystems’ Senior Project Manager for this major program, overseeing technical studies and preparation of NEPA and CEQA documentation toward the construction of LA-RICS, an $800-million emergency communications system due to be operational in 2013. He is instrumental as senior liaison to the client, the LA-RICS Joint Powers Authority. LA-RICS will provide a highly coordinated emergency communications system to all first-responders to natural and man-made disasters throughout Los Angeles County. The system will provide broadband, voice, and documentation services. Mr. Rusby leads a technical team of more than 20 professionals assessing the potential environmental impacts from the construction of approximately 260 proposed communications towers in urban and rural areas. UltraSystems’ studies include: aesthetics and visual resources, land use, socioeconomics, human health and safety, air quality/greenhouse gas, noise, infrastructure (services and utilities/site access); historic and cultural
resources, geology and soils, and biological resources. Mr. Rusby is overseeing the work of two subconsultants preparing the geology, soils, and project road access studies.

**CEQA Documentation for Various Cell Phone Towers, Chino Hills, CA**

Mr. Rusby prepared the environmental documentation required for several cell phone towers proposed for construction. He prepared Categorical Exemptions for the projects that involved the installation of antennas on existing water tanks in the city. He prepared Mitigated Negative Declarations (MNDs) for construction of the new towers on such locations as an existing fire station site and a school site. He also prepared an MND for a large tower to be constructed as a water tank on poles. The city's logo was placed on the tank, allowing it to serve as an entry monument for the city.

**DEVELOPMENT PROJECTS**

**Environmental Impact Report, Proposed Doheny Hotel, Dana Point, CA**

Mr. Rusby is overseeing preparation of an Environmental Impact Report (EIR) in response to plans by the City of Dana Point to construct the five-story, 250-room Doheny Hotel on Pacific Coast Highway near Dana Point Harbor. UltraSystems will review relevant planning documents, including the General Plan and the Dana Point Specific Plan. The proposed project will require several entitlements including a Coastal Development Permit, variances for building height and setbacks, conditional use permit and site development permit.

**Draft Environmental Impact Report (EIR), Proposed Target Store, San Clemente, CA**

Mr. Rusby was the Senior Project Manager for a Draft EIR for a proposed 142,000-square-foot Target retail store that was recently approved by the San Clemente City Council. He led a six-person team of UltraSystems technical specialists who assessed the project's potential impacts on the environment. One of the most significant issues was the size of the Target sign to be placed on a two-story tower on the southwest corner of the store. In response, view simulations were prepared showing the sign/tower from three different vantage points. Following the public comment period on the Draft EIR, Mr. Rusby presented the conclusions of the project's Final EIR to members of the City Planning Commission and City Council. The other issues identified in the Draft EIR were project impacts such as increased traffic, and impacts on biological resources, aesthetics, noise, air quality, soils, and geology.

**Environmental Impact Report, One Broadway Plaza, Santa Ana, CA**

As a project team member while working with another consulting firm, Mr. Rusby served as the Project Manager for the preparation of the EIR for a 37-story office building that will be constructed on an existing block of land in downtown Santa Ana. This “Class A” office building would be the tallest building in Orange County. The project site is located a block away from the Santa Ana Civic Center area. This office building also includes an 8-story high parking structure, a five-star restaurant on the top of the building, and some retail shops on the first floor of the building. Mr. Rusby worked closely with the City's Environmental Coordinator, and with Caribou Industries, the project developer, to resolve various project issues. Issues addressed in the EIR included traffic and circulation, land use and relevant planning programs, topography/geology and soils, hydrology and water quality, air quality, hazards and hazardous materials, noise, population and housing, public services, utilities and service systems, aesthetics, and cultural resources. This project was very controversial since the building would be developed within an essentially two-story neighborhood. The project site would provide parking for the Orange County High School of the Arts, which was located across the street from the site. The construction of the project would also result in the removal of three homes eligible for listing on the National and State Register of Historic Resources. Neighborhood opposition to the project forced the City to hold a referendum vote on whether to build the project. The vote was in favor of the project, and the project will be constructed once the developer can arrange for the financing of this building.

**Supplement to EIR, Major New Office Development Adjacent to Block at Orange, CA**

Mr. Rusby prepared a Supplement to the Colton Properties Office Projects EIR to cover the development agreement to allow for the development of two of the four office buildings originally proposed to be
developed adjacent to the Block at Orange. The project involved over 500,000 square feet of new offices. The major issues covered in the addendum included aesthetics, hydrology and water quality, soils and geology, land use, surveys, utilities, and traffic and circulation. A water feasibility study and update was prepared as part of the analysis included in the addendum to the EIR.

*Environmental Impact Report, La Verne Shopping Center, La Verne, CA*
Mr. Rusby was the Project Manager supervising and preparing portions of an EIR for construction of a new shopping center in La Verne with the center including restaurant/retail uses and a 12-screen cinema. Issues included impacts on traffic and circulation, compatibility with adjacent land uses, aesthetics and noise. Access to the shopping center from Foothill Boulevard was a major issue since the Foothill Boulevard entrance to the shopping center was at LOSF during peak travel times when the project EIR was being prepared.

*Final Environmental Impact Report, Riverwalk Entertainment/Retail Complex, Garden Grove, CA*
Mr. Rusby was the Project Planner for the preparation of the Final EIR on this entertainment/retail complex which included 10,000 square feet of new commercial land uses, including a new 500-room hotel, themed entertainment area with a circular water feature, 16-24 screen cinema, mega music store and family entertainment center. Major issues included land use compatibility, impacts on existing housing/hotels, geology, drainage, air quality, transportation, noise on adjacent land uses, public service and utilities, and aesthetics.

TRANSPORTATION PROJECTS

*Peer Review, Draft Environmental Impact Study (DEIS), Honolulu High-Capacity Transit Corridor Rail Project, Honolulu, HI*
Mr. Rusby led an UltraSystems team in conducting a peer review of the Draft Environmental Impact Statement (DEIS) which had been prepared for the proposed Honolulu High-Capacity Transit Corridor rail project. The review was in response to concerns from the Kamehameha Schools (KS) over the potential loss of school properties which could be taken for the project and the potential impacts on more than 100 school-owned properties owned by school district, as well as tenants and businesses along the proposed train route. Mr. Rusby prepared a letter which commented on the adequacy of the project EIS for KS that pointed out deficiencies in the DEIS and impacts the project would have on KS properties and tenants. This letter was sent to the City and County of Honolulu for the agencies' information and use. The KS also sent a separate letter to the City and County of Honolulu on this project, which further addressed potential impacts that the project would have on KS-owned lands based on information provided to them by UltraSystems.

*Program EIR/EIS, California High-Speed Rail Authority Project, Los Angeles and Kern Counties, CA*
Mr. Rusby served as the Assistant Project Manager for the preparation of the Program EIR for the High-Speed Rail project, for the section of the High-Speed Rail project between Union Station in downtown Los Angeles to Bakersfield, while working with another planning/engineering consulting firm. The work included the field review of the various alignments being studied for this project between Union Station and Bakersfield with the Authority and Southern Pacific railroad staff, and the preparation of the land use section of this program EIR/EIS.

*Jurupa Avenue Railroad Underpass Environmental Assessment and Section 4(f) Evaluation, Riverside, CA*
EIRs/EISs, Foothill and Eastern Transportation Corridors, Orange County, CA
Mr. Rusby was the Project Manager for the preparation of the Foothill Transportation Corridor and Eastern Transportation Corridor EIR/EISs. Major issues included compatibility with existing land use, grading, traffic, noise, air quality, impacts on rare and endangered plants/animals, archaeological/paleontological resources, and coordination with the appropriate federal, State and local agencies.

Final EIR, Main Street, La Veta Avenue, Glassell Street and Chapman Avenue Widening, Orange, CA
Mr. Rusby was the Project Manager for the Final EIR on the widening of these streets in Orange. Issues included impacts on historic resources in Old Towne Orange, noise, air quality, light and glare, aesthetics and utilities and public controversy since portions of this project were opposed by the Old Towne Orange Neighborhood Association. Due to public opposition, LaVeta Avenue through old town Orange was not widened.

EIR/EIS, San Joaquin Hills Transportation Corridor, Orange County, CA
Mr. Rusby was the Project Manager supervising the preparation of the San Joaquin Hills Transportation Corridor EIR/EIS. Major issues included impacts of rapid transit system in corridor median, grading, traffic, noise and air quality impacts, and impacts on existing biology/plant communities.

DEVELOPMENT PROJECTS

Initial Study/Mitigated Negative Declaration, Replacement CHP Office for an Existing CHP Office, Santa Fe Springs, CA
Mr. Rusby served as the Project Manager for the preparation of an IS/MND for a new CHP office being constructed in Santa Fe Springs. The resource areas that required mitigation to reduce project impacts to a level of less than significant levels included: air quality from emissions created by use of the site by CHP staff and visitors vehicles, hazards and hazardous materials from abandoned underground pipelines from previous gas station use on part of the site, noise from use of the site by CHP patrol cars/visitors to the CHP office, and traffic and circulation due to the use of highly traveled Telegraph Road to the south and Greenleaf Street to the west of the site. A traversable median was also needed on Telegraph Road to allow for CHP patrol car emergency access to the CHP office.

Environmental Impact Report, Update of the City of Downey General Plan, Downey, CA
Mr. Rusby was Project Manager for the draft and final EIR prepared for the update of the Downey General Plan. All elements of the General Plan were updated except for the Housing Element. The project EIR also analyzed the impacts created by the change in the General Plan designation for 16 sites throughout the city. Major issues analyzed included hydrology and water quality, noise, soils and geology, land use, hazardous materials, recreation, and traffic and circulation.

Environmental Impact Report, Diamond/Crestview Specific Plan, Laguna Beach, CA
Mr. Rusby was the Project Manager on the Diamond/ Crestview Specific Plan EIR which addressed the planning, design, and construction of roadway and utility improvements throughout Tract 764 in the City of Laguna Beach. The Specific Plan was used to ensure that all future development standards and design guidelines for the Diamond/Crestview Area will reflect the broader goals and policies of the City's general plan. The Specific Plan also serves as the zoning ordinance for Tract 764. Major issues included soils and geology, hydrology and water quality, noise, land use compatibility, traffic, public sewers and utilities, and construction impacts.

Special Study, Acquisition of Off-Site Mitigation Site for Inland Feeder Pipeline Project, Riverside, CA
Mr. Rusby was the Senior Environmental Planner for a special study for the Metropolitan Water District of Southern California (Metropolitan) which considered strategies that Metropolitan could use in the acquisition of an off-site mitigation site to offset 40 acres of land being taken from the U.S. Forest Service in the San Bernardino National Forest, for a tunnel portal site for Metropolitan's Inland Feeder Pipeline project. Information on the ownership of the off-site mitigation site, governmental jurisdictions involved, and land use
regulations governing the site’s development and constraints to development, were assembled and summarized in a letter report to Metropolitan.

Irvine Coast Local Coastal Program/Implementing Actions Plan, Orange County, CA
Mr. Rusby was the Senior Environmental Planner assisting in the preparation of the Local Coastal Program/Implementing Actions Plan for the Irvine Coast, on behalf of the County of Orange by the Irvine Co. The project included development of 1,200 homes, five destination resort hotel sites, 18-hole public golf course, local shopping center, regional park and development of Pelican Hill Road and Sand Canyon Avenue through the last major undeveloped hillside/coastal area in Orange County. Issues included organized opposition to project, impacts on biological resources, water quality/runoff impacts, impact on existing State/Regional parks, aesthetics and traffic/transportation system impacts.

Project Review, County of Orange Planning Department, Orange County, CA
Mr. Rusby processed projects proposed by developers for numerous projects requiring zone changes, general plan amendments and conditional use permits. He reviewed projects being processed by the County for compliance with the County Zoning Code and various elements of the general plan. He prepared a number of Specific Plans for areas within the County. He served as the Project Manager for the preparation of the environmental documentation for these projects.

ON-CALL PROJECTS

On-Call Contract to Provide Environmental Documents, County of Los Angeles Department of Public Works, Los Angeles, CA
Mr. Rusby was the Senior Project Manager managing on-call contracts with the County of Los Angeles Department of Public Works. He supervised and prepared the scopes of work and project costs for a wide variety of environmental documents. Mr. Rusby supervised staff who prepared the following environmental documentation: Schabarum Park IS/NOD; East San Gabriel Valley Library EIR/Oak Tree Permit/Park Plan Amendment that was in a Los Angeles County Regional Park; Sun Valley Health Center revised IS/MND; Van Nuys Child Care Center IS/MND/Phase I ESA; OASIS Health Care Center IS/MND; Lawndale Library IS/MND/Phase I ESA; Vasques Rock Regional Park Archaeological Resources Study; Torrance Health Center Phase I ESA; and Altadena Sheriff’s Station Phase I ESA. This work also involved coordination with DMJM, Holmes & Narver staff, and a variety of County Department of Public Works managers and staff.

LANDFILL PROJECTS

Bowerman Sanitary Landfill (formerly Bee Canyon) EIR, Orange County, CA
Mr. Rusby was the Project Manager for the preparation of the EIR for the Bowerman Sanitary Landfill. Issues included impacts on existing biological/archaeological resources, grading, access road impacts, impacts on an existing agricultural research station, dust, sludge disposal in the landfill, impacts on groundwater, opposition from the local city, and the impacts of birds on Marine Corps Air Station El Toro activities.

Coyote Canyon Sanitary Landfill EIR, Newport Beach, CA
Mr. Rusby was the Project Manager of an EIR for expansion of the Coyote Canyon Sanitary Landfill. Issues included impacts on adjacent hillside development, aesthetics, odor from and extraction of methane gas, groundwater contamination, and opposition from the local city and residents.

PARKS AND TRAILS

Park Design and Construction Supervision, City of Orange, CA
Mr. Rusby was the Project Manager for the design and supervision of construction of several local and community parks in Orange including expansion of W.O. Hart Memorial Park, Eisenhower Park, Handy Park and Killefer Park. All of these parks have been constructed and in use for many years.
Project Planning, County Trails Agreements, Orange County, CA
Mr. Rusby was the Project Planner for the negotiation and preparation of agreements between the County of Orange and local cities for the development of major links on the County's Master Plans of Countywide Bikeways and Riding and Hiking Trails.

Negative Declaration, Mason Regional Park, CA
Mr. Rusby was the Project Manager for the environmental documentation for the expansion of Mason Regional Park. Issues included noise, night lighting, traffic impacts and opposition from residents/local government.

Park and Golf Course Environmental Design Projects, Southern California
Mr. Rusby was the Project Manager overseeing environmental designs for a number of parks and golf course projects throughout Southern California. Among these were: Pat Nixon Park in Cerritos, renovation of the park/median within Euclid Avenue in Ontario, and design and construction of the Anaheim Hills Golf Course in Anaheim.

Recreation Trails Coordinator for the County of Orange, Harbor, Beaches, and Parks District, Orange County, CA
This position focused on implementing trails on the County's Master Plan of Countywide Bikeways and Riding and Hiking Trails. The necessary environmental documentation for trail construction projects was prepared.

WATER-RELATED PROJECTS

Zone 9 Reservoir and Transmission Main, Orange County, CA
Mr. Rusby was the Project Manager for the preparation of a Mitigated Negative Declaration to install a new water reservoir in Whiting Ranch Wilderness Park and new pipeline between this reservoir and an existing reservoir in Portola Hills. Issues included impacts on recreation trails in Wilderness Park, on rare and endangered plants, aesthetics, and traffic on Santiago Canyon Road. New coastal sage scrub site was developed as part of this project.

East Branch Extension Supplemental EIR, San Bernardino County, CA
Mr. Rusby was the Project Manager for this Supplemental EIR prepared for the California Department of Water Resources. The SEIR addressed design changes to the State Water Project pipeline extension needed to provide water to the San Gorgonio Pass Water Agency. Additional cultural and biological resource surveys were required to evaluate the potential environmental effects of the modified pipeline alignment and pump stations. A key issue was the siting of a dam, reservoir and pipelines in a sensitive hilly area. The project was jointly sponsored by the San Gorgonio Pass Water Agency and the San Bernardino Valley Municipal Water Agency. Both would use the East Branch Extension to bring State water to their service areas.

East Branch Extension, Phase I Project Mitigation Monitoring Plan, San Bernardino County, CA
Mr. Rusby was the Project Manager supervising work on the mitigation monitoring plan for the EBX-Phase I project. This included coordination with State Department of Water Resources project monitor, the San Gorgonio Pass Water Agency General Manager and staff, archaeological and paleontological consultant staff, and County of San Bernardino Museum staff on mitigation measures to be monitored.

Groundwater Replenishment Project EIS/EIR, OCWD and OCSD, Orange County, CA
Mr. Rusby was the Project Planner working on land use issues associated with the development of this joint-agency project, for the Orange County Water District and the Orange County Sanitation District, which would treat sewage effluent to tertiary-water standards and convey the treated water to a recharge basin, where it would recharge the groundwater table in central Orange County. The project impacted land under the jurisdiction of the County territory and six other cities. Major issues included compatibility with existing land uses, traffic and circulation, air quality, water quality, human health, hazards, and cultural resources.
Mitigated Negative Declaration, New Ocean Outfall for the Talbert Flood Control Channel (D02), Huntington Beach, CA

While employed by the County of Orange Planning Department prepared a Mitigated Negative Declaration (MND) for the new ocean outfall for the Talbert Flood Control Channel. The flood control channel used to flow directly into the Santa Ana River. However, the flood control channel was rerouted to flow directly into the Pacific Ocean through a portion of Huntington Beach State Beach. Preparation of the MND required coordination with the Orange County Flood Control District, City of Huntington Beach, the State Parks Department, Caltrans, State Department of Fish and Game and the Coastal Commission. Key issues included bisecting a portion of Huntington Beach State and a least tern preserve, traffic impacts to Pacific Coast Highway and impacts to the Santa Ana River Trail which the old flood control channel passed under.

Environmental Review of Candidate Sites, Metropolitan Water District Headquarters Relocation, Los Angeles, CA

Mr. Rusby was the Project Manager for the preparation of an environmental review of six candidate sites for the relocation of Metropolitan Water District’s downtown Los Angeles headquarters complex. Candidates included: Metropolitan’s Sunset Boulevard site, Marland Properties, Union Station, WCT building, Watt City Center, Figueroa Plaza, Metropolitan-owned property in La Verne, and the Ontario Center. Mr. Rusby coordinated the inclusion of data in this report from a variety of parties and prepared a comparative analysis of the sites. The analysis addressed the permits needed to allow development of the headquarters project, necessary environmental documentation, and the environmental impacts created by the use of an urban or suburban area site. These impacts included: air quality, jobs and housing balance, noise, light and glare, land use compatibility, housing, transportation and circulation, public services and utilities, energy, aesthetics and cultural resources.

San Gorgonio Pass Water Agency Water Importation Project, San Bernardino and Riverside Counties, CA

Mr. Rusby was the Project Manager for the preparation of an EIR which examined the impacts of bringing State Water Project (SWP) water into the San Gorgonio Pass Water Agency’s and San Bernardino Valley Municipal Water District’s service area in San Bernardino and Riverside Counties. Improvements to convey SWP Water included: water pipelines, pumping stations, a regional water treatment plant, groundwater recharge areas, injection and extraction wells, and a water exchange program exchanging Mill Creek and Santa Ana River water for SWP water. Major issues involving this project included growth inducement, soils, geology and mineral resources, air quality, hydrology and water quality, biological resources, noise, compatibility with adjacent land use, light and glare, public safety and risk of upset, traffic and circulation, population and housing, public services and utilities, energy, aesthetics, cultural resources, and construction impacts.

Environmental Impact Report, Talbert Flood Control Channel Outlet (Santa Ana River/ Pacific Ocean), Huntington Beach, CA

Mr. Rusby was the Project Manager for the preparation of an EIR on the new Talbert Flood Channel Outlet into the Pacific Ocean. Major issues included impacts on wetlands, California least terns, short-term construction impacts, and compatibility with Huntington Beach State Park, regional bicycle trail.

Environmental Impact Report, Mills Plant, Riverside, CA

Mr. Rusby served as Project Manager for the preparation of portions of an EIR for the expansion of Metropolitan Water District of Southern California’s Henry J. Mills Water Filtration Plant in Riverside County. Significant issues addressed in the Project EIR included: biological resources (Stephen’s kangaroo rat), aesthetics, air quality, noise, light and glare, land use compatibility, modification of existing landforms, traffic and circulation, hazardous materials and impacts on a proposed wilderness park.

Newport Back Bay Dredge Project Mitigated Negative Declaration, Newport Beach, CA

While employed by the County of Orange Planning Department prepared a Mitigated Negative Declaration (MND) for the dredging of a portion the Newport Back Bay opposite Newport Dunes. Preparation of the MND required coordination with the City of Newport Beach and the California Coastal Commission. Key
issues included project impacts on water quality, noise and air quality impacts from dredging operations, impacts on Newport Dunes recreational activities, navigation in Newport Bay and ocean disposal of dredge material.

OTHER PROJECTS

City of Calimesa Biological Resources Reports and Permitting, Calimesa, CA
Mr. Rusby was the Project Manager for biological resource studies were prepared for Tentative Tracts 26925 and 26811 in Calimesa. Focused surveys were also conducted for Stephen’s and San Bernardino kangaroo rats, and for burrowing owls. Applications were prepared for the Section1601 permit to the California Department of Fish and Game and 404 permit to the U.S. Army Corps of Engineers for Tentative Tract 26811. Both were covered by the western Riverside Multi-Species Habitat Conservation Plan that was taken into consideration in the preparation of the biological resources plan.

Environmental Impact Report, Chino Co-Composting Facility EIR, Chino, CA
Mr. Rusby was the Project Manager for an EIR on a composting facility in the Chino area, where dairy manure and wastewater sludge will be composted to form a soil conditioner/fertilizer. Issues include impacts on existing land uses, water quality, odor, noise, human health and safety, and aesthetics and recreation.

Specific Plan Environmental Impact Report, Eastside Reservoir Recreation Areas, San Bernardino County, CA
Mr. Rusby was the Assistant Project Manager on the preparation of an EIR for the development of the East and West Recreation areas adjacent to the Diamond Valley Lake, which had been constructed and is being used for recreational uses and a six-month emergency supply of water for Southern California. Development of these recreation areas includes new recreation and commercial facilities. Major issues include traffic, noise, air quality, water compatibility/drainage, biological resources, and cultural resource impacts.

Environmental Impact Report, Hazardous Waste Transfer Station, CA
Mr. Rusby was the Project Manager of an EIR for a hazardous waste transfer station to be located next to an existing water treatment plant in Southern California. Issues included impacts on adjacent industrial and recreational land uses, contamination of a regional aquifer, disruption of regional transportation network in case of a spill and public controversy.

Laguna Laurel Phase I Area Plan EIR, Orange County, CA
Mr. Rusby was the Assistant Project Manager for the Laguna Laurel Phase I Area Plan and Project Manager for the project EIR. This project encompassed 3,100 homes, a local shopping center, two million gallon water reservoir, fire and sheriffs’ stations, regional/local parks, and an 18-hole private golf course. Major issues on this project included public controversy, water runoff, compatibility with adjacent land use, impacts on rare and endangered plants/animals, impacts on wetlands/riparian plant communities, impacts on the only natural lakes in Orange County, aesthetics, and grading.

Kern County Valley Floor Habitat Conservation Plan EIR/EIS, Kern County, CA
Mr. Rusby was the Project Manager on the preparation of the EIR/EIS on the Kern County Valley Floor HCP that covers the valley floor area of most of the County up to an elevation of 2,000 feet. The HCP is a plant/animal community based HCP that will protect 14 different species of threatened and endangered plant and animals in the County. Issues being analyzed in the project EIR/EIS include the HCP’s impacts on agricultural resources, air quality, biological resources, hydrology/water quality, land use/planning and mineral resources. This project has required coordination with the U.S. Fish and Wildlife Service, California Department of Fish and Game, The Kern County Planning Department and the KernCOG.
Site Selection Study for the Center for Liquid Waste Recycling, Irvine, CA
Mr. Rusby was the Project Manager for the preparation of and prepared sections of a site selection study for a confidential water district client for six sites that could potentially be used for treating liquid hazardous waste materials generated by industries in Orange County, California. The study included identification of siting criteria classifications which should be used for project siting, identification of potential project sites, collection of appropriate data which provided information on a sites compliance with project siting criteria. Criteria considered included size of site, site consistency with local general plan and zoning, existing adjacent land uses, impacts on area groundwater, floodplain, drinking water wells, streets and highways, railroad tracks, air quality, sensitive noise receptors, cultural resources, soils and geology involving distance to faults, agricultural soils, public views of the site and socioeconomic impacts.

Negative Declaration, Theo Lacy Jail Facility, Orange, CA
Mr. Rusby was the Project Manager for preparation of negative declaration on the Theo Lacy Jail Facility for the holding of minimum security prisoners. Issues included impacts on adjacent regional shopping center/animal shelter, transportation network, flooding impacts from the Santa Ana River, noise, parking and local city opposition.

Environmental Impact Report, Westgate Specific Plan, Fontana, CA
Mr. Rusby was the Project Manager on the preparation of an EIR on a 930 acre site in north Fontana. This planned community included residential, commercial and industrial land uses. The Route 30 freeway extension ran through the project site. Issues included conversion of agricultural uses to urban uses, traffic, noise, utilities and public services, and growth inducement.

RESIDENTIAL PROJECTS

Final Environmental Impact Report, Fieldstone Sully-Miller Residential Project, Orange, CA
Mr. Rusby was the Project Manager on the preparation of the Final EIR on this project for the development of 180 homes along Santiago Creek in Orange, California. This project required a zone change and General Plan amendment. Issues covered in the project EIR included aesthetics, biological resources, hydrology and water quality, soils and geology, public services and utilities, noise, recreation, and traffic and circulation. The project was approved by the city but later disapproved because of the threat of a referendum vote on the project.

ENERGY PROJECTS

Southern California Edison Tehachapi Transmission Line Project PEA, Kern, Los Angeles, and San Bernardino Counties, CA
Mr. Rusby was the Project Manager on the preparation of the land use analysis for the Proponents Environmental Assessment (PEA) for a Tehachapi Transmission Line project in Kern, Los Angeles, and San Bernardino Counties. This transmission project will take electricity generated by the existing windmill farms in the Tehachapi Mountains in Kern County to various SCE substations in the above counties, ending at a substation in Chino. The project would use existing SCE transmission lines located within existing transmission corridors, new transmission lines and towers within new transmissions corridor rights-of-way. The project also includes the expansion of some existing substations along SCE’s transmission line corridor and some new substation construction to transmit this renewable energy within the SCE energy system. The total cost of project improvements is estimated at $1.2 billion. Work on this project included coordination with the local cities along SCE’s transmission lines, obtaining land use data, and an analysis of the impacts of this project on local city and county general plans, zoning, recreational facilities and existing habitat conservation plans. The land use analysis was included in the project PEA that was submitted to the California PUC for consideration and approval. The CPUC had minimal comments on the project PEA, including the land use section of this document.
Mitigated Negative Declaration, Southern California Gas Co. Gas Pipeline, Southern California
Mr. Rusby was the Project Manager for the preparation of a Mitigated Negative Declaration (MND) for a 30.1 mile-long 36-inch high pressure natural gas pipeline to be installed in Moreno Valley, Temecula, and Riverside County. Issues included compatibility with adjacent land use, circulation, public services, utilities, seismicity, soils, noise, flood hazards, air quality, biological resources (Stephens kangaroo rats), and cultural resources. Riverside County provided information on existing land use in the vicinity of the pipeline project. The program MND was a relatively short document, but was accompanied by an extremely large technical appendix that included the entire project alignment, local planning designations along the alignment, and other technical documents prepared for the project.

AIRPORT PROJECTS

Jackson Hole Airport Master Plan EA, Jackson Hole, WY
Mr. Rusby served as the Assistant Project Manager for the preparation of an Environmental Assessment (EA) for the expansion of the Jackson Hole Airport. The project site is in a portion of the Grand Teton National Park. This project included the expansion of the main airport runway, revision to the airport lighting system, expansion of the airport terminal, relocation of the main entrance into the airport and relocation of the rental car parking lot to another area on the airport site. Since the airport was located in a national park, coordination with the US Fish and Wildlife Service and Wyoming Fish and Game was required. Issues analyzed in the EIS included biological resources (sage grouse and elk), air quality, noise, drainage/flood plain, noise, land use, impacts of the project on the Grand Teton National Park, and traffic and circulation. The EIS analyzed 10 different project alternatives. The EIS and a Record of Decision were approved by the FAA for this project.

Runway Expansion Project EA for the Calexico International Airport, Calexico, CA
Mr. Rusby prepared an Environmental Assessment for the expansion of the east/west main runway at the Calexico Airport in Calexico, California. Since the runway expansion area was on land owned by the airport and was being used for growing crops, the land use impacts were not significant. The airport runway expansion did create some noise impacts to nearby existing homes located on the north side of the airport. Appropriate mitigation measures were included in the project EA to reduce impacts from the runway expansion, to the extent possible.

Expansion of the Palmdale Regional Airport, Palmdale, CA
Mr. Rusby served as Assistant Project Manager for the preparation of the EIS/EIR on the expansion of this airport. Mr. Rusby prepared the Initial Study/Notice of Preparation for this project as reviewed and approved by Los Angeles World Airport (LAWA) staff. He also attended the EIR scoping meeting on this project at the City of Palmdale Community Center. Key issues for this project included air quality, biological resources, cultural resources, hydrology and water quality, land use and planning, noise, public services and utilities, and transportation and traffic. This project was on hold due to the change in Executive Director at LAW, who wanted to review all projects before they proceeded. This project is back on track.

Expansion of the MCAS El Toro to International Airport EIS/EIR, Orange County, CA
Mr. Rusby worked on the preparation of various sections of the EIR/EIS prepared for converting and expanding the former Marine Corps Air Station (MCAS) El Toro, located in unincorporated Orange County, into an international airport. This was a highly controversial project for the cities surrounding MCAS El Toro. The site was eventually annexed into the City of Irvine, with portions of the site to be developed with new residential and commercial structures, and a new Great Park.

Fullerton Airport Mitigated Negative Declaration (MND), Fullerton, CA
Mr. Rusby prepared a Mitigated Negative Declaration (MND) on the removal and relocation of some existing airplane hangars and new hangars at the Fullerton Municipal Airport. This is a small general aviation airport located in the City of Fullerton.
Mr. Robert Rusby
Senior Project Manager
Page 11 of 11

Master Plan Update, Whiteman Airport, Los Angeles County, CA
Mr. Rusby served as Project Manager for this program, completed for the County of Los Angeles Department of Public Works. He oversaw preparation of technical studies for the Whiteman Airport Master Plan Update, which covers proposed improvements to the airport over a 20-year planning period (2009-2030).

Master Plan Update, Gen. William A. Fox Airport, Lancaster, CA
Mr. Rusby served as Project Manager for this project, completed on behalf of the County of Los Angeles Department of Public Works. UltraSystems, under contract to Parsons Brinckerhoff, generated the "affected environment" section of an Environmental Assessment, as defined in FAA Order 5050.4B, in accordance with the requirements of the National Environmental Policy Act and the California Environmental Quality Act, and the provisions of the Federal Aviation Administration Advisory Circular 150/5070-6B Sections 501-504 and 605. UltraSystems will perform technical studies to assess potential air quality, biological resources, cultural resources, and land use conditions.

RESIDENTIAL

Environmental Impact Report, Proposed Senior Apartment Complex, San Clemente, CA
Mr. Rusby served as project manager for the preparation of an Environmental Impact Report (EIR) addressing a proposed three-story senior apartment complex in San Clemente. UltraSystems completed an Environmental Impact Report (EIR), a technical peer review of a traffic study, and related services. Other support included preparation of a Draft Initial Study (IS), distribution of project notices to the public, and an aesthetic analysis with computer-generated view simulations. Major issues included aesthetics, air quality, noise, traffic, and circulation. Air quality was of particular concern, since the project site was adjacent to freeway on- and off-ramps. Specific noise and air quality mitigation measures were identified for the project. The project was approved by the City with some design modifications.

SCHOOLS

MND and PEA, Century High School Demolition and Reconstruction, Alhambra, CA
Mr. Rusby served as UltraSystems' project manager for development of a Mitigated Negative Declaration (MND) concerning the demolition of old Century High School site and construction of new Century High School on the existing high school site. The Alhambra Unified School District bus storage and maintenance facility was also relocated as part of the project. The project involved building a new Century High School campus consisting of three new two-story buildings, the relocation of the parking area for the AUSD school bus fleet facility to a parking lot at San Gabriel High School. Issues analyzed in the MND included project air quality hazards and two leaking underground fuel tanks found in the bus storage and maintenance portion of this project. A portion of the site was to be sold for future multiuse residential. UltraSystems also prepared a Preliminary Environmental Assessment for the leaking tanks on the project site. The company worked closely with the State Department of Toxic Substance Control on removal of the tanks and assisted the DSTSC and the with a public outreach program to solicit area neighbors' concerns about removal of the leaking fuel tanks. In the end, there were no significant concerns about the removal of these tanks. The project MND was also approved before the removal of the tanks.
California State Polytechnic University

Pomona

The Trustees of The California State University and Colleges on recommendation of the University Faculty have conferred upon
Robert Parker Rusby
the degree of
Master of Urban Planning

Said at Pomona, California, on the thirty-first day of August, nineteen hundred and forty-four

A. H. Ittner
President

R. E. Reagan
Robert C. Kearns

California State Polytechnic College

College of Science

The Trustees of the California State Colleges on recommendation of the College Faculty have conferred upon
Robert Parker Rusby
the degree of
Bachelor of Science in Agriculture
with Honors
with a major in
Park Administration

Said at Pomona, California, on the third day of June

Robert C. Kearns
President

R. E. Reagan
Frank R. Reddick
San Bernardino Valley College

and under authorities granted by the State Board of Education

The Degree
Associate of Arts

is hereby conferred upon

Robert Parker Bushy

With all the rights and privileges appertaining thereto

in token of the satisfactory completion of a two-year curriculum

June the ninth day of June nineteen hundred

and sixty-seven at San Bernardino, California.

[Signature]

Dale M. Kennedy

Secretary Board of Trustees
Tuesday, December 04, 2012

Ahor Hakimi, Executive Director
Kern Council of Governments
1401 19th Street, Suite 300
Bakersfield, CA 93301

Supervisor Jon McQuiston
1115 Truxtun Avenue, 5th Floor
Bakersfield, CA 93301

RE: RECOMMENDATION: Robert P. Rusby as Member at Large
KernCOG Regional Planning Advisory Committee (RPAC)

TO WHOM IT MAY CONCERN

I serve as one of 3 Community At-Large Voting Members of the
Regional Planning Advisory Committee (RPAC). The third position
is unfilled. I would like to recommend a retired planner, Robert P.
Rusby, for consideration for appointment to the remaining
Community at Large position on the RPAC. The purpose of the RPAC
is to review and make recommendations on key activities
associated with regional transportation plans and other planning
issues, including SB 375 implementation and I believe his
professional experience makes him a good candidate for the RPAC.

Mr. Rusby is a resident of Kernville in Kern County. He is a retired
City Planner, a member of the American Institute of Certified
Planners (ACIP) with more than 35 years experience in both public
and private sectors. He was involved with the program EIR/EIS for
the California High Speed Rail Authority Project in Los Angeles and
Kern Counties. And he was involved in environmental documents
for Southern California Edison’s Tehachapi Transmission Line
Project in Kern, Los Angeles and San Bernardino Counties.

I am familiar with his community involvement in the Kern River
Valley since his retirement and I believe Robert P. Rusby would be
an asset to the Regional Planning Advisory Committee team and I
recommend him to KernCOG without reservation. If you have any
questions, please do not hesitate to contact me (760) 333-4561.

Respectfully submitted,

Richard Cayia Rowe
President
president@KRVR.org
**Name of Applicant:** Cindy Parra

**RESIDENTIAL INFORMATION**

<table>
<thead>
<tr>
<th>Street Address</th>
<th>4720 PICO</th>
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</thead>
<tbody>
<tr>
<td>City</td>
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<tr>
<td>State/Zip Code</td>
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<tr>
<td>Phone</td>
<td>661-327-8492</td>
</tr>
<tr>
<td>Cell Phone</td>
<td>661-477-1161</td>
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**EMLOYMENT/REFERRING ORGANIZATION INFORMATION**

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<tr>
<th>Employer/Referring Organization</th>
<th>BIKE BAKERSFIELD</th>
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<tbody>
<tr>
<td>Title</td>
<td>PLANNING AND POLICY DIRECTOR</td>
</tr>
<tr>
<td>Address</td>
<td>1424 17TH STREET</td>
</tr>
<tr>
<td>City</td>
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<tr>
<td>State/Zip Code</td>
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<tr>
<td>Phone</td>
<td>661-321-9247</td>
</tr>
<tr>
<td>Fax</td>
<td>661-321-9251</td>
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<tr>
<td>E-mail</td>
<td><a href="mailto:Bob@bikebakersfield.org">Bob@bikebakersfield.org</a></td>
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<tr>
<td>Reference</td>
<td>Bob Smith</td>
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<tr>
<td>Phone Number of Reference</td>
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**ADDITIONAL INFORMATION**

Please briefly explain why you are interested in serving as a Community At-Large Member of the RPAC.

*My twenty plus years of experience in engineering and my recent bicycle advocacy involvement gives me a unique perspective on how to address ways to comply with SB375. My familiarity with traffic design and knowledge of bicycle infrastructure...*
Cindy Parra

Professional Accomplishments

Director of CAD operations and Project Manager – SmithtechUSA, Inc.
- Oversee drafting of Improvement Plans (Grading, Water, Street, Sewer & Storm Drain and Wall)
- Check print design and drafting of Improvement Plans
- Track Improvement Plans through various City and County Agencies.
- Consult with clients on status and progress of Improvement Plans
- Set coordinates for survey crew
- Consult with Construction Foreman for direction in building subdivision
- Land Surveying
- Irrigation Canal design and relocation construction
- Legal Description and Plat drawings for Easements
- Supervise subdivision projects from design phase through construction

Planning and Policy Director – Bike Bakersfield
- Government Liaison
- Infrastructure Development
- Rule 9410 Consultant
- Office Manager

Employment History

August 1989 – Present  Director of CAD Operations and Project Manager  SmithtechUSA, Inc.
1424 17th Street  Bakersfield Ca. 93301
661-327-8492

January 2012 – Present  Planning and Policy Director  Bike Bakersfield
1708 Chester Avenue  Bakersfield Ca. 93301
661-321-9247

Education

1982  General  Independence High School
San Jose, California

1986  Industrial Arts  San Jose City College
San Jose, California
Cindy Parra

**Education**

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**Community Service**

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<td></td>
<td>Secretary</td>
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**References**

References are available on request.
List past/present professional/community affiliations, including any elected positions previously held (please list dates served).

I will be able to give the committee direction on the best way to get the most out of money spent in Kern County. I look forward to being a part of an advisory committee that can ensure a better quality of life for those in Bakersfield and Kern County.

**ELIGIBILITY REQUIREMENTS**

By signing this application form, I hereby certify that:

1. I am a U.S. citizen 18 years of age or older who resides within Kern County;
2. I am not an elected official at any level of government;
3. I am not an appointed official at any level of government i.e. city or county Planning Commission, Local Agency Formation Commission, etc.;
4. I am not a public employee, private contractor, consultant or employee of a consultant doing business with Kern County, nor of any of the incorporated cities in Kern County, Golden Empire Transit, Caltrans, or Kern Council of Governments; and
5. I have no economic interest in Kern COG projects.

**REQUIRED SIGNATURE**

I declare under penalty of perjury the above information is true and correct.

Dated: **Dec. 8, 2012**

Applicant: [Signature]

Resume or letters of recommendation may be attached.

RETURN COMPLETED, SIGNED APPLICATION TO:

Ahorn Hakimi
Executive Director
Kern Council of Governments
1401 19th Street, Suite 300
Bakersfield, CA 93301

APPLICATION DEADLINE: **Open until filled**
January 17, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

BY: Angelica Banuelos
Administrative Assistant

SUBJECT: COG AGENDA: NUMBER IV. ITEM B.
FY 2012-2013 Overall Work Program and Financial Plan Amendment No. 1

DESCRIPTION: Pursuant to Kern COG policy, the Council shall review and approve amendments to the Overall Work Program (OWP) and Financial Plan (budget). Amendment No. 1 represents a net budgetary decrease of $649,974.

DISCUSSION: Attached are the worksheets documenting the details of FY 2012-2013 OWP and Financial Plan, Amendment No. 1. Staff recommends the following significant changes:

Financial Plan

- Incorporate a net decrease in revenues of $649,973. This revision includes a decrease in federal funds ($40,781), state funds ($470,800), and local funds ($138,392).
- Incorporate a net decrease in expenditure appropriations of $627,302. This revision provides for decreases in professional services ($664,800), and increases in services and supplies ($25,498), and capital ($12,000).

Overall Work Program

Adjustments have been made to various work elements so that the OWP will reconcile to the Financial Plan. The more significant revisions are detailed below.

- Decrease work element 103.1 ($75,000) to reduce funding for the Environmental Review Program.
- Decrease work element 604.1 ($145,800) to reduce funding for the Regional Travel Demand Model Maintenance.
- Decrease work element 606.2 ($68,769) to reduce funding for the Kern River Valley Transportation Development Plan.
- Decrease work element 606.5 ($50,000) to reduce funding for the Transit Security Plan.
- Decrease work element 606.6 ($200,000) to reduce funding for the Passenger Rail Program.
- Decrease work element 609.2 ($50,000) to reduce funding for the JARC/New Freedom Program.
- Decrease work element 1001.2 ($98,000) to reduce funding for the Legislative Program.

ACTION: Approve Amendment No. 1 to the FY 2012-2013 Overall Work Program and Financial Plan and authorize Chair to sign Resolution 13-07. ROLL CALL VOTE.
BEFORE THE KERN COUNCIL OF GOVERNMENTS
STATE OF CALIFORNIA, COUNTY OF KERN

RESOLUTION 13-07

In the matter of:

AMENDMENT NO. 1 TO THE FY 2012-2013 OVERALL WORK PROGRAM AND FINANCIAL PLAN

WHEREAS, each Metropolitan Planning Organization (MPO) is required to develop a detailed Overall Work Program (OWP); and

WHEREAS, the OWP is designed to meet the comprehensive planning requirements of the Department of Transportation, the Department of Housing and Urban Development, the Environmental Protection Agency, and state agencies; and

WHEREAS, the OWP has been developed in accordance with guidelines established by the Intermodal Planning Group; and

WHEREAS, Kern COG has adopted an OWP and Financial Plan for Fiscal Year 2012-2013; and

WHEREAS, Amendment No. 1 will result in decreased total budgetary appropriations of $649,974 as detailed in the attachments, attached hereto and made a part of this Resolution No. 13-07 by this reference.

NOW, THEREFORE, BE IT RESOLVED THAT: Amendment No. 1 to the FY 2012-2013 Overall Work Program/Financial Plan is hereby authorized.

AUTHORIZED AND SIGNED THIS 17TH DAY OF JANUARY 2013.

AYES:

NOES:

ABSTAIN:

ABSENT:

Harold W. Hanson, Chair
Kern Council of Governments

I hereby certify that the foregoing is a true copy of a resolution of the Kern Council of Governments, duly authorized at a regularly-scheduled meeting held on the 17th day of January 2013.

Ahron Hakimi,
Executive Director
Kern Council of Governments
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| TOTALS                                                 |        | $7,157,577     | ($649,794)     | $0             | $0             | $0             | $8,507,367     |

### FY 2011-12 CARRIER FUND

|                                                      |        | $0             | $0             | $0             | $0             | $0             |

### FY 2012-13 ESTIMATED FUNDS

|                                                      |        | $5,393,805     | $0             | $0             | $0             | $0             | $5,393,805     |

### TOTAL (CONTROL)

|                                                      |        | $5,393,805     | $0             | $0             | $0             | $0             | $5,393,805     |
Revised: January 9, 2013

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| SUBTOTAL | $34,345 | $ - | $20,400 | $2,966 | $1,352,767 | $654,607 | $125,111 | $212,471 | $2,440,000 | $2,556,453 | $425,488 | $571,543 | $4,657,068 |
January 17, 2013

TO: Kern Council of Governments
FROM: Ahron Hakimi, Executive Director
By: Robert Phipps, Administrative Services Director

SUBJECT: KERN COG AGENDA NUMBER IV. ITEM C. ELECTRONIC AGENDAS

DESCRIPTION:
Kern COG is transitioning to electronic-only agenda packages. This item has been reviewed by County Counsel.

DISCUSSION:
In its continuing efforts to save more than $12,000 a year in taxpayer dollars and environmental resources, Kern COG will be delivering future agenda packages in electronic-only format beginning in 2013.

Each month, Kern COG will provide its Board members emailed links to each agenda, all staff reports and attachments that may be downloaded from the agency’s website. Wireless internet service will be provided inside the Kern COG Board room. Board members are encouraged to bring their own electronic devices to the meetings so that the agenda and staff reports may remain at your fingertips. The full agenda packet will also be displayed on Kern COG’s two monitors for your convenience.

Staff proposes that members who do not have a portable laptop computer, notebook or tablet with which to access the agenda before and during Board meetings will be provided a tablet that they can check out and maintain. Tablet use will be governed by policies adapted from the SJVAPCD and Kern County Employees’ Retirement Association models. These policies do not include provisions for alternates to receive tablets.

Of available tablet computers, the iPad was selected in the SJVAPCD model because of its closed operating system (less likely to become infected by a virus) and the wide selection of available software titles. Android and Windows-based models were considered but their more open operating system was more likely to become infected by a virus.

Staff recommends the latest iPad tablet with retina display at a cost of $537 for a wireless fidelity (“wi-fi”) option only or $680 for wi-fi and cellular service options. The wi-fi only option assumes that each Board member will have a reliable wireless internet access point through which agendas may be downloaded from Kern COG’s website. Absent that, Kern COG will have to provide a cellular-based internet service on a case-by-case basis as necessary. An email survey to Board members over the holidays suggested that 15 tablets would be sufficient to cover every Board member who needs one, one each for the executive director and staff and two spares.

New System Cost
Costs associated with the new system include labor time for producing the electronic version of the agenda, iPad hardware and software, and any applicable communication charges. New system cost estimates are presented below, along with options for consideration.

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<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>COST</th>
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<td>Hardware</td>
<td>15 iPads $680 per unit (with cellular hardware capability)</td>
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<tr>
<td></td>
<td>15 iPad covers/cases $65 per unit</td>
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Staff produces three agendas each month for the Board/Transportation Planning Policy Committee, Transportation Technical Advisory Committee (TTAC) and the Regional Planning Advisory Committee (RPAC). Each agenda averages 100 pages and is distributed by post office to Board and committee members and their alternates – approximately 82 separate parcels. Tablet devices are not proposed for Kern COG committee members.

Given a savings of $1,017.10 per month in labor, hard copies and postage, the estimated payback period for the new system with a cost of $11,925 is 12 months. It is assumed that the iPads will have a maximum useful life of 36 months. Savings generated over the lifetime of the equipment is approximately $24,410.40.

This number assumes a wi-fi only service provision and does not include fourth generation (4G) cellular internet access, which would add a minimum of $10 per month for each tablet that requires it.

Functionality

With the new system, each Board member who requests one would receive a tablet computer. When Kern COG has posted agenda materials to its web site, Board members would be notified by email with a link to the appropriate agenda and would download the packet contents to the tablet. From there, Board members would be able to review agenda packet materials independent from further connection to Kern COG servers. Using a pre-loaded .pdf reader, the Board can highlight and annotate any line or item for future reference.

Corrections to any agenda materials would be distributed to the Board using the same method. Any materials related to closed session items would be emailed individually to each Board member rather than being posted on the Kern COG web site.

Board Members will be notified by email with a web link when the agenda is available and use a .pdf reader and/or the iPad’s web browser to connect to Kern COG’s web site. They will then download agenda materials to their iPad for future review. Once the full agenda is downloaded, Board Members can review and annotate Agenda items, independent of any server connection. If Board Packet corrections are issued, Board Members can download them at their convenience. A graphic representation of the Agenda Distribution Process is shown in Attachment A.

Legal issues

Kern COG staff is sensitive to the trepidation many Board members may have about transitioning to electronic materials and being responsible for the agency’s computer equipment. While Kern COG tablets’ entire contents would be subject to Brown Act, Freedom of Information Act and California Sunshine laws, Kern County Counsel has affirmed that personal devices used for Kern COG business would not be held to the same standard.

Nevertheless, agency-related correspondence or other business conducted on personal devices may be subject to public review under open meeting and open information laws, unless that information can be made public through other means, such as Kern COG servers.

Transition period

As with any new technology, staff fully expects a minimum two-to three-month transition period to address unanticipated technical or logistical problems. During this time, printed agendas will continue to be made available as necessary and staff will be prepared to travel to each jurisdiction for Board member training, upon request. Proposed policies governing tablet use and a sample acknowledgement of receipt form are included as Attachment B.

ACTION:

A. Approve transitioning to electronic agenda delivery for Kern COG’s Board and all agency committees.
B. Approve purchasing iPad tablets for loan to Board members during their term with Kern COG for agency-related business.
C. Approve cellular data hardware capability on all tablet computers. Kern COG will provide cellular data service only for those Board members with demonstrated need, upon request. VOICE VOTE.
Attachment A
Proposed Board Agenda iPad Project Solution

Governing Board Members can download all appropriate Governing Board and Study Agency materials through an Internet connection to a secured Internet web site. All materials will be in PDF files, will be stored locally on the iPad, and need to be posted 7 calendar days prior to the Governing Board Meeting.

Board Member iPADs can access the District's download site through wifi or cellular data connections—depending on preference or situation.

Governing Board Members can highlight text and make notes on any materials in their agenda packets. The proposed solution must allow these marks and notes to be saved for future reference.

During the Governing Board/Study Agency Meetings, Board Members will reference supporting materials on their iPADs. Charging stations need to be available for all Board Members.
For purposes of this policy, a “portable electronic device” is defined as a tablet or laptop computer used for Kern Council of Governments’ (Kern COG) business.

Scope
This policy applies to all Kern COG Board members, committee members and staff who check out or remove any Kern COG portable electronic devices from the agency’s offices.

Background
Portable electronic devices are a security risk because they may contain private, confidential or sensitive Kern COG member information. Being portable, they are also at risk for loss, theft, or other unauthorized access.

Portable electronic devices may be more vulnerable to viruses and other such threats because the user may not regularly use virus protection software and other safeguards available to Kern COG’s desktop computers.

Policy
Board members and staff understand that authorization to use Kern COG portable electronic devices, associated equipment and software is limited to and for the sole purpose of conducting Kern COG business. Board members and staff further understand that they have no privacy rights with regard to their use of such devices.

Kern COG portable electronic devices are assigned to individual Board members and staff. Kern COG portable electronic devices are also resources to be used on an as-needed basis and will be rotated among staff in accordance with Kern COG’s business needs. All Kern COG devices must be returned to Kern COG periodically for routine maintenance.

Kern COG portable electronic devices are not for the personal use of Board members, staff, or any other person or entity. Board members and staff will not permit anyone else, including but not limited to the trustee’s or staff’s family and/or associates, to use the device assigned to them.

Board members and staff may not download or install any software onto any Kern COG portable electronic devices without prior authorization by the Kern COG Executive Director or Administrative Services Director.

Board members and staff who have an assigned portable electronic device are responsible for the security of the device and all associated equipment. Board members and staff must report any lost or stolen portable electronic equipment or data to the Kern COG Executive Director or Administrative Services Director as soon as discovered. Replacement of a lost portable electronic device is the responsibility of the trustee or staff to whom the device was assigned. Stolen devices will be replaced by Kern COG in the first instance.

Board members and staff who download Kern COG Board agenda packets to an authorized Kern COG iPad or to their own portable electronic device shall not voluntarily disseminate any data designated as confidential, such as closed-session agenda materials.

Acknowledgement of Receipt
I hereby acknowledge that I have received and read Kern Council of Governments’ Portable Electronic Device and Electronic Board Packet Policy. By signing this form, I agree to adhere to and comply with the policy as stated above and understand the policy will be enforced.

Received Kern COG-issued iPad: Yes / No      Kern COG-issued iPad Serial Number:___________
Kern COG-issued iPad Inventory Number:____________________

Printed Name    Signature     Date

Kern Council of Governments
AGENDA
KERN COUNCIL OF GOVERNMENTS

KERN COG CONFERENCE ROOM
THURSDAY
1401 19TH STREET, THIRD FLOOR
FEBRUARY 21, 2013
BAKERSFIELD, CALIFORNIA
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: Tarver, Hanson, Wood, Aguirre, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner

Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 – January 17, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse: (None)
E. Amendment No. 1 to Contract Agreement with Kern Economic Development Foundation (KEDF) – 2013-14 Kern Energy Watch Local Government Partnership Program (Urata)

Comment: Amend contract to extend the Kern Energy Watch program cycle with Kern Economic Development Foundation through 2013-14 for a total of $151,000. County Counsel has reviewed this Amendment.

Action: Authorize Chair to sign Amendment No.1 to Contract Agreement with KEDF. VOICE VOTE.
F. Amendment No. 1 to Contract Agreement with Southern California Gas Company – to Jointly Deliver the 2013-14 Kern Energy Watch Energy Leader Partnership Program (Urata)

Comment: Contract amendment to extend the Kern Energy Watch program cycle with Southern California Gas Company through 2013-14 for a total of $152,332. County Counsel has reviewed this Amendment.

Action: Authorize Chair to sign Amendment No. 1 to the Contract with Southern California Gas Company. VOICE VOTE.

G. Amendment No. 1 to Contract Agreement with Southern California Edison – to Jointly Deliver the 2013-14 Kern Energy Watch Energy Leader Partnership Program (Urata)

Comment: Contract amendment to extend the Kern Energy Watch program cycle with Southern California Edison through 2013-14 for a total of $262,000. County Counsel has reviewed this Amendment.

Action: Authorize Chair to sign Amendment No. 1 to the Contract with Southern California Edison. VOICE VOTE.

H. Kern COG’s 2012 Regional Award of Merit Recipients (Phipps)

Comment: Update on the 2012 Regional Awards of Merit program to be held on March 7 at the Petroleum Club in Bakersfield.

Action: Information.

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

IV. KERN COG: (None)

A. San Joaquin Valley Regional Policy Council Appointment (Phipps)

Comment: Board member appointment to California Partnership for the San Joaquin Valley.

Action: Appoint a Board member to fill Kern COG’s seat on the California Partnership for the San Joaquin Valley. VOICE VOTE.

B. 2013-14 Preliminary Overall Work Program Priorities (Phipps)

Comment: A review of priorities presented in the final 2013-14 Overall Work Program.

Action: Information and comment.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)
VII. KERN MOTORIST AID AUTHORITY:

A. **Highway Litter Removal (Napier)**
   
   **Comment:** Potential funding sources and arrangements for litter removal on state highways within Kern County.
   
   **Action:** Direct staff to begin negotiations with the City of Bakersfield, County of Kern and Caltrans for a countywide, comprehensive litter removal program. **VOICE VOTE.**

B. **Status of the Kern Motorist Aid Authority's (KMAA) Call Box Program (Napier)**
   
   **Comment:** An update on Kern Motorist Aid Authority’s Call Box program.
   
   **Action:** Information.

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. EXECUTIVE SESSION: (None)

XII. ADJOURNMENT: NEXT MEETING: March 21, 2013
I. ROLL CALL:
Members Present: Hanson, Cantu, Johnston, Linder, Smith, Wegman, Scrivner
Members Absent: Flores, Wood, Aguirre, Wilke, Holloway, Couch
Alternates: None
Congestion Management Agency Ex-Officio Members: Sorenson, Silver
Others: Approximately 5
Staff: Hakimi, Ball, Collins, Napier, Pacheco, Phipps, Snoddy, Stramaglia, Heimer, Hightower.
Raymond, Invina and Perkins

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.

Ms. Jeanette Berry from Bakersfield stated that at the last Kern COG meeting Mr. Watson stated in part “that he got the impression that a lot of people in the past don’t realize that Kern COG doesn’t make laws, what we try to do is fulfill the requirements of the law. There is really nothing that this body can do about some of the complaints that they have”. Mr. Watson also said “that maybe at some point in the future if they are made to understand that they won’t feel they were being suppressed”. The technique used in all public workshops is the epitome of suppression. The very laws you are trying to fulfill are nothing but suppression. They suppress my inalienable rights of life, liberty and the pursuit of happiness by installing a shadow government dictated by the United Nations. Even though Kern COG is not a member of the international council for local and environmental initiatives implementation of Agenda 21 is occurring as you try to fulfill the requirements of the law. Ladies and gentlemen, I truly believe that some of you do not comprehend the ramifications in participating with Kern COG. There is something you can do, as elected officials it is your responsibility to represent all of your constituents on both sides of the aisle. Do so by becoming informed of the United Nations Agenda 21, the republic of the United States of America is not based on socialism, it is based on independence.

Mr. Bill Lind from Bakersfield stated that he wanted to make a comment about an exchange earlier this evening between Mr. Hakimi, Mr. Scrivner and Mr. Hanson, and it really kind of alarms me because Mr. Scrivner and Mr. Hanson made some points that Kern County is a unique county and has geographical challenges. We have economic challenges as far as trying to meet the greenhouse gas standards. They are right, these greenhouse gas standards are based on junk science. The science has been proven a lie and these laws are bogus, they are not constitutional. They suppress industry, farming and our industries that provide energy and it’s bad policy and it’s based on lies. He thinks that we shouldn’t be extorted by the comments such as “we may lose $400 million dollars”; time and time again he hears these extortion comments. He doesn’t know if it’s meant to be extortion or it’s a warning or what, but our local officials have got to start standing up and following the concept of nullification, when laws come down to us that are unreasonable, unconstitutional and irrational, local officials have the right to stand up and say no we will not comply and have the courage to do so. Sometimes we benefit and sometimes there’s consequences, but we have to have some courage. These greenhouse gas initiatives, the UN Agenda 21, the High-Speed Rail, it’s all part of an effort to destroy our economy. Look at Europe, they all did this stuff and look at where they are at today, they are teetering on financial collapse. They can’t raise their tax revenues.
Mr. Edward Valoff stated that he lives here in Bakersfield and has a business in McFarland. He read in the Valley Blueprint that they are suggesting that we go from 3.8 dwellings here in Kern County up to 6. He does not understand how you are going to accomplish that. There are a couple ways, but he doesn’t know if you are planning to do it through higher fees for trends that stay in the low density housing project or if you’re going to reward somehow this stack and pack housing to increase the density. He knows it’s written broadly but he’s not sure how you would accomplish increasing the dwellings per acre, other than shoving everybody into a corner or going up into the sky. We have uniqueness here, we are a rural community and he’s curious of how that is going to happen.

Chair said if you would call him, he would be happy to discuss this or refer it to someone who could help you.

Ms. Jan Lundy from Bakersfield stated that she noticed that the meeting is being filmed and she wonders if you edit the public comments and also is it broadcast on public television, if so how can we find out when it airs. Chair said we air on Monday evenings at 7 p.m. on KGOV channel 16 and we do not edit public comments.

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 – November 15, 2012
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse
E. San Joaquin Valley Regional Policy Council Legislative Platform
F. 2013 Kern COG Legislative Platform
G. Technical Assistance to Member Jurisdictions
H. Community Survey Bid Award
I. Contract Amendment – 2012 Kern On-Call Transportation Model Support

Chair stated that Item H. the Community Survey bid award shows on the agenda as $60,910, the correct amount is $58,660.

Mr. Bill Lind asked for item E. to be taken off the agenda and discussed.

MOTION BY DIRECTOR SMITH, second by Director Cantu, TO APPROVE THE CONSENT CALENDAR, with item E. removed. Motion carried with a roll call vote.

E. San Joaquin Valley Regional Policy Council Legislative Platform

Mr. Phipps stated that the Valley Legislative Platform is a combined effort of the eight Valley Councils of Governments. Typically there are about 100 state bills a year that can have the potential to impact transportation and other operations and activities that the COGs participate in. On an annual basis they develop a legislative platform that is a set of guiding principles to address legislation as it occurs and also to provide a statement about legislative priorities throughout the year. At this point the Policy Council which is an organization made up of two elected members from each of the eight COGs, have endorsed and adopted this platform that is before you tonight, but that entity is an advisory body not a law making
Authority, so the intent is for you to take a look at this and determine whether these legislative goals are in line with Kern’s goals. Certainly they were crafted very carefully to encompass the interest of the entire Valley as best as possible, so as not to alienate any one county from consideration for funding or any legislative opportunities that might be there.

Mr. Lind stated that he sees when COGs craft a legislative platform as circumvention of the people. People lobby their City Councils, their County Board of Supervisors, their State and Federal Representatives. He feels that a collection of government bodies doing a legislative platform for the government doesn’t make any sense and it cuts out direct representation of the people. It alarms him, that’s one of the problems with the COG system, unless we overhear this, we wouldn’t know that it was happening. This isn’t going through the normal system of representation, it kind of circumvents it. Another thing about it that bothers him is references to cap and trade. Cap and trade is economic hocus bogus. Al Gore and his cronies have made millions out of ripping people off with cap and trade schemes, it’s not good policy, it’s not good economic policy. We shouldn’t be pushing for cap and trade program funding. Sustainable communities, we can’t make communities sustainable through socialism, you can only make them sustainable by following the principles of free market, limited government and fiscal responsibility. Europe went down the road of sustainable communities and they’re continent is on the verge of economic collapse. He has a question on Map 21 implementation, what exactly is that?

Mr. Phipps apologized, Map 21 should have been spelled out in the heading, it stands for Moving Ahead for Progress in the 21st Century, that is the Federal Transportation bill that covers transportation spending by the Federal government over the next two years signed this last June. Basically the platform under that heading is to see that the state works closely with local governments on any funding formulas and guiding documents to move forward as the law’s being implemented by Federal administrative agencies that the local government works closely with the state to ensure that it’s administered as beneficially as it can be.

Mr. Hakimi wanted to remind you that about six months ago we terminated the services of both our state and federal lobbyists, Kern COG does not engage in lobbying.

Mr. Dennis Fox stated that he grew up in Bakersfield before we had a COG we had city streets being maintained by the county and vice versa and everyone at each other’s throat rather than cooperating. Will you include the laws that come into the hopper? Mr. Phipps said he didn’t know what hopper meant. Mr. Fox explained it’s when they put all their bills in. Mr. Phipps stated that the deadline for bill delivery to the legislative council is not until next week. The final deadline is February 22nd. Mr. Fox said will you be coming out with a summary of the ones you are interested in. Mr. Phipps said yes, they are tracked very closely.

Chair said you have to remember that our charge is transportation. We don’t make the rules of cap and trade, and we can’t stand up and say no, it doesn’t work that way, because then we wouldn’t have a dollar to put a highway in, we have to work our way around this, some of the stuff we don’t like such as cap and trade, but the Governor and Legislature do, so we have to work around it.

Director Cantu said as one of the members of the COG that represents Kern County at the Valley Regional Policy Council, what we do is take 5-6 priorities that the Valley COGs have viewed and discussed and we will go to speak on those specifics items only, we will go to the legislators to push them. If you have questions or concerns on what is going to be discussed before our trip to Sacramento, he would love to talk to you.
Mr. Valoff said he sees that you are going to award a contract for community survey; he’s lived here all his life and on the Blueprint and 2050 Plan there was a series of workshops that happened and developed some kind of public policy. He said he did not know about them and he doesn’t know where the information is going but he knows a lot of people that want to be involved in that process that currently aren’t being reached and he doesn’t know how they can be reached, but there are something’s that he doesn’t like that are in there. He thinks you should do a better job at getting the information out.

Mr. Phipps said that the community survey is a statistically valid telephone survey in English and Spanish of approximately 1,300 Kern County residents, demographically represented in the rural areas. It is a very strong indicator of what people think and the survey itself is a study of the same issues over time, some questions change each year, but most of them are designed to demonstrate continuity in the process and to determine how public opinion changes over time on quality of life issues, including water, crime, and a host of different issues with transportation of course being a major part of it as well.

Chair and Mr. Phipps both said they would be happy to help if they would be contacted.

MOTION BY DIRECTOR LINDER, second by Director Smith, TO APPROVE THE SAN JOAQUIN VALLEY REGIONAL POLICY COUNCIL’S 2013 LEGISLATIVE PLATFORM. Motion carried with a voice vote.

IV. KERN COG:

A. Appointment of Community At-Large Member to the Regional Planning Advisory Committee (RPAC)

Ms. Napier stated that the Regional Planning Advisory Committee is made up of staff representatives from each of the eleven cities, the County, Golden Empire Transit District, Caltrans District 6 and three community at-large members. Additionally, the Executive Officer of LAFCO and the President/CEO of KECD are non-voting members. There is currently one community at-large position vacant on the Committee. Kern COG received two applications for the remaining member. Robert Rusby was referred by the Kern River Valley Revitalization Committee and Cindy Parra was referred by Bike Bakersfield. The By-Laws provide for the appointment of the at-large members representing varied economic, social, and geographic sectors of Kern County. The two current sitting at-large members are Patty Poire, referred by the Home Builders Association and Richard Rowe referred by the Kern River Valley Revitalization Committee and the terms of the appointment are for two years.

Mr. Hakimi stated that he wanted to bring your attention to the varied economic, social, and geographic sectors. The gentleman before you is very well qualified but having two of the three members from the Kern River Valley may heavily weigh the Kern River Valley, but it is your decision. He said he has worked with Bike Bakersfield and Ms. Parra and she has been very successful in getting grants for the City of Bakersfield and the County of Kern and he highly recommends both of these members.

Director Scrivner clarified that Richard Rowe from the Kern River Valley is already on the committee. He knows that both of these applicants look like they are very qualified, but he agrees with Mr. Hakimi that having two members on a small committee from such a small community will run the risk of not getting a broader representation of priorities throughout the County.

MOTION BY DIRECTOR SCRIVNER, second by Director Smith, TO APPOINT MS. PARRA AS THE COMMUNITY AT-LARGE MEMBER TO THE RPAC. Motion carried with a voice vote.
B. FY 2012-13 Overall Work Program and Financial Plan Amendment No. 1

Mr. Phipps stated that fundamentally the purpose of this Amendment is to demonstrate a reduction of $627,302 in expenditures primarily in professional services as the result of several contracts that have been completed or are no longer being planned. Chair said that is pretty impressive.

MOTION BY DIRECTOR SMITH, second by Director Cantu, TO APPROVE AMENDMENT NO. 1 TO THE FY 2012-13 OVERALL WORK PROGRAM AND FINANCIAL PLAN AND AUTHORIZE CHAIR TO SIGN RESOLUTION NO. 13-07. Motion carried with a roll call vote.

C. Electronic Agendas

Mr. Phipps stated that tonight we have brought you a proposal, this is the third meeting in a row that we have been discussing this item. Conceptually, tonight we bring to you a full proposal, along with a set of policies that if you approve, will govern the use of the electronic devices, specifically as we discussed. Kern COG spends an estimated $12,000 annually not just for this Board and Committee but for its other sub-committees in sending out agendas. We are looking at what many agencies have already done, to transition to an electronic agenda format that would require our members to either check out or bring with them their own electronic device whether it’s a laptop, a tablet, phone, etc. to review the agendas during the meeting. In preparation for this we have taken steps to make sure that we have a very strong wireless fidelity wifi internet connection throughout this entire floor, password protected, for which the Board will be provided the password. That wifi connectivity will be limited of course based on Brown Act concerns so that there can be no downloads, no text or email service available during the Board meeting, so that there would be no worry about any kind of any other communication going on. The proposal before you is based on Mr. Hanson and Mr. Watson’s recommendation on the Air District proposal to use the latest ipad tablets, at a cost of $537 a piece or $680 for the hardware necessary to use the cellular service options. Staff has determined that approximately 15 iPads would more than cover the Board with one being available for staff during the meetings and one for the Executive Director to use during the meetings. We would also cover the cost for cases and charging stations and if necessary the adobe acrobat software through which you can mark up the text and everything that you would be able to do on paper. Mr. Silver came in earlier in the week with his own device and staff worked with him, and we encourage you to bring in your own devices. Mr. Silver stated that he was able to do what he needed, it’s a little bit of a learning curve, but it can be done. Tonight’s the first night he used his and it worked pretty well, he doesn’t see where anyone will have any problems, after the first few meetings, to get used to it. The model for the purchasing approach that we are taking is based on the San Joaquin Valley Air District, however the policies at Supervisor Scrivner’s recommendation comes from the Kern County Retirement Association Board and adapted to suit our situation. The idea is that any Board member who requires a device, who either does not have one or does not feel comfortable using their own, would receive a tablet computer that would be checked out, they would have to sign the policy that is attached to the staff report, authorizing the equipment and affirming that they are OK with the policies for the return of the equipment, that the equipment while it is in their care is their responsibility. Each month they would be notified by email and would then download the agenda, if that is not possible than we have the provision to be able to purchase as needed service plans for cellular internet. Staff has been very sensitive over time to some of the concerns that have been brought to us regarding potential legal issues, we have worked together with County Counsel on this policy. We are very aware that a transition period is necessary over a 2-3 month period; the proposal would be to print regular agendas until we can get everyone completely comfortable online. To that end, staff is happy to sit down with you at your convenience wherever you would like to help you become familiar with the process. Once the transition period is over we will stop issuing hard copies of the agenda. These tablets would only be for Board members, we do not have provisions for alternates at this time, so if your alternate is coming you would hand off yours if they did not have one of their own to use. Note that 15 is the maximum that we would need to purchase, we are not done polling every member, it is probably going to be less than that. Mr. Hakimi said that we make about 80 copies of the agenda. Chair said it is a one-time cost, but down the road we save a lot. Mr. Hakimi said that he believes we will actually purchase 7-8 based on the preliminary polling and the pay back will be less than six months.
Director Johnston asked how will our alternates and staff receive the agenda? Mr. Phipps stated that your staffs who attend committee meetings have already been made aware of this and have begun the transition. The agenda email goes out to approximately 600 individuals – the public, state and partner agencies, anyone who has signed up for our large database is notified when the agenda is available for review. They would receive it the same way you receive it. They need to make sure we have a valid email address for them.

MOTION BY DIRECTOR SCRIVNER, second by Director Smith, TO APROVE TRANSITIONING TO ELECTRONIC AGENDA DELIVERY FOR KERN COG’S BOARD AND ALL AGENCY COMMITTEES; APPROVE PURCHASING IPAD TABLETS FOR LOAN TO BOARD MEMBERS DURING THEIR TERM WITH KERN COG FOR AGENCY-RELATED BUSINESS; APPROVE CELLULAR DATA HARDWARE CAPABILITY ON ALL TABLET COMPUTERS. KERN COG WILL PROVIDE CELLULAR DATA SERVICE ONLY FOR THOSE BOARD MEMBERS WITH DEMONSTRATED NEED, UPON REQUEST. Motion carried with a voice vote.

V. TRANSPORTATION AUTHORITY: (None)

VI. MEETING REPORTS: (None)

VII. KERN MOTORIST AID AUTHORITY: (None)

VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR’S REPORT:

A. Warrant Register
B. Timeline

Chair said that he talked to Mr. Hakimi earlier in the week regarding a litter situation, will that be a part of your report. Mr. Hakimi stated that we talked earlier about the Overall Work Program for this year, one of the things Kern COG administers is the Kern Motorist Aid Authority (KMAA), the call boxes, this Board has previously questioned how long we should continue to fund the call box system as more and more people have cell phones. He did some research based on our conversation and an option for the use of the monies collected for KMAA, which comes from one dollar on each DMV fee, as long as we can create a nexus to safety and there is a direct link to cleaning the roadsides to safety, that money can be used for cleaning up our highways. Chair said regarding the call box situation, is it possible to just close down 75% of them and keep 25% open or is it all of nothing. Mr. Phipps said it is based on routes, his understanding is that call boxes can be pulled off of an entire route, one route at a time, they cannot be pulled randomly. You either populate a route or you do not. However, you are not obligated to populate every route. One of the options that this Board considered in 2007 when it conducted its last major upgrade was the potential for having call boxes on the SR 99 and SR 58 corridors but removing them everywhere else. That was one thought that this Board looked at but decided to keep the full system. During that upgrade in 2007 the life cycle was expected to be about 10 years, and then after that the call box would probably have served their useful life. Chair would suggest that staff look into this; the litter situation in Kern County is out of control. Mr. Hakimi gave him some statistics on accidents and even deaths involved from the litter problem. Maybe we can look at using some of the call box funds and divert that to this problem, if you could report back to us on that. Director Scrivner said it has merit for us to take a look at. Mr. Hakimi said we will over the next few months look into it and the statistics you mentioned from a federally funded approved survey stated that conservatively litter on the road is responsible for 80 to 90 fatalities and 25,000 crashes on North American roads each year. It is a significantly bigger problem than we all know. Director Scrivner said he has heard about the litter situation from several of his constituents specifically on the SR 58 corridor and he has contacted Caltrans Director Shari Ehler, there has been some issues of not being able to use the work release like they have in the past on the state level because the state has sent their offenders down to the county. He has discussed it with Sheriff Youngblood and they are looking into it. Ms. Ehler has let him know that they are moving forward with some type of litter collection contract to address it in some of the medians.
Mr. Hakimi said we have more RTP outreach going on in Bakersfield and Shafter. Over the next several months, Kern COG staff will be coming to each one of your City Council meetings and Board of Supervisors meetings to give you an overview of the very important Regional Transportation Plan.

As a reminder the Regional Awards are Thursday, March 7th. Please RSVP to Ms. Collins.

The Valley Voice Policy Council meeting that Mayor Cantu mentioned is March 13-14. The CalCOG meeting is April 4-5 in Monterey.

Since many of our new members were away at training today, he has delayed the workshop Kern COG 101 until next month, so there will be training for all of the new members and alternates next month at our 6 p.m. session.

Community planning grants that he mentioned last month, Kern COG has a limited amount of money to assist all of the member agencies with applying for those Caltrans grants.

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.

Chair asked Mr. Phipps if at the next meeting he could go over the Regional Awards event details.

XI. EXECUTIVE SESSION: (None)

XII. ADJOURNMENT: Next meeting – February 21, 2013

There being no further business, the meeting adjourned at approximately 8:00 p.m.

Respectfully submitted,

ATTEST: Ahron Hakimi, Executive Director

Harold W. Hanson, Chair DATE: ___________________________
February 21, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi, Executive Director

By: Linda Urata, Regional Planner III

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM E.
AMENDMENT NO. 1 TO CONTRACT AGREEMENT WITH KERN ECONOMIC
DEVELOPMENT FOUNDATION (KEDF) – 2013-2014 KERN ENERGY WATCH LOCAL
GOVERNMENT PARTNERSHIP PROGRAM

DESCRIPTION:
Amend contract to extend the Kern Energy Watch program cycle with Kern Economic Development Foundation through 2013-14 for a total of $151,000. County Counsel has reviewed this Amendment.

DISCUSSION:
At the request of the Kern County Board of Supervisors and following negotiations with Kern Economic Development Foundation, Kern Council of Governments proposes amending the agreement covering the 2010-2012 program cycle to extend the program through 2013-2014. Under the amendment, Kern COG will continue to provide administration, planning, and outreach activities for the Pacific Gas and Electric Company (PG&E) local government partnership (Kern Energy Watch) Program. Kern Economic Development Foundation is contracted with PG&E and has budgeted $151,000 for Kern COG to implement the non-incentive program activities (Marketing, Education & Outreach, Direct Implementation, and Strategic Plan) for the Kern Energy Watch program over the two year program cycle 2013-2014.

On January 15, 2009 Kern COG passed a resolution stating:
2. Kern COG supports a commitment to sustainable practices through the planning and implementing of energy efficient strategies and programs.
3. Kern COG has included this activity in the 2012-2013 Overall Work Program.
4. Kern COG will coordinate the Kern Energy Watch Program as requested by the Kern County Board of Supervisors in resolution No. 2008-367.

On November 15, 2012 the California Public Utilities Commission issued a final decision approving the 2013-2014 application as submitted by the Investor Owned Utilities authorizing them to conduct local government partnership energy efficiency programs, including the Kern Energy Watch program.

ACTION: Authorize Chair to sign Amendment No.1 to Contract Agreement with KEDF. VOICE VOTE.
INDEPENDENT CONTRACTOR AGREEMENT  
Addendum No. 1

This Addendum No. 1 to Contractor Agreement (“Addendum No. 1 to Agreement”) is made and entered into as of January 1, 2013, (“Addendum Effective Date”) by and between the Kern Economic Development Foundation (“KEDF”) and Kern Council of Governments (“Kern COG”). KEDF and Kern COG may, at times, be individually referred to as a “Party” and collectively as the “Parties.”

RECITALS

WHEREAS, the 2010-2012 Kern Energy Watch Partnership (“2010-2012 Partnership”), a utility and government partnership, was created to assist participating jurisdictions and their communities in achieving long-term energy savings and demand reductions, to establish a permanent framework for energy management programs, and to foster a deeper understanding of sustainability and best practices related to energy use.

WHEREAS, the purpose of the Independent Contractor Agreement (“Agreement”) is to formalize an understanding between the Parties to pursue, develop and deliver, collaboratively; 1) energy use reductions county wide; 2) community outreach and education related to energy efficiency strategies, programs, rebates, and incentives; and 3) support for local government and special districts related to energy efficiency and climate change policy in support of the California Long Term Energy Efficiency Strategic Plan (“Strategic Plan”).

WHEREAS, the Partnership is a program funded and administered under contract between Kern Economic Development Foundation (KEDF) with Pacific Gas & Electric Company (“PG&E”).

WHEREAS, PG&E has contracted with KEDF to administer funding and program resources allocated to the Partnership within the PG&E service territory (“PG&E Contract”).

WHEREAS, KERN COG has an established delivery system for disseminating information to the county, cities, unincorporated areas, and special districts within its jurisdiction.

WHEREAS, the Parties have established goals and priorities relative to long term energy sustainability for the communities of Kern County and agree there are benefits realized by collaborating on these efforts.

WHEREAS, the Parties have established goals and priorities for the 2013-14 Kern Energy Watch Partnership (“Partnership”) activities, relative to long term energy sustainability for the communities of Kern County and agree there are benefits realized by collaborating on these efforts.
NOW THEREFORE, in consideration of the foregoing Recitals, which are specifically incorporated into this Addendum and form an integral part hereof, and for other and further valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, this Addendum No. 1 to Agreement, dated January 1, 2013, is adopted on February 21, 2013 in accordance with the provisions outlined in the Agreement made and entered into the 19th day of November 2010, and by and between KEDF, a California non-profit corporation, acting in its role as the Administrator of the Kern County Energy Watch Partnership, and Kern COG. The Parties agree as follows:

1. **Independent Contractor Status.**

   (a) It is the express intention of the Parties that Kern COG is an independent contractor and not an employee, agent, joint venturer, or partner of KEDF. Kern COG shall finance its own operation and shall operate as an independent contractor and not the agent or employee of KEDF. Nothing in this Agreement shall be interpreted or construed as creating an employment relationship between KEDF and Kern COG or between any employee or agent of Kern COG and KEDF. Kern COG shall not have the authority to make binding decisions of any nature on behalf of KEDF and shall not hold out to third parties as having such authority.

   (b) KEDF shall have no right of control over the manner in which the work is to be done, but only as to approval of completed work product.

   (c) KEDF will appoint a Partnership representative who will be the primary contact between KEDF and Kern COG, and who will be authorized to act on behalf of KEDF in carrying out KEDF’s obligations under this Agreement. Such appointment shall be communicated in writing to Kern COG within ten business days following execution of this Addendum No. 1 to Agreement.

2. **Description of Services.**

   (a) KEDF agrees to perform the following activities:

      (i) Collaborate with Kern COG to implement the Scope of Work ("SCOPE"), attached hereto as Exhibit A, through:

         1) Attendance at monthly Partnership meetings providing information on the current status of business outreach, energy savings programs and opportunities, and collaborating with program partners; and
2) Attend meetings and collaborate on Partnership activities as necessary for Kern COG to satisfy its obligations and/or achieve established energy savings goals as set forth in the Strategic Plan.

(ii) Compensate Kern COG on a monthly basis for performing the activities identified in the SCOPE upon being presented with an invoice requesting reimbursement for said activities pursuant to paragraph (b) (iii) below and in accordance with the “Budget,” attached hereto as Exhibit C.

(b) Kern COG agrees to perform the following activities:

(i) Perform the tasks identified in the SCOPE within established time frames and furnish all labor, equipment, and materials necessary to complete the SCOPE.

(ii) Satisfy established time frames for Strategic Plan activities and deliverables, as developed and documented by Kern COG and participating municipalities, or provide an explanation of actual outcomes and obstacles to performance in the quarterly Strategic Plan report to be completed in accordance with Task 3.1.a. of the SCOPE.

(iii) Submit to KEDF by the 10th day of each month, beginning January 1, 2013, monthly invoices including an activity time tracking detail report that has been created and approved by the Kern Energy Watch partner independently owned utilities. The report is allocated by budget category in accordance with the SCOPE, Tasks 1.1.a and 1.5, and as attached hereto as Exhibits A and B.

(iv) Attend meetings and collaborate on Partnership activities as necessary for KEDF to satisfy its obligations and/or achieve established energy savings goals as set forth in the Strategic Plan.

3. Term.

The term of this Agreement shall commence on the Effective Date and shall continue through and until December 31, 2014, or until terminated in accordance with Section 4 below.

4. Termination.

This Agreement may be terminated by either Party upon 10 days written notice to the other Party. In the event of any such termination, Kern COG shall be fairly
compensated for all work performed to the date of termination, payment to be made within 15 days of final billing therefor or on the due date as provided in Section 2.b.iii of this Addendum No. 1 to Agreement. KEDF shall be entitled to completion of all work performed to the date of termination before final payment shall be due.

5. **Approval of Subcontractors.**

None of the Services set forth in Section 2 of this Addendum No. 1 to Agreement shall be subcontracted without the prior written consent of KEDF, which will not be unreasonably withheld. Kern COG shall be as fully responsible to KEDF for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly employed by them. Any approved subcontractors shall agree to be subject to the terms of this Agreement, as amended by this Addendum No. 1 to Agreement, in writing signed by the Parties and the subcontractor.

6. **Insurance.**

During the term of this Agreement, Kern COG shall maintain for the entire duration of this Agreement such liability insurance as shall protect the KEDF, its directors, officers, employees, and Kern COG for claims which may arise from Kern COG’s operation under this Agreement and which may otherwise be required pursuant to the terms of the PG&E Contract. Kern COG shall maintain any other insurance required by law. Upon request, Kern COG shall provide the KEDF with certificates of insurance containing an additional insured endorsement in favor of the KEDF. If requested by KEDF, copies of the policies required by this Section shall be made available to KEDF. Approval of the insurance by KEDF shall not relieve or decrease the liability of Kern COG.

7. **Indemnification.**

To the fullest extent permitted by law, Kern COG shall hold harmless, indemnify, reimburse, and defend KEDF and its officers, officials, agents, and employees from and against any and all claims, suits, actions, proceedings, losses, liabilities, professional liabilities, or expenses (including attorneys’ fees and all court costs and other expenses) arising out of or in connection with: (i) Kern COG’s course and scope of work performed pursuant to this Agreement; (ii) all negligent acts or omissions of Kern COG (or its agents or subcontractors), including accidents, injuries or damage caused to any person or property, including Kern COG and Kern COG’s property, in connection with such acts or omissions; (iii) the failure of Kern COG (or its directors, officers, employees, agents, or subcontractors) to comply with any provision of this Agreement; and (iv) any negligent act or omission or willful misconduct of Kern COG (or any of its directors, officers, employees, agents or subcontractors) otherwise pertaining in any manner to this Agreement.

To the fullest extent permitted by law, KEDF shall hold harmless, indemnify, reimburse, and defend Kern COG and its officers, officials, agents, and employees from and against any and all claims, suits, actions, proceedings, losses, liabilities,
professional liabilities, or expenses (including attorneys’ fees and all court costs and other expenses) arising out of or in connection with: (i) KEDF’s course and scope of work performed by KEDF or third parties to this Agreement not in privity with Kern COG; (ii) all negligent acts or omissions of KEDF (or its agents or subcontractors), including accidents, injuries, or damage caused to any person or property, including KEDF and KEDF’s property, in connection with such acts or omissions; (iii) the failure of KEDF (or its directors, officers, employees, agents, or subcontractors) to comply with any provision of this Agreement; and (iv) any negligent act or omission or willful misconduct of KEDF (or any of its directors, officers, employees, agents, or subcontractors other than Kern COG) otherwise pertaining in any manner to this Agreement.

8. **Miscellaneous Provisions.**

(a) **Notices.**

All notices required by this Agreement, including, but not limited to, requests, authorizations, approvals, and consents shall be in writing and shall be delivered in person, by private express overnight delivery service (delivery charges pre-paid), or by certified or registered mail, return receipt requested, addressed as provided below. Notices shall be deemed to be given or received on the date of actual receipt (or of attempted delivery) at the applicable address or at such other address as a Party may direct from time-to-time.

KEDF: Kern Economic Development Foundation  
2700 M Street, Suite 200  
Bakersfield, California 93301  
Attention: Richard Chapman

Kern COG: Kern Council of Governments  
1401 19th Street, Third Floor  
Bakersfield, California 93301  
Attention: Ahron Hakimi

(b) **Governing Law; Venue.**

The laws of the State of California shall govern the validity, performance, and enforcement of this Agreement. This Agreement is entered into in Kern County, California, and accordingly the appropriate venue for a dispute under this Agreement is in the Kern County Superior Court of California, Metropolitan Division, with venue in the County of Kern.

(c) **Assignment.**

This Agreement shall not be assignable by either Party without the written agreement of all Parties. Subject to the preceding sentence, this Agreement shall be binding upon the successors and assigns of KEDF and Kern COG.
(d) **Counterparts.**

This Agreement may be executed in several counterparts, each of which shall be deemed an original for all purposes, and all counterparts when taken together shall constitute one and the same Agreement.

(e) **Waiver.**

No waiver by a Party of any breach or default by the other Party under this Agreement shall be construed as a waiver of the same or any subsequent breach or default, nor shall any delay or failure to seek a remedy or exercise a right be construed as a waiver by any Party of its rights or remedies with respect to such breach or default.

(f) **Severability.**

If any provision of this Agreement is determined to be invalid or unenforceable, the remainder of this Agreement shall not be effected thereby and shall be and remain valid, binding and enforceable to the fullest extent permitted by law.

(g) **Entire Agreement and Amendments.**

This Agreement, as modified by this Addendum No.1 to Agreement, constitutes the entire integrated agreement between KEDF and Kern COG. All prior negotiations, representations, and agreements, written or oral, between the Parties with regard to the subject matter of this Agreement are superseded and canceled hereby and shall not be used to interpret or construe this Agreement. No further amendment or modification of this Agreement shall be effective or enforceable, unless in writing signed by the Parties. Should any conflicts arise between this First Addendum to Agreement and the Agreement, the terms and conditions of this First Addendum to Agreement shall control.

(h) **Captions.**

Any paragraph titles or captions contained in this Agreement are for convenience of reference only and shall not be deemed part of this Agreement.

(i) **Terms.**

Common nouns and pronouns shall be deemed to refer to the masculine, feminine, neutral, singular and plural as the identity of the person or entity may in the context require.
IN WITNESS WHEREOF, KEDF and Kern COG have executed this Addendum No.1 to Agreement as of the Addendum Effective Date.

RECOMMENDED AND APPROVED AS TO CONTENT: KERN COUNCIL OF GOVERNMENTS

Ahron Hakimi, Executive Director Harold W. Hanson, Chair
Kern Council of Governments “Kern COG”

APPROVED AS TO FORM: KERN ECONOMIC DEVELOPMENT FOUNDATION

Brian Van Wyk, Deputy Barry Hibbard, Chair
Kern County Counsel “KEDF”
Exhibit A
Kern Council of Governments
Kern Energy Watch Program
2013-2014 Scope of Work

Task 1: Program Administration Support

Kern Council of Governments (Kern COG) will provide program administration support for reporting, meeting coordination, orientation, and reporting activities. Kern COG will conduct a program orientation for new partners or when there is a change in a partner’s representative to Kern Energy Watch.

- Task 1.1: Reporting
  - 1.1.a. Monthly to Kern Energy Watch Partners
    - Kern COG will prepare a monthly report on its Administrative, Marketing and Outreach, and Direct Implementation activities for the utility Program Managers. This report will be prepared along with the monthly invoice for services.
    - Kern COG will prepare a monthly report on the selected California Long Term Energy Efficiency Strategic Plan (CEESP) activities for the utility Program Managers.
  - 1.1.b. Quarterly to KEDF to provide to PG&E for their report to the California Public Utilities Commission
    - Kern COG will consolidate monthly reports from the municipal partners, Staples, KEDF and Kern COG and provide quarterly reports to PG&E.
  - 1.1.c. Annual Report and Final Report to PG&E
    - Kern COG will provide an Annual Report to KEDF on March 3, 2014 and March 2, 2015, summarizing the Quarterly reports and providing an outlook for the next year’s activities so KEDF may report to PG&E by March 31st of 2014 and 2015.
    - Kern COG will provide a Final Report to PG&E on February 27, 2015.

- Task 1.2: Coordination of Partnership Meetings

Kern COG will coordinate partnership meetings including securing the meeting location and necessary equipment (phone, PowerPoint, etc.), creation of the meeting agenda, making guest speaker arrangements, notification to meeting participants and invited guests and minutes.

  - 1.2.a. Kern COG will be responsible for coordinating the monthly Kern Energy Watch Program Managers meeting
  - 1.2.b. Kern COG will be responsible for coordinating the quarterly Partnership meeting

- Task 1.3: Coordination with other entities

When appropriate and beneficial to the Kern Energy Watch partners, Kern COG will coordinate with other utility and non-utility energy efficiency programs such as the Greater
Task 1.4: Ad Hoc Reports and Program Continuation

Kern COG shall provide support to KEDF to produce up to two Ad Hoc Report(s) during the program cycle. A response will be provided within ten working days of receiving a written request from KEDF. The request must provide comprehensive instructions that include an outline, the research to be conducted or information to be collected, and provide specific details regarding the format for the report or the template to be used. Kern COG will provide support to KEDF to produce a draft report and allow for one edit into a final report.

Task 1.5: Invoicing

Kern COG is responsible for the timely and accurate billing for monthly services.

Kern COG is responsible for maintaining detailed records such as timesheets, deliverables, and receipts to substantiate the invoices. Kern COG will use the template provided by Southern California Gas Company in March 2010 and updated for the 2013-2014 program cycle to provide detail to submitted invoices.

Task 1.6 Program Orientation

- Kern COG will update and distribute a program orientation packet for new Kern Energy Watch participants.
- Kern COG will provide PG&E with contact information whenever municipal staff representation to Kern Energy Watch changes; conduct reciprocal introductions between PG&E staff and municipal representatives.

Task 1 Deliverables

- Monthly Kern Energy Watch Report
- Monthly Strategic Plan Report
- Quarterly Kern Energy Watch Report
- Two Annual Reports due by March 3rd, 2014 and March 2nd, 2015
- One Final Report due February 27, 2015
- Kern Energy Watch partner database with monthly updates
- No more than 4 Kern Energy Watch Partnership meetings per year, agendas, minutes, and telephone conference call service
- No more than 12 Kern Energy Watch Program Manager meetings per year
- Up to 2 Ad Hoc Reports
- Monthly invoice
- Kern Energy Watch orientation materials

Task 2: Outreach and Marketing

Kern COG will develop and implement a marketing plan, seeking input from the partners, including input on collateral materials. Kern COG will host and maintain the Kern Energy Watch website.
One of the objectives of this effort will be to inform local communities about the wide variety of energy efficiency and demand reduction offerings available to them and to encourage participation.

- **Task 2.1 Program Support Materials**
  - Program orientation handout development, approval, and print
  - Store, manage inventory, and distribute program materials provided by the IOUs-or the Direct Install contractor.

- **Task 2.2 Outreach to cities and County of Kern**
  - Meet with Kern Energy Watch representative and/or municipal staff to identify needs and opportunities and to promote Kern Energy Watch programs and opportunities
  - Attend meetings with staff or community groups to promote energy efficiency

- **Task 2.3 Website Outreach**
  - Host and maintain the Kern Energy Watch website
  - Post information regarding municipal partner outreach projects created through the PG&E funded local programs.
  - Promote the Kern Energy Watch website

- **Task 2.4 Marketing**
  - Kern COG will follow PG&E Marketing and Claims Review protocols as they apply to Kern Energy Watch outreach and marketing efforts.
    - 2.4.a. Training: Kern COG will notify partnership members via email regarding all partnership sponsored programs
    - 2.4.b. Build on the Take 5 for Energy Efficiency campaign including City/County employee programs encouraging energy efficiency

**Task 2 Deliverables**
- Program orientation handout
- Outreach materials: Kern Energy Watch brochure, Take 5! Success Stories
- Meeting documents such as invitation, agenda, meeting notes
- Emails notifying partners of training opportunities
- Website

**Task 3: Implementation**

Municipal facility projects include retrofits, retro-commissioning, integrating demand response, self-generation opportunities, technical assistance, and on-bill financing opportunities. On a limited basis, Kern COG will facilitate meetings with the municipalities and, provide referrals to the appropriate energy watch contractor or utility, which will in turn coordinate the appropriate Direct Install and financing programs for the municipality. Kern COG will provide referrals from PG&E to Staples Energy, the direct install contractor. Kern COG will also work with the municipal partners to carry out the work plan for the CPUC’s California’s Long-Term Energy Efficiency Strategic Plan (CEESP) work items.
• Task 3.1 Directed Activities
  o 3.1.a. Kern Council of Governments will work with local agencies and utilities to pursue identified strategies to achieve goals identified in the CPUC’s California’s Long-Term Energy Efficiency Strategic Plan (CEESP). The proposed work plan and budget are attached to this Scope of Work as Exhibit B.

Task 3 Deliverables
  o CEESP deliverables for identified goals
  o Six (6) sample communication documents (two per goal) such as fliers, agendas, meeting notes

Task 4: Training and Education
Kern COG will assist with identifying training & education programs for the municipalities, and communities as agreed upon by the Partnership, which may include:
  o Code compliance training to all cities & county
  o Energy efficiency training
  o Demand reduction training
  o Technology and energy efficient design education and training
  o Building Operator Certification
  o Certified Energy Management
  o LEED accreditation
  o Green Point rated and other applicable trainings.

• Task 4.1 Municipal training needs
  o Quarterly, survey local government partners to see which PG&E course offerings interest them.
  o Post training opportunities on the Kern Energy Watch website and notify local government partners via email.

• Task 4.2 Other training opportunities
  ▪ Collect and provide information to and from community colleges and the Employers Training Resource agency to identify the training program needs of local workers and employers.

Task 4 Deliverables
  o At least two workshop fliers that were distributed via emails
  o List of training courses posted to website or sent via email to partners
  o Energy Workshop Sponsorship Recognition
EXHIBIT B

Kern Council of Governments
Kern Energy Watch Program
California Energy Efficiency Strategic Plan
20013-2014 Identified Strategies

Goal 1: Local governments lead adoption and implementation of “reach” codes stronger than Title 24 on both mandatory and voluntary basis.

1.1 Adopt codes, ordinances, standards, guidelines or programs that encourage or require building performance that exceeds state requirements. The focus should be on using existing models, or if there is something new and unique that it be replicable.

1.1.6 Develop educational programs for local elected officials, building officials, commissioners, and stakeholders to improve adoption of energy efficiency codes, ordinances, standards, guidelines and programs.

Planned activities include (Budget $7,000):
- Proclamations of October as Energy Awareness Month
- Door-to-door Take 5 for Energy Efficiency Outreach Campaign in November 2013
- Reports prepared on energy efficiency activities to city councils
- Ugly Sweater Challenge November 2013

Goal 2: Strong support from local governments for energy code compliance enforcement.

2.1 Improve processes resulting in increased code compliance through education, training, and enforcement practices. Results: The current rate of non-compliance with codes and standards is halved by 2012, halved again by 2016, and there is full compliance by 2020.

2.1.2 Redesign enforcement, compliance, plan review processes; introduce new forms and templates.

Planned activities include (Budget $8,000):
- Celebrate May 2013 and May 2014 as Building Safety Month in each local government
- Continue to update local governments on Plug-in Electric Vehicle permit and policy development

Goal 3: Local governments lead by example with their own facilities and energy usage practices. Results: The energy usage footprint of local government buildings is 20% below 2003 levels by 2015, and 20% below 1990 levels by 2020.

3.2 Adopt an Energy or Climate Action Plan for municipal operations. The plan could include setting energy efficiency standards for new and existing facilities, developing a revolving loan fund for energy efficiency projects, and so on.

3.2.1 Develop/adopt an energy chapter for City/County climate or energy action plan.

Planned Activities include (Budget $5,000):
- Work with local governments to enter facilities into the EPA Energy Star Portfolio Manager Automated Benchmark System
- Host a recognition luncheon for the local governments celebrating accomplishments and awarding recognition items, prepare media releases
Goal 4: Local governments lead their communities with innovative programs for energy efficiency, sustainability and climate change. **Results:** By 2015, 50 percent of local governments have adopted energy efficiency/sustainability/climate change action plans for their communities and 100 percent by 2020, with implementation and tracking of achievements.

4.1 Adopt a Climate Action Plan (CAP), Energy Action Plan (EAP) or adopt energy efficiency language into another policy document, such as a General Plan, to reduce community greenhouse gas emissions with a focus on energy efficiency.

4.1.4 Conduct the energy saving analysis for an annual green gas emission inventory

Planned activities include (Budget $28,000):
- Coordinate activities with the PG&E Green Communities program
- Coordinate the Energy Action Plan Work Group items on the monthly Kern COG Regional Planning Advisory Committee meeting agenda
- Work with at least one local government to produce and adopt an Energy Action Plan
EXHIBIT C

Kern Council of Governments
Kern Energy Watch Program
2013-2014 Budget

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<th>Description</th>
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<tr>
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<tr>
<td>Kern COG - Strategic Plan (Shared Partnership with other IOU's)</td>
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February 21, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi, Executive Director
By: Linda Urata, Regional Planner III

SUBJECT: COG AGENDA NUMBER III. F. AMENDMENT NO. 1 TO CONTRACT AGREEMENT WITH SOUTHERN CALIFORNIA GAS COMPANY – TO JOINTLY DELIVER THE 2013-2014 KERN ENERGY WATCH ENERGY LEADER PARTNERSHIP PROGRAM

DESCRIPTION:

This is a Contract amendment to extend the Kern Energy Watch program cycle with Southern California Gas Company through 2013-14 for a total of $152,332. County Counsel has reviewed this Amendment.

DISCUSSION:

At the request of the Kern County Board of Supervisors and following negotiations with Southern California Gas Company, Kern Council of Governments desires to amend the existing contract agreement covering the 2010-2012 program cycle to extend the program for the 2013-2014 program cycle to provide administration, planning, and outreach activities for the Kern Energy Watch Program. Southern California Gas has budgeted $80,000 for incentives and $72,332 for non-incentive (Marketing, Education & Outreach, Technical Assistance and Direct Implementation) in total for the Kern Energy Watch program over the two year program cycle 2013-2014.

On January 15, 2009 Kern COG passed a resolution stating:
2. Kern COG supports a commitment to sustainable practices through the planning and implementation of energy efficient strategies and programs.
3. Kern COG has included this activity in the 2012-2013 Overall Work Program.
4. Kern COG will coordinate the Kern Energy Watch Program as requested by the Kern County Board of Supervisors in resolution Number 2008-367.

On November 15, 2012 the California Public Utilities Commission issued a final decision approving the 2013-2014 Application as submitted by the Investor Owned Utilities authorizing them to conduct local government partnership energy efficiency programs, including the Kern Energy Watch program.

ACTION: Authorize Chair to sign Amendment No. 1 to the Contract with Southern California Gas Company. VOICE VOTE.
FIRST AMENDMENT

THIS FIRST AMENDMENT ("FIRST AMENDMENT") TO THE AGREEMENT TO JOINTLY DELIVER THE 2010-2012 KERN COUNTY ENERGY EFFICIENCY PARTNERSHIP PROGRAM dated January 1, 2010 ("Agreement") is effective as of the First Amendment Effective Date (as defined below), by and among SOUTHERN CALIFORNIA GAS COMPANY ("SCG") AND KERN COUNCIL OF GOVERNMENTS ("Kern COG"). Terms not otherwise defined herein shall have the meaning ascribed to them in the Agreement. SCG may be referred to individually herein as the "Utility", SCG and Kern COG may be referred to herein individually as a "Party" or collectively as the "Parties."

RECITALS

WHEREAS, the Parties previously executed the Agreement to Jointly Deliver the 2010-2012 PARTNERSHIP PROGRAM effective January 1, 2010 (hereinafter referred to as the "2010-2012 Program");

WHEREAS, on May 18, 2012, the California Public Utilities Commission ("Commission") issued a Decision Providing Guidance on 2013-2014 Energy Efficiency Portfolios and 2012 Marketing, Education, and Outreach ("Final Guidance Decision") guiding the Utility to continue the 2010-2012 Program through a two-year 2013-2014 transition period (hereinafter referred to as the "2013-2014 Program");

WHEREAS, on July 2, 2012, the Utility submitted its application ("2013-2014 Application") for the implementation of energy efficiency programs to be delivered to California utility customers for the years 2013 through 2014, which included the 2013-2014 Program;

WHEREAS, on November 15, 2012, the Commission issued a final decision approving the 2013-2014 Application as submitted ("Final Decision"), thereby approving continuation of energy efficiency programs, which includes the 2013-2014 Program, and the Parties desire to extend the Agreement through 2014 under the terms and conditions set forth in the Agreement, except as otherwise provided in this First Amendment; and

WHEREAS, the Parties desire to further amend the Agreement as necessary to provide an authorized budget for the 2013-2014 Program and to update the Agreement as required to reflect the extended 2013-2014 Program cycle.

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Effective Date: The "First Amendment Effective Date" shall be January 1, 2013.

2. Except as provided herein, and to the extent applicable, any reference in the Agreement to the "2010-2012 Program" shall hereby include both the 2010-2012 Program and the 2013-2014 Program.

3. Section 1.16 of the Agreement is hereby deleted in its entirety and replaced with the following:

   1.16 PIP or Program Implementation Plan: The program prepared and filed by the Utilities to be approved by the Commission, attached to this Agreement as Exhibit A-1. Once the Commission
has approved the PIPs for implementing the Program in SCG service territory, such approved PIPs shall be automatically incorporated into and attached to Exhibit A-1 and shall be incorporated herein. Any subsequent changes or modifications by the Commission shall also be automatically incorporated into and attached to Exhibit A-1 and shall be incorporated herein. The most recent Commission approved and publicly available PIP for the 2013-2014 Program shall be controlling, regardless of whether it has been attached.

4. Section 11 of the Agreement is hereby deleted in its entirety and replaced with the following:

11. END DATE FOR PROGRAM AND ADMINISTRATIVE ACTIVITIES

Unless this Agreement is terminated pursuant to Section 25 below, or unless otherwise agreed to by the Parties or so ordered by the Commission, the Parties shall complete all Program Administrative activities (as defined in the PIP) and all reporting requirements by no later than March 31, 2015, and all Direct Implementation and Marketing & Outreach activities by no later than December 31, 2014.

5. Section 12 of the Agreement is hereby deleted in its entirety and replaced with the following:

12. FINAL INVOICES

KERN COG must submit final invoices to SCG no later than March 31, 2015.

6. Section 25.1 of the Agreement is hereby deleted in its entirety and replaced with the following:

25.1 Term. This Agreement shall be effective as of the Effective Date. Subject to Section 37, the Agreement shall continue in effect until March 31, 2015 unless otherwise terminated in accordance with the provisions of Section 25.2 or 30 below.

7. Section 26 of the Agreement is hereby deleted in its entirety and replaced with the following:

26. WRITTEN NOTICES

Any written notice, demand, or request required or authorized in connection with this Agreement, shall be deemed properly given if delivered in person or sent by facsimile, nationally recognized overnight courier, or first class mail, postage prepaid, to the address specified below, or to another address specified in writing by a Party as follows:

Kern COG:  SCG:
Ahron Hakimi  Southern California Gas Company
Energy Watch Executive Director  Alma Briseno, Program Advisor
Kern Council of Governments  555 W. Fifth Street, GT20B4
1401 19th Street, Suite 300  Los Angeles, CA 90013
Bakersfield, CA 93301  (213) 244-5132
661-861-2191

Notices shall be deemed received (a) if personally or hand-delivered, upon the date of delivery to the address of the person to receive such notice if delivered before 5:00 p.m. PST (or PDT, as applicable), or otherwise on the Business Day following personal delivery; (b) if mailed, three (3) Business Days after the date the notice is postmarked; (c) if by facsimile, upon electronic
confirmation of transmission, followed by telephone notification of transmission by the noticing Party; or (d) if by overnight courier, on the Business Day following delivery to the overnight courier within the time limits set by that courier for next-day delivery.

8. This First Amendment may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall be deemed to be one and the same instrument.

9. Exhibit A, PROGRAM IMPLEMENTATION PLAN, and Exhibit B, (SOUTHERN CALIFORNIA GAS COMPANY 2010-12 GOALS AND PARTNER BUDGET), of the Agreement are hereby deleted in their entirety and replaced with the versions of Exhibit A-1 (PROGRAM IMPLEMENTATION PLAN) and Exhibit B-1 (SOUTHERN CALIFORNIA GAS COMPANY PARTNERSHIP PROGRAM 2013-14 GOALS & KERN COG PROGRAM BUDGET) attached to this First Amendment, which attached versions are incorporated herein by reference and made a part of the Agreement.

10. General. From and after the First Amendment Effective Date, any reference to the Agreement contained in any notice, request, certificate or other instrument, document or agreement shall be deemed to mean the Agreement, as amended by this First Amendment. In the event of any conflict between the Agreement and this First Amendment, this First Amendment shall prevail. All remaining provisions of the Agreement shall remain unchanged and in full force and effect. Each party is fully responsible for ensuring that the person signing this First Amendment on that party's behalf has the requisite legal authority to do so.

[SIGNATURES FOLLOW ON NEXT PAGE]
IN WITNESS WHEREOF, the Parties have caused this First Amendment to be executed by their duly authorized representatives as of the First Amendment Effective Date.

RECOMMENDED AND APPROVED AS TO CONTENT:

Ahron Hakimi, Executive Director
Kern Council of Governments

Harold W. Hanson, Chair
"Kern COG"

APPROVED AS TO FORM:

Brian Van Wyk, Deputy
Kern County Counsel

SOUTHERN CALIFORNIA GAS COMPANY

By: _____________________________
Name Printed: Gillian Wright
Title: Director, Customer Programs & Assistance
Date: ____________, 2013
EXHIBIT A-1

SCG Program Implementation Plan
2013-2014 Energy Efficiency Programs
Local Government Partnership Programs
Program Implementation Plan

1. **Program Name:** Kern County Energy Watch Partnership  
   **Program ID:** SCG3743  
   **Program Type:** Local Government Partnership

NOTE: Kern Council of Governments has reached out to the Ridgecrest City Manager to determine if there is interest in having Ridgecrest join the Kern Energy Watch Partnership. Both utilities, Southern California Edison and Pacific Gas & Electric have indicated their support for merging the two partnerships to create one unified partnership in Kern County. As of the close of business on May 24, 2012, Kern COG had not yet had a conversation with the City Manager. UPDATE: On June 20, 2012, the City of Ridgecrest City Council passed a resolution to participate in the Kern Energy Watch Partnership energy leader program.

2. **Program Element Description and Implementation Plan**

   a) **List of program elements:**
   The core program elements are similar to those identified in the Master Program Implementation Plan (PIP): Element A - Government Facilities, Element B - Strategic Plan Activities, and Element C - Core Program coordination.

   **Core Program Element - Government Facilities**
   The Partnership will deliver energy savings during the next three-year program cycle. Every local government that participates in the Partnership will achieve specified energy savings and greenhouse gas reductions from the facilities and infrastructure that it manages through technology retrofits, operational improvements and policy changes. Participating local governments will take advantage of Partnership incentives for municipal facilities and, wherever possible, of eligible rebate, incentive and technical assistance programs offered by their serving utilities.

   A.1) **Retrofit of county and municipal facilities**
   The County of Kern has the opportunity to expand on the Kern County Energy Watch Municipal Program by trying to maximize the feasibility and energy efficiency upgrade of the county’s municipal facilities. The plan is to retrofit county facilities through the Partnership program’s technical assistance, capital improvement projects, and where appropriate delivery installation components. Potential opportunities include but are not limited to: lighting, lighting controls, air conditioning, and other measures. Direct delivery (partnership delivered equipment upgrades installed by munis) includes but is not limited to: CFLs, hardwire fixtures, lighting controls, T8’s, occupancy sensors, LED exit signs, vending machine controllers, weatherstrip, window film, and aerators.

   A.2) **Retro-Commissioning (of buildings or clusters of buildings):**
The Partnership will focus on identifying HVAC retrofit opportunities through the retro-commissioning of municipal buildings. This will provide a systematic whole-system approach to energy efficiency. Many chronic building problems and energy waste can be resolved by making low-cost or no-cost adjustments identified by the Retro-commissioning process.

A.3) Integrating Demand Response into the audits:
The Partnership’s plans include identifying and performing successful comprehensive energy efficiency projects with member cities and enrolling service accounts from each city in demand response programs in alignment with the Master Partnership Implementation Plan.

A.4) Technical assistance for project management, training, audits, etc.:
Each Partnership has a specific budget for each of these elements. Standard programs available include energy efficiency training, energy audits, and technical assistance in alignment with the Master Partnership Implementation Plan.

A.5) On-Bill Financing:
The County and each city in the partnership have indicated an interest in using On-Bill Financing.

Core Program Element - Strategic Plan Support

B.1) Code Compliance Support:
The Partnership’s Building Codes Work Group will continue to develop and expand an energy code compliance improvement program and various strategies across the partnering cities to improve compliance with building energy standards and appliance regulations. The Partnership will build on the International Code Council’s Building Safety Month campaigns held in ten cities and the County of Kern in May 2011 and May 2012. The Partnership will conduct focused energy code training targeted to the Kern County region including workshops for municipal planning and building staff, building professionals, and contractors. The Partnership will continue Plug-in Electric Vehicle Readiness education, training, and outreach efforts begun in 2012 with regards to building codes, zoning, signage and American Disabilities Act ordinances.

B.2) Reach Code Support:
The Partnership will seek to establish meaningful reach codes as part of its effort to add value to energy efficiency in alignment with the strategies described in the Master Partnership Implementation Plan.

B.3) Guiding Document(s) Support:
In addition to establishing documentation in alignment with the strategies described in the Master Partnership Implementation Plan, the Kern County Partnership 2010-2012 objectives included the development of Energy Action Plans and Climate Action Plans to document baseline energy use and emissions. These baselines will be used to set and achieve emission reductions and energy savings. In 2013-2014, individual county and city plans will be used to develop a regional energy savings plan.

B.4) Financing for the community:
The Kern County Partnership will develop an education and outreach program for the Partnership communities in alignment with the strategies described in the Master Partnership Implementation Plan.

B.5) Peer to Peer Support:
The Kern County Partnership will actively participate and support in the peer to peer program in forums for the partnering county and cities and through the strategies described in the Master Partnership Implementation Plan.

B.6) Energy Analysis (Goal 4):
The Partnership will continue to provide education, encouragement, and recognition to the County of Kern and the ten cities to implement the EPA Energy Star Portfolio Manager program to benchmark qualifying facilities, both to update data annually and to expand the effort to additional facilities.

Core Program Element - Core Program Coordination

C.1) Outreach & Education:
The Partnership has an established comprehensive Marketing Education & Outreach (ME&O) Plan that will be expanded to incorporate: educational workshops to assist cities in moving forward with energy savings projects, policies, codes, and ordinances; general awareness events and exhibits to publicize the Partnership and its goals throughout the communities (including environmental fairs and expos); marketing energy efficiency program through a variety of media channels including mailers, press releases, and quarterly e-newsletters; and providing a minimum of 16 special workshops throughout the county and five cities.

C.2) Residential and Small Business Direct Install:
The Partnership will continue its support of the core program by driving participation through its county economic development agency, chambers of commerce, bill mailing inserts, and public television access. The Partnership will also fund and execute focused small business, multi-family and single family residential direct install activities.

C.3) Third-party program coordination:
The Partnership will actively support third part programs through the strategies described in the Master Partnership Implementation Plan.

C.4) Retrofits for just-above ESAP-qualified customers:
The Kern County Partnership will support this program in alignment with the strategies described in the Master Partnership Implementation Plan.

- Technical assistance for program management, training, audits, etc.: The Partnership will allocate a portion of its direct implementation budget for this activity. In addition, the Partnership anticipates bringing technical and financial assistance from the following programs to its communities: SCE & PG&E Energy Center offerings, Energy Star® Qualified Refrigerator Rebates, Refrigerator and Freezer Recycling, Electric Water Heater Rebates, and Energy Star® Qualified Lighting; Express Efficiency; Multi-family Energy Efficiency Rebate Program; Non-Residential Audits; Retro-Commissioning; Savings by Design; Standard Performance Contracts; Variable Speed Pool Pump Rebate Program.

b) Overview:
The Kern County Energy Watch Partnership (the Partnership) is a continuation of the Partnership between the City of Bakersfield, Kern County, Southern California Edision (SCE), Southern California Gas, and Pacific Gas & Electric (PG&E) and the cities of California City, Delano, McFarland and Tehachapi which will be expanded to include the city of Ridgecrest, and the implementing partner: Kern Council of Governments (Kern COG).

The Partnership builds upon the success of the Kern County Energy Watch Partnership. The 2013 - 2014 partnership improves SCE’s current local government partnering strategy by establishing a disciplined, concentrated approach to create consistency in program offerings and improve clarity and ease of participation in community partnerships. The Partnership will merge the Kern County and Ridgecrest Partnerships and continue to extend the program’s reach into the unincorporated communities and the multiple-service Community Service Districts within Kern County. The Partnership’s comprehensive portfolio of activities is designed to seek innovative approaches to energy efficiency by implementing best practices for municipalities and by establishing a wave of energy efficiency activities through focused educational and outreach events. This will also increase effective delivery of technical and financial energy services to residents and businesses.

c) Non-incentive services:
In addition to the strategies described in the Master Partnership Implementation Plan the Kern County Partnership will include a Portfolio of partnership ME&O activities to increase community enrollment in energy programs, and other SCE services, resources and assets brought to support the ME&O Plan (e.g., mobile education unit; account manager support; training at the Agricultural Technology Application Center (AGTAC); speakers bureau; limited giveaways such as opportunity drawings and free CFLs; marketing, design & printing of brochures and other collateral materials; media/press/publicity support, etc.).

d) Target audience, etc.:
The target audience includes:
- City and county staff, management and policymakers (elected officials);
- Residential and business customers;
- Students of Kern County Community Colleges; and,
- Residents and business customers of the unincorporated communities

e) Implementation:
In addition to the strategies and coordination described in the Master Partnership Implementation Plan:
- The Partnership has developed a comprehensive portfolio of ME&O activities and is proceeding to schedule near-term activities and events. These include advertising in regional and local newspapers, cable TV and newspaper interviews about energy efficiency opportunities, and workshops as well as community exhibits most with an attendance of 500-3,000 people.
- The Partnership program strategies include an integrated approach to energy consumption and reduction, increasing awareness of energy efficiency, demand

3. **Program Element Rationale and Expected Outcome**

   a) **Quantitative Baseline and Market Transformation Information**

   
<table>
<thead>
<tr>
<th>Baseline Metric</th>
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<tr>
<td>Metric A</td>
</tr>
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</table>
   
   | Program/Element | N/A | N/A | N/A |

   Refer to the overarching PIP section

   b) **Market Transformation Information**

   
<table>
<thead>
<tr>
<th>Market Transformation Planning Estimates</th>
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<tbody>
<tr>
<td>Program/Element</td>
</tr>
</tbody>
</table>
   
   | Metric A | N/A | N/A |
   | Metric B | N/A | N/A |
   | Metric C | N/A | N/A |
   | Etc. | N/A | N/A |

   Refer to the overarching PIP section

   c) **Program Design to Overcome Barriers:**
   The Cities and unincorporated communities that form the Kern County Partnership will have barriers consistent with and will employ those strategies to overcome them as described in the Master Partnership Implementation Plan to overcome them.

4. **Other Program Element Attributes**

   a. **Best Practices:**
   As well as those strategies described in the Master Partnership Implementation Plan, the Kern County Partnership will embody the following best practices:
   
   - Leverage the strong member municipal relationships developed by the Partnership in the 2006-08 and expanded in the 2009 bridge period and 2010-2012 cycle to further develop and capture energy efficiency opportunities in facilities within the county and cities.
   - Expand the existing Kern County Partnership education programs to identify, develop and capture energy efficiency opportunities within the region’s communities.

   b. **Innovation:**
The Partnership will collaborate with its county and city participants, including school districts and special districts, to develop strategies to implement integrated and comprehensive projects that will encompass energy efficiency, demand response, and renewable elements.

The Partnership will also hold nine training workshops and 22 exhibits over the course of the 24 months of the 2013 - 2014 cycle at community events to demonstrate: energy efficiency activities and practices, energy code training to target the needs of Kern County, promote whole-building performance to get better space conditioning, coordinate emerging “green” or sustainability standards, and promote programs that promote sustainability including California New Homes Program; Home Energy Efficiency Program, Appliance Recycling Program, Benchmarking and Performance Tracking, and On-Line Buyer’s Guide and Business and Consumer Electronics Program.

c. **Interagency Coordination:**
The Kern County Partnership, through its local government and consulting network, will encourage coordination with agencies and initiatives as noted within the Master Partnership Implementation Plan as well as with the participating IOUs: SCE, SoCalGas, and PG&E.

d. **Integrated/coordinated Demand Side Management:**
The Kern County Partnership program plans include identifying and enrolling service accounts from each participating county and city in demand response programs in alignment with the Master Implementation Plan.

e. **Integration across resource types (energy, water, air quality, etc):**
The Partnership promotes comprehensive sustainability, including water conservation, solid waste management, and alternative mobility.

f. **Pilots:**
No pilots are planned through this Partnership.

g. **EM&V:**
The utilities are proposing to work with the Energy Division to develop and submit a comprehensive EM&V Plan for 2010 - 2012 after the program implementation plans are filed. This will include process evaluations and other program-specific studies within the context of broader utility and Energy Division studies. More detailed plans for process evaluation and other program-specific evaluation efforts cannot be developed until after the final program design is approved by the CPUC and in many cases after program implementation has begun, since plans need to be based on identified program design and implementation issues.

5. **Partnership Program Advancement of Strategic Plan Goals and Objectives**
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<tr>
<td><strong>1-1:</strong> Develop, adopt and implement model building energy codes (and/or other green codes) more stringent than Title 24’s requirements, on both a mandatory and voluntary basis; adopt one or two additional tiers of increasing stringency.</td>
<td>The City of Delano will consider adoption of Reach Codes in the 4th Quarter 2012. Results of this activity and lessons learned will be shared with all members of the Kern Energy Watch Partnership in 2013 (and 2014 to note continued progress, if Delano adopts Reach Codes).</td>
</tr>
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<td><strong>1-2:</strong> Establish expedited permitting and entitlement approval processes, fee structures and other incentives for green buildings and other above-code developments.</td>
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<tr>
<td><strong>1-3:</strong> Develop, adopt and implement model point-of-sale and other point-of transactions relying on building ratings.</td>
<td>The City of Delano will consider adoption of point-of-sale measures in the 4th Quarter of 2012. Results of this activity and lessons learned will be shared with all members of the Kern Energy Watch Partnership in 2013 (and 2014 to note continued progress, if Delano adopts point-of-sale measures).</td>
</tr>
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<td><strong>1-4:</strong> Create assessment districts or other mechanisms so property owners can fund EE through city bonds and pay off on property taxes; develop other EE financing tools.</td>
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<td><strong>1-5:</strong> Develop broad education program and peer-to-peer support to local governments to adopt and implement model reach codes.</td>
<td>Within the Partnership and through other Partnerships, the local agencies of the Partnership, and Kern COG, will participate in 3 or 4 comprehensive peer to peer educational &amp; outreach forums on a semi-annual basis that emphasize specific actions to take to help achieve the local agencies’ reach code goals.</td>
</tr>
<tr>
<td><strong>1-6:</strong> Link emission reductions from “reach” codes and programs to CARB’s AB 32 program.</td>
<td>Each local agency of the Partnership will evaluate and adopt, through the Partnership, the nexus of energy DSM programs and the larger AB 32 / SB 375 compliance requirements will be integrated as appropriate, provided a sustained funding source is provided to support the activities.</td>
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<td><strong>2-2:</strong> Dramatically improve compliance with and enforcement of Title 24 building code, and of HVAC permitting and inspection requirements (including focus on peak load reductions in inland areas).</td>
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<td><strong>2-3:</strong> Local inspectors and contractors hired by local governments shall meet the requirements of the energy component of their professional licensing (as such energy components are adopted).</td>
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<tr>
<td><strong>3-1:</strong> Adopt specific goals for efficiency of local government buildings.</td>
<td>The Partnership will continue and expand the use of the EPA Portfolio Manager software to benchmark local government facilities.</td>
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<td><strong>3-2:</strong> Require commissioning for new buildings, and re-commissioning and retro-commissioning of existing buildings.</td>
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<td><strong>3-4:</strong> Explore creation of line item in local governments’ budgets or other options that allow EE cost savings to be returned to the department and/or projects that provided the savings to fund additional efficiency.</td>
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<tr>
<td><strong>3-5:</strong> Develop innovation Incubator that competitively selects initiatives for inclusion in local government pilot projects.</td>
<td>N/A</td>
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<tr>
<td><strong>4-1:</strong> Local governments commit to clean energy/climate change leadership.</td>
<td>In 2012, five cities and the County of Kern considered adopting an Energy or Climate Action Plan for municipal operations. The plans could include setting energy efficiency standards for new and existing facilities, developing a revolving loan fund for energy efficiency projects, and so on. The Energy Action Plan template was shared with six other incorporated cities in Kern County, three Community Service Districts, and the City of Visalia in Tulare County. In 2013-2014, this work within Kern County and the Community Service Districts should continue and be expanded to other areas as funding allows. Create and/or implement energy plans for Kern County, the cities and special districts within SCE/SoCalGas jurisdiction. Adopt the energy plans and make templates available to other Kern Energy Watch partners.</td>
</tr>
<tr>
<td><strong>4-2:</strong> Use local governments’ general plan energy and other elements to promote energy efficiency, sustainability and climate change.</td>
<td>Adopt a Climate Action Plan (CAP), Energy Action Plan (EAP) or adopt energy efficiency language into another policy document, such as a General Plan, to reduce community greenhouse gas emissions with a focus on energy efficiency.</td>
</tr>
<tr>
<td><strong>4-4:</strong> Develop local projects that integrate EE/DSM/water/wastewater end use</td>
<td>The Partnership will influence wastewater, storm water and potable water capital projects, with SCE, SoCalGas, and PG&amp;E to ensure that they are as energy efficient as possible.</td>
</tr>
<tr>
<td><strong>4-5:</strong> Develop EE-related “carrots” and “sticks” using local zoning and development authority</td>
<td>Each local agency of the Partnership will evaluate, develop, and adopt as required, zoning and development authority changes to comply with AB 32 / SB 375.</td>
</tr>
</tbody>
</table>
EXHIBIT B-1

SOUTHERN CALIFORNIA GAS COMPANY
2013-2014 GOALS & KERN COG PROGRAM BUDGET

Natural Gas Savings Target:

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2014</th>
<th>2-year Total</th>
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<tr>
<td>SCG</td>
<td>40,000 Th</td>
<td>40,000 Th</td>
<td>80,000 Th</td>
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Other non-resource goals are contained in the SCG PIP in Exhibit A-1

2013-14 Kern COG Partnership Budget

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<table>
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</thead>
<tbody>
<tr>
<td>2013-2014 Kern COG Total Non-Incentive Budget</td>
<td>$208,464</td>
</tr>
<tr>
<td>SCG Incentive From SCG Core Programs (1)</td>
<td>$80,000</td>
</tr>
</tbody>
</table>

SCG Authorized Budget

<p>| | |</p>
<table>
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<tbody>
<tr>
<td>SCG Administrative Other</td>
<td>$126,205</td>
</tr>
<tr>
<td>SCG Administrative Overhead</td>
<td>$9,927</td>
</tr>
<tr>
<td>Total Utility Authorized Budget</td>
<td>$136,132</td>
</tr>
<tr>
<td>Partners Authorized Budget</td>
<td>$72,332</td>
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</table>

2013-14 Total Non-Incentive Program Budget $208,464

Projected Allocations for Partners Authorized Budget $152,332

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2014</th>
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</thead>
<tbody>
<tr>
<td>Administration</td>
<td>$8,000</td>
<td>$8,000</td>
</tr>
<tr>
<td>Marketing &amp; Outreach</td>
<td>$8,000</td>
<td>$8,000</td>
</tr>
<tr>
<td>Direct Implementation (1)</td>
<td>$20,000</td>
<td>$20,332</td>
</tr>
<tr>
<td>Incentive (1)</td>
<td>$40,000</td>
<td>$40,000</td>
</tr>
</tbody>
</table>

(1) Incentive is a part of SCG Core Program’s Incentive Budget. The incentive level is $1.00 per therm for calculated measures. Incentives for deemed measures are in accordance with the incentive levels for the applicable SCG Core Programs.
TO: Kern Council of Governments

FROM: Ahron Hakimi, Executive Director
By: Linda Urata, Regional Planner III

SUBJECT: COG AGENDA NUMBER III. ITEM G.
AMENDMENT NO. 1 TO CONTRACT AGREEMENT WITH SOUTHERN CALIFORNIA EDISON – JOINTLY DELIVER THE 2013-2014 KERN ENERGY WATCH ENERGY LEADER PARTNERSHIP PROGRAM

DESCRIPTION:
Contract amendment to extend the Kern Energy Watch program cycle with Southern California Edison through 2013-14 for a total of $262,000. County Counsel has reviewed this Amendment.

DISCUSSION:
At the request of the Kern County Board of Supervisors and following negotiations with Southern California Edison, Kern Council of Governments desires to amend the existing contract agreement covering the 2010-2012 program cycle to extend the program for the 2013-2014 program cycle to provide administration, planning, and outreach activities for the Kern Energy Watch Program. Southern California Edison has budgeted $36,000 for incentives and $262,000 for non-Incentive (Marketing, Education & Outreach, Technical Assistance and Direct Implementation) in total for the Kern Energy Watch program over the two year program cycle 2013-2014.

On January 15, 2009 Kern COG passed a resolution stating:
2. Kern COG supports a commitment to sustainable practices through the planning and implementing of energy efficient strategies and programs.
3. Kern COG has included this activity in the 2012-2013 Overall Work Program.
4. Kern COG will coordinate the Kern Energy Watch Program as requested by the Kern County Board of Supervisors in resolution Number 2008-367.

On November 15, 2012 the California Public Utilities Commission issued a final decision approving the 2013-2014 Application as submitted by the Investor Owned Utilities authorizing them to conduct local government partnership energy efficiency programs, including the Kern Energy Watch program.

ACTION:
Authorize Chair to sign Amendment No. 1 to the Contract with Southern California Edison. VOICE VOTE.
FIRST AMENDMENT

THIS FIRST AMENDMENT ("FIRST AMENDMENT") TO THE AGREEMENT TO JOINTLY DELIVER THE 2010-2012 KERN ENERGY WATCH ENERGY LEADER PARTNERSHIP PROGRAM dated November 19, 2009 ("Agreement") is effective as of January 1, 2013 ("First Amendment Effective Date") by and among SOUTHERN CALIFORNIA EDISON COMPANY ("SCE"), AND KERN COUNCIL OF GOVERNMENTS ("KERN COG"). Terms not otherwise defined herein shall have the meaning ascribed to them in the Agreement. SCE may be referred to individually herein as the "Utility", SCE and Kern COG may be referred to herein individually as a “Party” or collectively as the “Parties.”

RECITALS

WHEREAS, the Parties previously executed the Agreement to Jointly Deliver the 2010-2012 ENERGY LEADER PARTNERSHIP PROGRAM effective January 1, 2010 (hereinafter referred to as the “2010-2012 Program”);

WHEREAS, on May 18, 2012, the California Public Utilities Commission ("Commission") issued a Decision Providing Guidance on 2013-2014 Energy Efficiency Portfolios and 2012 Marketing, Education, and Outreach ("Final Guidance Decision") guiding the Utility to continue the ENERGY LEADER PARTNERSHIP PROGRAM, which included the Kern Energy Watch Energy Leader Partnership Program, through a two year 2013-2014 transition period (hereinafter referred to as the “2013-2014 Program”);

WHEREAS, on July 2, 2012, the Utility submitted its application ("2013-2014 Application") for the implementation of energy efficiency programs to be delivered to California utility customers for the years 2013 through 2014, which included the 2013-2014 Program, a continuation of the 2010-2012 Program;

WHEREAS, on November 15, 2012, the Commission issued a Final Decision approving the 2013-2014 Application as submitted ("Final Decision"), thereby approving continuation of the Energy Efficiency Partnership Programs, which includes the 2013-2014 Program, and the Parties desire to extend the Agreement through 2014 under the terms and conditions set forth in the Agreement, except as otherwise provided in this First Amendment; and

WHEREAS, the Parties desire to further amend the Agreement as necessary to provide an authorized budget for the 2013-2014 Program and to update the Agreement as required to reflect the extended 2013-2014 Program cycle.

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Except as provided herein, and to the extent applicable, any reference in the Agreement to the “2010-2012 Program” shall hereby include both the 2010-2012 Program and the 2013-2014 Program.

2. Section 1.14 of the Agreement is hereby deleted in its entirety and replaced with the following:

1.14 PIP or Program Implementation Plan: The most recent Commission decision approved and publicly available plans for implementing the Program in each Utility's service territory
3. Section 3.2 of the Agreement is hereby deleted in its entirety and replaced with the following:

3.2. Energy Leader Partnership Level. The Program offers a tiered Incentive structure through achievement of four separate levels of participation: “Valued Partner,” “Silver,” “Gold,” and “Platinum.” The Member City or County will enter the Program at a level of participation which has been determined by the Member City or County’s past participation in SCE energy efficiency and demand response programs both at the city level and at the community level. Exhibit A further explains each level and the energy savings requirements for moving to the next Energy Leader Partnership level. SCE will track the Member City’s performance under this Agreement against the goals and objectives set forth herein, and will notify Kern COG and the Member City or County when the Member City or County has achieved the next incentive level.

4. Section 11 of the Agreement is hereby deleted in its entirety and replaced with the following:

11. END DATE FOR PROGRAM AND ADMINISTRATIVE ACTIVITIES

Unless this Agreement is terminated pursuant to Section 25 below, or unless otherwise agreed to by the Parties or so ordered by the Commission, the Parties shall complete all Program Administrative activities (as defined in the PIP) and all reporting requirements by no later than March 31, 2015, and all Direct Implementation and Marketing & Outreach activities by no later than December 31, 2014.

5. Section 12 of the Agreement is hereby deleted in its entirety and replaced with the following:

12. FINAL INVOICES

Kern COG must submit final invoices to SCE no later than March 31, 2015.

6. Section 25.1 of the Agreement is hereby deleted in its entirety and replaced with the following:

25.1 Term. This Agreement shall be effective as of the Effective Date. Subject to Section 37, the Agreement shall continue in effect until June 30, 2015 unless otherwise terminated in accordance with the provisions of Section 25.2 or 30 below.

7. Section 26 of the Agreement is hereby deleted in its entirety and replaced with the following:

26. WRITTEN NOTICES

Any written notice, demand, or request required or authorized in connection with this Agreement, shall be deemed properly given if delivered in person or sent by facsimile, nationally recognized overnight courier, or first class mail, postage prepaid, to the address specified below, or to another address specified in writing by a Party as follows:

Kern COG:  SCE:
Kern Council of Governments  Southern California Edison Company
Ahron Hakimi, Executive Director  Michael DeSousa, Program Manager
1401 19th Street  1515 Walnut Grove Avenue
Bakersfield, CA 93301  Rosemead, CA 91770

Notices shall be deemed received (a) if personally or hand-delivered, upon the date of delivery to the address of the person to receive such notice if delivered before 5:00 p.m. PST (or PDT, as
applicable), or otherwise on the Business Day following personal delivery; (b) if mailed, three (3) Business Days after the date the notice is postmarked; (c) if by facsimile, upon electronic confirmation of transmission, followed by telephone notification of transmission by the noticing Party; or (d) if by overnight courier, on the Business Day following delivery to the overnight courier within the time limits set by that courier for next-day delivery.

8. This First Amendment may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall be deemed to be one and the same instrument.

9. Exhibit A (ENERGY LEADER PARTNERSHIP – PROGRAM LEVEL DATA) and Exhibit B (ENERGY LEADER PARTNERSHIP PROGRAM 2010-12 GOALS & PARTNER BUDGET) of the Agreement are hereby deleted in their entirety and replaced with the versions of Exhibit A (ENERGY LEADER PARTNERSHIP – PROGRAM LEVEL) and Exhibit B (ENERGY LEADER PARTNERSHIP PROGRAM 2013-14 GOALS & PARTNER BUDGET FOR Kern COG) attached to this First Amendment, which attached versions are incorporated herein by reference and made a part of the Agreement.

10. General. From and after the First Amendment Effective Date, any reference to the Agreement contained in any notice, request, certificate or other instrument, document or agreement shall be deemed to mean the Agreement, as amended by this First Amendment. In the event of any conflict between the Agreement and this First Amendment, this First Amendment shall prevail. All remaining provisions of the Agreement shall remain unchanged and in full force and effect. Each party is fully responsible for ensuring that the person signing this First Amendment on that party's behalf has the requisite legal authority to do so.

[SIGNATURES FOLLOW ON NEXT PAGE]
IN WITNESS WHEREOF, the Parties hereto have caused this First Amendment to be executed by their duly authorized representatives as of the First Amendment Effective Date.

RECOMMENDED AND APPROVED AS TO CONTENT:

Ahron Hakimi, Executive Director  Harold W. Hanson, Chair
Kern Council of Governments                 "Kern COG"

APPROVED AS TO FORM:

Brian Van Wyk, Deputy
Kern County Counsel

SOUTHERN CALIFORNIA EDISON COMPANY

By: _____________________________
Name Printed: Erwin Furukawa
Title: Senior Vice President, Customer Service
Date: ______________
EXHIBIT A

ENERGY LEADER PARTNERSHIP - PROGRAM LEVEL

Energy Leader Partnership levels are:

Valued Partner Level – This level is the entry level for the partner to develop knowledge and establish goals towards the Silver Level. A budget is available for energy savings projects, for marketing, education, and outreach to the community, as well as for technical assistance toward upgrading or retrofitting partners’ facilities. SCE’s core program incentives will be offered directly to the partner. The partner will be expected to use the marketing and outreach funds to generate verifiable energy savings in their own facilities and in the community and will participate in demand response at a basic level. Valued Level provides the Partner with 3 cents per kWh paid in addition to what is paid to the Partner under SCE’s core program.

Silver Level – To qualify for this level, the partner demonstrates past participation in SCE energy efficiency programs, develops an energy action plan, sets community and municipal energy reduction goals, targets 25 percent of its facilities to complete energy efficiency upgrades, and participates in demand response. An enhanced incentive is paid at the Silver Level. Silver Level provides the Partner with 6 cents per kWh paid in addition to what is paid to the Partner under SCE’s core program.

Gold Level – To qualify for this level, the partner demonstrates higher past participation in SCE energy efficiency programs, establishes higher municipal and community program participation and energy savings goals and makes a higher commitment to participate in demand response. Incentive factors are higher for partner facilities' energy efficiency projects. Gold Level provides the Partner with 9 cents per kWh paid in addition to what is paid to the Partner under SCE’s core program.

Platinum Level – To qualify for this level, the partner demonstrates even higher past participation in energy efficiency programs, is innovative and integrates Energy Action Plan policies, ordinances and procedures. All facilities are targeted for energy efficiency upgrades and the partner makes a higher commitment to participate in Demand Response. Incentive factors are highest for Partner facilities' energy efficiency projects and additional incentives are made available for customized
community energy efficiency projects. Platinum Level provides the Partner with 12 cents per kWh paid in addition to what is paid to the Partner under SCE’s core program.
## Program Cycle Partner Budget and Goals:

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<th>Peak Demand Reduction Goal (kW)</th>
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</tbody>
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*(Marketing & Outreach, Technical Assistance and Direct Implementation)*
February 21, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi,
Executive Director

BY: Robert Phipps
Administrative Services Director

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM H.
KERN COG’S 2012 REGIONAL AWARD OF MERIT RECIPIENTS

DESCRIPTION:

Update on the 2012 Regional Awards of Merit program to be held on March 7 at the Petroleum Club in Bakersfield.

DISCUSSION:

Kern Council of Governments will honor 16 individuals, organizations and programs for making major contributions to this area’s quality of life through innovative, cooperative efforts during its 21st annual Regional Awards of Merit Program on March 7, 2013. To date, staff has received 70 reservations for the ceremony, which will be held at the Petroleum Club in Bakersfield.

Regional Awards of Merit recipients, as decided by a Kern COG Board subcommittee, are divided among nine broad categories and include:

Local Government:
- Shafter Schools Project for its impressive dedication to improve students reading and math for Shafter School District.
- Revitalize Mojave citizen group for its unique private-public partnership and development of a new Vision Plan project that improves Mojave’s physical environment.

Community Involvement:
- Ridgecrest Military Banner Program, including Jerry Taylor; Ridgecrest Chamber of Commerce (Nathan Ahle); Mediacom (Terry May); and Factory GraphX (Mike Chierotti) for displaying banners throughout the community honoring local residents who are actively serving in the armed forces.
- East Bakersfield High School, M.O.V.E Program and Peace Freedom and Love Club advisors: Cody Bema, Henri Blane and Don Ott for organizing a Halloween Dance for special education students and breaking down education barriers.
- Elisabeth Newman of Wasco for her leadership and commitment taking on numerous community projects that have benefited people in need.
KERN COG’S 2012 REGIONAL AWARD OF MERIT RECIPIENTS
Page 2

- The Tree Foundation of Kern for its dedication of beautifying Kern County’s landscape, improving air quality and educating citizens about trees and their benefits to the community.
- Kern Valley State Prison employees for their extensive community involvement and donations to the City of Delano.

Transportation:
- Golden Empire Transit for its implementation of a new bus route system that has increased public transportation service and speed.

Ken Volpe Environmental Resources:
- Kern County environmental group Kern Green for its commitment to improve local air quality, reduce waste and increase energy and water efficiency by educating and rewarding local businesses for environmentally friendly practices.
- The City of Bakersfield’s Solid Waste Department for its recycling program aimed at saving Bakersfield schools money and food waste.
- The City of Bakersfield’s Recreation and Park Department, Uplands of Kern River Parkway Project for providing a landmark equipped for trail walking and jogging, fishing, horseback riding, and a passive relaxation area.

Darrel Hildebrand Distinguished Leadership – Public Group or Individual:
- CEO William Michael Leming of District Desert Empire Fairgrounds for his leadership and innovative business sense in coordinating and attaining funding for the Ridgecrest Fair each year.

Darrel Hildebrand Distinguished Leadership – Elected Official
- Taft Councilman Randy Miller for his honorable public service bettering his community.

Ronald E. Brummett Lifetime Achievement – Public Official:
- Chuck Michel of Golden Empire Transit District for playing an instrumental role improving the air quality and transportation in Bakersfield.

Ronald E. Brummett Lifetime Achievement—Elected Official:
- Mayor Garry Nelson of Shafter for his continuous involvement in city projects to promote economic development in the community.
- Ridgecrest City Councilmember Steve Morgan, for his instrumental role in city projects to increase employment and help foster a better quality of life.

No awards were given this year in the Journalism, Public Safety or Chairman’s Award categories. This is the 21st year Kern COG has recognized those programs and people in our region whose ideas and hard work have made life in Kern County better for us all.

The awards banquet will be held at 6 p.m. Thursday, March 7, 2013 at the Petroleum Club on the 12th floor of the Stockdale Towers, 5060 Stockdale Highway in Bakersfield. Cost is $40 per person, which includes a dinner buffet. Board members and one guest are free. Reservations are due by noon Tuesday, March 5, 2013 by calling (661) 861-2191 or emailing lcollins@kerncog.org. No money will be accepted at the door.

ACTION: Information.
February 21, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi, Executive Director

By Robert Phipps, Administrative Services Director

SUBJECT: COG AGENDA NUMBER IV. ITEM A. SAN JOAQUIN VALLEY REGIONAL POLICY COUNCIL APPOINTMENT

DESCRIPTION:

Board member appointment to California Partnership for the San Joaquin Valley.

DISCUSSION:

The California Partnership for the San Joaquin Valley was established in 2005 by Gov. Schwarzenegger as a public-private partnership focused on achieving a prosperous economy, quality environment, and social equity throughout California’s great San Joaquin Valley. The Partnership is led by a board of directors administered by a chair and two deputy chairs.

The board oversees the work of the Partnership's 10 work groups, with at least one board member serving as a convener of each work group. Work group consultants lead the efforts of the work groups. The work groups include: advanced communication; air quality; economic development; energy; health and human services; higher education and workforce development; housing; pre-K-12 education; sustainable communities; and water quality, supply and reliability.

The board of directors is appointed by the governor. Directors include members of the governor's cabinet and, from within the eight counties of the San Joaquin Valley, representatives of local government and business leaders from a wide range of companies and organizations. As the Kern region’s Metropolitan Planning Organization, Kern COG may appoint one member from its Board to the Partnership. The Board meets quarterly, generally in March, June, September and December. Former Supervisor Ray Watson last served as Kern COG’s appointee.

ACTION:

Appoint a Board member to fill Kern COG’s seat on the California Partnership for the San Joaquin Valley. VOICE VOTE.
February 21, 2013

To: Transportation Planning Policy Committee
From: Ahron Hakimi, Executive Director
By: Robert Phipps, Administrative Services Director
Subject: COG AGENDA NUMBER IV. ITEM B. 2013-14 Draft Overall Work Program

DESCRIPTION:
A review of priorities presented in the final 2013-14 Overall Work Program.

DISCUSSION:
The Overall Work Program is a federally required document designed to outline the work to be accomplished by a metropolitan planning organization during a budget period.

Kern Council of Governments’ 2013-14 Overall Work Program consists of 48 work elements focused in seven program areas (see attached diagram).

2014 Regional Transportation Plan (49.2%)
Regional/Federal Transportation Improvement Program (6.8%)
Kern COG Support Activities (7.7%)
Kern Motorist Aid Authority (0.7%)
Kern Commuter Connection (4.0%)
Kern Energy Program (7.4%)
Member Services and Programs (24.2%)

The Overall Work Program’s primary goal is to continue Federal certification by maintaining a “comprehensive, coordinated and cooperative” transportation planning process.

For 2013-14, the OWP proposes nine planning studies totaling $1 million supporting development of the 2014 Regional Transportation Plan/Congestion Management Program/Environmental Document/Air Quality Conformity/Regional Housing Needs Assessment. Many of these studies will be multi-year consultant contracts (see Table 1).

In support of Kern COG’s other programs and activities the 2013-14 OWP proposes eight studies/audits totaling $1.1 million in consultant contracts (see Table 1). The work included in the overall work program receives input from one or more of the six advisory committees established by the Kern COG Board of Directors.

- Transportation Technical Advisory Committee
- Regional Planning Advisory Committee
- Transportation Modeling Committee
- Public Transit Advisory Committee
- Social Service Transportation Advisory Committee
- Transportation Planning and Policy Committee
TRANSPORTATION PLANNING (49.2%)

The regional transportation planning process has two major components: Federal transportation planning requirements; and State transportation planning/sustainable communities strategy requirements.

Federal Transportation Planning Process

The Federal transportation planning process requires a “metropolitan planning organization” (MPO) such as Kern COG to address the transportation and air quality concerns for their region. The Federal surface transportation act Moving Ahead for Progress in the 21st Century (MAP-21) provides funding for a unified metropolitan transportation planning program that integrates into a single metropolitan transportation plan and programs for all transportation modes including rail, airports, seaports, intermodal facilities, public highways and transit, bicycle and pedestrian.

The metropolitan transportation plan must be “comprehensive, coordinated and cooperative.”

Comprehensive: A plan must include all transportation modes identified within a region. Each mode must be described in sufficient detail to accurately reflect the existing system; the deficiencies of the system; and the required improvements and available funding to improve the system. Kern COG must use the latest planning assumptions when developing the RTP. These assumptions include the latest population estimates, vehicle counts, transit ridership, local general plans land use and circulation elements, and freight/goods movement information.

- The 11 cities, County of Kern County and Caltrans each have public streets, roads and highway systems;
- The 11 cities, County of Kern and Caltrans each have bicycle plans;
- Ten cities and the County of Kern have public transit systems that serve 16 communities;
- The region is also served by San Joaquin Amtrak service and potential high speed rail service;
- There are 12 social service transit systems that provide service to 12 communities;
- Truck Count and commodity studies for Routes 58, 65, 119,166, 46, 99, 223 and Interstate 5.

Coordinated: The MPO must consider the planning process of transportation and land use agencies when developing its plan and program. The Regional Transportation Plan must use the latest planning assumptions.

- Eleven cities and County of Kern General Plan land use elements;
- Eleven cities and County of Kern General Plan circulation elements, Caltrans Corridor Management System Plans;
- Public transit fixed routes and schedules;
- Local and state traffic counts;

Cooperative: The planning process must be open to all the residents, organizations and local agencies in the region.

The MPO is required to adopt a public outreach program that encourages the residents, community organizations and local agencies to be involved in the development of the regional transportation plan.

Kern COG has hosted up dozens of workshops throughout the region, including six roundtable meetings with representatives from business, environmental, social service, and local government interests.

State Transportation Planning/Sustainable Communities Process

The California Transportation Commission (CTC) maintains Guidelines for the Regional Transportation Plan, which is required to contain four elements. California Government Code Section 65080 states RTPs shall contain the following:
Policy Element
Sustainable Communities Strategy (SCS)
Action Element
Financial Element
The guidelines identify five core functions of an MPO:
- Maintain a setting for regional decision-making;
- Prepare an Overall Work Program (OWP);
- Involve the public in this decision-making;
- Prepare an RTP; and,
- Develop a Transportation Improvement Program (FTIP).

As the MPO, Kern COG is responsible for preparing the Regional Transportation Plan which contains a minimum 20-year expenditure plan of transportation projects in accordance state and federal regulations.

The newest of these elements is the SCS. Kern COG is scheduled to adopt its first RTP with in SCS in 2013. As required by Government Code Section 65080(b)(2)(B), the SCS is statutorily required to:
- Identify the general location of uses, residential densities, and building intensities within the region.
- Identify areas within the region sufficient to house all the population of the region, including all economic segments of the population taking into account migration, population growth, household formation and employment growth.
- Identify areas within the region sufficient to house an eight-year projection of the regional housing need for the region pursuant to Government Code Section 65584.
- Identify a transportation network to service the transportation needs of the region.
- Gather and consider the best practically available scientific information regarding resource areas and farmland in the region in Government Code Section 65080.01.
- Consider the state housing goals specified in Sections 65580 and 65581.
- Utilize the most recent planning assumptions, considering local general plans and other factors (see Section 6.25 for additional guidance).
- Set forth a forecast development pattern for the region, which, when integrated with the transportation network, and other transportation measures and policies, will reduce the greenhouse gas emissions from automobiles and light trucks to achieve greenhouse gas emission reduction targets approved by the ARB.
- Provide consistency between the development pattern and allocation of housing units within the region (Government Code 65584.04(i)(1).
- Allow the regional transportation plan to comply with Section 176 of the federal Clean Air Act (42 U.S.C. Section 7506).

The preparation of Kern COG’s first RTP with an SCS is creating a surge in Kern COG consulting activity that is necessary to meet these new requirements. Underscoring the importance of the activity is the settlement of a lawsuit on the environmental document for the 2011 RTP.

In order to address the complex Federal and new State regional planning requirements, Kern COG has updated and/or developed a set of studies that examine various transportation modes. These studies include the following:
- RTP Outreach
- Sustainable Communities Centers Study
- Household Travel Survey
Managed Lane System/Bus Rapid Transit Study
Transit Security Study
Federal Small Starts Study
Kern Regional Bicycle and Complete Streets Study
Freight Study Final Report
Short Haul Rail Study, Phase II

REGIONAL TRANSPORTATION PROGRAM
FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM (6.8%)

Federal Transportation Improvement Program
The federal surface transportation act (MAP-21) requires that each Metropolitan Planning Organization (MPO) prepare a Transportation Improvement Program. The TIP is a financially constrained multimodal transportation planning program, developed by the MPO through its member agencies and in cooperation with state and federal agencies. The TIP is the incremental implementation of the long-range Regional Transportation Plan. The TIP serves to present to federal funding agencies manageable components for the funding of long-range plans.

The Federal TIP is a compilation of project lists from the State Transportation Improvement Program (STIP), State Highway Operations and Protection Program (SHOPP), transit and other federal-aid programs. The TIP comprises two parts: First is a priority list of projects and project segments to be carried out in a five-year period. Second is a financial plan that demonstrates how the TIP can be implemented. The financial plan is also required to indicate all public and private resources and financing techniques that are expected to carry out the program. SAFETEA-LU further defined the TIP process focusing on enhanced public and private agency participation.

Regional Transportation Improvement Program
The Regional Transportation Improvement Program (RTIP) is a multi-modal listing of capital improvement programs to be implemented over a five-year period. The RTIP is prepared in cooperation with the 11 incorporated cities, County of Kern, Golden Empire Transit District, and the California Department of Transportation (Caltrans). The Regional Transportation Improvement Program for all highway, street and road, and transit projects in Kern County that utilizes state and federal funding.

Biennially, the California Transportation Commission adopted a statewide fund estimate that identifies regional shares for each region in the state. The “programming” of projects in the RTIP must be based on the regional share identified for the Kern region. The RTIP is the submitted to the California Transportation Commission for approval and is included in the State Transportation Improvement Program (STIP) with the other regions of the state.

Local Assistance and Project Monitoring
Projects a monitored to ensure that project are delivered in the year that they have been programmed by the Kern COG and approved by the California Transportation Commission. Funding for projects is allocated both by funding type and by specific years for project implementation. Projects that incur delays require RTIP/FTIP amendments or the funding could be lost to the Kern region.

KERN COG PROGRAMS AND SUPPORT ACTIVITIES

Kern Motorist Aid Authority (0.7%)
Kern COG also acts as the Kern Motorist Aid Authority (KMAA), which operates roadside call boxes for drivers who require assistance after a vehicle breakdown or other, non-emergency situation. KMAA maintains 574 call boxes on highways and freeways throughout the county, at a range of one mile apart in urban areas and no more than two miles in rural regions. The phones are directly connected to California Highway Patrol dispatch centers. Any motorist requiring assistance can be connected to a dispatcher who can radio a patrol car or tow truck for help.
Since they were first installed in 1992, annual calls on the network continue to decline, largely due to the proliferation of cellular phones. In 2007, KMAA participated in a community survey to determine whether motorists still wanted the call boxes in lieu of other motorist aid services, such as a freeway tow truck patrol; changeable message signs; or additional law enforcement patrols. The public strongly indicated its desire to maintain the call box network. Based on that information, KMAA Board members committed to spend $1.3 million for technology upgrades and Americans with Disabilities Act compliance. The call box system is funded through a $1 fee on all registered vehicles in Kern County.

**Kern Energy Program** (7.4%)

Kern Energy Watch is a joint partnership among Kern Council of Governments (as designated by the County of Kern) and utility providers Pacific Gas and Electric, Southern California Edison and Southern California Gas Company. Energy Watch partnerships improve energy efficiency programs, and provide information about demand response programs, renewable energy, and self-generation opportunities.

Kern Energy Watch manages the administration, marketing, integration and implementation components of this partnership program. Outreach to cities and special districts within the Kern region are emphasized to help improve energy efficiency in their facilities and integrate energy efficiency standards throughout local communities. Program goals and activities include:

- Reduce greenhouse gas emissions
- Outreach and education
- Municipal and Special District Direct Install Program
- Technical assistance
- Funding for this program is provided by the independent owned utilities in accordance with California Public Commission requirements.

**Kern Commuter Connection** (4.0%)

Kern COG’s website, [www.CommuteKern.org](http://www.CommuteKern.org) helps Kern County residents find information on carpools, vanpools, public transportation, bicycling, teleworking, flexible scheduling, locating park-and-ride lots, walking, weather, air quality, and traffic. The site also has resource links for commuters, such as Amtrak, vanpool companies, Community Connection for Childcare, and social service transportation providers.

GreenRide, an online carpool matching and vanpool management software program, has been customized to provide: certified Spanish translation for key information and results pages; an air quality emissions reduction calculator; adjustments to the mile tracking program that allow administrators to edit past data; a training manual for worksite employer transportation coordinators; and a local photo and the Kern Commuter Connection logo placed on the homepage. Kern COG staff provided the maps to add local transit fixed routes, Bakersfield bike routes, and Caltrans park-and-ride lots operated in Kern County.

Staff also developed a Kern Commuter Connection promotion campaign encompassing radio, television, and print media to run throughout Kern County. Work products include a new logo and tagline, “Because You’re Going Places!” along with printed materials in English and Spanish, including fliers, payroll stuffers, employer brochures and brochures for the general public.

**Kern COG Support Activities** (7.1%)

Support services are generally administrative functions required to support Kern COG’s transportation planning program. The legislative, environmental, information and data management and information services are all directly in support of Kern COG’s programs.
Kern COG was designated the local clearinghouse program for the Kern region in the early 1970s. As the clearinghouse, is provided certain Federal grant requests by local government and community organizations. These grant requests are posted on the Kern COG agenda as one way to inform the public that a grant is being requested.

The Kern COG Board expressed interest in monitoring water issues, primarily in Southern California. Kern COG became a member of the Southern California Water Committee. This work element was created in order to identify the program and funding required in support of those activities.

Kern COG’s Board also expressed its desire to have federal and state legislative advocates under contract to help the agency achieve legislative goals such as supporting or opposing legislation and seeking earmark project funding.

The Eastern Sierra Regional Blueprint Program is a special partnership program with Inyo and Mono county local transportation commission’s and Caltrans to develop a Regional Blueprint for the Route 14/395 corridor for east Kern, Inyo and Mono counties.

**Member Services and Programs**  
(28.2%)

Member services and programs were developed to support member agencies either directly or indirectly. Regional technical assistance, transit grant program management, grant writing, mapping support and technical assistance and the transportation development act programs are in support of Kern COG’s member agencies.

Community Design Concepts and aerial imagery are programs that support Kern COG sustainability requirements and also support our member agencies.

**ACTION:**
Information and comment. VOICE VOTE.
Kern Council of Governments
Board of Directors

The Kern Council of Governments is the regional planning agency as well as the technical and informational resource, and rideshare administrator for the area's 11 incorporated cities and the County of Kern. Following Board direction, staff coordinates between local, state, and federal agencies to avoid overlap or duplication of programs. This intergovernmental coordination enables staff to work with many public agencies to ensure that planning and implementation of programs proceed in a coordinated manner.

Chairman:           Harold Hanson
Vice Chairman:      Paul Linder
Executive Director: Ahron Hakimi

City of Arvin
Jose Flores

City of Bakersfield
Harold Hanson

City of California City
Jennifer Wood

City of Delano
Joe Aguirre

City of Maricopa
John Wilke

City of McFarland
Manuel Cantu

City of Ridgecrest
Chip Holloway

City of Shafter
Jon Johnston

City of Taft
Paul Linder

City of Tehachapi
Philip A. Smith

City of Wasco
Cherylee Wegman

County of Kern
David Couch

County of Kern
Zack Scrivner

Military Joint Planning Policy Board
Scott Kiernan

Golden Empire Transit District
Howard Silver

Caltrans District 6
Gail Miller
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I. INTRODUCTION

Kern Council of Governments’ (Kern COG’s) areawide planning program is a continuous, comprehensive and coordinated process involving Kern COG member agencies as well as various state and federal agencies. The program is designed to address regional planning concerns, state and federal funding priorities and state and local comprehensive planning requirements.

Kern COG’s Joint Powers Agreement states that Kern COG was established to:

- Provide a forum for the discussion and study of regional problems of mutual concern to the various governmental agencies in Kern County;
- Provide for efficiency and economy in governmental operations through the cooperation of member governments and the pooling of common resources;
- Provide for the establishment of an agency responsible for identifying, clarifying and planning for solutions to regional problems;
- Provide for the establishment of an agency capable of developing regional plans and policies and performing area wide planning duties; and
- Facilitate cooperation and agreement among local government bodies for specific projects, interrelated developmental action and the adoption of common policies with respect to issues and problems that are shared by its members.
II. STATE AND FEDERAL PROGRAM REQUIREMENTS AND POLICIES

Kern COG was created in response to the need for a coordinated approach to addressing multi-jurisdictional issues, such as land use, housing, energy, air quality, water quality, transportation, as well as community and economic development. These issues cross jurisdictional boundaries. The regional approach offered by Kern COG provides the comprehensive planning and intergovernmental coordination necessary to address such complex issues.

**Intergovernmental Coordination**

The eleven incorporated cities and the County government coordinate and cooperate among each other, as well as with other local special district agencies, Kern COG and affected agencies of the state and federal governments. Cooperation in developing general and specific plans is ensured by the fact that the Board of Supervisors and the legislative body of each city entered into the joint powers agreement establishing Kern COG. Kern COG members from each jurisdiction are a link between Kern COG, its staff and the chief administrative officer of each jurisdiction. City and county staff participate fully in functional planning that affects their jurisdiction. Involvement of local staffs in planning projects helps ensure an orderly transition from plan to implementation.

To enhance intergovernmental coordination, Kern COG has entered into myriad memorandums of understanding and other cooperative agreements that specify responsibilities of each party and the exchange of information, such as San Luis Obispo Council of Governments, Inyo County Local Transportation Commission, Mono County Local Transportation Commission, Southern California Association of Governments, and San Bernardino Associated Governments.

**Public Participation**

Kern COG’s public participation process is designed to encourage both individual and organizational participation in the comprehensive planning process. Early consultation during the planning process is a key element in the development and implementation of an effective regional plan.

Kern COG has agreements with several community-based organizations to encourage participation in the planning process. The Golden Empire Transit District, Consolidated Transportation Service Agency, Social Services Technical Advisory Committee and the Kern Transportation Foundation, for example, were created to address transportation issues and funding options and to educate the community. Kern COG staff serves on these committees.

Consultation in Kern COG’s plan development process requires continual communication. The multi-district county and geographic separation of communities
creates difficulty in fostering public participation. Despite the hurdles, staff is dedicated to encouraging public participation at every level of project development.

Expanded outreach to nontraditional groups, such as minority and low-income populations (i.e. Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander), is a cornerstone of Kern COG’s mission. This expanded effort includes many advertising efforts, including billboards, radio ads, direct mailings and flyers.

Faced with geographical and district boundary hurdles, a dual level public participation program has been developed. The communication needs of special interest groups, media, communities, department of transportation districts and air districts is tailored for each geographic area of the region. Kern COG encourages participation from all interested parties, seeks participation from underserved communities and furnishes appropriate auxiliary aids and services when necessary to afford individuals with special needs an equal opportunity for participation.


To get involved in the public participation process, contact Kern COG at 1401 19th Street, Suite 300; Bakersfield, CA 93301. Phone: (661) 861-2191 Fax: (661) 324-8215 E-mail: kerncog@kerncog.org Home Page: [www.kerncog.org](http://www.kerncog.org).
III. LOCAL, STATE AND FEDERAL DESIGNATIONS

Regional Transportation Planning Agency

Pursuant to state law, Kern COG is designated the Regional Transportation Planning Agency (RTPA) for the Kern region. Acting in this capacity, Kern COG is responsible for adopting a regional transportation plan, and preparing and adopting a regional transportation improvement program.

Metropolitan Planning Organization

As the federally designated Metropolitan Planning Organization (MPO), Kern COG is a forum for cooperative transportation decision-making. Kern COG receives state and federal transportation funds to accomplish regional transportation planning objectives through the activities detailed in the Overall Work Program (OWP).

Transportation Management Area

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy For Users (SAFETEA-LU) designates urbanized areas (as defined by the Bureau of the Census) with populations of over 200,000 as Transportation Management Areas (TMAs). Kern COG is the TMA responsible for designing a congestion management system that provides for effective management and operation of new and existing transportation facilities through the use of travel demand reduction and operational management strategies.

Area-wide Planning Organization

In accordance with federal law, Kern COG is designated the Area-wide Planning Organization (APO) for the Kern region. The Department of Housing and Urban Development (HUD) requires that an APO develop and maintain area-wide land use, housing and open space plans.

Local Clearinghouse

In accordance with Executive Order 12372, Kern COG is designated the Local Clearinghouse for the Kern region. Kern COG’s primary responsibility is to review and comment on local applications for state and federal funding assistance.

Affiliate Data Center

The California Department of Finance has designated Kern COG as the Affiliate State Census Data Center for the Kern region. Kern COG provides assistance to census data users, maintains a publicly accessible collection of Census Bureau reference and statistical publications and determines the need for census workshops within Kern region.
**Home Mortgage Disclosure Depository**

The Federal Reserve Board has designated Kern COG as the central depository for bank mortgage residential loan reports. Kern COG is required to provide public access to the Home Mortgage Disclosure Act information.

**Kern County Transportation Authority**

On May 31, 1988, the Kern County Board of Supervisors by Resolution No. 88-466 appointed Kern COG as the Local Transportation Authority, in accordance with Division 19 of the Public Utilities Code (Section 180000 et seq.). Prior to a sales tax initiative for transportation projects being placed on a ballot, Kern COG is to adopt an ordinance that outlines an expenditure plan of transportation projects and a proposed increase in transactions and use taxes.

**Kern Motorist Aid Authority**

In accordance with Sections 2550, et seq. of the California Streets and Highways Code, the County of Kern, and the incorporated cities, the Kern Motorist Aid Authority (KMAA) was created on May 19, 1988. KMAA is authorized to finance, implement, operate and maintain a motorist aid call box system and other services, in coordination with the California Department of Transportation and the California Highway Patrol.

**Kern Congestion Management Agency**

Pursuant to California Government Code Section 65089(a), Kern COG is the designated the Congestion Management Agency (CMA).
IV. PROGRAMS, PROCESSES AND PLANS

Transportation Planning Process

Transportation planning within the Kern region is a continuous, comprehensive and cooperative process designed to meet state and federal planning guidelines. Kern COG has been involved in transportation planning since its inception in 1970.

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU):

encourages and promotes the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between States and urbanized areas, while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes.

Environmental Justice, addressed in Title VI of the 1964 Civil Rights Act, and later reinforced by Executive Order 12898 in 1994, helps to ensure nondiscrimination in federally funded activities.

Also Executive Order 13175--Consultation and Coordination With Indian Tribal Governments helps “to establish regular and meaningful consultation and collaboration with tribal officials’.

SB 45 requires that the California Department of Transportation prepare a State Transportation Improvement Program (STIP). State regulations require that the Regional Transportation Plan (RTP) include a transportation system management element that describes how the region intends to guide the movement of goods and people by improving the operation of the transportation system. Kern COG must prepare and adopt a Regional Transportation Improvement Program (RTIP).

An important element of the transportation planning process is the development of transportation policy. Transportation policy is set by the COG Board and is based on technical and policy advice from the following committees:

Transportation Planning Policy Committee (TPPC)
Transportation Technical Advisory Committee (TTAC)
Social Service Transportation Advisory Committee (SSTAC)
Transit Operators Committee
Regional Planning Advisory Committee

A discussion of each committee may be found at www.kerncog.org.
Disadvantaged Business Enterprises

SAFETEA-LU maintains the Disadvantaged Business Enterprises (DBE) program, which is designed to ensure equal opportunity in transportation contracting markets and to address the effects of discrimination in transportation contracting. The program establishes a flexible goal for the participation of disadvantaged business enterprises, including small firms owned and controlled by women and minorities.

Regional Plans

A list of and web link for the major transportation documents that are developed and adopted by Kern COG follows:

Regional Transportation Plan (RTP)
http://www.kerncog.org/publications.php#transplan

Regional Transportation Improvement Plan (RTIP)
http://www.kerncog.org/publications.php#transimprovreg

Federal Transportation Improvement Program (FTIP)
http://www.kerncog.org/publications.php#transimprovreg

Short-Range Transit Plan (SRTP)
Not available

Congestion Management Program (CMP)
Part of RTP

Regional Housing Allocation Plan

Other Transportation-Related Planning Reports and Documents
http://www.kerncog.org/transportation.php

Certification Process and Criteria

Pursuant to joint urban transportation planning regulations published in the United States Federal Register on October 28, 1993, Kern COG is required to certify that its planning process is executed in conformance with all applicable federal requirements. Based on the certification review conducted by FHWA and FTA on March 28-29, 2007, the Kern COG transportation planning process is certified as meeting transportation planning requirements.
V. FEDERAL PLANNING FACTORS & EMPHASIS AREAS, STATE EMPHASIS AREAS AND REGIONAL PLANNING PRIORITIES

Federal Planning Factors

Federal Planning Factors in Title 23 of the United States Code, Section 134(f) (revised in SAFETEA-LU section 6001(h)) should also be incorporated in the OWP. The Federal Planning Factors issued by Congress emphasize planning from a national perspective. The Federal Planning factors as revised with new reauthorization. With the passage of SAFETEA-LU, the federal planning factors were expanded to eight. The eight planning factors (for both metro and statewide planning) are as follows:

1. Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency. These values are found in work elements 203.1 – Kern Regional Blueprint; 203.3 Eastern Sierra Regional Blueprint; and 602.1 – Transportation Improvement Program.

2. Increase safety of the transportation system for motorized and non-motorized users, as reflected in work element 605.1, Corridor/Major Investments Studies; 606.5 – Transit Security Plan; 608.3 – Safe Routes to Schools.

3. Increase security of the transportation system for motorized and non-motorized users, found in 606.5 – Transit Security Plan; and 608.3 – Safe Routes to Schools.

4. Increase accessibility and mobility of people and for freight, found in 605.1 – Corridor/Major Investment/Impact Studies; 606.1 – Transit Planning; 606.2 and 606.3 – Transportation Development Plans for Kern River Valley and Mojave; 606.6 – Passenger Rail Program; 610.1 and 610.4 – Freight and Freight Rail Planning.

5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns. These values are the basis for 102.1 – Water Monitoring Program; 203.1 – Kern Regional Blueprint; 203.4 – Community Design Concepts; 204.1 – Climate Change Program; 601.1 – Regional Transportation Plan/Congestion Management Process; 601.5 – Environmental Justice; 609.1 – Transportation Demand Management; 3001.2 – Kern Region Energy Action Plans; and 3002.1 Kern Energy Watch Program.

6. Enhance integration and connectivity of the transportation system, across and between modes, people and freight. Examples may be found in 601.1 – Regional Transportation Plan/Congestion Management Process; 601.2 – RTP/CIP – Financial Element; 603.1 Transportation Systems Monitoring and Coordination; 606.1 – Transit Planning; 610.1 and 610.4 – Freight and Freight Rail Planning; and others.
7. Promote efficient system management and operation, as reflected in 601.1 – Regional Transportation Plan/Congestion Management Process; 601.2 – RTP/CIP – Financial Element; 605.1, Corridor/Major Investments Studies; 606.1 – Transit Planning; 609.1 – Transportation Demand Management; 610.1 and 610.4 – Freight and Freight Rail Planning; and others.

8. Emphasize preservation of the existing transportation system. System preservation is a major value in 601.1 – Regional Transportation Plan/Congestion Management Process; 601.2 – RTP/CIP – Financial Element; 605.1, Corridor/Major Investments Studies; 606.1 – Transit Planning; 609.1 – Transportation Demand Management; 608.1 Bicycle Planning; 608.2 Pedestrian Transportation Planning; 610.1 and 610.4 – Freight and Freight Rail Planning; and others.

California Planning Emphasis Areas (CA PEAs)

The FHWA California Division and Federal Transit Administration (FTA) Region IX have determined that the areas of emphasis for California’s transportation planning and air quality program in Federal FY 2012 are:

- Work Program Development
- Performance Management
- Safety
- Livability/Sustainability

Work Program Development

Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) provides metropolitan transportation planning program funding for the integration of transportation planning processes in the Metropolitan Planning Area (i.e., rail, airports, seaports, intermodal facilities, public highways and transit, bicycle and pedestrian, etc.) into a unified metropolitan transportation planning process, culminating in the preparation of a multimodal transportation plan for the MPA. Kern COG reviewed the Overall Work Program (OWP) development process to ensure all activities and products mandated by the metropolitan transportation planning regulations in 23 CFR 450 are a priority for FHWA and FTA combined planning grant funding available to the region. OWP work elements and subsequent work tasks have been developed in sufficient detail (i.e. activity description, products, schedule, cost, etc.) to clearly explain the purpose and results of the work to be accomplished, including how they support the Federal transportation planning process.
Performance Management

While the particulars of reauthorization remain uncertain, the proposed legislation in both chambers of Congress requires the States to adopt system performance goals and measures. The challenge is to position the MPOs to cope with program delivery challenges under the new legislative framework. Many of California’s MPOs have developed Regional Transportation Plans (RTPs) that contain performance measures. Once the measures have been established, the MPOs, in conjunction with the State and Federal agencies, may analyze how to improve upon the performance and then develop a plan of action for achieving those better results. In short, FHWA would like to know what performance measures MPOs are currently utilizing to gauge the progress of their transportation decisions over time, and what kind of results are they achieving.

Kern COG has established Goals, Objectives and Performance Measures to assess and/or track the performance of transportation investment decisions in the following areas: Safety, Infrastructure Condition, Mobility, Congestion, Freight, and Livability. The FHWA planner for your region can assist the MPO with the implementation of any agreed-upon performance measures in the Statewide and/or metropolitan planning processes.

Safety

The Safe, Accountable, Flexible, Efficient Transportation equity Act: A Legacy for Users (SAFETEA-LU), established the Highway Safety Improvement Program (HSIP) as a core Federal-aid program. The overall purpose of this program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements.

The specific provisions pertaining to the HSIP, are defined in Section 1401 of SAFETEA-LU, which amended Section 148 of Title 23, United States Code (23 USC 148) to incorporate these provisions. These requirements include the development of Strategic Highway Safety Plan (SHSP) in consultation with other key State and local highway safety stakeholders.

23 CFR 450.206 and 23 CFR 450.306 requires the State and Metropolitan transportation planning process be continuous, cooperative, and comprehensive, and provide consideration and implementation of projects, strategies, and services that will increase the safety of the transportation system for motorized and non-motorized users. 23 CFR 450.306 also requires the metropolitan transportation planning process to be consistent with the Strategic Highway Safety Plan, as specified in 23 U.S.C. 148, and other transit safety and security planning and review processes, plans, and programs, as appropriate. Furthermore 23 CFR 450.216 requires that the Federal Transportation
Improvement Program (FTIP)/Federal Statewide Transportation Improvement program (FSTIP) include all safety projects included in the State’s SHSP.

Livability/Sustainability

Livability/Sustainability is about tying the quality and location of transportation facilities to broader opportunities such as access to good jobs, affordable housing, quality schools, and safe streets. This includes addressing safety and capacity issues on all roads through better planning and design, maximizing and expanding new technologies such as ITS and the use of quiet pavements, using Travel Demand Management approaches to system planning and operations, etc. MPOs are encouraged to assure that new Regional Transportation Plans incorporate the following livability/sustainability principles:

- Provide more transportation choices
- Promote equitable, affordable housing
- Enhance economic competitiveness
- Support existing communities
- Leverage Federal policies & investment
- Value communities and neighborhoods

The FHWA and FTA view these PEAs as critical elements of the transportation planning process and highly encourage the California Department of Transportation (Caltrans) and all California MPOs to include each PEA within their respective planning processes.

Regional Planning Priorities

The Overall Work Program (OWP) addresses issues and concerns identified by the state and federal agencies providing resources to Kern COG. In addition, the OWP addresses concerns identified by Kern COG and its member agencies during program development. The following projects and programs are deemed regional priorities for FY 2013/2014:

1) Metropolitan Bakersfield Transit Study
2) Freight Movement
3) Kern Regional Blueprint Program
4) Transit Security
5) Climate Change
VI. WORK ELEMENTS
Recognition of the vital relationship between the environment and all living things has triggered planning and environmental concerns. A special emphasis has been placed on air quality and the problems of pollution control. Air and water quality must be protected. Land uses are related to every human activity and are intricately interwoven with environmental issues. Identifying and analyzing problems, which adversely affect the environment, and developing solutions to mitigate causes, is a part of the comprehensive planning process.

Conservation of natural resources is as important to the Kern region as it is to the rest of the world. This issue is recognized as a critical element in the planning process.
Purpose & Goal
Maintain an active planning program to reduce transportation emissions and improve regional air quality through transportation system management.

Previous Work
1. Conformity analyses for Regional Transportation Plan and Federal Transportation Improvement Program since 1990;
2. Transportation/air quality consultation procedures updates;
3. Use of EMFAC emissions modeling;
4. Development of latest planning assumptions for conformity; and
5. Identification and tracking of transportation system management strategies.

Study Design (Tasks and Responsible Agencies)
1. Administer Air Quality Modeling/Transportation Management Program;
2. Coordinate activities and provide staff support for Transportation Air Quality, as required for the Air Quality Attainment Plans in Kern County;
3. Participate with SJVAPCD/Kern APCD in preparing transportation components of the State Implementation Plan (SIP);
4. Maintain a conformity program for transportation plans, programs, and projects with the State Implementation Plan (SIP), as required by the Federal Clean Air Act Amendments of 1990;
5. Monitor and implement federal air quality regulations;
6. Monitor transportation/air quality programs to determine needs for transportation and air quality modeling;
7. Review plans and programs for conformity with state and federal clean air acts, conduct necessary modeling, and maintain data and documentation;
8. Assist air districts in developing mobile source emission inventories;
9. Attend interregional model coordinating meetings and statewide air quality meetings;
10. Participate in air quality working groups as required;
11. Provide modeling of transportation programs, plans, and projects; and
12. Meet and consult with various agencies during updates of EMFAC, CUBE, and other modeling software.

End Products (Schedule)
1. Air Quality Conformity Analysis for plans, programs, and amendments.
2. RTP/FTIP, document updates and associated conformity analyses and determinations. (even-numbered year as required)
3. Conformity SIP program. (as required by Air District schedules)
### Revenue Budget

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4. Air Quality Modeling Output Using EMFAC. (as required for RTP/FTIP amendments & updates)
Purpose & Goal
Implement an air quality improvement public outreach campaign that conforms to adopted reasonably available control measures. Provide education and outreach to elementary school students in Kern County regarding transportation and air quality that conforms with the California State Science Content Standards.

Previous Work
1. Produce The Road to Discovery – Cleaner Air DVD for use by sixth grade science teachers. (2008-2009)
2. Produce accompanying materials including worksheets for students with a Teachers’ version, certificate and gold seal for recognition of science fair entries, book covers, introductory letter, and a web page for the Kern Council of Governments website (2009-2010)
3. Distribute The Road to Discovery classroom materials to each sixth grade teacher in Kern County (2010-2012).
4. Create, produce, and distribute a Road to Discovery spring activity for Clean Air Month (May 2013)

Study Design (Tasks and Responsible Agencies)
1. Update the website, www.kerncog.org/science as appropriate with new information, schedules, and participant recognition;
2. Distribute Certificates of Recognition to eligible science fair participants at school sites. Award ribbons or medals as appropriate at the Kern County Science Fair (Spring 2014); and
3. Clean Air Month Activity: Offer a science project for voluntary school site participation that involves each site collecting the same type of air quality data at the same time, integrating transportation into the sample locations. Post the results from the entire region to our website in the form of a GIS map. Gather health data as well, such as absences due to asthma.
4. Distribute, retain, or discard as appropriate, any remaining Road to Discovery classroom materials, such as book covers, work sheets, boxes, and DVDs.
5. Investigate opportunity for creating a new Road to Discovery curriculum related to air quality and energy (December 2013)

End Products (Schedule)
1. Road to Discovery – Cleaner Air program updates to website. (August 2013–May 2014)
2. Road to Discovery – Cleaner Air recognition items presented to school sites and at the Kern County Science Fair; media release. (Dec. 2013 – April 2014)
3. Road to Discovery – Cleaner Air Clean Air Month (May 2014) materials distributed to school sites (April 2014)
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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 102.1 – WATER MONITORING PROGRAM

Purpose & Goal
Monitor ongoing programs of the Kern County Groundwater Committee and other entities to provide assistance or data as needed. Monitor the development of the Kern Integrated Regional Water Management Plan (IRWMP) and its relationship with the Kern Regional Blueprint Project and the Regional Transportation Plan/Sustainable Communities Strategy.

Previous Work
1. West Bakersfield Groundwater Toxics Management Study undertaken by California State University, Fresno in 1988-89.
2. Integrated Regional Water Management Plans.

Study Design (Tasks & Responsible Agency)
1. Monitor activities of the Kern County Groundwater Committee and provide assistance upon request.
3. Maintain Kern COG repository of southern San Joaquin Valley region water quality studies and documents.
4. Participate in the activities of the Southern California Water Committee, Inc.

End Products (Schedule)
1. Document water quality monitoring activities. (quarterly)
2. Integrate water quality monitoring into the 2014 Regional Transportation Plan/Sustainable Communities Strategy.

Revenue Budget

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Purpose & Goal
Streamline local government agency review process using California Environmental Quality Act statute and guidelines to convey regional planning impacts. This pertains to discretionary development projects requiring general plan amendment and/or zone change, General Plan updates, and other master plan updates.

Previous Work
1. Review and comment on environmental documents that affect the Kern region.

Study Design (Tasks & Responsible Agency)
1. Review and comment on environmental documents; and
2. Develop environmental review policy.

End Products (Schedule)
1. Documentation of environmental document review activities.

Revenue Budget

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Development of communities that are compact, energy efficient and designed to reduce air and noise pollution, pose problems for both government agencies and development interests. Land management and livable community concepts address many of these issues and contribute to a new perspective on housing and land use as they relate to the environment and quality of life in the Kern region.
Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 201.1 - COMMUNITY AND ENVIRONMENTAL INVENTORY MAPPING SYSTEM

Purpose & Goal
To prepare and consolidate a comprehensive community and environmental planning inventory and quickly identify environmental factors in plans, programs, and studies through Geographic Information Systems (GIS).

Previous Work
1. San Joaquin Valley Regional GIS Standards Project
2. Kern Geographic Information Network (Kern GEONET) MOU
3. Kern GEONET Work Plan
4. Kern COG GIS Program
5. ValleyWide GIS Project
6. Kern GEODATA Catalog
7. Kern County Street Centerline File Project
8. Kern Master Environmental Assessment Resources (MEAR)
9. Kern Airport Safety Zones
10. Kern Blueprint Subregional Planning Areas

Study Design (Tasks & Responsible Agency)
1. Identify, compile and maintain Environmental Map data in a single database;
2. Provide assistance to the Geographic Information Advisory Committee (GIAC)
3. Compile updated General Plan land-use information from member agencies for land-use modeling
4. Continued implementation of Enterprise GIS database
5. Provide assistance in updating the 511 Call System
6. Provide assistance in updating the Traffic Demand Model

End Products (Schedule)
1. Expand Enterprise GIS database implementation. (June 2014)
2. GIS analysis of the RTP/environmental document update for mapping transportation projects, location, safety, environmental justice, and congestion management. (on even-numbered years Dec. 2014)
3. GIS Studies (Consultant, as needed).
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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 201.2 - MULTI-AGENCY AERIAL IMAGERY PROGRAM

Purpose & Goal
To efficiently provide and distribute high-resolution aerial imagery required to prepare transportation project study reports and environmental impact reports while eliminating overlapping purchases of aerial photography by agencies in the Kern region.

Previous Work
2. Kern GEONET multi-agency budget
3. Kern multi-agency aerial imagery memorandum of understanding
4. Shared Kern County imagery server

Study Design (Tasks and Responsible Agencies)
1. Provide oversight and coordinate partnership activity
2. Distribute current and historical aerial imagery
3. Evaluate and accept delivery for 2013 imagery

End Products (Schedule)
1. Receive countywide color imagery (August 2013)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 201.3 – MAPPING SERVICES AND TECHNICAL SUPPORT

Purpose & Goal
To collaborate and coordinate on comprehensive mapping projects, services, training and technical support to local agencies and other entities as needed and to enhance transportation planning and security in the region.

Previous Work
1. Maricopa mapping project;
2. Kern Geographic Information Network (Kern GEONET) MOU;
3. Kern multi-agency aerial imagery project;
4. Kern GEONET work plan;
5. Valleywide GIS project;
6. Kern County Street Centerline project;
7. Wasco, Shafter, and Ridgecrest mapping agreements;
8. Eastern Kern Resource Conservation District project;
9. Kern County Water Agency project; and
10. Special district and community mapping services.

Study Design (Tasks & Responsible Agency)
1. Participate in and provide input on local, statewide and federal GIS coordination (CGIA);
2. Coordinate with local emergency response agencies and public transportation providers for transportation security;
3. Develop and support mapping agreements with member agencies;
4. Generate maps in response to community/public requests;
5. Coordinate the Kern Geographic Information Network (Kern GEONET);
6. Assist in identifying natural hazard and security mapping.

End Products (Schedule)
1. Member agency mapping service agreements. (as requested)
2. Online member agency mapping application. (ongoing)
3. Regional training event. (November 2013)
4. Digital consolidated land use map update. (ongoing)
Revenue Budget

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Join Council of Governments
OVERALL WORK PROGRAM – FY 2013/14

Work Element # 203.4 – COMMUNITY DESIGN CONCEPTS

Purpose & Goal
To demonstrate how new community design concepts and transit contribute to improving the quality of life in communities through an active and participatory planning process resulting in transit facilities that are customer friendly and community-oriented and promote local land use and transportation policies supportive of transit.

Previous Work
2. City of Bakersfield and County of Kern Land Use Plans;
3. Kern Transportation Foundation Transportation Forum; and
4. Analysis of Impediments to Fair Housing Choices.

Study Design (Tasks & Responsible Agency)
1. Incorporate Livable Communities elements into ongoing planning work programs, such as the Regional Transportation Plan, and other planning, MTIS and corridor studies;
2. Assist local agencies in exploring opportunities available through Livable Communities;
3. Assist local agencies in development of Sustainable Communities Strategy scenarios;
4. Attend Smart Growth, Sustainable and/or Livable Communities and Clean Cities Coalition workshops and conferences; and
5. Develop a Kern Regional Housing Data Report to incorporate into the Regional Housing Needs Assessment (RHNA).

End Products (Schedule)
1. Workshops and public information reports. (as needed)
2. Update to Kern Regional Housing Data Report (June 2014)
3. Community visualizations (as needed)

Revenue Budget

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Purpose & Goal
To position Kern COG and its member agencies to meet the goals and objectives of California Senate Bill 375 within the prescribed time frame.

Previous Work
1. Established Kern Climate Change Task Force (KCCTF) (Oct. 2008); and
2. Kern Climate Change Summit (Feb. 2009).
3. Participated in the CARB-prescribed SB 375 implementation process;
4. Propose climate change budget to California Air Resources Board (ARB)

Study Design (Tasks & Responsible Agency)
1. Prepare the planning structure to meet placeholder targets;
2. Coordinate with other San Joaquin Valley Counties/MPOs on meeting placeholder targets;
3. Track and provide comments on SB 375 clean-up legislation;
4. Meet with member agencies and stakeholder group to determine implementation issues and interests;
5. Maintain a climate change webpage on the Kern COG website;
6. Develop and evaluate GHG measurement indicators;
7. Review and comment on CARB technical information regarding targets;
8. Prepare staff reports providing updates on GHG targets;
9. Conduct public meetings and hearing as required;
10. Conduct modeling as required.

End Products (Schedule)
1. Kern Climate Change Webpage.
2. Report on meeting recommended targets.

Revenue Budget

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The economic climate of the Kern region is a vital element in the well-being of the area. Housing, land use and transportation are directly related to the economic condition of the area.

The strengthening of the economic climate will assist in developing a balanced multi modal transportation system that is designed to contribute to the attainment of air quality and other environmental goals; to provide reasonable transportation for the elderly and handicapped and disadvantaged.

No projects are programmed in FY 2013-2014.
Kern COG is concerned about any adverse effects its policies and programs might have on community health and related issues. All activities are carefully reviewed for potential impacts on community health. In addition, Kern COG attempts to take advantage of all opportunities to improve and protect public health through its environmental and other projects.

Kern COG also considers health and related issues in its role as area wide clearinghouse.

No projects are programmed in FY 2013-2014.
Kern COG has a responsibility to ensure its programs and policies protect public safety and promote justice. These general goals are an integral part of each of Kern COG's programs.

Kern COG is responsible for ensuring that land use policies in the vicinity of public use airports protect public safety. The area-wide housing plan is intended to promote policies that encourage the provision of a safe and pleasant community environmental for all. Kern COG's transportation planning policies promote a safe means of travel for all segments of society.

No projects are programmed in FY 2013-2014.
Kern COG is responsible for managing a continuous, cooperative and comprehensive transportation planning process and program. The Regional Transportation Plan is the key long-range planning document for ensuring integrated transportation system improvements meets the challenge of a mobile society today and in the future.

The Kern regional transportation program addresses all modes and unique needs of a vast and diverse region. Transportation is related to land use, housing, recreation, open space and resource conservation. The elements are a part of both the process and plan. The regional transportation planning process places emphasis on service level improvement for all modes and refinement of the relationship of each mode to the overall transportation plan.
Purpose & Goal
On a four-year cycle, amend and update the Regional Transportation Plan (RTP) to address short- and long-term multi-modal transportation needs over a 20-year timeframe in compliance with applicable federal and state requirements, using an integrated document approach. Some of the requirements addressed by the RTP include Federal Code Title 23 Part 450.320 congestion management process (CMP), and California Government Code Sec. 65080(b)(2) sustainable communities strategy (SCS).

Previous Work
5. 2002, Metro Bakersfield System Study; Thomas Roads Improvement Program.
6. San Joaquin Valley Goods Movement Plan (Phases I-III); Kern Truck Origin/Destination Study Series (Phases I-III)

Study Design (Tasks & Responsible Agency)
1. Implement the four-year cycle update process for the RTP/SCS, including revise modeling, public workshops, Capital Improvement Program (CIP) list development, mapping, visualization and element updates (Kern COG 10%).
2. Comply with the provisions of the California Environmental Quality Act including applicable sections of federal laws such as Section 404 of the Federal Clean Water Act. (Consultant);
3. Review and revise conformity analysis, as necessary, and re-adopt resolution documenting air quality conformity (Kern COG 2%);
4. Conduct ongoing public outreach activities to identify public and private local transportation issues, transportation options, recommended actions, and implementation programs (Kern COG 5%);
5. Review current RTP guidelines and its updates to maintain compliance with state and federal mandates in order to ensure currency of goals, policies and implementing actions of the RTP (Kern COG 5%);
6. Review local agencies' plans and programs to update regional transportation management systems' inventories (Kern COG 5%);
7. Assess plans for transportation-related energy conservation measures that meet Climate Action Plan goals and objectives (Kern COG 10%);
8. Maintain information and forecasts of regional transportation facilities and corridors to preserve rights-of-way and existing transportation facilities (Kern COG 3%);
9. Assess the intermodal feasibility of proposed aviation, highway, public transit, goods movement and non-motorized transportation projects. Continue to monitor and update proposed at-grade and grade-separated rail safety projects (Kern COG 4%);
10. Identify short- and long-range strategies and actions to meet projected demands (Kern COG 4%);
11. Address the planning factors identified in federal surface transportation funding regulations (Kern COG 4%);
12. In collaboration with safety officials and law enforcement, assess the safety and security issues related to the transportation network (Kern COG 2%);
13. In collaboration with transit operators, evaluate transit issues when amending and/or updating the RTP (Kern COG 2%);
14. Amend findings of the Freight Movement analyses, as well as ITS studies, into the RTP (Kern COG 6%);
15. Evaluate the federal congestion management process for consistency with the Regional Transportation Plan (Kern COG 4%);
16. Coordinate the system planning process with Caltrans (Kern COG 4%);
17. Assist local agencies and Caltrans in evaluating the management and operations of existing transportation facilities (Kern COG 3%); and
18. Determine means to address federal surface transportation funding requirements for ground access improvements (Kern COG 2%); and
19. If required, revise, amend, and update the 2011 Regional Transportation Plan, assure compliance with requirements of state and federal air quality laws (California Clean Air Act, Federal Clean Air Act Amendments of 1990, and State Implementation Plan) as well as the Air Quality Attainment Plan adopted by the Kern APCD (Kern COG 25%).

End Products (Schedule)
1. 2014 Regional Transportation Plan Update/Sustainable Communities Action Element (October 2013)
2. 2014 Regional Transportation Plan Environmental Impact Report (October 2013)
3. Regional Transportation Plan Amendment including Environmental Document as required (June 2014)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 601.2 – RTP/CIP FINANCIAL ELEMENT

Purpose & Goal
Revise, amend and implement the action and financial elements (Capital Improvement Program) of the 2014 Regional Transportation Plan (RTP) to address short and long-term financial planning over a minimum 20-year timeframe.

Previous Work
1. 2004, 2007 and 2011 RTPs, inclusive of program environmental impact reports;
2. 2007, 2009, and 2011 Federal Transportation Improvement Programs;
3. San Joaquin Valley Transportation Control Measures Program, January 1994;
5. Kern Data publication;
6. Metropolitan Transportation Investment Study;
7. Central California Aviation System Plan (CCASP); and
8. Other Kern COG planning studies.

Study Design (Tasks & Responsible Agency)

1. Revise, amend and update the 2014 financial element/Capital Improvement Program (CIP) to assure compliance with state and federal air quality laws (California Clean Air Act, Federal Clean Air Act Amendments of 1990, and State Implementation Plan) as well as the Air Quality Attainment Plan adopted by the San Joaquin Valley Air Pollution Control District;
2. Expand financial element (CIP) narrative component to better define the process for the readers’ and decision makers’ benefit;
3. Refine CIP analysis to support transportation demand management and transportation control measures;
4. Coordinate transportation demand management actions and transportation control measures to meet needs of major capital improvements;
5. Enhance funding strategies and actions to meet projected financial demand and shortfall;
6. Maintain a prioritized list of aviation, highway, street and road, public transit, goods movement and non-motorized projects, as well as intermodal options, for the region;
7. Develop data for available transportation funding options with private sector participation;
8. Develop financial nexus for future corridor and subarea studies, such as Bakersfield System Study and high speed rail analysis; and
9. Develop the CIP based on updated lists of transportation projects.

End Products (Schedule)
1. Amend financial element/Capital Improvement Program as necessary to maintain compatibility with other elements of the 2014 RTP. (June 2014).

**Revenue Budget**

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Purpose & Goal
To gain public input on the Regional Transportation Plan/Sustainable Community Strategy process.

Previous Work
1. Public workshops;
2. Radio and newspaper advertising;
3. Community meetings; and
4. Regional community survey.

Study Design (Tasks & Responsible Agency)
1. Develop and design public workshop content;
2. Develop materials to advertise workshops as needed;
3. Attend workshops;
4. Survey workshop attendees;
5. Regional community survey;
6. Continue coordination with tribal communities for the RTP development process; and
7. Continue coordination of the Environmental Justice Task Force as part of the RTP development process.

End Products (Schedule)
2. Newspaper advertising. (July 2013 – June 2014)
4. Regional community survey. ($65,000) (Consultant) (May 2014)

Revenue Budget

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Capital

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Purpose & Goal
Integrate Title VI Environmental Justice requirements into Kern COG’s planning processes.

Previous Work
1. Public Involvement Program (2011);
2. GET Title VI Update FY 97-98; and
4. 8-County San Joaquin Valley Tribal Outreach
5. Tribal Notification Area Map for San Joaquin Valley (GIS map)

Study Design (Tasks & Responsible Agency)
1. Review and revise as needed existing analytical techniques and public involvement approaches to ensure that the planning process successfully integrates environmental justice into decision making;
2. Reconvene as needed the Environmental Justice Task Force to review and revise the process with which to assess and ensure compliance of Kern COG’s transportation planning efforts with environmental justice requirements of Title VI;
3. Update and map locations of low-income, minority, tribal communities, and senior populations using latest Census information;
4. Identify transportation needs of target populations;
5. Document and evaluate Kern COG’s public involvement process;
6. Quantitatively assess benefits and burdens of transportation plans with respect to target populations;
7. Incorporate above information into a travel-demand forecasting model to assess the benefits and burdens of existing and planned transportation system investments on target populations;
8. Identify measures with which to compare the respective treatment of target and non-target populations in the planning process, such as population-based measures, geographic-based measures, and visual-based measures;
9. As part of the RTP, update the Environmental Justice Report on Performance Measures for public review and comment. The document should address: (a) demographic profile; (b) transportation needs; (c) public involvement efforts; and (d) benefits and burdens of transportation system;
10. Upon completion of the update hold public meetings in each planning area to introduce and discuss Draft Environmental Justice Report;
11. Compare investments across different modes to identify and minimize disparate impacts to traditionally underserved populations;
12. Identify additional funding opportunities to assist in implementing typically infeasible environmental justice procedures, such as Caltrans’ Environmental Justice Grants through its Office of Community Planning;

13. Develop, maintain and evaluate environmental justice policies and procedures as established by Kern COG’s EJ task force;

14. Evaluate environmental justice policies in the planning process for the RTP and RTIP.

15. Compile and update the database of Environmental Justice contacts and organizations representing the disabled, low-income, minorities, and tribal government communities.

16. Improve environmental justice modeling capabilities.

17. Reach out to new federally recognized tribe in Kern County for environmental justice coordination.

**End Products (Schedule)**

1. GIS maps of minority, low-income and senior populations. (ongoing)

2. Produce environmental justice report examining progress in process integration. (June 2014)

3. Revised environmental justice modeling scripts. (June 2014)

**Revenue Budget**

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Work Element # 602.1 – TRANSPORTATION IMPROVEMENT PROGRAM

Purpose & Goal
Develop a multimodal transportation system and implement long-range transportation plans in the Kern County area.

Previous Work
1. 2007, 2009 and 2011 Regional Transportation Plan;
2. 2007, 2009 and 2011 Regional/Federal Transportation Improvement Program;
3. Amendments to the 2011 Federal Transportation Improvement Program;
4. Bakersfield System Study; and
5. California Transportation Improvement Program System (CTIPS).

Study Design (Tasks & Responsible Agency)
1. Develop and manage the Federal Transportation Improvement Program (20%);
2. Develop and manage the Regional Transportation Improvement Program (30%);
3. Conduct outreach meetings and workshops to develop Transportation Improvement Programs and lists of capital projects (15%);
4. Coordinate state and federal-aid capital improvement programs including ranking and development, review and approval for project applications (Kern COG 5%);
5. Conduct conformity analysis, adopt resolution to accept conformity findings, and document conformity with various air quality strategies (Kern COG 5%);
6. Monitor proposed at grade and grade separated rail projects (Kern COG 5%);
7. Evaluate compliance with Air Quality Conformity, State Implementation Plan, NEPA and Title VI in project delivery process (Kern COG 5%);
8. Monitor California Transportation Commission and legislative proposals related to transportation financing (Kern COG 5%);
9. Continue use of CTIPS and participate in statewide programming coordination meetings (Kern COG 5%);
10. Update Transportation Improvement Project Selection Policy as needed to include new state and federally mandated air quality and planning policies. (Kern COG 5%)

End Products (Schedule)
1. 2013 FTIP Amendments. (June 2014)
2. 2015 FTIP Draft. (June 2014)
3. 2014 RTIP. (June 2014)
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Purpose & Goal
Assist local agencies with the federal aid application process required when using state or federal dollars. Work cooperatively with Caltrans Office of Local Assistance, Caltrans Planning, Federal Highway Administration and Federal Transit Administration to facilitate construction and reimbursement of federal aid projects.

Previous Work
1. 2007, 2009, and 2011 Regional Transportation Plan and amendments;
2. Short-range transit plans;
3. Use of CTIPS database; Congestion Management Program; and

Study Design (Tasks & Responsible Agency)
1. Assist local agencies and Caltrans with State Transportation Improvement Program project development;
2. Host local assistance training opportunities and promote federal-aid training opportunities off-site;
3. Monitor RIP, IIP, RSTP, CMAQ, TE and other federal-aid projects. Report status of projects to Caltrans, CTC and member agencies annually;
4. Participate with Caltrans in state highway project development, coordination and programming;
5. Monitor Caltrans’ expenditures and activities to assure Kern regional projects are timely and budget constrained; and
6. Develop and submit responses to project delivery inquiries to local agencies, Caltrans Local Assistance and Planning staff.

End Products (Schedule)
1. Project status reports (CMAQ/RSTP/TA/TDA/Article 3) to local agencies for their use. (annually) (monthly meetings and reports)
2. Progress Report for Projects of Regional Significance (quarterly)

Revenue Budget

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Purpose & Goal
To monitor and coordinate transportation planning, the transportation plan implementation process and management system requirements of the Moving Ahead for Progress in the 21st Century Act (MAP-21).

Previous Work
1. 1997 Intelligent Transportation System Early Deployment Plan;
2. 2001 San Joaquin Valley Strategic Deployment Plan; and

Study Design (Tasks & Responsible Agency)
1. Participate in the implementation of transportation monitoring systems;
2. Provide technical assistance and transportation-related assistance to member agencies;
3. Analyze, update and integrate new population estimates and other demographic information to provide consistent population, economic and employment projections for a comprehensive areawide planning process;
4. Prepare project reports and annual transportation reports, including summaries of elderly and handicapped transportation, airport planning, non-motorized transportation, air quality, citizen participation and public hearings;
5. Coordinate and cooperate with Caltrans in developing system planning studies;
6. Encourage and coordinate public involvement in transportation planning services at state, regional and local levels;
7. Coordinate regional transportation planning activities with local land use agencies and local system planning studies;
8. Monitor the operational and physical continuity of transportation system within the region with those outside the region;
9. Monitor local planning activities for transportation related energy conservation measures that meet federal, state and local goals and objectives;
10. Continue to monitor and update proposed at-grade and grade-separated rail safety projects for Kern County;
11. Review each transportation proposal, short-range transit plan or social service requests to be included with or measured against, the Regional Transportation Plan; and
12. Monitor and review Intelligent Transportation Systems (ITS) activity at the federal, state, valley, and local level.
End Products (Schedule)
   1. ITS database (June 2014).

Revenue Budget

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Purpose & Goal
Provide the data to accurately assess the performance of existing and planned transportation systems as required by the Clean Air Act and for transportation planning management system requirements of the federal Moving Ahead for Progress in the 21st Century (MAP-21) law; and to avoid duplication of traffic count effort among local jurisdictions.

Previous Work
1. Federally mandated Highway Performance Monitoring system (HPMS);
2. 1984-Present, local agency traffic counts;
3. Annual transportation report;
4. Kern Regional Transportation Modeling Committee;
5. Calibration of the Kern COG regional transportation model;
6. Monitor directional splits for calibration of the Kern COG peak hour model;
7. Predict commodity flow and freight movements;
8. Monitor speed data for posted speed limit change analysis;
9. Monitor recurring unsafe speed locations additional speed enforcement activity signalization safety improvement analysis;
10. Planning, design and construction of federal aid projects;
11. Apportionment or allocation of federal funds;
12. Air Quality, Environmental impact analysis; and
13. The undertaking of pavement maintenance and research and the supporting of Strategic Highway Research Program (SHRP).

Study Design (Tasks & Responsible Agency)
1. Participate in the Highway Performance Monitoring System Program, including traffic counts on designated segments (5%);
2. Coordinate the installation of HPMS information into the Kern GeoNet system (10%);
3. Oversee a Regional Traffic Count Program;
4. Hold bi-monthly meetings of the Kern Regional Transportation Modeling Committee (10%);
5. Oversee Contract for Regional Traffic Count Service and perform Quality assurance Testing for all deliverables (60%); and
6. Maintain Regional Speed Survey program (10%).

End Products (Schedule)
1. Annual HPMS Survey. (May 2014)
2. Annual traffic count resource. (June 2014)
3. Traffic Count Program. ($79,677) (consultant) (June 2014)
## Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 604.1 – REGIONAL TRAVEL DEMAND MODEL MAINTENANCE

Purpose & Goal
To develop and maintain the regional travel demand model.

Previous Work
1. Acquired training, computer software and hardware for Regional Transportation Model;
2. Migrated model from EMME2 to MinuTP to TP+ to Cube transportation modeling software;
3. Maintained travel network, model scripts and planning assumptions in support of modeling for Federal Air Quality Conformity, Regional Transportation Planning and Programming, Environmental Analysis, Cumulative effects analysis, impact fee analysis; and
4. Major transportation investment studies for analysis of transit and non-single occupancy vehicle use.

Study Design (Tasks & Responsible Agency)
1. Maintain TAZ boundaries as needed (5%);
2. Maintain transit network in Cube (10%);
3. Maintain transit access file using GIS (15%);
4. Calibrate & validate outlying communities in Cube model to base year 2006 (5%);
5. Develop milestone years to check for reasonableness (15%);
6. Bring network and modeling assumptions for the base (existing) and future (2035) years into conformance with existing general plans and assumptions (25%);
7. Conduct Title VI environmental justice analysis of the short-range program and long-range plans to evaluate and determine transportation impacts (15%); and
8. Coordinate modeling assumptions and cumulative effect modeling through Regional Transportation Modeling Committee (10%).

End Products (Schedule)
1. Model alternatives. (Ongoing)
2. Milestone Year Networks. (Ongoing)
3. Model maintenance (Ongoing).

Revenue Budget

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Purpose & Goal
Provide growth forecast information to develop and maintain the regional travel demand model.

Previous Work
1. Adopted Regional Growth Forecast every 3-5 years;
2. Redistributed socio-economic data based on latest assumptions to transportation analysis zones (TAZs);
3. Acquired land use modeling software for distribution of regional growth forecast; and
4. Supported the regional transportation model.
5. Updated forecast base-year population with 2010 Census data.

Study Design (Tasks & Responsible Agency)
1. Increase number of TAZs as needed;
2. Purchase and correct employment data and add employment types;
3. Use GIS to calculate a build-out analysis of all general plans in Kern County by the new TAZs;
4. Revise School Enrollment Forecast;
5. Revise Income Forecast;
6. Revise Group Quarters Forecast;
7. Revise Household and Household size Forecasts;
8. Map data forecasts for visual verification;
9. Coordinate modeling assumptions through Regional Transportation Modeling Committee;
10. Refine UPLAN land use model for distribution of regional growth forecast;
11. Administer the Kern Regional Transportation Modeling Committee; and

End Products (Schedule)
1. Countywide growth forecast totals. (June 2014)
2. Census Transportation Planning Package. (unfunded) (consultant) (June 2014)
## Revenue Budget

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Purpose & Goal
Kern COG’s transportation model assists in regional transportation and land use planning decisions.

Previous Work
1. Highway 178 Corridor Study;
2. Westside Parkway Highway Study;
3. Metro Bakersfield Land Use/Circulation Plan;
4. West Beltway Corridor Study;
5. Morning Drive Corridor Study;
6. Route 58 Study;
7. GET Public Transportation Study;
8. GET Metropolitan Transportation Investment Strategy;
9. South Beltway Study;
10. Downtown Delano Study;
11. SE Kern Transportation Study Tier I EIR specific requests; and
12. 2006 Transportation Model Update
13. Cube Land integrated Land use and Transportation model Pilot Project
14. Centennial Corridor Study

Study Design (Tasks and Responsible Agencies)
1. Provide modeling/support for regional transportation decision-making;
2. Provide modeling/support for air quality conformity modeling;
3. Provide modeling/support for local transportation impact fees;
4. Provide modeling/support for regional and member agency requested corridor studies; and
5. Conduct Title VI environmental justice analysis of the short-range program and long-range plans to evaluate and determine transportation impacts.
6. Develop modeling methodology to meet SB 375 requirements.
7. Participate in San Joaquin Valley Model Improvement Program

End Products (Schedule)
1. Model support for regional air quality conformity analysis and amendments. (quarterly)
2. Modeling to support development of local transportation impact fees. (as requested)
3. Transportation modeling. (as requested)
4. Modeling to support development of the Sustainable Communities Strategy
## Revenue Budget

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Purpose & Goal
To provide comprehensive long-range transit planning for the Kern region.

Previous Work
1. Social Service Action Plan (1982);
2. Metro Bakersfield Social Service Action Plan (1985);
3. Rural Transportation Inventory (1987);
4. Regional Transit Guide (1987 and 1990);
5. 1990 Short Range Transit Plan;
6. Metropolitan Bakersfield Major Investment Strategy (1997);
8. 2004 Regional Rural Transit Strategy;
9. 2004 Regional Transportation Improvement Program;
10. 2005 Eastern Sierra Public Transportation Plan;
11. Metropolitan Bakersfield Fixed Guideway Passenger System, Phase I;
12. Metropolitan Bakersfield Transit System Long-Range Plan 2012; and
13. Transit Development Plans (TDPs) for:
   - Taft/Maricopa 1994 2009
   - California City 1991 1997 2012
   - Tehachapi 1993 1999 2012
   - Kern River Valley 1995
   - Lamont 1995 2009
   - Mojave 1995
   - Kern County 2003
   - East Kern 2005

Study Design (Tasks & Responsible Agency)
1. Monitor transit activities of public and private transit providers, including vehicle inventory updates, patronage and ridership data, financial and operational data, and evaluation of transit services to the general public and transit dependent;
2. Work with Golden Empire Transit District and CTSA to address service planning, ADA compliance and services for the elderly and disabled;
3. Coordinate long-range transit and land use planning efforts for GET, Kern County and the cities;
4. Monitor and/or conduct public workshops to identify local transportation issues, transportation options, recommended actions, and implementation programs;
5. Identify corridor and subarea studies to be performed;
6. Review and monitor existing financial capabilities, identify future financial requirements, and new revenue sources;
7. Implement Kern COG’s Public Transportation Modernization, Improvement, and Service Enhancement Act (PTMISEA) (Policy);
8. Implement Kern COG’s Transit System Safety, Security & Disaster Response Account (TSSSDRA) (Policy);
9. Provide technical assistance to transit providers in transit planning, marketing, coordination and other related issues;
10. Monitor and report on legislation;
11. Collect monthly transit operating statistics from public transit operators, and maintain a transit performance data base;
12. Conduct quarterly meetings of transit operators to discuss issues relevant to operations and planning;
13. Work to coordinate public transit and human service transportation programs;
14. Assist jurisdictions with implementing the transit policies and actions of the Regional Transportation Plan;
15. Analyze and identify transportation needs of people in transition from welfare to work, and recommend improvements in the transit system in order to better serve the identified needs;
16. Ensure that environmental justice criteria are applied to transit plans; and
17. Assess the need for farm-worker transportation in Kern County.

**End Products (Schedule)**
1. FTA Section 5311 Program of Projects. (March 2014)
2. Transit Operators Meeting Minutes. (quarterly)
3. FTA Section 5310 Grant Applications. (October 2013)
4. Prop. 1B PTMISEA Program of Projects (March 2014)
5. Prop. 1B TSSSDRA Program of Projects (March 2014)
6. FTA Section 5316 and 5317 Program of Projects (March 2014)
7. Kern County Transit Guide update (June 2014)

**Revenue Budget**

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 606.2 – TRANSPORTATION DEVELOPMENT PLAN – Kern River Valley

Purpose & Goal
Prepare a Transportation Development Plan for the Kern River Valley

Previous Work
Kern River Valley 1995

Study Design (Tasks & Responsible Agency)

1. Develop and distribute RFP and select consultant (Kern COG);
2. Inventory of existing transit services (consultant);
3. Survey of ridership potential for the Kern River Valley area (consultant);
4. Surveys of riders and general population (consultant);
5. Develop goals and objectives (Kern COG, consultant);
6. Develop alternatives, and estimate costs and benefits (Kern COG, consultant);
7. Develop a plan for short-term improvement of existing services (consultant);
8. Develop a five-year capital investment plan (consultant); and
9. Present study to the Kern Council of Governments (Kern COG, consultant).

End Products (Schedule)

1. Transportation Development Plan – Kern River Valley. (June 2014)

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Purpose & Goal
Prepare a Transportation Development Plan for Mojave

Previous Work
Mojave  1995

Study Design (Tasks & Responsible Agency)
1. Develop and distribute RFP and select consultant (Kern COG);
2. Inventory of existing transit services (consultant);
3. Survey of ridership potential for the Kern River Valley area (consultant);
4. Surveys of riders and general population (consultant);
5. Develop goals and objectives (Kern COG, consultant);
6. Develop alternatives, and estimate costs and benefits (Kern COG, consultant);
7. Develop a plan for short-term improvement of existing services (consultant);
8. Develop a five-year capital investment plan (consultant); and
9. Present study to the Kern Council of Governments (Kern COG, consultant).

End Products (Schedule)
1. Transportation Development Plan – Mojave. (June 2014)

Revenue Budget

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Purpose & Goal
The Transit Security Plan will enhance the safety of all transit riders within and through Kern County.

The Transit Security Plan's purpose will be to develop, implement and maintain a security system for all local transit providers that demonstrates the following:
- Transit providers' commitment and policy regarding security;
- Goals, policies and actions established for a system-wide security program, as well as determining how the TSP will be implemented, evaluated and periodically updated;
- Responsibilities assigned to the regional transportation planning agency, emergency management agency, and all local transit providers;
- A process provided by which threats and vulnerabilities can be identified, assessed, and resolved.

Previous Work
1. Kern Regional Blueprint (2006-2012);
2. Regional Transportation Plan (2007) (2011);
3. Regional Rural Transit Strategy (2004);
4. Eastern Sierra Public Transportation Plan (2005); and

Study Design (Tasks & Responsible Agency)
1. Conduct meetings and coordinate study information;
2. Analyze existing conditions, identified needs, and coordinate possible solutions;

End Products (Schedule)

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Purpose & Goal
To monitor and participate in planning and programming of Amtrak and high-speed rail projects and studies.

Previous Work
1. Bakersfield Intermodal Transit Facility Plan (1988);
2. High-Speed Ground Transportation system Terminal Study (1994);
3. Metropolitan Bakersfield Major Transportation Investment Strategy (1997);
4. California High-Speed Ground Transportation Study (ongoing);
5. Amtrak Station Project Study Report (1997);
6. Metropolitan Bakersfield High-Speed Rail Terminal Analysis and Evaluation (2001);
7. Metropolitan Bakersfield High-Speed Rail Terminal Impact Analysis (2003);
8. 3D Visualizations of proposed HSR Heavy Maintenance Facility (2011);
9. High-Speed Rail proposed Bakersfield Station Area Plan and Land Use; and

Study Design (Tasks & Responsible Agency)
1. Monitor monthly California High-Speed Rail Authority meetings (Kern COG);
2. Monitor activities of the Regional Governance Group in its efforts to create a JPA to oversee the San Joaquin Amtrak service;
3. Coordinate activities with the Caltrans Division of Rail (Kern COG);
4. Attend quarterly meetings of the San Joaquin Valley Rail Committee (Kern COG);
5. Provide local support and outreach for planning efforts (Kern COG);
6. Review guidelines and funding application from the High Speed Rail Authority for Station Area Planning (Kern COG);
7. Coordinate Bakersfield Station Area plan with City of Bakersfield and High-Speed Rail Authority (Kern COG and City of Bakersfield); and
8. Monitor San Joaquin Valley Passenger Rail Authority.

End Products (Schedule)
1. Conceptual downtown Bakersfield transit station design and preliminary Station Area Plan.
2. 2D/3D HSR visualizations
3. Commuter Rail Feasibility Study – Phase II (June 2014)
## Revenue Budget

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Total: $129,194 $183,952 $ - $ 4,586
Purpose & Goal
Maintain the Kern Regional Aviation System Plan and related aviation system data, review airport master plans, assist airports and Caltrans Aeronautics Program in preparing biennial Aviation Capital Improvement Program, and participate in the California Aviation System Plan Program.

Previous Work
1. 1984 Regional Airport System Plan;
2. 1994 Kern County airport Land Use Compatibility Plan;
3. 1998 Central California Aviation System Plan;
4. 1998 Kern Regional Aviation system Plan; and
5. Local airport master plans.

Study Design (Tasks & Responsible Agency)
1. Participate in Kern Regional Airports Master Plans TAC;
2. Review the activities of airports and local agencies as they relate to the regional aviation system (Kern COG);
3. Provide aviation technical assistance to local jurisdictions upon request (Kern COG);
4. Assess the intermodal feasibility of proposed transportation projects, strategies and actions (Kern COG);
5. Maintain an aviation system database in support of the regional aviation system and aviation capital improvement programs (Kern COG);
6. Coordinate airport operator updates of Aviation Capital Improvement Program (CIP) project lists for the Caltrans Aeronautics Program (Kern COG); and
7. Coordinate with County of Kern to implement the 2009 Joint Land Use Study (JLUS) for R-2508 Airspace.

End Products (Schedule)
1. Aviation Database. (ongoing)
2. Updated aviation data for the Regional Transportation Plan (ongoing)
3. Regional Aviation Capital Improvement Program (CIP) project lists. (biennial)
### Revenue Budget

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Purpose & Goal
To conduct planning studies for non-motorized transportation facilities that encourage non-motorized transportation modes of transportation as a viable, safe and economical alternative to motorized travel within Kern County.

Previous Work
1. 1984 Metropolitan Bakersfield Bicycle Plan;
2. 1989 Kern River Bikepath Alignment Study;
3. 1994 Kern River Bikepath Extension Alignment Study Update;
4. 1994 Environmental Assessment of Kern River Bikepath between Hart Park and California Living Museum
5. 2009 Kern River Bikepath Extension Study: SR 43 to Taft.
6. 2012 Kern Regional Bicycle Plan and Complete Streets Recommendations

Study Design (Tasks & Responsible Agency)
1. Review existing bicycle plans from member agencies;
2. Determine the extent of planned facilities that have been constructed;
3. Develop mapping of current facilities;
4. Receive comments and suggestions from Bicycle Technical Advisory Committee as to route selection and facility construction priority scheduling;
5. Identify funding stream anticipated over period of time covered by the planning document;
6. Complete environmental assessment of recommended non-motorized transportation facilities;
7. Submit plans for public review;
8. Receive public comments and respond to comments; and
9. Adoption of plans by Kern COG.

End Products (Schedule)
## Revenue Budget

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Total: $96,283
Purpose & Goal
To conduct a planning study related to the development of pedestrian transportation facilities which will encourage and allow pedestrian modes of transportation as a viable, safe and economical alternative to motorized travel within Kern County.

Previous Work
1. 1984 Metropolitan Bakersfield bicycle Plan;
2. 1989 Kern River Bikepath Alignment Study;
3. 1994 Kern River Bikepath Alignment Study Update; and

Study Design (Tasks & Responsible Agency)
1. Within Metropolitan Bakersfield, incorporated cities and unincorporated communities determine the extent of facilities that have been constructed;
2. Develop mapping of current facilities;
3. Identification of funding stream anticipated over period of time covered by the planning document;
4. Complete environmental assessment of recommended pedestrian transportation facilities;
5. Submit plan to public review;
6. Receive public comments and respond to comments; and
7. Adoption of plan by Kern COG.

End Products (Schedule)
1. Pedestrian Transportation Plan.

Revenue Budget

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Purpose & Goal
To manage a Transportation Demand Management (TDM) Program that encourages alternatives to single occupant vehicle commuting throughout Kern County.

Previous Work
1. Transportation Demand Management Element;
2. Annual Rideshare Work Plan;
3. Rideshare Week 2006-2012;
4. Clean Air Month promotion and coordination;
5. Presentations to employers and schools;
6. Assistance to employers in developing rideshare programs;
7. Update and maintenance of ride match database;
8. Vanpool, bus, telework, pedestrian, and bicycling promotion; and

Study Design (Tasks & Responsible Agency)
1. Provide TDM outreach services (called CommuteKern) to individuals, employers and educational institutions. Service includes training, educating and working with Employee Transportation Coordinators (ETCs) (20%);
2. Provide rideshare matching, vanpool management, GIS maps of transit routes, and mile tracking services via GreenRide, a software program licensed from Ecology and Environment, Inc. The system may be accessed by clients online or via telephone. Services are accessible to non-English speaking residents through a telephone translation service (20%);
3. Respond to inquiries related to alternate forms of commuting (5%);
4. Develop and distribute TDM promotional items and materials (10%);
5. Coordinate local activities for California Rideshare Week, Clean Air Month and other special promotional events. Partner with local agencies as appropriate (10%);
7. Promote CommuteKern services and events through media releases, advertising, and public outreach (20%);
8. Create and manage the Emergency Ride Home program (5%); and
9. Support efforts to expand park-and-ride capacity throughout Kern County through planning, outreach, and response to requests for assistance (5%).
End Products (Schedule)
1. Promotional items and materials. (as needed)
3. Rideshare Week. (October 2013)
4. Public service announcements highlighting company employees who rideshare. (monthly)
5. Clean Air Month. (May 2014)
6. Electronic newsletter. (monthly)
7. Employer Site Rideshare Coordinator Meetings – Et Cetera. (quarterly)

Revenue Budget

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Purpose & Goal
To manage FTA Sections 5316 Job Access and Reverse Commute (JARC) and 5317 New Freedom (NF) for eligible applicants within metropolitan Bakersfield.

Previous Work
1. Coordinated Human Services Transportation Plan (CHSTP) 2007
2. JARC funding – Arvin 2009
3. JARC funding – Taft 2009
4. JARC funding – GET 2009
5. NF funding – GET 2009
6. JARC funding – Arvin 2010
7. JARC funding – GET 2011
8. NF funding – GET 2011
9. JARC funding Delano (2012)
10. JARC funding – GET/Tejon Ranch/Kern COG 2012
11. NF funding – GET 2012

Study Design (Tasks & Responsible Agency)
1. Administer Metro-Bakersfield JARC/NF grants; and
2. Administer quarterly reporting and distribution of funds through FTA’s TEAM/ECHO system until September 2013.

End Products (Schedule)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 610.1 – FREIGHT PLANNING

Purpose & Goal
Facilitate commercial vehicle operations (CVO) and interregional freight movement to ensure representation from all modes of the freight industry.

Previous Work
1. 1994 Sunset Rail Line Study;
2. 2000 San Joaquin Valley Goods Movement Study;
3. April 1999 Kern COG Freight Survey;
4. Caltrans 2000 Statewide Freight Study;
5. San Joaquin Valley Movement Studies, Phase I (2000) and Phase II (2002);
6. Caltrans Goods Movement Study for US-395 Corridor (June 2006);
7. SR-58 Origins and Destinations Truck Study (February 2009); and

Study Design (Tasks & Responsible Agency)
1. Contact other agencies involved in freight programs for review and application to Kern County;
2. Coordinate with Caltrans on further statewide truck travel studies;
3. Coordinate with other ongoing studies such as the Southern California Freight and Port Study and State Freight Plan Development;
4. Evaluate goods movement and truck study data to propose improvement projects for freight movement and connectivity, e.g. truck lanes, off-ramp improvements etc.

End Products (Schedule)
1. Analyses and recommendations for Goods Movement and Connectivity Projects.

Revenue Budget

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$24,849 $24,849
Purpose & Goal
Study commercial vehicle operations (CVO) for interregional freight movement to ensure representation from all modes of the freight industry.

Previous Work
1. 1994 Sunset Rail Line Study;
2. 2000 San Joaquin Valley Goods Movement Study;
3. April 1999 Kern COG Freight Study; and
4. Caltrans 2000 Statewide Freight Study;
5. San Joaquin Valley Movement Studies, Phase I (2000) and Phase II (2002);
6. SR-58 Origin and Destination Truck Study (Feb. 2009); and
9. Railroad Grade Separation Study (Jan. 2011)
10. Short-Line Rail Study Phase II (March 2012)

Study Design (Tasks & Responsible Agency)
1. Contact agencies involved in freight programs for review and application to Kern County;
2. Coordinate with Caltrans on further studies;
3. Coordinate with other ongoing studies such as the Southern California ITS Priority Corridor, Commercial Vehicle Operations committee and San Joaquin Valley Goods Movement;
4. Analyze future use of short-line rail for goods movement;
5. Prioritize safety improvements for goods movement along railroads; and
6. Assist in establishing Central California Railroad Authority itself and developing/achieving annual goals.

End Products (Schedule)
1. Develop joint powers agreement with Central California Railroad Authority (Fall 2013).

Revenue Budget

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Planning for recreational opportunities and open space is an integral part of the regional planning process, with particular emphasis on housing, environmental and transportation issues. The non-motorized element of the Regional Transportation Plan addresses recreational aspects of bicycling and pedestrian circulation.

No projects are programmed in FY 2013-2014.
Continuing education is an important aspect of the planning profession in order to facilitate effective responses to changing community needs and desires. Kern COG encourages staff members to take advantage of available education opportunities. Kern COG also encourages staff members to make full use of FHWA, FTA and other public agency sponsored workshops and training courses.

Professional development is another important aspect of the planning profession. Kern COG frequently hires interns from local college programs and provides them with hands-on professional planning experience.
Work Element #801.1 – GRANT WRITING

Purpose & Goal
Kern COG staff will provide grant writing services to Kern COG member agencies as well as other public agencies. Staff will also provide a directory of grant resources through the Kern COG website.

Previous Work
Kern COG has provided leadership and technical assistance to member agencies to address regional and subregional issues.

Study Design (Tasks & Responsible Agency)
1. Evaluate potential grants for eligibility; notify member agencies of relevant new grant opportunities (ongoing)
2. Research, schedule, prepare, and collaborate on grant applications (ongoing)
3. Provide oral and written grant descriptions and progress reports to senior staff and public officials (quarterly)
4. Provide a directory of available grants on the Kern COG website with a goal of initially posting three new grant opportunities per month (monthly)
5. Attend meetings of the Governing Board and Technical Planning Committees as needed;
6. Prepare Quarterly Progress reports for meetings of the Governing Board and Technical Planning Committees as needed;
7. Assist with the preparation of the FY 14-15 Kern COG Overall Budget and Work Program; (Jan-May 2013)
8. Monitor and prepare amendments to FY 13-14 Kern COG Overall Work Program as needed

End Products (Schedule)
1. Conduct searches for grants for each jurisdiction’s priority project lists (monthly)
2. Post new grant funding opportunities on the Kern COG website (monthly)

Revenue Budget

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The Clearinghouse function requires an extensive program of review and comment involving many agencies and organizations within the region. These activities assure that proposed projects can be evaluated in relation to existing development, socioeconomic impact, transportation impact and local plans of environmental concerns.

The comprehensive planning process requires an ongoing and intensive coordination effort. Each planning element and planning jurisdiction is involved. This program is designed to provide technical assistance to the member agencies that have special needs. Proposed planning activity and demographic information is provided to the public, and citizens are offered an opportunity to assist in evaluating the appropriateness of plans that affect them.
Purpose & Goal
To improve coordination among local jurisdictions on issues of common concern. Provide transportation-related leadership and technical assistance to member agencies to address regional and subregional issues.

Previous Work
1. Workshops
2. Technical assistance publications
3. General plans
4. Other planning and management projects
5. Rosamond Visioning Process
6. Tehachapi Bicycle Master Plan
7. Arvin Jewett Square Bicycle Plan
8. California City, Tehachapi Circulation Element updates

Study Design (Tasks & Responsible Agency)
1. Provide planning and management services to meet special transportation needs of Kern COG member agencies. (2%)
2. Provide assistance in land use and transportation planning, programming and budgeting to cities with limited staffing capabilities. (2%)
3. Prepare Land Use and Circulation Element Updates/urban development strategies and master environmental assessments. (90%)
4. Assist member agencies with development and analysis of land use information as it relates to transportation, housing and jobs (Kern COG/consultant) (2%)
5. Assist member agencies with development and analysis of transportation and circulation information. (2%)
6. Assist member agencies with “Quick Response” Transportation Plan Analysis. (1%)

End Products (Schedule)
1. Bakersfield Habitat Conservation Plan ($100,000) (consultant) (June 2014)
2. California City Blvd. Feasibility Study ($60,000) (consultant) (June 2014)
3. Cal City Payment Management System ($45,000) (June 2014).
4. County of Kern – Boron Visioning Process ($40,000) (consultant) (June 2014)
5. County of Kern-Grade Separation Study ($95,000) (consultant) (June 2014)
6. Kern County Valley Floor Habitat Conservation Plan ($175,000) (June 2014).
7. McFarland circulation element updates ($30,000) (consultant) (June 2014)
8. McFarland –Kern Street Specific Plan ($30,000) (consultant) (June 2014)
9. Wasco Bicycle Master Plan ($30,000) (consultant) (June 2014)
## Revenue Budget

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**Purpose & Goal**

To provide socio-economic information concerning the Kern County region.

**Previous Work**

1. Database of socio-economic information related to Kern County;
2. Federal Home Mortgage Disclosure Repository;
3. State Census Data Center Affiliation certification;
4. Assist governmental agencies, business interests and the general public with accessing and interpreting socio-economic information; and
5. Assist in the development of Kern COG’s regional transportation model.

**Study Design (Tasks & Responsible Agency)**

1. Develop and maintain socio-economic information for support of the Kern COG travel demand and air quality planning programs;
3. Maintain California State Census Data Center Affiliate status;
4. Prepare California State Census Data Center reports;
5. Host workshops related to socio economic information in the Kern Region;
6. Maintain collection of U.S. Census reports and provide library space for public inspection of the documents, including Home Mortgage Disclosure information;
7. Respond to and assist users of socio-economic information related to the Kern County region, including requests from member agencies, non-member agencies, private businesses and the general public; and
8. Attend related workshops and training sponsored by the California State Census Data Center and the U.S. Bureau of the Census.

**End Products (Schedule)**

1. Update Community Profiles for inclusion in Kern COG website (Dec. 2013)
2. Socio-economic information database related to the Kern County area (Ongoing).

**Revenue Budget**

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Total: $72,299
Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 903.2 – DECENNIAL CENSUS COORDINATION

Purpose & Goal
Coordinate Decennial Census Activity within the Bakersfield-Delano Metropolitan Statistical Area.

Previous Work
1. Executive Director designated as “Key Person” for Year 2020 Census; and
2. California State Census Data Center Affiliate.

Study Design (Tasks & Responsible Agency)
1. Maintain coordination between Census Bureau and “Key Person”; and
2. Respond to requests for information related to year 2010 Census.
3. Develop Census profiles for cities and communities within Kern County

End Products (Schedule)
1. Distribution of 2010 Census data to information users
2. Maintain Census publications for public use
3. Assist information users with data access and interpretation

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Work Element # 906.1 – INTERREGIONAL TRANSPORTATION COORDINATION

Purpose & Goal
To coordinate transportation and air quality planning activities among the eight San Joaquin Valley transportation planning agencies (SJVTTPA); California Department of Transportation (Caltrans); the San Joaquin Valley Air Pollution Control District (SJVAPCD), Inyo and Mono Counties and the Southern California Association of Governments (SCAG).

Previous Work
1. San Joaquin Valley Regional Planning Agency MOU, Eastern Sierra MOU, and San Luis Obispo Council of Governments MOU;
2. San Joaquin Valley Transportation Modeling Committee;
3. Federal Transportation Improvement Program coordination;
4. California State Implementation Plan with SJVAPCD and Kern APCD;
5. SCAG/Kern COG Planning Coordination.

Study Design (Tasks & Responsible Agency)
1. Attend SJVTTPA meetings on transportation issues;
2. Meet and confer with Caltrans Districts 6 and 10, and the San Joaquin Valley Air Pollution Control District on transportation and air quality planning processes;
3. Coordinate with Inyo, Mono, San Bernardino Counties, SCAG, Caltrans District 6 and District 8 to discuss transportation issues and participate in long-range planning activities to address transportation models;
4. Attend Eastern Sierra Aviation Association meetings;
5. Coordinate and attend policy meetings with SCAG; and
6. Coordinate long-range planning activities with SCAG.

End Products (Schedule)
1. San Joaquin Valley transportation/air quality planning process. ($42,000) (consultant) (ongoing)
2. San Joaquin Valley transportation planning agencies work plan/Policy Council coordination ($21,000) (consultant) (ongoing)
3. Air quality planning study (as needed).

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element #906.2 – LOCAL CLEARINGHOUSE REVIEW PROGRAM

Purpose & Goal
To make federal, state and local program and project proposals available for public review; determine consistency with regional comprehensive plans; and ensure adequate mitigation is proposed for impacts.

Previous Work
Areawide clearinghouse; grant applications.

Study Design (Tasks & Responsible Agency)
1. Review of federal programs and proposals, including urban impact assessment and review of all transportation related proposals.
2. Review of state plans, environmental documents and local plans and programs.
3. Update and implement MOUs and agreements.
4. Forward appropriate documents and proposals to interested individuals and agencies.
5. Obtain and file copies of grant applications and project/program proposals.

End Products (Schedule)
1. Summary of grants and reviews. (As requested)

Revenue Budget

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The regional planning process, in order to successfully coordinate the integration of programs and encourage comprehensive planning, requires complex internal functions. Compliance with local, state and federal governmental programs, identifying area-wide needs, directing programs to meet those needs and coordinating programs from each level to complement the comprehensive planning efforts of the area requires extensive management and financial support.
Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 1001.1 – LOCAL REIMBURSEMENT

Purpose & Goal
To provide local reimbursement for travel and promotional costs that are not eligible for federal reimbursement.

Previous Work
1. Kern COG related travel, attend and distribute promotional items at community events.

Study Design (Tasks & Responsible Agency)
1. To provide local funding for travel costs which exceed those allowed to employees of the State of California; and
2. To provide local funding for the purchase of Kern COG promotional items.

End Products (Schedule)
1. Kern COG promotional items. (As needed)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 1001.2 – LEGISLATIVE PROGRAM

Purpose & Goal
To improve the Kern region’s potential for future state and federal transportation, housing, water, air quality and/or energy-related funding.

Previous Work
1. Kern regional federal lobbying trip;
2. San Joaquin Valley COGs federal lobbying trip;
3. Kern regional state lobbying trip; and
4. San Joaquin Valley COGs state lobbying trip.
5. SB 325 (2011) Central California Rail Authority
6. ACA 23 (2012) Transportation Sales Tax Measures—Voter Threshold

Study Design (Tasks & Responsible Agency)
1. Meetings, correspondence with lobbying consultants;
2. Craft legislative proposals and amendments;
3. Coordinate regional and Valleywide lobbying trips; and
4. Develop white papers, fact sheets, talking point summaries, etc. for regional and Valleywide lobbying trips.

End Products (Schedule)
1. New legislation related to transportation, housing, water, air quality and/or energy. (as required)
2. Legislative amendments regarding transportation, housing, water, air quality and/or energy-related bills. (as required)
3. San Joaquin Valley COGs federal lobbying trip. (September 2013)
4. San Joaquin Valley COGs state lobbying trip. (March 2014)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element #1001.3 - TRANSPORTATION DEVELOPMENT ACT (TDA) PROGRAM

Purpose & Goal
To effectively manage programs and funds developed pursuant to the Transportation Development Act (TDA), California Public Utilities Code Sections 99200, et. seq.

Previous Work
1. Prior-year records and reports including financial transactions, claims, applications, resolutions, financial/compliance audits and performance audits.

Study Design (Tasks & Responsible Agency)
1. Create and manage the Local Transportation Fund and the State Transit Assistance Fund in accordance with state statutes and regulations and Kern COG program policy;
2. Maintain local program rules and regulations manual;
3. Prepare an annual estimate of area apportionments; advise claimants of quarterly trust fund subsidiary account activity and balances;
4. Assist prospective claimants with annual claims, project lists, and local program administration;
5. Provide for the review, approval and processing of all claims and financial transactions;
6. Maintain general and subsidiary ledgers and books of original entry in accordance with generally accepted accounting principles; and prepare periodic account reconciliations;
7. Prepare periodic financial statements and claim status reports;
8. Conduct annual financial and compliance audit of Kern COG and each claimant contract for and appropriate financial reports by an independent certified public accountant or public accountant (consultant);
9. Conduct a triennial performance audit of Kern COG and each transit claimant and contract appropriate reports by a qualified firm (consultant);
10. Coordinate the activities of the Kern Social Service Transportation Advisory Committee and social services transit providers; oversee the activities of the Consolidated Transportation Service Agency;
11. Provide for the annual determination, analysis and resolution of unmet transit needs;
12. Prepare and approve the Annual Pedestrian and Bikeway Program of Projects; review projects as necessary;
13. Attend TDA administration seminars;
14. Monitor transit ridership and performance data monthly; conduct quarterly meetings of transit service operators; and
15. Prepare the biennial update of Social Service Action Plan and inventory; monitor plan implementation.

**End Products (Schedule)**

1. Source journals, including cash receipts, cash disbursements, accounts receivable and claims payable. (monthly)
2. Financial statements and status reports, including a balance sheet and statement of revenues and disbursements. (monthly)
3. Annual estimate of area apportionments. (March 2014)
4. Subsidiary trust account statements. (quarterly)
5. Annual claims and applications. (Transit April 2014; Pedestrian/Bike September 2013; streets/roads September 2013)
6. Annual financial and compliance audit reports. (December 2013) (Consultant = $130,000)
7. Triennial performance audit reports. (N/A) Functional audits. (as required) (Consultant = $0)
8. Metro CTSA monitoring and evaluation report. (ongoing)
9. Annual TDA Pedestrian and Bikeway Program of Projects. (July 2013-September 2014)
10. Countywide ridership report. (January 2014)
11. Unmet transit needs finding and documentation. (January 2014- June 2014)
12. Biennial Social Service Action Plan and Inventory Update. (December 2013)
13. Social Service Transportation Advisory Committee meetings. (quarterly)
14. Special Transit Studies (as required) (Consultant = $75,000)
15. CTSA Advisory Committee meetings. (quarterly)
16. Monitor and evaluate the Social Service Transit Program in the Metro Bakersfield area. (Ongoing)

**Revenue Budget**

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 1001.4 – INFORMATION SERVICES

Purpose & Goal
To inform and involve the public and member agencies in the decision-making process on issues affecting the Kern region, and to comply with Federal SAFETEA-LU public participation requirements.

Previous Work
1. Public Involvement Procedures;
2. Kern COG Quarterly Newsletter; news releases;
3. Informational brochures;
4. Public meetings and workshops coordination;
5. Meeting Briefs;
6. Kern COG webpage and Areawide Directory;
7. Legislative tracking and reporting;
8. Policy development and analysis;
9. Attend community events;
10. Community flier development and distribution;
11. Multi-media advertising development and distribution, including radio and television;
12. Regional Awards of Merit program; and

Study Design (Tasks & Responsible Agency)
1. Compose, publish and distribute the Kern COG Quarterly, Legislative Watch, Kern COG Express (10%);
2. Compose and update various brochures, letters, memos, news releases and publications, including the Annual Report; Board Actions; Outreach Efforts and Areawide Directory, providing information regarding Kern COG, its member agencies and its activities (10%);
3. Provide staff support for public participation efforts concerning regional issues (5%);
4. Maintain and contribute to electronic and postal contact database for correspondence with member agencies and the public (5%);
5. Maintain a public involvement program that complies with state open meeting laws and MAP-21 provisions (5%);
6. Maintain involvement with community groups including the Greater Bakersfield Chamber of Commerce, Kern Transportation Foundation, and others (5%);
7. Implement public involvement procedures, including legal notice, announcements, advertisement and product/project specific newsletter publication and conduct related workshops and meetings (5%);
8. Compose, publish and maintain the Kern COG Internet website (www.kerncog.org) (15%);
9. Track and report on relevant legislation (10%);
10. Develop and implement public involvement procedures evaluation methodology to assess strengths and weaknesses (5%);
11. Develop, distribute and evaluate community transportation surveys (5%);
12. Document and evaluate Kern COG’s environmental justice process (5%); and
13. Broadcast Kern COG Board meetings on local government channel (5%)

End Products (Schedule)
2. Informational brochures and news releases. (as required)
3. Kern COG internet website. (KCSOS=$12,000) (ongoing)
4. Public involvement forums. (Kern Trans. Foundation = $24,000) (June 2014)
5. Board Meeting and other broadcasts. (KGOV = $45,500) (ongoing)
6. Regional Awards Program. ($10,000) (Mar. 2014)
7. Kern COG Art Contest ($2,500) (November 2013)

Revenue Budget

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The Kern Motorist Aid Authority (KMAA) was created on May 19, 1988. The Authority imposes a fee, not to exceed $1.00 per year, on non-exempt motor vehicles registered within the county. The additional fee is collected by the California Department of Motor Vehicles (DMV) at the time of vehicle registration or renewal.

The purpose of the Authority is to finance, implement, operate and maintain a motorist aid system pursuant to California Streets and Highways Code Sections 2550-2560. The system may include call boxes located on the California freeway and expressway system, and on county routes which connect segments of the California freeway and expressway system that are under the jurisdiction of the California Highway Patrol (CHP).
Purpose & Goal
To design and operate a comprehensive network of roadside motorist aid call boxes within Kern County.

Previous Work
1. Existing roadside call box service along all state and interstate routes;
2. The KMAA “Ten-Year Strategic Plan” (1998-2008);
3. The CalSAFE “Call Box Crash Worthiness Study” (June 2004);
4. The Call Box Program Evaluation & Needs Assessment (June 2006); and
5. The Call Box Retrofit & Upgrade Project. (September 2009)

Study Design (Tasks & Responsible Agency)
1. Investigate call box network modifications and expansions;
2. Evaluate new technological capabilities developed for call boxes;
3. Identify and define local issues related to network design and operation;
4. Develop site plans and standards for locating and installing call boxes on approved routes;
5. Provide for call box installation pursuant to approved plans;
6. Survey call box sites for ADA compliance;
7. Provide for the periodic preventive, corrective maintenance of network hardware;
8. Provide for regular and reliable radio, cellular or other communication services; and
9. Provide for and analyze periodic statistical reports regarding call box usage.

End Products (Schedule)
1. Call Box Use Statistical Reports. (quarterly)
2. Knockdown and vandalism report. (quarterly)
3. Special studies. (as developed)

Revenue Budget

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Purpose & Goal
Provide effective and efficient operation of the Kern Motorist Aid Authority through management oversight and control of services and operations.

Previous Work
1. Participate in the California Service Authority for Freeways and Expressways Committee (CalSAFE);
2. Maintain a financial accounting system in accordance with GAAP and enterprise fund accounting, including a general ledger and books of original entry; prepare quarterly financial statements; and process monthly reconciliations; and

Study Design (Tasks & Responsible Agency)
1. Review proposed legislation, regulations and guidelines regarding call box services;
2. Develop and maintain an ongoing public education program;
3. Prepare an annual KMAA work program and budget;
4. Review and approve for payment invoices for purchases & contractual services;
5. Receive and process cash receipts and payments on account;
6. Process the allocation of all costs incurred in accordance with an approved cost allocation plan;
7. Maintain a financial accounting system in accordance with GAAP and enterprise fund accounting, including a general ledger and books of original entry; prepare quarterly financial statements; and process monthly reconciliations; and
8. Provide for an annual financial and compliance audit by an independent certified public accountant for the purpose of attesting to and certifying records, internal control procedures and results of operations.

End Products (Schedule)
1. Annual work plan and budget.
2. Financial statements. (quarterly)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 2005.1 – 511 SYSTEM IMPLEMENTATION AND OPERATIONS

Purpose & Goal
To design and operate a comprehensive 511 system for traveler information.

Previous Work
1. Integrate with other motorist aid and transportation demand management programs;
2. Integrate the Kern 511 Traveler Information System with the San Joaquin Valley Regional Transportation Planning Agencies 511 system;
3. Identify and define local issues related to network design and operation;
5. Conduct bi-weekly meetings with 511 consultant; and
6. Perform quality assurance testing of Kern 511 Traveler Information System i.e. functional testing, integration testing and user acceptance testing.

Study Design (Tasks & Responsible Agency)
1. Investigate 511 network modification and expansion possibilities;
2. Evaluate new technological capabilities developed for 511 systems;
3. Coordinate with 511 consultant to develop a system hosting and maintenance plan providing for routine updates and quality analysis of data;
4. Provide for the periodic preventive and corrective maintenance of network hardware;
5. Develop a marketing plan for Kern 511 Traveler Information System; and
6. Provide for and analyze periodic statistical reports regarding 511 usage.

End Products (Schedule)
1. Update Kern 511 Traveler Information System including interactive voice recognition and website capabilities. (ongoing)
2. Kern 511 Traveler Information System Marketing Plan (June 2014); and
3. Identify potential modifications and/or expansions to the 511 network. (ongoing)

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89
The Regional Energy Plan Program is a collaborative effort to create a comprehensive energy efficiency plan for Kern County. Kern COG has taken a lead role for developing and coordinating the implementation of the Kern Regional Energy Plan and integrating transportation and energy planning efforts in the Kern Region.

Kern COG is responsible for expanding participation in a utility local government partnership program for the purpose of increasing energy conservation and efficiency within the units of local government in the Kern region. Public utility partners include: Pacific Gas & Electric, Southern California Edison and Southern California Gas (Sempra Energy).
Purpose & Goal
To develop the Kern Regional Energy Plan; integrate transportation and energy planning efforts in the Kern region.

Previous Work
1. Kern Energy Watch Program
2. Kern Region Energy Action Plans
3. PG&E Green Communities Local Government Operations Inventories

Study Design (Tasks & Responsible Agency)
1. Define the scope of the Kern Regional Energy Plan;
2. Identify funding sources if additional funding is required to accomplish the plan;
3. Compose and circulate a Request for Proposals for professional services in designing a comprehensive and integrated Kern Regional Energy Plan; and
4. Hire a consultant and manage the contract.

End Products (Schedule)

Revenue Budget

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**Purpose & Goal**
To coordinate the Local Government Operations Greenhouse Gas Inventory and the draft, completion, and public workshops on Kern Region Energy Action Plans (Kern REAP) on behalf of Kern County, California City, Delano, McFarland, Ridgecrest, and Tehachapi.

**Previous Work**
1. Kern Energy Watch Program
2. In 2010, on behalf of the Kern COG member agencies in the Southern California Edison Service Area, Kern COG sought and was granted funding from Southern California Edison to carry out this program of work.
3. Kern COG programs that will integrate with this program include the Regional Transportation Plan and Sustainable Communities Strategy Outreach Program, air quality conformity modeling, and the Regional Planning Advisory Committee.
4. Tasks completed (including the Local Government Operations GHG Inventories) and deliverables received for Kern REAP from July 2011 to June 2012.

**Study Design (Tasks & Responsible Agency)**
2. Finalize the Draft Energy Action Plans created in 2011-2012 for Kern County and each participating city;
3. Incorporate the input collected during the RTP/SCS/KernREAP Public Outreach process into the Final Energy Action Plans;
4. Circulate and complete greenhouse gas energy efficiency analyses plans;
5. Plan for a first-year energy efficiency savings analyses and greenhouse gas inventory update for each community in October 2013, following the Final Energy Efficiency Assessment and Plan completed in task 5.

**End Products (Schedule)**
1. Kern Region Energy Action Plans Information-Sharing Plan (July 2013)
2. Local Government Operations GHG inventory energy efficiency analyses plans incorporated into the Energy Action Plans (July 2013)
3. Energy Action Plans created for Kern County, California City, McFarland, Ridgecrest, Delano, and Tehachapi
4. Community workshops planned, advertised, held and summary documents completed (Feb. 2013 through July 2013)
## Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element #3002.1 – KERN ENERGY WATCH PROGRAM

Purpose & Goal
To expand participation in a utility/local government partnership program that increases energy efficiency and strategic planning within in the Kern region.

Previous Work
1. County of Kern Resolution #2008-367 declaring support for an energy partnership; and
2. Kern COG Resolution #09-08 authorizing Kern COG to serve as the lead in the Kern Energy Watch Program; and
3. Resolutions passed in 2009 and 2012 (City of Ridgecrest) by participating cities and earlier by the City of Bakersfield and the County of Kern demonstrating a commitment to the Kern Energy Watch program; and
4. Contracts with Southern California Edison, Southern California Gas, and Pacific Gas & Electric to provide administration, outreach, and some marketing services for the program cycle 2010-2012.
5. Completion of program tasks and deliverables for the Kern Energy Watch Program in the 2009 bridge period and 2010-2012 program cycle.

Study Design (Tasks & Responsible Agency)
1. Administer Energy Leader Partnership Program (SCE) and the Local Government Partnership Programs (SCG & PGE).
2. Organize and coordinate the Kern Energy Watch Program Coordinators Committee and the Kern Energy Watch Partnership meetings including the preparation of meeting agendas, project status reports, supporting documents, guest speakers, & minutes;
3. Prepare monthly and quarterly program reports and monthly Strategic Plan reports for the utilities' submission to the CPUC;
4. Design and implement an outreach program to provide program information to the local government partners and to their respective communities;
5. Communicate and coordinate with local government partners regarding energy assessments and audits as well as funding opportunities to support project implementation;
6. Coordinate technical support and services for energy efficient retrofit projects;
7. Coordinate and/or conduct outreach for energy efficiency workshops & seminars;
8. Carry out strategic planning with local government partners leading to strategies under the California Long-Term Energy Efficiency Strategic Plan Goals One, Two, Three, and Four; and
9. Participate in utility-hosted training seminars and peer gatherings for local government partners.

End Products (Schedule)
1. Documentation of Kern Energy Watch Partnership progress toward meeting the program goals set by the CPUC, including reports from members, agendas and minutes.
2. Marketing and outreach materials, monthly and quarterly reports.

### Revenue Budget

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| SUBTOTAL | $ - | $ 28,220 | $ 270,000 | $ 14,779 | $ - | $ 1,160,000 | $ 645,209 | $ 79,677 | $ 167,321 | $ 465,000 | $ - | $ 1,391,543 | $ 483,951 | $ 4,705,700 |
(1) Grantor Agency: California Department of Transportation Aeronautics Program  
Designated Recipient:  
Program:  
WorkElement: 604.1  
Funding: | Grantor | Local Match |
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(2) Grantor Agency: Federal Highway Administration  
Designated Recipient: California Department of Transportation  
Program: Safe Routes to School (SRTS)  
WorkElement: 608.3  
Funding: | Grantor | Local Match |
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(3a) Grantor Agency: Federal Highway Administration  
Designated Recipient: California Department of Transportation  
Program: FHWA-FAP  
WorkElement: 607.1  
Funding: | Grantor | Local Match |
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(3b) Grantor Agency: San Joaquin Valley Unified Air Pollution Control District  
Designated Recipient:  
Program: REMOVE (ab2766/DMV fees)  
WorkElement:  
Funding: | Grantor | Local Match |
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### Kern Council of Governments
### FY 2013-2014 Overall Work Program
### Financial Summary Chart

**FOOTNOTE LEGEND**

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(8) Grantor Agency: California Department of Transportation
    Designated Recipient: California Department of Transportation
    Program: State Highway Account
    WorkElement: 601.5

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(8a) Grantor Agency: Federal Highway Administration
    Designated Recipient: California Department of Transportation
    Program: Demonstration Surface Transportation Program
    WorkElement:

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(9) Grantor Agency: Federal Highway Administration
    Designated Recipient: California Department of Transportation
    Program: Regional Surface Transportation Program
    WorkElement: 601.3C

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(10) Grantor Agency: Federal Highway Administration
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    Program: Congestion Mitigation Air Quality (CMAQ)
    WorkElement: 101.2, 607.1

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### Kern Council of Governments
#### FY 2013-2014 Overall Work Program
**Financial Summary Chart**

#### FOOTNOTE LEGEND

| TOTAL | $ 167,321 | $ 21,679 |

(11) **Grantor Agency:** California Department of Transportation  
**Designated Recipient:** Program: Formula Planning Subventions  
**WorkElement:** N/A  
**Funding:**  
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(11a) **Grantor Agency:** California Department of Transportation  
**Designated Recipient:** Program: Environmental Justice  
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(11b) **Grantor Agency:** California Department of Transportation  
**Designated Recipient:** Program: STIP PPM  
**WorkElement:** 601.1A, 601.2A, 601.2B  
**Funding:**  
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(12) **Grantor Agency:** Federal Highway Administration  
**Designated Recipient:** California Department of Transportation  
**Program:** State Planning and Research  
**WorkElement:** 203.3  
**Funding:**  
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### Kern Council of Governments

**FY 2013-2014 Overall Work Program**

**Financial Summary Chart**

#### FOOTNOTE LEGEND

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#### (13) Grantor Agency: Kern COG Member Agencies

- **Designated Recipient:** TDA, Administration & Regional Planning Contribution
- **WorkElement:** Various

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#### (14) Grantor Agency: Kern COG Member Agencies

- **Designated Recipient:** Service Contracts and Sales
- **WorkElement:** 601.6, 2001.1, 2002.1

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#### (15) Grantor Agency: California Department of Transportation

- **Designated Recipient:** San Joaquin Valley Regional Planning Blueprint
- **WorkElement:** 203.1

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Page 102
VIII. INFORMATION ELEMENT/OTHER ENTITIES PLANNING ACTIVITIES
IX. APPENDICES
### LIST OF COMMONLY USED ACRONYMS

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<td>AASHTO</td>
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<td>AB</td>
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<td>Asphalt Concrete</td>
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<td>Accidents/Year</td>
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</tr>
<tr>
<td>ETR</td>
<td>Employers Training Resource</td>
</tr>
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<td>ETTM</td>
<td>Electronic Toll and Traffic Monitoring</td>
</tr>
<tr>
<td>FAA</td>
<td>Federal Aviation Administration</td>
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<td>FCAA</td>
<td>Federal Clean Air Act</td>
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<td>FCC</td>
<td>Federal Communications Commission</td>
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<tr>
<td>FCR</td>
<td>Flexible Congestion Relief</td>
</tr>
<tr>
<td>FCS</td>
<td>Functional Classification System</td>
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<tr>
<td>FETSIM</td>
<td>Fuel Efficient Traffic Signal Management</td>
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<tr>
<td>FFV</td>
<td>Flexible Fuel Vehicle</td>
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<tr>
<td>FmHA</td>
<td>Farmers' Home Administration</td>
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<tr>
<td>FHwA</td>
<td>Federal Highway Administration</td>
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<td>FIP</td>
<td>Federal Implementation Plan</td>
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<td>FOCAS</td>
<td>Federal Railroad Administration</td>
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<tr>
<td>FS</td>
<td>Forest Service</td>
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<td>FSP</td>
<td>Freeway Service Patrol</td>
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<td>FTA</td>
<td>Federal Transit Administration</td>
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<td>FWS</td>
<td>Fish and Wildlife Service</td>
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<td>GET</td>
<td>Golden Empire Transit District</td>
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<tr>
<td>GIS</td>
<td>Geographical Information Systems</td>
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<td>GPS</td>
<td>Global Positioning Systems</td>
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<tr>
<td>GSA</td>
<td>General Services Administration</td>
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<tr>
<td>HAR</td>
<td>Highway Advisory Radio</td>
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<tr>
<td>HAZMAT</td>
<td>Hazardous Materials</td>
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<tr>
<td>HCD</td>
<td>Housing and Community Development</td>
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<tr>
<td>HHS</td>
<td>Health and Human Services</td>
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<tr>
<td>HOV</td>
<td>High Occupancy Vehicle</td>
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<td>HOV lane</td>
<td>High Occupancy Vehicle Lane</td>
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<tr>
<td>HPMS</td>
<td>Highway Performance Monitoring System</td>
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<tr>
<td>HSGT</td>
<td>High-speed Ground Transportation</td>
</tr>
<tr>
<td>HSOPP</td>
<td>Highway Systems Operation and Protection Plan</td>
</tr>
<tr>
<td>HSR</td>
<td>High Speed Rail</td>
</tr>
<tr>
<td>HUD</td>
<td>Department of Housing and Urban Development (federal)</td>
</tr>
</tbody>
</table>
IC  Interstate Commerce Commission
ICMA  International City Managers’ Association
IMS  Intermodal Management System
IPG  Intermodal Planning Group
IRRS  Interregional Road System
ISTEA  Intermodal Surface Transportation Efficiency Act
ITE  Institute of Transportation Engineers
ITS  Intelligent Transportation System
ITS  Institute of Transportation Studies
IVHS  Intelligent Vehicle Highway Systems
IVRG  In-Vehicle Route Guidance System

J
JPPB  Joint Planning Policy Board (Military)

K
KCAPCD  Kern County Air Pollution Control District
KCEOC  Kern County Economic Opportunity Corporation
KCWA  Kern County Water Agency
KMAA  Kern Motorist Aid Authority

L
LAFCO  Local Agency Formation Commission
LEV  Low Emission Vehicle
LNG  Liquid Natural Gas
LOS  Level of Service
LPG  Liquefied Petroleum Gas
LRRT  Light Rail Rapid Transit
LRT  Light Rail Transit
LRV  Light Rail Vehicle
LTF  Local Transportation Fund

M
MAGLEV  Magnetic Levitation
MAOF  Mexican American Opportunity Foundation
MMS  Maintenance Management System
MOA  Memorandum of Agreement
MOU  Memorandum of Understanding
MPG  Miles Per Gallon
MPH  Miles Per Hour
MPO  Metropolitan Planning Organization
MSA  Metropolitan Statistical Area
MTIS  Multimodal Traveler Information Systems
MTS  Metropolitan Transportation System
### N

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAAQS</td>
<td>National Ambient Air Quality Standard</td>
</tr>
<tr>
<td>NAFTA</td>
<td>North American Free Trade Agreement</td>
</tr>
<tr>
<td>NARC</td>
<td>National Association of Regional Councils</td>
</tr>
<tr>
<td>NASA</td>
<td>National Aeronautic and Space Administration</td>
</tr>
<tr>
<td>NAWS</td>
<td>Naval Air Weapons Station (China Lake)</td>
</tr>
<tr>
<td>NEPA</td>
<td>National Environmental Policy Act</td>
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<td>NHS</td>
<td>National Highway System</td>
</tr>
<tr>
<td>NIMBY</td>
<td>Not In My Back Yard</td>
</tr>
<tr>
<td>NOR</td>
<td>North of the River Recreation and Parks District</td>
</tr>
</tbody>
</table>

### O

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OAA</td>
<td>Older Americans Act</td>
</tr>
<tr>
<td>OMB</td>
<td>Office of Management and Budget</td>
</tr>
<tr>
<td>OPR</td>
<td>Office of Planning and Research (state)</td>
</tr>
<tr>
<td>OSHA</td>
<td>Occupational Safety and Health Administration (federal)</td>
</tr>
<tr>
<td>OWP</td>
<td>Overall Work Program</td>
</tr>
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</table>

### P

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PARIS</td>
<td>Passenger Routing and Information System</td>
</tr>
<tr>
<td>PATH</td>
<td>Program for Advanced Transit and Highways</td>
</tr>
<tr>
<td>PIP</td>
<td>Productivity Improvement Program</td>
</tr>
<tr>
<td>PIP</td>
<td>Public Information Program</td>
</tr>
<tr>
<td>PL</td>
<td>Planning Funds</td>
</tr>
<tr>
<td>PMS</td>
<td>Pavement Management System</td>
</tr>
<tr>
<td>PSTIP</td>
<td>Proposed State Transportation Improvement Program</td>
</tr>
<tr>
<td>PUC</td>
<td>Public Utilities Commission</td>
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</table>

### R

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>REEP</td>
<td>Reasonable Extra Efforts Program</td>
</tr>
<tr>
<td>RFP</td>
<td>Request for Proposal</td>
</tr>
<tr>
<td>RFQ</td>
<td>Request for Qualifications</td>
</tr>
<tr>
<td>ROW</td>
<td>Right Of Way</td>
</tr>
<tr>
<td>RTIP</td>
<td>Regional Transportation Improvement Program</td>
</tr>
<tr>
<td>RTP</td>
<td>Regional Transportation Plan</td>
</tr>
<tr>
<td>RTPA</td>
<td>Regional Transportation Planning Agency</td>
</tr>
<tr>
<td>RWQCB</td>
<td>Regional Water Quality Control Board</td>
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### S

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Full Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAFE</td>
<td>Service Authority for Freeway Emergencies</td>
</tr>
<tr>
<td>SB</td>
<td>Senate Bill</td>
</tr>
<tr>
<td>SBA</td>
<td>Small Business Administration</td>
</tr>
<tr>
<td>SCAG</td>
<td>Southern California Association of Governments</td>
</tr>
<tr>
<td>SCHWA</td>
<td>Southern California Hazardous Waste Authority</td>
</tr>
<tr>
<td>SIP</td>
<td>State Implementation Plan</td>
</tr>
<tr>
<td>SJVUAPCD</td>
<td>San Joaquin Valley Unified Air Pollution Control District</td>
</tr>
<tr>
<td>SMSA</td>
<td>Standard Metropolitan Statistical Area</td>
</tr>
<tr>
<td>SOV</td>
<td>Single Occupant Vehicle</td>
</tr>
<tr>
<td>SRTP</td>
<td>Short Range Transit Plan</td>
</tr>
<tr>
<td>STA</td>
<td>State Transit Assistance</td>
</tr>
<tr>
<td>STAA</td>
<td>Surface Transportation Assistance Act</td>
</tr>
<tr>
<td>STAF</td>
<td>State Transit Assistance Fund</td>
</tr>
<tr>
<td>STIP</td>
<td>State Transportation Improvement Program</td>
</tr>
<tr>
<td>STP</td>
<td>Surface Transportation Program</td>
</tr>
<tr>
<td>STPP</td>
<td>Surface Transportation Policy Project</td>
</tr>
<tr>
<td>SWP</td>
<td>State Water Project</td>
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<tr>
<td>SWRCD</td>
<td>State Water Resources Control Board</td>
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### T

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Full Form</th>
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<tbody>
<tr>
<td>TAP</td>
<td>Target Area Program (Head Start)</td>
</tr>
<tr>
<td>TARG</td>
<td>Transportation Air Quality Review Group</td>
</tr>
<tr>
<td>TCC</td>
<td>Transportation Control Center</td>
</tr>
<tr>
<td>TCD</td>
<td>Traffic Control Devices</td>
</tr>
<tr>
<td>TCI</td>
<td>Transit Capital Improvement Program</td>
</tr>
<tr>
<td>TCM</td>
<td>Transportation Control Measure</td>
</tr>
<tr>
<td>TDA</td>
<td>Transportation Development Act</td>
</tr>
<tr>
<td>TDM</td>
<td>Transportation Demand Management</td>
</tr>
<tr>
<td>TDP</td>
<td>Transportation Development Plan</td>
</tr>
<tr>
<td>TEA-21</td>
<td>Transportation Equity Act for the 21st Century</td>
</tr>
<tr>
<td>TIC</td>
<td>Transportation Information Center</td>
</tr>
<tr>
<td>TIGER</td>
<td>Topological Integrated Geographic Encoding &amp; Referencing</td>
</tr>
<tr>
<td>TIP</td>
<td>Transportation Improvement Program</td>
</tr>
<tr>
<td>TMA</td>
<td>Transportation Management Area/Association</td>
</tr>
<tr>
<td>TMP</td>
<td>Transportation Management Plan</td>
</tr>
<tr>
<td>TMS</td>
<td>Traffic Management System</td>
</tr>
<tr>
<td>TMS</td>
<td>Traffic Monitoring System</td>
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<td>TOC</td>
<td>Traffic Operations Center</td>
</tr>
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<td>TOS</td>
<td>Traffic Operations Systems</td>
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<tr>
<td>TP&amp;D</td>
<td>Transportation Planning and Development</td>
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<td>TP&amp;D Account</td>
<td>Transportation Planning and Development Account</td>
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<tr>
<td>TRB</td>
<td>Transportation Research Board</td>
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<td>TRIPS</td>
<td>Transportation Intelligent Planning System</td>
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<tr>
<td>TRO</td>
<td>Trip Reduction Ordinance</td>
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<tr>
<td>TSM</td>
<td>Transportation Systems Management</td>
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<tr>
<td>TTAC</td>
<td>Transportation Technical Advisory Committee</td>
</tr>
<tr>
<td>TV SAP Channel</td>
<td>Television Second Audio Program</td>
</tr>
</tbody>
</table>
U
UA  Urbanized Area
UMTA  Urban Mass Transportation Administration
URISA  Urban and Regional Information Systems Association
USDOT  U.S. Department of Transportation
USFS  U.S. Forest Service
USFWS  U.S. Fish and Wildlife Service
USTIP  Updated State Transportation Improvement Program
UTPP  Urban Transportation Planning Package
UZA  Urbanized Area

V
VFV  Variable Fuel Vehicle
VMT  Vehicle Miles Traveled
VNIS  Vehicle Navigation and Information Systems
VOR  Vehicle Occupancy Rate

W
WADD  Wasco Association for Developmentally Disabled
WBE  Women Owned Business Enterprise
WE  Work Element
WP  Work Program
WWW  World Wide Web

Z
ZEV  Zero Emission Vehicle
## KERN COUNCIL OF GOVERNMENTS
### 2013-2014 Overall Work Program
#### Major Project Assignments

<table>
<thead>
<tr>
<th>Work Element</th>
<th>Project</th>
<th>Budget</th>
<th>Purpose</th>
<th>Staff</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>TABLE 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>201.1</td>
<td>Community and Environmental Inventory Mapping Systems Interns</td>
<td>$20,000</td>
<td>Provide vocational training and assist in planning with Central California Research Institute</td>
<td>Heimer</td>
</tr>
<tr>
<td>201.2</td>
<td>Aerial Imagery</td>
<td>$50,000</td>
<td>To assist in planning visualizations</td>
<td>Heimer</td>
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<tr>
<td>203.4</td>
<td>Kern Regional Housing Data Report and RHNA</td>
<td>$50,000</td>
<td>Regional Housing needs assessment</td>
<td>Napier</td>
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<tr>
<td>201.1</td>
<td>2030 Regional Transportation Plan/CMS Environmental Document</td>
<td>$100,000</td>
<td>Provide environmental support for Regional Transportation Plan</td>
<td>Ball</td>
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<tr>
<td>601.1</td>
<td>RTP Outreach Community Survey</td>
<td>$65,000</td>
<td>Annual Quality of Life Longitudinal study</td>
<td>Napier</td>
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<tr>
<td>603.1</td>
<td>ITS Consultant Update Implementation Plan</td>
<td>$65,000</td>
<td>Update Kern County ITS Architecture</td>
<td>Pacheco</td>
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<tr>
<td>603.2</td>
<td>Traffic Counts</td>
<td>$79,677</td>
<td>Oversee the Regional Traffic Count Program</td>
<td>Flickinger</td>
</tr>
<tr>
<td>601.3</td>
<td>2030 Regional Transportation Plan/CMS Environmental Document</td>
<td>$100,000</td>
<td>Provide environmental support for Regional Transportation Plan</td>
<td>Ball</td>
</tr>
<tr>
<td>603.2</td>
<td>Traffic Counts</td>
<td>$79,677</td>
<td>Oversee the Regional Traffic Count Program</td>
<td>Flickinger</td>
</tr>
<tr>
<td>604.1</td>
<td>Model Update &amp; Maintenance</td>
<td>$425,000</td>
<td>Transportation Model Improvements</td>
<td>Flickinger</td>
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<tr>
<td>606.6</td>
<td>Downtown Bakersfield Transit Station Study</td>
<td>$100,000</td>
<td>High Speed Rail match for stationary plan/MOU to develop plan around the High Speed Station for city of Bakersfield.</td>
<td>Hightower</td>
</tr>
<tr>
<td>608.1</td>
<td>Bicycle Compliance Plans</td>
<td>$60,000</td>
<td>Develop non-motorized transporation facilities plan for the unincorporated areas of Kern County.</td>
<td>Smith</td>
</tr>
<tr>
<td>609.1</td>
<td>Transportation Demand Management</td>
<td>$48,875</td>
<td>Provide TDM outreach services (called CommuteKern) to individuals, employers and educational institutions. Service includes training, educating and working with Employee Transportation Coordinators (ETCs)</td>
<td>Campbell</td>
</tr>
<tr>
<td>902.1</td>
<td>Regional Technical Assistance</td>
<td>$630,000</td>
<td>Prepare Land Use and Circulation Element Updates/urban development strategies and master environmental assessments for member jurisdictions</td>
<td>Pete</td>
</tr>
<tr>
<td>906.1</td>
<td>San Joaquin COG/Air Quality Contract</td>
<td>$42,000</td>
<td>San Joaquin Valley transportation/air quality planning process</td>
<td>Phipps</td>
</tr>
<tr>
<td>906.1</td>
<td>Valleywide Coordinator</td>
<td>$21,000</td>
<td>San Joaquin Valley transportation planning agencies work plan/Policy Council coordination</td>
<td>Phipps</td>
</tr>
<tr>
<td>1001.3</td>
<td>TDA Audits</td>
<td>$130,000</td>
<td>Conduct annual financial, appropriate financial reports, and compliance audits of Kern COG and each claimant contract.</td>
<td>Palomo</td>
</tr>
<tr>
<td>1001.4</td>
<td>Information Services</td>
<td>$95,000</td>
<td>Public outreach information</td>
<td>Phipps</td>
</tr>
<tr>
<td>3001.1</td>
<td>Kern Regional Energy Plan</td>
<td>$35,000</td>
<td>Create a plan that involves generation and transmission of renewable energy, and forecasted use for the Kern Region.</td>
<td>Urata</td>
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<tr>
<td>3002.1</td>
<td>Kern Energy Watch Program</td>
<td>$68,590</td>
<td>Marketing and outreach, training and education</td>
<td>Urata</td>
</tr>
</tbody>
</table>

**TOTAL $2,085,142**
February 21, 2013

TO: Kay Motorist Aid Authority

FROM: Ahron Hakimi, Executive Director

BY: Becky Napier Regional Planner III

SUBJECT: COG AGENDA NUMBER VII. KMAA ITEM A. HIGHWAY LITTER REMOVAL

DESCRIPTION:

Potential funding sources and arrangements for litter removal on state highways within Kern County.

DISCUSSION:

During its January 17, 2013 meeting, the Kern COG Board directed staff to explore the potential for Kern Motorist Aid Authority funds to be used for litter removal along state highways in Kern County.

As state transportation funding has diminished over the last decade, traditional litter removal programs in Kern County that rely on state or county inmate labor have also been severely curtailed. While the City of Bakersfield and Caltrans District 6 have been in negotiations to help fund trash pickup along highways 58 and 99 through a $250,000 grant from the state, Kern COG staff has verified that Kern Motorist Aid Authority funding is also eligible for this service as well.

KMAA program funding is derived from a $1 fee on each vehicle registration and renewal within the county, which was estimated to generate approximately $715,000 in 2012. Call box maintenance and operations are budgeted this year at $603,000, generating an annual budgeted surplus of $112,000. The KMAA’s fund surplus at the beginning of 2012-13 exceeded $1 million.

Streets and Highways Code section 250-257 allows for excess funds to be used for other motorist aid projects; however, the funding used must exceed the amount needed for implementation and ongoing administrative costs to maintain and operation of the call box network.

By working with the City of Bakersfield, County of Kern and Caltrans, Kern COG can explore available options for litter removal on state highways throughout Kern County. This may include using excess KMAA funds to supplement or supplant the $250,000 grant Caltrans proposes.

John Liu, deputy district director for maintenance and operations with Caltrans District 6, will offer a presentation to the Board regarding Caltrans’ litter removal proposal and the potential for several agencies to partner in addressing the problem.

ACTION: Direct staff to begin negotiations with the City of Bakersfield, County of Kern and Caltrans for a countywide, comprehensive litter removal program. VOICE VOTE.
February 21, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi,
Executive Director

BY: Becky Napier
Regional Planner III

SUBJECT: COG AGENDA NUMBER VII. KMAA ITEM: B.
STATUS OF THE KERN MOTORIST AID AUTHORITY’S
CALL BOX PROGRAM

DESCRIPTION:

An update on Kern Motorist Aid Authority’s Call Box program.

DISCUSSION:

In addition to its many transportation planning-related responsibilities, Kern Council of Governments also
serves as the Kern Motorist Aid Authority (KMAA). The KMAA’s primary mission is “to provide a
dependable motorist aid communication system to areas of the county not heavily patrolled and where
traditional communication services do not exist."

KMAA has pursued this mission by designing, installing and operating a network of roadside call boxes
located on interstate, state and rural routes throughout Kern County. Program funding is derived from a
$1 fee on each vehicle registration and renewal within the county, which was estimated to generate
approximately $715,000 in 2012.

Call box maintenance and operations are budgeted this year at $603,000, generating an annual budgeted
surplus of $112,000. The KMAA’s fund surplus at the beginning of 2012-13 exceeded $1 million.

Operating since 1992, KMAA’s call box network today includes 574 units located one mile apart in urban
areas and in two-mile intervals in rural areas on nearly every state-designated highway or freeway in Kern
County. The only exceptions are State Route 202 near Tehachapi, the small segment of State Route 41
and State Route 184 (Weedpatch Highway) within county boundaries. Call boxes are also located on one
County road, Tehachapi-Willow Springs.

Other motorist aid services are eligible for funding in excess of call box network maintenance and
operations, including freeway service patrols, changeable message signs and additional enforcement
options. However, call box installation and maintenance had been KMAA’s primary service and
expenditure until 2011, when the Board voted to approve a $750,000 contract with SAIC to develop a 511
traveler information system. That system remains under development, although the website kern511.org
is now live. Estimated maintenance and operation of the 511 system is between $100,000 and $250,000
annually.

Under pressure from aging analog technology and unmet Americans with Disabilities Act (ADA) concerns,
the KMAA Board in 2007 agreed to award a $1.5 million contract to upgrade the entire network to digital
technology and address lingering ADA concerns. At that time, the upgrade was expected to keep the call
boxes operational for another decade.
As has been true for the last decade, annual service calls continue along a declining trend. The following table represents total call volumes for 2010-2012. By comparison, call volumes peaked in 1995 at 25,000 calls annually systemwide.

### Call Volumes by Year

<table>
<thead>
<tr>
<th>Year</th>
<th>Volumes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010</td>
<td>3,450</td>
</tr>
<tr>
<td>2011</td>
<td>5,286</td>
</tr>
<tr>
<td>2012</td>
<td>2,976</td>
</tr>
<tr>
<td></td>
<td>Three-Year Total: <strong>11,712</strong></td>
</tr>
</tbody>
</table>

With the proliferation and technology improvements in cellular telephones, very little of Kern County’s habitable landscape remains without some kind of cell coverage, although State Route 178 through the Kern River Canyon is one such location. KMAA maintains its only hard-wired unit in the canyon.

Coverage maps from each of the major cellular service providers show similar gaps along portions of State Route 155 through Glennville/Woody, State Route 14 near Red Rock Canyon and a small segment of Interstate 5 near Lebec. All other routes appear to have at least some cell reception; however, for smaller service providers in rural areas, roaming charges may apply.

While the 511 traveler information system has been envisioned as the logical evolution of the call box program, operations and maintenance costs are expected to consume no more than 35 percent of KMAA anticipated annual revenue.

Streets and Highways Code section 250-257 allows for excess funds to be used for other motorist aid projects; however, the funding used must exceed the amount needed for implementation and ongoing administrative costs to maintain and operate the call box network. Caltrans’ Motorist Aid Guidelines do allow for call boxes to be removed on a route-by-route basis. The Guidelines require a removal plan to be filed and accepted by the state prior to disassembling call boxes on a given route or routes. This presents the Board with two options:

1. Maintain the existing call box system and the upcoming 511 program at an estimated cost of approximately $800,000 annually.
2. Maintain 511 but remove call boxes on those routes that have adequate cell phone coverage. Cost estimate: $300,000 to $450,000.

**ACTION:**

Information.
I. ROLL CALL: Tarver, Hanson, Wood, Aguirre, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner

Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 – February 17, 2013

B. Concurrence in Actions of TPPC

C. Response to Public Comments (None)

D. Local Clearinghouse:

1) Applicant: County of Kern
Address: 2700 M Street, Suite 250
Bakersfield, CA 93301
Contact: Mr. Paul Sippel
Telephone: 661-862-5029
Catalog No.: 14.218
Title: Community Development Block Grant Program
Description: The development of viable communities, including decent housing, a suitable living environment, and expanding economic opportunities principally for persons of low and moderate income, and other purposes pursuant to Title 1 of the Housing and Community Development Act, as amended.
Total Funds: $4,153,870 estimated
Impact Area: Unincorporated communities in Kern County and the six cooperative agreement cities of Arvin, California City, McFarland, Ridgecrest, Shafter, and Tehachapi.
2) Applicant: County of Kern  
Address: 2700 M Street, Suite 250  
Bakersfield, CA 93301  
Contact: Mr. Paul Sippel  
Telephone: 661-862-5029  
Catalog No.: 14.239  
Title: Home Investment Partnerships Program  
Description: To provide for decent, safe, sanitary, and affordable housing for low and moderate income families and to expand the long-term supply of affordable housing in Kern County.  
Total Funds: $1,274,395 estimated  
Impact Area: Unincorporated communities in Kern County and the six cooperative agreement cities of Arvin, California City, McFarland, Ridgecrest, Shafter, and Tehachapi.

3) Applicant: County of Kern  
Address: 2700 M Street, Suite 250  
Bakersfield, CA 93301  
Contact: Mr. Paul Sippel  
Telephone: 661-862-5029  
Catalog No.: 14.231  
Title: Emergency Solutions Grant Program  
Description: The provision of quality emergency shelters, essential social services, and prevention services for the homeless or at risk of becoming homeless.  
Total Funds: $379,746 estimated  
Impact Area: Metropolitan Bakersfield and the City of Ridgecrest.


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 2013-14 Kern COG Financial Plan contains estimated revenues of $4,736,167 and estimated expenditures of $4,565,275. This item has been reviewed by the staff management team.

Action: Information.

F. FY 2013-14 Kern Motorist Aid Authority Financial Plan -- Working Draft (Palomo)

Comment: The working draft of the FY 2013-14 Kern Motorist Aid Authority (KMAA) Financial Plan contains estimated revenues of $732,078 and estimated expenses of $718,523. This item has been reviewed by the staff management team.

Action: Information.

G. Amendment No. 2 to Contract Between Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California (Napier)

Comment: Consideration of Amendment No. 2 to the Contract between Kern Council of Governments acting as the Kern Motorist Aid Authority and Science Application International Corporation (SAIC). This Amendment has been sent to County Counsel for review.

Action: Approve Amendment No. 2 to Contract Between Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California. VOICE VOTE.

*** END CONSENT CALENDAR - ROLL CALL VOTE ***
IV. KERN COG:
   A. Election of Officers – Chair and Vice-Chair

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:
   A. Legislative Authority and Background of the Kern Motorist Aid Authority (Napier)
      Comment: The Kern COG Board requested that staff prepare a history of the Kern Motorist Aid call-box program including the legislation establishing a motorist aid system of call boxes.
      Action: Information.
   
   B. Highway Litter Removal (Napier)
      Comment: Provide the Kern COG Board a status update on negotiations with City of Bakersfield, County of Kern, Caltrans and the California Highway Patrol on a comprehensive litter removal and enforcement program.
      Action: Provide direction to staff.

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. EXECUTIVE SESSION: (None)

XII. ADJOURNMENT: NEXT MEETING: April 18, 2013
The meeting was called to order by Chair Harold Hanson at approximately 6:30 p.m.

I. ROLL CALL:
Members Present: Flores, Hanson, Wood, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Scrivner, Couch
Members Absent: Aguirre, Wegman
Alternates: Pascual
Congestion Management Agency Ex-Officio Members: Sorenson, Silver
Others: Approximately 15
Staff: Hakimi, Ball, Collins, Napier, Pacheco, Phipps, Stramaglia, Heimer, Hightower. Raymond, Banuelos, Urata and Van Wyk

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.

Ms. Jeanette Berry stated that upon reading the January 2013 minutes for Kern COG, she discovered that it excluded the word Delphi, and this greatly concerned her and she explained why. Chair asked Mr. Ball if he would help her.

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 17, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse (None)
E. Amendment No. 1 to Contract Agreement with Kern Economic Development Foundation (KEDF) – 2013-14 Kern Energy Watch Local Government Partnership Program
F. Amendment No. 1 to Contract Agreement with Southern California Gas Company to Jointly Deliver the 2013-14 Kern Energy Watch Local Energy Leader Partnership Program
G. Amendment No. 1 to Contract Agreement with Southern California Edison to Jointly Deliver the 2013-14 Kern Energy Watch Energy Leader Partnership Program
H. Kern COG’s 2012 Regional Award of Merit Recipients

MOTION BY DIRECTOR SMITH, second by Director Cantu, TO APPROVE THE CONSENT CALENDAR. Motion carried with a roll call vote.
IV. KERN COG:

A. Recommend Three Members to the California Partnership for the San Joaquin Valley

Mr. Phipps stated that the green page in your folders is the staff report that replaces the one in your agenda. The heading is incorrect, it should state Recommend Three Members to the California Partnership for the San Joaquin Valley. This is an organization distinguished from the San Joaquin Valley Regional Policy Council. The California Partnership is a statewide organization that has representatives from almost every cabinet secretarial position in the state appointed to this Board. Prior Supervisor Ray Watson is no longer on the Partnership, so we have been invited to nominate up to three candidates for consideration by the Governor for appointment and Mr. Watson’s replacement. It is an organization made up of both business and elected officials who come together among ten different working groups that include transportation, air quality, economic development, energy, health, human services, higher education, workforce development and they recommend strategies for moving the San Joaquin Valley forward. It began in 2005 to attempt to recognize some of the challenges that the San Joaquin Valley faces. Tonight we are asking you to recommend at least three individuals for consideration. It is desirable that they be members of this Board but it is not mandatory. On the last go around of this, Ray Dezember was one of the potential candidates. Public or private the choice is yours. Chair asked if there has been anyone that has expressed interest. Mr. Phipps said other than yourself, no. Director Cantu asked how many meetings there were. Mr. Phipps said they are quarterly. Director Cantu said he would be interested in the education component of it. Director Flores expressed his interest as well.

MOTION BY DIRECTOR SMITH TO RECOMMEND DIRECTORS HANSON, CANTU AND FLORES TO FILL KERN COG’S SEAT ON THE CALIFORNIA PARTNERSHIP FOR THE SAN JOAQUIN VALLEY. Second by Director Linder. MOTION CARRIED WITH A VOICE VOTE.

B. 2013-14 Draft Overall Work Program (OWP) Priorities

Mr. Phipps stated that this OWP is like a contract between Kern COG and our funding organizations, Federal Highways, Federal Transit and Caltrans as to what projects, programs and products we will be producing with those funds. This document explains line by line, page by page exactly what work Kern COG will be doing over the given year and what the end products are expected to be. We normally would be explaining this at the final in a couple of months, but since we have so many new members who are not familiar with the document we thought we would explain it tonight. The Board will see this OWP two more times, in the Preliminary and Final version, along with the budget which tracks very closely to this Work Program. To summarize, the OWP consist of 48 different work elements or categories of work and products that we will be delivering, with the tasks broken down and the end product or project. The 48 work elements are divided into seven broad program areas, about 50% of the program is dedicated to the Regional Transportation Plan. Approximately 7% is to the coordination and maintenance of the Regional and Federal Transportation Improvement Program, which is the short-range transportation plan. 8% goes to Kern COG’s support activities’, less than 1% to the Kern Motorist Aid Authority administration and operation and about 4% for the Commute Kern Rideshare program. Just under 7% to Kern Energy Watch and about 24% to Member Services and Programs including technical assistance for grants to your member agencies. The goal of the OWP is to continue our federal certification by maintaining a comprehensive, coordinated and cooperative transportation planning process. This is just for information tonight and will be brought back two more times.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:
A. Highway Litter Removal

Ms. Napier stated that the Kern COG Board directed staff to explore the potential to use Kern Motorist Aid Authority (KMAA) funds for litter removal along state highways in Kern County. KMAA funding is derived from a $1 fee from each vehicle registration and renewal within the County which generates approximately $715,000 a year. Call box maintenance and operations are budgeted at $603,000, generating an annual surplus of $112,000. The streets and highways code allows excess funds to be used for other Motorist Aid projects, however the funding must exceed the amount needed to maintain and operate the call box network. The City of Bakersfield and Caltrans District 6 have been negotiating to help fund trash pickup along highways 58 and 99 through a $250,000 grant from the state. By working with the City of Bakersfield, County of Kern and Caltrans, Kern COG can explore available options for litter removal on state highways throughout Kern County. The action requested tonight is to direct staff to begin negotiations with the City of Bakersfield, County of Kern and Caltrans for a countywide litter removal program. Tonight Mr. John Liu, with Caltrans District 6 is here to offer a presentation to the Board regarding Caltrans litter removal proposal.

Mr. Liu gave the background of the litter program and explained what the proposal consist of. Supervisor Zack Scrivner thanked Mr. Liu for being here tonight and explained regarding the Sheriff’s Office and Keep Bakersfield Beautiful Committee for $150,000 they can provide a crew for an entire year.

Director Linder suggested that non-profit groups have a stretch of highway that is designated as theirs, via a sign, to clean up and be compensated for.

Ms. Napier said that what Mr. Liu brought up regarding the California Highway Patrol, we might want to add that to the motion to discuss with them about enforcement as well.

Mayor Hall talked about that he has conducted volunteer freeway cleanups of litter on highway 99 for over 8 years. He has used 3,100 volunteers that have collected 9,000 bags of trash. He is delighted that Caltrans has become an active partner in freeway litter pickup. Those Agreements are in place. He supports what you are trying to do here tonight. Bakersfield has a terrible litter problem.

Ms. Francis Morgan talked about that we should be able to get the prisoners to do this instead of the homeless. You need to have a proposal for them to do the work and not the non-profit and volunteers.

Supervisor Scrivner said we need to have some targeted enforcement of CHP on SR 58 corridor going out to the landfill. We also need to talk to Waste Management with the County about disposing the litter.

Mr. Sal Morietti with City of Bakersfield Solid Waste Division said that we are on the verge of something really special here with working with a lot of partners to create a system wide freeway litter solution.

Supervisor Couch asked if the $1 is set by the legislative and can it be raised. Mr. Hakimi explained that we cannot increase the fee, the only way we can collect it is if we have a motorist aid system in place. There are some counties that do not have a system and thus cannot collect it. We can define the system, how big it is, we can scale back on it and still collect that fee. Supervisor Couch asked where do we get more funding to provide the service that we are talking about, do you have to scale back something. Mr. Hakimi said that right now we are collecting more than we are spending, so we have excess money that can be applied to this. If we scale back the current system, we can apply even more money to the litter problem.

Mr. John Enriquez from Keep Bakersfield Beautiful showed some pictures of litter and volunteers removing it. If we are going to be successful there are three things that we have to tackle: 1) Enforcement; 2) Education and 3) Cleanup.

MOTION BY DIRECTOR SCRIVNER, second by Director Couch TO DIRECT STAFF TO BEGIN NEGOTIATIONS WITH THE CITY OF BAKERSFIELD, COUNTY OF KERN, CALTRANS AND THE CALIFORNIA HIGHWAY PATROL FOR A COUNTYWIDE, COMPREHENSIVE LITTER REMOVAL AND ENFORCEMENT PROGRAM. Motion carried with a voice vote.
Ms. Napier stated that the primary mission of the Kern Motorist Aid Authority is to provide a dependable motorist aid communication system to areas of the county not heavily patrolled and where traditional communication services do not exist. KMAA pursued this mission by designing, installing and operating a network of roadside call boxes. Operating since 1992, KMAA call box network includes 574 units located one mile apart in urban areas and two miles apart in rural areas on nearly every state-designated highway or freeway in Kern County. Other motorist aid services can be funded including freeway service patrols, changeable message signs and the Kern 511 system that is currently under development. In 2007, the Board approved a contract for $1.5 million to upgrade the entire call box network from analog to digital and to address ADA concerns. The upgrade is expected to keep call boxes operational until approximately 2017. Annual call box use has declined from a peak in 1995 of 25,000 calls per year to 11,712 calls over the last three years from 2010 to 2012. The Streets and Highway Code allows for excess funds to be used for other motorist aid projects however the funding used must exceed the amount needed for ongoing administrative costs to maintain and operate the call box network. Caltrans’ Motorist Aid Guidelines do allow for call boxes to be removed on a route-by-route basis. The Guidelines require a removal plan to be filed and accepted by the state prior to disassembling and removing any call boxes on a given route or routes. Staff is requesting that the Board provide direction to staff. Options may include: 1) Maintain the existing call box system for the remainder of its expected useful life which would be around 2017 and the upcoming 511 program; or 2) maintain the 511 program and consider removing call boxes on a route-by-route basis pursuant to a state approved removal plan.

Mr. Hakimi said that the call volumes have significantly dropped. Last year the cost per call was $75.00. Well more than 90% of the motorists out there have cell phones and almost all of our call boxes are in areas where there is cell phone coverage by at least one service provider and at least three call boxes in Kern River Canyon that are hardwired, those would be likely candidates to stay. Staff can, through our contractor, get more information on calls per route, to help you make a decision if you desire to eliminate some.

Director Smith says he doesn’t want us to get in the position where we are counting on the money for litter and then it gets pulled out from us. Ms. Napier said that we did contact the individual who is responsible for the call box program in Sacramento and she indicated that if we had excess funds that she felt that we could use it for litter removal, but you cannot take out the entire call box system, you can take out specific routes that are minimally used, How far the state would let you go before they pulled some of the funding she does not know, we would have to research that a little bit more. The money has not been pulled from any of the California SAFES at this point. There are still some counties that are still putting in new call boxes on certain routes. There is no precedent. Director Smith said that we are all talking about $1, he’s wondering if we should get legislation for a $1 for litter removal, so that it’s being used for what it was intended. Ms. Napier said that we do have funding enough to keep the entire system at this point and do what this Board wishes to do about the litter and then over time do some research on what routes you may want removed. The routes that average 1 call per call box per year are SR 33 and 119. The ones that average the most calls per year are SR 5, 58 and 178. The others are somewhere in between. SR 46 is probably one of the higher ones. Director Smith said if there are dead zones where the call boxes are going to come out can we subsidize a tower that would connect to another cell system, where you are using technology in dead spots to make the area more useful for cell phone coverage. Ms. Napier said you cannot pull out certain call boxes on a route; you have to pull the entire route.

Director Cantu said that maybe we should get a committee together to brainstorm and come up with some ideas that we can present to the state, can we substitute some of the boxes for these other safety issues that we can provide. Ms. Napier said that we have to come up with a logical plan that’s what they look for. Director Couch said that we need to move very slowly and very deliberately.

Chair said that you should bring this back to the Board next month. Director Holloway said that he would like to see the history of this $1 fee and what’s the legislation behind it and can it be taken away from us with the perimeters that protect it and the perimeters on how we should use it. Supervisor Scrivner said he likes option 2 to maintain the 511 but remove the call boxes on the routes where there is adequate cell service, but keeping the call boxes on routes where there is inadequate cell service.
VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR'S REPORT:

A. Warrant Register
B. Timeline

Mr. Hakimi stated that the City of Delano developed an Energy Action Plan on February 19. March 2nd Kern COG will have a booth at the Ridgecrest Home Show. March 19 Kern COG is sponsoring a Science Fair Expo at the Kern County Superintendent of Schools. Tonight there was a Shafter Town Hall meeting involving Senator Rubio and Assemblyman Salas to discuss High Speed Rail. March 9th is the next California Partnership for the San Joaquin Valley meeting. The Regional Awards are Thursday, March 7th we have over 100 attendees that have RSVP'd to date, there is still plenty of time to make your reservations. The Valley Voice Policy Council meeting in Sacramento is March 13-14; please let us know if you would like to attend. Several of you have signed up for the CalCOG meeting April 3-5 in Monterey; please let us know if anyone else would like to attend. The Form 700 for the last calendar year is due to Ms. Collins by April 1st, you can use the form you fill out from your local jurisdiction, but we do need an original signature on the form you file with us. Chair encouraged the Board members to attend the Regional Awards, it is a wonderful event.

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 heard.

EXECUTIVE SESSION: (None)

XI. ADJOURNMENT: Next meeting – March 21, 2013

There being no further business, the meeting adjourned at approximately 8:00 p.m.

Respectfully submitted,

ATTEST: ________________________________

Ahron Hakimi, Executive Director

Harold W. Hanson, Chair

DATE: ________________________________
March 21, 2013

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 E.
FY 2013-14 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 2013-14 Kern COG Financial Plan
contains estimated revenues of $4,736,167 and estimated expenditures of $4,565,275. This item has
been reviewed by the staff management team.

DISCUSSION:
Attached is a working draft of the FY 2013-14 Kern COG Financial Plan. At this stage of the budget
process, there is minimal carryover funding included, even though initial estimates put that number at
approximately $5 million.

This working draft shall serve as the basis for more detailed discussions of FY 2013-14 budget issues
leading to consideration of a preliminary budget on April 18, 2013 and culminating in the conduct of a
public hearing and Council consideration of the final budget on May 16, 2013.

ACTION:
Information.
## FINANCIAL PLAN SUMMARY
### FY 2013-2014

Revised: March 12, 2013

### REVENUE

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<th>Account No./Title</th>
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<th>2010-11 Actual</th>
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**TOTAL REVENUE**                          $3,377,237     $3,971,857     $4,301,196    $7,420,298       $6,538,064       $4,736,167

### EXPENDITURES

**Personnel:**

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**SUBTOTAL-PERSONNEL**                      $1,866,624     $1,936,453     $1,944,670    $2,157,258       $2,156,919       $2,182,192

**SUBTOTAL-7500-SUBCONTRACTOF**             $1,118,902     $1,361,793     $2,303,950    $4,633,230       $3,396,177       $2,085,142

### SERVICES & SUPPLIES

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**SUBTOTAL-SERVICES & SUPPLIES**             $394,203       $665,641       $493,516       $598,528         $592,069         $226,341

**SUBTOTAL-6601-CAPITAL OUTLAY**            $19,904 $ 44,286 | $16,521       | $78,800         | $68,300          | $71,600          |

**TOTAL EXPENDITURES**                      $3,429,633     $4,008,173     $4,758,657     $7,467,816       $6,213,465       $4,565,275

Depreciation Adjustment $- $- $- $- $- $-

**OPERATING SURPLUS/(DEFICIT)**              $(52,396) $ (36,316) $ (457,461) $ (28,518) $ 345,599 $ 191,892
March 21, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi
Executive Director

BY: Gregory J. Palomo
Financial Services Director

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM F,
FY 2013-14 Kern Motorist Aid Authority Financial Plan -- Working Draft

DESCRIPTION:

The working draft of the FY 2013-14 Kern Motorist Aid Authority (KMAA) Financial Plan contains estimated revenues of $732,078 and estimated expenses of $718,523.

DISCUSSION:

Attached is the working draft of the FY 2013-14 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 2013-14 budget issues leading to consideration of a preliminary budget on April 18, 2013 and culminating in the conduct of a public hearing and Council consideration of the final budget on May 16, 2013.

ACTION:

Information
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<th>FY 2006-09</th>
<th>FY 2009-10</th>
<th>FY 2010-11</th>
<th>FY 2011-12 Estimated</th>
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March 21, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi
Executive Director

BY: Becky Napier
Regional Planner III

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM G.
Amendment No. 2 to Contract Between Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California

DESCRIPTION:
Consideration of Amendment No. 2 to the Contract between Kern Council of Governments acting as the Kern Motorist Aid Authority and Science Application International Corporation (SAIC). This Amendment has been sent to County Counsel for review.

DISCUSSION:
Kern Council of Governments (COG) acting as the Kern Motorist Aid Authority entered into a contract with Science Applications International Corporation (SAIC) to develop a 511-Traveler Information System for the Kern County area. The Kern 511 website has been operable for several months. The Interactive Voice Recognition (cellular access) is currently being tested by staff and other stakeholders. It is anticipated that the full system will be ready for deployment by the end of April 2013. In order to complete the system, it is necessary to extend the completion date to June 30, 2013. During that time, the system will be completely deployed and a contract for operation and maintenance of the system will be negotiated with SAIC.

This Contract Amendment will be accomplished at no additional cost to Kern COG.

ACTION
Approve Amendment No. 2 to Contract Between Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California. VOICE VOTE.
AMENDMENT NO. 2
TO CONTRACT BETWEEN THE KERN COUNCIL OF GOVERNMENTS
ACTING AS THE KERN MOTORIST AID AUTHORITY
AND
SCIENCE APPLICATIONS INTERNATIONAL CORPORATION (SAIC)
FOR
511-TRAVELER INFORMATION SYSTEM FOR KERN COUNTY, CALIFORNIA

THIS AMENDMENT TO AGREEMENT (“Amendment No. 2”) effective the 21st day of March 2013, ("Execution Date") is made and entered into by and between Kern Council of Governments ("Kern COG"), and Science Applications International Corporation ("Consultant"). Kern COG and Consultant are referred to individually as a “Party” and collectively as the “Parties.”

W I T N E S S E TH

WHEREAS, Kern COG and CONSULTANT entered into an agreement dated May 1, 2011 (“Agreement”), for the purpose of establishing a 511 Traveler Information System for Kern County, California; and

WHEREAS, Amendment No. 1, approved May 17, 2012, extended the completion date from June 30, 2012, to March 29, 2013; and

WHEREAS, Kern COG desires to amend the Agreement to extend the completion date from March 29, 2013, to June 30, 2013; and

WHEREAS, Kern COG desires to complete the Interactive Voice Recognition and other remaining requirements of the Statement of Work; and

WHEREAS, Kern COG desires to have additional time for staff review and stakeholder review of the project steps.

NOW, THEREFORE, the Parties do mutually agree as follows:

1. Section III. Term of the Agreement is deleted and replaced with the following:

   The term of this contract is May 1, 2011 through June 30, 2013, unless an extension of time is granted in writing by kern COG. The various phases involved in this project shall be completed as indicated in Exhibit “B”, Schedule.

2. Exhibit “B”, Schedule of the Agreement is deleted and replaced with Amendment No. 2, Exhibit “B” Schedule, attached and incorporated by this reference.

Page 1 of 2
3. Except as expressly amended, all provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, this Amendment No. 2 to the Agreement has been executed as of the Execution Date.

APPROVED AS TO CONTENT:
Kern Council of Governments   Kern Council of Governments

Ahron Hakimi   Harold Hanson, Chairman
Executive Director          “KERN COG”
“KERN COG”

SAIC

James McMahon  
AVP, Operation Contracts Manager 
SAIC  
“CONSULTANT”

APPROVED AS TO FORM

Brian Van Wyk, Deputy  
County Counsel
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<td>Completed IVR System design and Integration</td>
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March 21, 2013

TO:   Kern Motorist Aid Authority

FROM:   Ahron Hakimi
         Executive Director

BY: Becky Napier
     Regional Planner III

SUBJECT: KERN COG AGENDA NUMBER VII. A.
         Legislative Authority and Background of the Kern Motorist Aid Authority

DESCRIPTION:

The Kern COG Board requested that staff prepare a history of the Kern Motorist Aid call-box program including the legislation establishing a motorist aid system of call boxes.

DISCUSSION:

Legislation

California Streets and Highways Code Section 2550 through 2559 was adopted into law in 1985 and provided for the formation and operation of motorist aid authorities.

Section 2550 provides the intent of the legislation:

“The Legislature declares that its intent in enacting this chapter is to encourage the placement of call boxes along the California Freeway and Expressway System to enable motorists in need of aid to obtain assistance. However, it is not intended that a motorist aid system of call boxes be considered an emergency telephone system.”

Section 2555 gives the authority the power to impose a fee of one dollar ($1) per year, on vehicles registered in the county.

Section 2557 provides that the money “shall be used for the implementation, maintenance, and operation of a motorist aid system of call boxes…”

Section 2557 also provides review and approval of plans for the implementation of a motorist aid system of call boxes by the Department of Transportation (Caltrans) and the California Highway Patrol (CHP).

Section 2557 (d) (1) provides that any money received by the authority that exceeds the amount needed for full implementation and ongoing costs to maintain and operate the motorist aid system of call boxes, may be used for additional motorist aid services or support, including, but not limited to, the following safety-related projects:

(A) Changeable message signs.
(B) Lighting for call boxes.
(C) Support for traffic operations centers.
(D) Contracting for removal of disabled vehicles from the traveled portion of the right-of-way, including operation of the freeway service patrol.
Motorist Aid Guidelines

The Motorist Aid Guidelines address the permanent removal of call boxes. The Guidelines provide the following information:

1. A call box may be removed due to system-wide decreases in call volume.
2. The Motorist Aid Authority shall submit the call box removal plan to the CHP and Caltrans for review and approval.
3. Removals greater than 10% of the number of installed call boxes on any one corridor require a removal plan.
4. Along freeways, expressways, and divided conventional highways, call boxes shall be removed from both sides of the roadway to maintain call box pairing.

Kern Motorist Aid Authority (KMAA)

KMAA was formed on May 19, 1988. During the first three years, efforts were directed at developing an implementation plan, negotiating the necessary service contracts and accumulating sufficient “start-up” capital to finance installation of the Kern network. KMAA began installing call boxes during the 1991/92 fiscal year. Over time, the network grew to include 574 call boxes located on 15 routes and covering 849 road miles. Call boxes are spaced at intervals of one mile within metropolitan Bakersfield and two miles in outlying rural areas.

The Kern COG Board received regular updates on the status of the KMAA call box system including needed hardware updates, the move from analog to digital technology, call box accessibility, and the decline in annual service calls.

The 2005-06 OWP anticipated an upgrade to the call box system. After the OWP was approved, an RFP was developed and a request to award a contract was brought to the Board. The contract was not approved and the Board requested additional information.

In spring 2007, a statistically valid community survey was completed as part of the Kern Regional Blueprint Project. The survey included questions about the call box system. The survey revealed that 70% of the respondents indicated they would prefer to maintain the current level of call box service.

In August 2007, the Board was presented three scenarios:

1. No reduction in the number of call boxes. Upgrade the entire call box system using available financial reserves.
2. Reduce the current network to only high volume routes. Use financial reserves to upgrade the remaining call box system.
3. Full removal of all call boxes in Kern County. (Would require approval of Caltrans and the CHP)

In September 2007, the Board decided to upgrade the entire call box system. They also awarded a contract with Comarco Wireless Technologies (Now Case Systems) to reconfigure and upgrade the call box system. This upgrade was estimated to provide a useful life of 10 to 12 years or until approximately 2017.

Annual call box maintenance and operations is budgeted at $603,000.

ACTION: Information.
March 21, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi, Executive Director

BY: Becky Napier Regional Planner III

SUBJECT: KMAA AGENDA NUMBER VII. ITEM B. HIGHWAY LITTER REMOVAL

DESCRIPTION:

Provide the Kern COG Board a status update on negotiations with City of Bakersfield, County of Kern, Caltrans and the California Highway Patrol on a comprehensive litter removal and enforcement program.

DISCUSSION:

During its February 21, 2013 meeting, the Kern COG Board directed staff to begin negotiations with the City of Bakersfield, County of Kern, Caltrans and the California Highway Patrol (CHP) for a comprehensive litter removal and enforcement program on state highways in Kern County.

The Keep Bakersfield Beautiful Program is operated through the Bakersfield Solid Waste Department. The City of Bakersfield is currently negotiating agreements with Caltrans and the Bakersfield Homeless Shelter to provide litter removal on shoulders and ramps of the state highways within the City of Bakersfield. Kern COG staff has been in discussions with the City of Bakersfield concerning the litter removal program and potential Kern COG participation. The City of Bakersfield anticipates the agreements with Caltrans and the Bakersfield Homeless Shelter will be approved at the April 17, Bakersfield City Council Meeting. It is possible that the Memorandum of Agreement between Kern COG and the City of Bakersfield could be approved at the April 17 meeting as well, and be on the Kern COG Board Agenda for approval on April 18.

Kern COG staff has also been in discussions with the Kern County Sheriff's Department and the California Highway Patrol. The Kern County Sheriff's Department currently has an inmate work crew that is providing litter removal services. The Sheriff's Department is interested in the potential of establishing a work crew to assist in cleaning up the state highways. The Sheriff's Department has asked us to assist them in working with Caltrans to address some concerns. Staff is proceeding with discussion with Caltrans and the Sheriff's Department.

The California Highway Patrol is interested in providing additional litter related enforcement. Kern COG staff is currently drafting a proposed agreement for this service.

Since the meeting of February 21, other law enforcement agencies have voiced an interest in providing litter related enforcement. Staff is seeking direction from the Board on how to proceed with litter related enforcement.

ACTION

Provide direction to staff.
XI. CLOSED SESSION:

Adjourn to Closed Session:

A. CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION (Government Code Section 54956.9(d)(1)): Mr. Troy Hightower vs. Kern Council of Governments/Hartford Insurance

Reconvene from Closed Session:

AGENDA
KERN COUNCIL OF GOVERNMENTS
KERN COG CONFERENCE ROOM
1401 19TH STREET, THIRD FLOOR
BAKERSFIELD, CALIFORNIA
THURSDAY APRIL 18, 2013 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: Flores, Hanson, Wood, Aguirre, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner
   Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 – March 21, 2013
   B. Concurrence in Actions of TPPC
   C. Response to Public Comments (None)
   D. Local Clearinghouse: (None)
   E. FY 2013-14 Preliminary Kern Council of Governments (COG) Financial Plan (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 preliminary Kern COG FY 2013-14 Financial Plan that includes $4,744,289 in estimated operating revenues and $4,778,975 in estimated operating and capital expenditures.

Action: Accept the Preliminary Kern COG FY 2013-14 Financial Plan and set May 16, 2013 as the date certain for the conduct of a public hearing. VOICE VOTE
F. **FY 2013-14 Preliminary Kern Motorist Aid Authority Financial Plan** (Palomo)

*Comment:* KMAA develops an annual financial plan or budget that includes detailed estimates of revenues and expenses for the upcoming fiscal year. The preliminary KMAA FY 2013-2014 Financial Plan proposes operating revenues totaling $732,078 and operating expense appropriations totaling $1,263,523 (net $402,831 operations deficit). This item has been reviewed by the staff management team.

*Action:* Accept the Preliminary KMAA FY 2013-2014 Financial Plan and set May 16, 2013 as the date certain for the conduct of a public hearing. **VOICE VOTE.**

G. **2013-14 Preliminary Overall Work Program Priorities** (Phipps)

*Comment:* Review of priorities presented in the 2013-14 Overall Work Program. This item has been reviewed by the staff management team.

*Action:* Information. To be brought back for consideration at the May 16, 2013 Board meeting.

H. **Sole Source Purchase of Computer Storage** (Heimer)

*Comment:* Sole source purchase for $19,030.88 to add storage capacity to Kern COG’s Storage Area Network (SAN).

*Action:* Approve sole source purchase not to exceed $19,030.88 of a storage upgrade from SANplicity. **VOICE VOTE.**

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

IV. **KERN COG:**

A. **FY 2011-12 Kern Council of Governments (Kern COG) Financial and Compliance Audit Reports** (Phipps)

*Comment:* Pursuant to California Government Code Section 6505, Kern COG must provide for an annual financial and compliance audit report by a qualified independent auditor. Kern COG retained the firm of Brown Armstrong to render the applicable audit services and issue reports for the year ended June 30, 2012.

*Action:* Accept and file reports. **VOICE VOTE.**

V. **TRANSPORTATION AUTHORITY:** (None)

VI. **CONGESTION MANAGEMENT AGENCY:** (None)

VII. **KERN MOTORIST AID AUTHORITY:**

A. **Agreement – Litter and Debris Removal on State Highways** (Napier)

*Comment:* The Kern COG Board directed staff to negotiate with the City of Bakersfield, Kern County Sheriff’s Department, and the California Highway Patrol for a comprehensive litter removal and enforcement program on state highways throughout Kern County. This item has been reviewed by County Counsel.

*Action:* Approve the Memorandum of Agreement between Kern Council of Governments, acting as the Kern Motorist Aid Authority, and the City of Bakersfield and authorize the Chair to sign the Agreement. **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. EXECUTIVE SESSION: (None)

XII. ADJOURNMENT: NEXT MEETING: May 16, 2013
The meeting was called to order by Chair Harold Hanson at approximately 6:30 p.m.

I. ROLL CALL:
Members Present: Flores, Hanson, Wood, Wilke, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner
Members Absent: Aguirre, Cantu
Alternates: Pascual, McFarland
Congestion Management Agency Ex-Officio Members: Miller, Silver
Others: Approximately 15
Staff: Hakimi, Ball, Collins, Napier, Pacheco, Snoddy, Palomo, Smith, Heimer, and Van Wyk

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.

Mr. Bill Lind wanted to respectfully disagree with Ms. Miller of Caltrans that the federal government is fiscally responsible. He cited reasons.

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 17, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse
F. FY 2013-14 Kern Motorist Aid Authority Financial Plan – Working Draft
G. Amendment No. 2 to Contract between Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California

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

IV. KERN COG:

A. Election of Officers

MOTION BY DIRECTOR COUCH THAT OFFICERS REMAIN THE SAME - CHAIR HAROLD HANSON AND VICE CHAIR - PAUL LINDER, second by Director Linder. Motion carried with a voice vote.
V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Legislative Authority and Background of the Kern Motorist Aid Authority

Ms. Napier stated that the California Streets and Highways Code Section 2550 through 2559 was adopted into law in 1985 and provided for the formation and operation of motorist aid authorities. Section 2550 provides the intent of the legislation: “The Legislature declares that its intent in enacting this chapter is to encourage the placement of call boxes along the California Freeway and Expressway System to enable motorists in need of aid to obtain assistance”. Section 2557 (d) (1) provides that monies received by the authority that exceeds the amount needed for full implementation and ongoing costs to maintain and operate the motorist aid system of call boxes, may be used for additional motorist aid services or support, including, but not limited to, the following safety-related projects: Changeable message signs; Lighting for call boxes; Support for traffic operations centers; and Operation of the freeway service patrol. Prior to permanently removing a system or a portion of a system of call boxes, the Motorist Aid Guidelines specifies that the call box removal plan shall be submitted to Caltrans and CHP for review and approval. The Kern Motorist Aid Authority was formed in May of 1988. Call boxes were installed beginning in the 1991-92 fiscal year and overtime the network grew to include 574 call boxes on 15 routes covering 849 road miles. In 2007, after much discussion the Board decided to upgrade the entire call box system from analog to digital and make the call boxes accessible per ADA requirements. The life span of the upgraded system is projected to be 10-12 years or until 2017-2019. This item is for information only.

Director Linder said he really likes the idea of cleaning up our highways and he doesn’t want this to be a bad mark on Bakersfield, it appears to him that a lot of the small cities feel that this is becoming a Bakersfield issue. He would like consideration for all of Kern County because we have state highways that run through all of our communities. Maybe we can figure out a formula or a way to establish that each community gets a portion of that cleanup. He supports 100% highway cleanup, he supports cleaning up SR 99 and 58, but he also drives SR 119 and 33 and there’s people out there that drive SR 58 and 46 and this is a countywide issue, it’s a statewide issue. He appreciates that the Kern County Sheriff’s department is getting involved, because they are the ones that house inmates in our communities and those inmates can be about anywhere in the county as long as they are transported there.

Director Flores talked about the litter in the Arvin area, he believes in working as a team with the other cities in Kern County. He would like some guidance in how to create a committee and what else is needed to combat this issue. Mr. Hakimi said that the litter item is the next item. Chair said we will cover that issue in a moment.

Director McFarland asked with the call boxes on SR 99, how many are there as opposed to SR 58 or some of the other routes. Ms. Napier said that the call boxes in the rural areas are every two miles on both sides of the road. She can get you the exact number of each route later. Director McFarland said he’s thinking of Bakersfield, McFarland, Delano down SR 99 and hadn’t really thought about SR 58 or the others. Chair said why don’t we move to the litter item and hear public comments on it.

B. Highway Litter Removal

Ms. Napier stated that last month the Board directed staff to begin negotiations with the City of Bakersfield, the County of Kern, Caltrans and the California Highway Patrol (CHP) for a comprehensive litter removal and enforcement program on state highways throughout Kern County. As directed, staff has been in discussions with the Keep Bakersfield Beautiful Program operated through the Bakersfield Solid Waste Department. Using clients from the Bakersfield Homeless Shelter, the Keep Bakersfield Beautiful Committee plans to clean litter on the State highway systems through the City of Bakersfield. The Keep Bakersfield Beautiful Committee hopes to have fully executed agreements with the Bakersfield Homeless Shelter and Caltrans by April 25th which is also Caltrans statewide litter day. Kern COG staff has also been in discussions with the Kern County Sheriff’s Department and the California Highway Patrol. The Sherriff’s department currently has inmate work crews that provide litter removal services primarily in unincorporated areas of the County.
The Sherriff’s Department is interested in the potential for establishing a work crew to assist in cleaning litter from the state highways throughout Kern County. The CHP and the Sherriff’s Department have shown an interest in providing additional enforcement for the littering problem. Agreements have been drafted or are in the process of being drafted for the April Board meeting. Staff is requesting at this time that the Board provide direction on how they wish staff to proceed.

Mr. Hakimi said that the City of Bakersfield is likely to reach an agreement with Caltrans within a month. We will be able to take action, if the Board elects to, at our next meeting. The Kern County Sherriff’s Office and Caltrans are not likely to agree and get their agreements worked out until July 1st, so we have several move months for the countywide issue. The issue with enforcement is not subject to any agreement with Caltrans, so we can move forward with that immediately if you like.

Ms. Michelle Carlin said that she is a small business owner here in Bakersfield for the last 35 years. She said why not use signs and fine people for littering. Years ago that’s what they did and it kept it down. It is a big deterrent.

Ms Nora Weber said that why don’t we put the people on welfare or the Wick program to work. Pass an ordinance that in order to receive such benefits you will put in a certain number of hours per week per month or you won’t receive your benefits. You think the roads are bad, drive down some of the city allies, it looks like the city dump. Why don’t we get senior citizens or someone to keep a watch out for your community and ask them to volunteer and then you write down the addresses and turn them over to a committee and send these people a fine and if they don’t pay it, put a lien attachment against their property. Make it happen, take action.

Mayor Harvey Hall said that last month he was here enthusiastically to appear in front of this Board to encourage you to move forward with existing us in eliminating the litter problem in our County. He believes that in the last few weeks since the last meeting we have had a lot of enthusiasm generated from within our community with the anticipation of these new programs and what it is going to mean for all of Kern County, not just the City of Bakersfield. He shared going to Shafter down Lerdo Highway and there was no litter on either side of the highway or in downtown Shafter. He was meeting with the City Council and asked how they do it. They said they do it because of community pride, that’s how. We don’t throw litter down because our people don’t want to see it. That is the real great emphasis that once we start this program, he anticipates that the people in the community will see the impact that’s being made and they will no longer litter. That is his hope. We do have seniors that pick up litter on Bakersfield’s city streets. There are volunteer efforts that are building from all of the dialog and support that we are receiving, people are wanting to get engaged. This is definitely a County issue, and Council member Linder is absolutely right, we need to get all of the cities involved and see an opportunity to make a difference on our streets. We will start in Bakersfield and if we tackle the problem on SR 99, 58 and 178 and make a difference that will carry through to the rural communities because people will understand the pride. Caltrans informed us this week that in the greater Bakersfield area, they will be posting 11 new anti-litter signs with fine announcements. There is going to be more ramifications for those who throw out litter and the prices they are going to have to pay. He is excited that the Kern County Sherriff’s Department and the Bakersfield Police Department are going to engage in enforcement of people who are littering as well as uncovered loads. That is the key. Every week there is more and more energy taking place with all of the participants and the participating agencies that are saying they want to make a difference. He is sure that some will step up and help the City of Arvin as requested because they help us in Bakersfield. As long as we move forward in a positive way we will make a difference in this County in litter and he needs all of us to give the support to make this happen for the County of Kern and the residents so we can be proud of Kern County.

Director Flores said that maybe we need to put together a letter to send to every resident to keep their front and back yards clean and their curbs and gutters in front of their homes. Parents need to let their families know that you don’t litter. It’s important to not only keep your community safe but clean as well. He will be creating quality of life committees that will be educating their own area as well as their families. If other areas have been able to accomplish this, we can do it by working together.

Director Holloway said that the concern is the most efficient use of the dollar and that’s why we’re going down this path, because there is excess of funds in the call box program. He wants to know if we are going back to look at option two from the last meeting to give us even more money.
Mr. Hakimi said subject to the Board’s direction, staff has already started negotiating with Caltrans and CHP about how we can reduce the number of call boxes. He recommends that tonight we move forward with the litter program while we look at ways to reduce the call box system.

Director Smith asked Caltrans if the adopt a highway is still in place. Ms. Miller said that it is. Director Smith said that you can use that program as well. He encourages civic groups to take a section of a freeway and clean it. We can help each other out if there is a need in an outlying area. He agrees with the lady that mentioned about the signs and is glad to hear that we are going to have litter signs. Public outreach is so important. Maybe we need to have trash cams like we have for red lights, possibly a camera on the route to the landfill for the uncover loads to get their license plate number. At least they can be notified that they are in violation. Put up a billboard that we are watching you. Whatever we can do to make an impact. Mr. John Enriquez from Keep Bakersfield Beautiful shared their history and said they are available to help the outlying communities. He would recommend that each and every city contact Keep America Beautiful, they will come to your community and provide training. We need enforcement and education. There website is www.keepbakersfieldbeautiful.us. The coordinator is Jessica Felix, City of Bakersfield. The Great American Cleanup is coming April 6th. We invite you to join us.

Mr. Hakimi said his recommendation is to enter into a contract with the City of Bakersfield for about $100,000, and another contract with the County of Kern when they are ready. This would cover all of the unincorporated areas. The Sherriff’s Office has assured us that they will work where we direct them to. Another contract for enforcement with either CHP or the Sherriff’s Department.

Director Scrivner said he wants to make sure that part of what you’re going to bring back is staff recommendation on the elimination of call boxes on which routes. Mr. Hakimi said it’s unlikely that we will be able to come to an agreement with Caltrans and the CHP about eliminating call boxes by next month. He will bring back next month contracts for litter pickup and enforcement, and then in the next few months, work with Caltrans and CHP on downscaling the callboxes. If the litter program is successful then we will be able to fund it at higher levels.

MOTION WAS MADE BY DIRECTOR COUCH, and seconded by Director Linder. Motion carried with a voice vote.

VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR’S REPORT:

A. Warrant Register
B. Timeline

Mr. Hakimi stated that the Regional Awards event was very successful, there were 15 awards presented and 158 in attendance. The Valley Voice trip to Sacramento was March 13-14, he attended along with Robert Phipps, Mayors Wegman and Cantu. Director Wegman said that it was very well organized and done and she appreciates COG staff and Robert Phipps for all the work they did and the contacts that were made. It does help when we all stick together and go to Sacramento and talk to these people, because we are not going to get anything if we don’t. Go to Sacramento. Mr. Hakimi said the Policy Council Meeting is tomorrow in Merced and staff and Mayor Wegman will be attending. March 19th Kern COG sponsored a science fair booth at the Kern County Superintendent of Schools, it went very well. There’s a new video that is associated with the science fair, it is on our website. We have science experiment kits that lets 6th graders look into our air quality issues here in Kern County. He encouraged them to look for the video on our website. CalCOG is April 3-5 in Monterey, currently we have Councilmembers Bob Smith, Jennifer Wood, Cheryl Wegman, Jose Gurrola and David Couch attending. He and Robert Phipps will also be attending, if you would like to attend, let us know. We have started talks with the Southern California Association of Governments (SCAG), their Executive Director. Several of you may remember that we used to meet regularly with them. We would like to start that up again, not just with staff, but also our elected officials. It is scheduled for April 22nd in Valencia. SCAG will be the host for a lunch meeting, we would like 3-4 electeds to attend, we will provide transportation, please let us know if you would like to participate in this with us. April 24th is our annual meeting with FHWA and the Federal Transit Administration, those are the ones that oversee/regulate us and it will include a construction tour of the Westside Parkway. If any of the Board members are interested in joining us, you are welcome to come, just let us know.
Chair said that he received a notice of preparation from the California Department of Transportation regarding a draft Environmental Impact Report on some train activity in Tehachapi. He’s wondering if we need to be involved in that. Director Smith said he knows the City of Tehachapi is watching this closely and he asked Mr. Hakimi what Kern COG’s involvement is going to be. Mr. Hakimi said we have already commented on the environmental document, one of the items that he failed to mention was that at the CTC meeting several weeks ago Caltrans announced that the double tracking project is delayed because of environmental reasons and they are going to give up their bond funds.

Chair thanked Robert Phipps and Paul Linder for their work on the Regional Awards, they both did a great job.

Chair honored Peter Smith who has been with Kern COG for 25 years with an employee service award.

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 heard.

**EXECUTIVE SESSION**: (None)

XI. **ADJOURNMENT**: Next meeting – April 18, 2013

There being no further business, the meeting adjourned at approximately 7:55 p.m.

Respectfully submitted,

ATTEST: ________________________________

Ahron Hakimi, Executive Director

_____________________________

Harold W. Hanson, Chair

DATE: _____________________________
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 E.
PRELIMINARY KERN COG FY 2013-14 FINANCIAL PLAN

DESCRIPTION:

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 preliminary Kern COG FY 2013-14 Financial Plan that includes $4,744,289 in estimated operating revenues and $4,778,975 in estimated operating and capital expenditures.

DISCUSSION:

Enclosed is the preliminary Kern COG FY 2013-14 Financial Plan. The preliminary plan contains the following general provisions:

REVENUES -- Estimated total operating revenues of $4,744,289 representing a 27 percent decrease from the prior year budget. This includes minimal carryover funds, which will be further amended into the budget when confirmed later in the fiscal year.

EXPENDITURES -- Appropriations totaling $4,778,975 to fund current operating expenditures, including all projects set forth in the Overall Work Program. This represents a 23 percent decrease from the prior year budget.

CAPITAL OUTLAYS -- Appropriations totaling $30,000 for the purchase of replacement servers and software.

Please refer to the enclosed preliminary plan document for a more detailed presentation of budgetary information. Staff recommends the Council accept the preliminary Kern COG FY 2013-14 Financial Plan and set Thursday, May 17, 2012 as the date certain for the conduct of a public hearing.

ACTION:

Accept the Preliminary Kern COG FY 2013-14 Financial Plan and set May 16, 2013 as the date certain for the conduct of a public hearing. VOICE VOTE
## Kern Council of Governments

**FINANCIAL PLAN SUMMARY**

**FY 2013-2014**

Revised: April 9, 2013

### REVENUE

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**TOTAL REVENUE**  
$3,377,237 $3,971,857 $4,301,196 $7,420,298 $6,538,064 $4,744,289

### EXPENDITURES

#### Personnel:

<table>
<thead>
<tr>
<th>Account No./Title</th>
<th>2008-09 Actual</th>
<th>2009-10 Actual</th>
<th>2010-11 Actual</th>
<th>2011-12 Estimated</th>
<th>2012-13 Estimated</th>
<th>2013-14 Proposed</th>
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<tbody>
<tr>
<td>6110-Regular Salaries &amp; Wages</td>
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**SUBTOTAL-PERSONNEL**  
$1,896,624 $1,936,453 $1,944,670 $2,157,258 $2,156,919 $2,182,192

#### SERVICES & SUPPLIES

<table>
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<th>2012-13 Estimated</th>
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<tr>
<td>6841-Communications</td>
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<td>7400-Memberships</td>
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**SUBTOTAL-SERVICES & SUPPLIES**  
$394,203 $665,641 $493,516 $598,528 $592,069 $441,641

#### SUBTOTAL-8601-CAPITAL OUTLAY:

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<thead>
<tr>
<th>Account No./Title</th>
<th>2008-09 Actual</th>
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<tr>
<td>19,904</td>
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**TOTAL EXPENDITURES**  
$3,429,633 $4,008,173 $4,758,657 $7,467,816 $6,213,465 $4,778,975

**Depreciation Adjustment**  
$ - $ - $ - $ - $ - $ -

**OPERATING SURPLUS/(DEFICIT)**  
$(52,396) $(36,316) $(457,461) $(26,518) $345,599 $(13,686)
## REVENUE BUDGET WORKSHEET
### FY 2013-2014

Revised: April 9, 2013

<table>
<thead>
<tr>
<th></th>
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<td>U.S. Dept. of Transportation (Region IX):</td>
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## REVENUE BUDGET WORKSHEET
### FY 2013-2014

**Revised: April 9, 2013**

### Account/Source

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<th>2010-11 Estimated</th>
<th>2011-12 Estimated</th>
<th>2012-13 Estimated</th>
<th>2013-14 Proposed</th>
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<tbody>
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### OTHER

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<td>Rideshare Donations</td>
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<td>$-</td>
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<tr>
<td>Miscellaneous</td>
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<td><strong>$25,000</strong></td>
<td><strong>$25,000</strong></td>
<td><strong>$25,000</strong></td>
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<td><strong>TOTAL--REVENUES</strong></td>
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<td><strong>$6,300,077</strong></td>
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<td><strong>$6,538,064</strong></td>
<td><strong>$4,744,289</strong></td>
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## EXPENDITURE BUDGET WORKSHEET--PERSONNEL
### FY 2013-14

(Revision Date: April 9, 2013)

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<th>Administrative Division</th>
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<tr>
<td>Salaries and Wages--Regular</td>
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<td>$ 954,728</td>
<td>$ 466,869</td>
<td>$1,404,786</td>
<td>$1,416,740</td>
<td>$1,457,280</td>
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<td>Salaries and Wages--Extra Help</td>
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<td>$ 37,326</td>
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<td>$41,876</td>
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Prior Year Comparisons

- **2007-08**
  - Actual: $787,448
  - Estimated: $1,118,902

- **2013-2014**
  - Proposed: $2,125,142

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## EXPENDITURE BUDGET WORKSHEET--CAPITAL ASSETS
### FY 2013-2014

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<th>Account Number</th>
<th>Work Element/Project Description</th>
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<th>Amendment No. 1 Revised</th>
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<th>Amendment No. 3 Revised</th>
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<th>Amount Indirect</th>
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**8000 TOTAL--CAPITAL ASSETS** | **$ 30,000** | **$ -** | **$ -** | **$ -** | **$ 30,000** | **$ -** | **$ -** | **$ 30,000**

### Prior Year Comparisons

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<th>Year</th>
<th>Actual</th>
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<th>Budgeted</th>
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<td>2008-09</td>
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<td>$ 126,900</td>
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April 18, 2013

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 F.
PRELIMINARY KMAA FY 2013-2014 FINANCIAL PLAN

DESCRIPTION:
KMAA develops an annual financial plan or budget that includes detailed estimates of revenues and expenses for the upcoming fiscal year. The preliminary KMAA FY 2013-2014 Financial Plan proposes operating revenues totaling $732,078 and operating expense appropriations totaling $1,263,523 (net $402,831 operations deficit). This item has been reviewed by the staff management team.

DISCUSSION:
Attached is the preliminary KMAA FY 2013-2014 Financial Plan. As the plan indicates, staff is proposing that KMAA pursue the following objectives:

1) Appropriate $732,078 to fund operating costs for one operating cycle;

2) Appropriate $666,262 from fund reserves to finance the design and implementation of the traveler information system and litter removal program.

3) Appropriate $0 of fund reserves for contingencies.

Staff recommends the Council accept the preliminary KMAA FY 2013-2014 Financial Plan and set Thursday, May 16, 2013 as the date certain for the conduct of a public hearing.

ACTION:
Accept the Preliminary KMAA FY 2013-2014 Financial Plan and set May 16, 2013 as the date certain for the conduct of a public hearing. VOICE VOTE.
## Kern Motorist Aid Authority
### COMPARATIVE FINANCIAL PLAN

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<th>Description</th>
<th>FY 2008-09</th>
<th>FY 2009-10</th>
<th>FY 2010-11</th>
<th>FY 2011-12</th>
<th>FY 2012-13</th>
<th>FY 2013-14</th>
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<td>$3,203,305</td>
<td>$3,021,262</td>
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<td>$1,238,672</td>
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TO: Kern Council of Governments

FROM: Ahron Hakimi,
Executive Director

By: Robert Phipps,
Administrative Services Director

SUBJECT: COG AGENDA NUMBER III. G.
2013-14 PRELIMINARY OVERALL WORK PROGRAM PRIORITIES

DESCRIPTION:

Review of priorities presented in the 2013-14 Overall Work Program.

DISCUSSION:

The Overall Work Program is a federally required document designed to outline the work to be accomplished by a metropolitan planning organization during a budget period. A Draft of this document was presented to the Kern COG Board at the January 2012 meeting.

Kern Council of Governments’ 2013-14 Overall Work Program consists of 48 work elements focused in seven (7) program areas (see attached diagram).

- 2014 Regional Transportation Plan (49.2%)
- Regional/Federal Transportation Improvement Program (6.8%)
- Kern COG Support Activities (7.7%)
- Kern Motorist Aid Authority (0.7%)
- Kern Commuter Connection (4.0%)
- Kern Energy Program (7.4%)
- Member Services and Programs (24.2%)

The Overall Work Program’s primary goal is to continue Federal certification by maintaining a “comprehensive, coordinated and cooperative” transportation planning process.

For 2013-14, the OWP proposes nine planning studies totaling $1.0 million supporting development of the 2014 Regional Transportation Plan/Congestion Management Program/Environmental Document/Air Quality Conformity/Regional Housing Needs Assessment.

In support of Kern COG’s other programs and activities the 2013-14 OWP proposes eight studies/audits totaling $1.1 million in consultant contracts (see Table 1).

The work included in the overall work program receives input from one or more of the six advisory committees established by the Kern COG Board of Directors.

Transportation Technical Advisory Committee
Regional Planning Advisory Committee
Transportation Modeling Committee
Public Transit Advisory Committee
Social Service Transportation Advisory Committee
Transportation Planning and Policy Committee
TRANSPORTATION PLANNING (49.2%)  

The regional transportation planning process has two major components: Federal transportation planning requirements; and State transportation planning/sustainable communities strategy requirements.

**Federal Transportation Planning Process**

The Federal transportation planning process requires “metropolitan planning organization” (MPO) such as Kern COG to address the transportation and air quality concerns for their region. The Federal surface transportation act (SAFETEA-LU) provides funding for a unified metropolitan transportation planning program that integrates into a single metropolitan transportation plan and programs for all transportation modes including rail, airports, seaports, intermodal facilities, public highways and transit, bicycle and pedestrian.

The metropolitan transportation plan must be “comprehensive, coordinated and cooperative.”

**Comprehensive:** A plan must include all transportation modes identified within a region. Each mode must be described in sufficient detail to accurately reflect the existing system; the deficiencies of the system; and the required improvements and available funding to improve the system. Kern COG must use the latest planning assumptions when developing the RTP. These assumptions include the latest population estimates, vehicle counts, transit ridership, local general plans land use and circulation elements, and freight/goods movement information.

- The 11 cities, County of Kern County and Caltrans each have public streets, roads and highway systems
- The 11 cities, County of Kern County and Caltrans each have bicycle plans
- Ten cities and the County of Kern have public transit systems that serve 16 communities
- The region is also served by San Joaquin Amtrak service and potential high speed rail service
- There are 12 social service transit systems that provide service to 12 communities
- Truck Count and commodity studies for Routes 58, 65, 119,166, 46, 99, 223 and Interstate 5.

**Coordinated:** The MPO must consider the planning process of transportation and land use agencies when developing its plan and program. The Regional Transportation Plan must use the latest planning assumptions.

- Eleven cities and County of Kern General Plan land use elements
- Eleven cities and County of Kern General Plan circulation elements, Caltrans Corridor Management System Plans
- Public transit fixed routes and schedules
- Local and state traffic counts

**Cooperative:** The planning process must be open to all the residents, organizations and local agencies in the region.

The MPO is required to adopt a public outreach program that encourages the residents, community organizations and local agencies to be involved in the development of the regional transportation plan.

Kern COG will host up to 40 workshops throughout the region, including six roundtable meetings that include representatives from business, environmental, social service, and local governments.
State Transportation Planning/Sustainable Communities Process

The California Transportation Commission (CTC) maintains Guidelines for the Regional Transportation Plan, which is required to contain four elements. California Government Code Section 65080 states RTPs shall contain the following:

Policy Element
Sustainable Communities Strategy (SCS)

Action Element

Financial Element
The guidelines identify five core functions of an MPO:
Maintain a setting for regional decision-making;
Prepare an Overall Work Program (OWP);
Involve the public in this decision-making;
Prepare an RTP; and,
Develop a Transportation Improvement Program (FTIP).

As the MPO, Kern COG is responsible for preparing the Regional Transportation Plan which contains a minimum 20-year expenditure plan of transportation projects in accordance with state and federal regulations.

The newest of these elements is the SCS. Kern COG is scheduled to adopt its first RTP with an SCS in 2013. As required by Government Code Section 65080(b)(2)(B), the SCS is statutorily required to:

- Identify the general location of uses, residential densities, and building intensities within the region.
- Identify areas within the region sufficient to house all the population of the region, including all economic segments of the population taking into account migration, population growth, household formation and employment growth.
- Identify areas within the region sufficient to house an eight-year projection of the regional housing needs for the region pursuant to Government Code Section 65584.
- Identify a transportation network to service the transportation needs of the region.
- Gather and consider the best practically available scientific information regarding resource areas and farmland in the region in Government Code Section 65080.01.
- Consider the state housing goals specified in Sections 65580 and 65581.
- Utilize the most recent planning assumptions, considering local general plans and other factors (see Section 6.25 for additional guidance).
- Set forth a forecast development pattern for the region, which, when integrated with the transportation network, and other transportation measures and policies, will reduce the greenhouse gas emissions from automobiles and light trucks to achieve greenhouse gas emission reduction targets approved by the ARB.
- Provide consistency between the development pattern and allocation of housing units within the region (Government Code 65584.04(i)(1)
- Allow the regional transportation plan to comply with Section 176 of the federal Clean Air Act (42 U.S.C. Section 7506)

The preparation of Kern COG’s first RTP with an SCS created a surge in Kern COG consulting activity that is necessary to meet these new requirements. Underscoring the importance of the activity is the recent settlement of a lawsuit on the environmental document for the 2011 RTP.
In order to address the complex Federal and new State regional planning requirements, Kern COG has updated and/or developed a set of studies that examine various transportation modes. These studies include the following:

**RTP Outreach**  
Sustainable Communities Centers Study  
Household Travel Survey  
Managed Lane System/Bus Rapid Transit Study  
Transit Security Study  
High Speed Rail Station Area Study  
Federal Small Starts Study  
Kern Regional Bicycle and Complete Streets Study  
Freight Study Final Report  
Short Haul Rail Study, Phase II

**REGIONAL TRANSPORTATION PROGRAM**  
**FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM** (6.8%)

**Federal Transportation Improvement Program**

The federal surface transportation act (MAP-21) requires that each Metropolitan Planning Organization (MPO) prepare a Transportation Improvement Program (TIP). The TIP is a financially constrained multimodal transportation planning program, developed by the MPO through its member agencies and in cooperation with state and federal agencies. The TIP is the incremental implementation of the long-range Regional Transportation Plan. The TIP serves to present to federal funding agencies manageable components for the funding of long-range plans.

The Federal TIP is a compilation of project lists from the State Transportation Improvement Program (STIP), State Highway Operations and Protection Program (SHOPP), transit and other federal-aid programs. The TIP comprises two parts: First is a priority list of projects and project segments to be carried out in a five-year period. Second is a financial plan that demonstrates how the TIP can be implemented. The financial plan is also required to indicate all public and private resources and financing techniques that are expected to carry out the program. SAFETEA-LU further defined the TIP process focusing on enhanced public and private agency participation.

**Regional Transportation Improvement Program**

The Regional Transportation Improvement Program (RTIP) is a multi-modal listing of capital improvement programs to be implemented over a five-year period. The RTIP is prepared in cooperation with the 11 incorporated cities, County of Kern, Golden Empire Transit District, and the California Department of Transportation (Caltrans). The Regional Transportation Improvement Program is prepared for all highway, street and road, and transit projects in Kern County that utilizes state and federal funding.

Biennially the California Transportation Commission adopted a statewide fund estimate that identifies regional shares for each region in the state. The “programming” of projects in the RTIP must be based on the regional share identified for the Kern region. The RTIP is submitted to the California Transportation Commission for approval and is included in the State Transportation Improvement Program (STIP) with the other regions of the state.

**Local Assistance and Project Monitoring**

Projects are monitored to ensure that projects are delivered in the year that they have been programmed by Kern COG and approved by the California Transportation Commission. Funding for projects is allocated both by funding type and by specific years for project implementation. Projects that incur delays require RTIP/FTIP amendments or the funding could be lost to the Kern region.
KERN COG PROGRAMS AND SUPPORT ACTIVITIES

**Kern Motorist Aid Authority** (0.7%)

Kern COG also acts as the Kern Motorist Aid Authority (KMAA), which operates roadside call boxes for drivers who require assistance after a vehicle breakdown or other, non-emergency situation.

KMAA maintains 574 call boxes on highways and freeways throughout the county, at a range of one mile apart in urban areas and no more than two miles in rural regions. The phones are directly connected to California Highway Patrol dispatch centers. Any motorist requiring assistance can be connected to a dispatcher who can radio a patrol car or tow truck for help.

Since they were first installed in 1992, annual calls on the network continue to decline, largely due to the proliferation of cellular phones. In 2007, KMAA participated in a community survey to determine whether motorists still wanted the call boxes in lieu of other motorist aid services, such as a freeway tow truck patrol; changeable message signs; or additional law enforcement patrols. The public strongly indicated its desire to maintain the call box network. Based on that information, KMAA Board members committed to spend $1.3 million for technology upgrades and Americans with Disabilities Act compliance.

More recently, staff has been investigating the potential for Motorist Aid funds to be used for litter pick-up and enforcement on state highways.

**Kern Energy Program** (7.4%)

Kern Energy Watch is a joint partnership among Kern Council of Governments (as designated by the County of Kern) and utility providers Pacific Gas and Electric, Southern California Edison and Southern California Gas Company. Energy Watch partnerships improve energy efficiency programs and provide information about demand response programs, renewable energy, and self-generation opportunities.

Kern Energy Watch manages the administration, marketing, integration and implementation components of this partnership program. Outreach to cities and special districts within the Kern region are emphasized to help improve energy efficiency in their facilities and integrate energy efficiency standards throughout local communities. Program goals and activities include:

- Reduce greenhouse gas emissions
- Outreach and education
- Municipal and Special District Direct Install Program
- Technical assistance

Funding for this program is provided by the independent owned utilities in accordance with California Public Commission requirements.

**Kern Commuter Connection** (4.0%)

Kern Council of Governments overhauled its transportation demand program Kern Commuter Connection in July 2007. Staff launched a new website, [www.CommuteKern.org](http://www.CommuteKern.org) to help Kern County residents find information on carpools, vanpools, public transportation, bicycling, teleworking, flexible scheduling, locating park-and-ride lots, walking, weather, air quality, and traffic. The site also has resource links for commuters, such as Amtrak, vanpool companies, Community Connection for Childcare, and social service transportation providers.
GreenRide, an online carpool matching and vanpool management software program, has been customized to provide: certified Spanish translation for key information and results pages; an air quality emissions reduction calculator; adjustments to the mile tracking program that allow administrators to edit past data; a training manual for worksite employer transportation coordinators; and a local photo and the Kern Commuter Connection logo placed on the homepage. Kern COG staff provided the maps to add local transit fixed routes, Bakersfield bike routes, and Caltrans park-and-ride lots operated in Kern County.

Staff also developed a Kern Commuter Connection promotion campaign encompassing radio, television, and print media to run throughout Kern County.

**Kern COG Support Activities  (7.7%)**

Support services are generally administrative functions required to support Kern COG’s transportation planning program. The legislative, environmental, information and data management and information services are all directly in support of Kern COG’s programs.

Kern COG was designated the local clearinghouse program for the Kern region in the early 1970s. As the clearinghouse, it provides certain Federal grant requests by local government and community organizations. These grant requests are posted on the Kern COG agenda as one way to inform the public that a grant is being requested.

The Kern COG Board expressed interest in monitoring water issues, primarily in Southern California. Kern COG became a member of the Southern California Water Committee. This work element was created in order to identify the program and funding required in support of those activities.

The Eastern Sierra Regional Blueprint Program is a special partnership program with Inyo and Mono county local transportation commission’s and Caltrans to develop a Regional Blueprint for the Route 14/395 corridor for east Kern, Inyo and Mono counties.

**Member Services and Programs  (24.2%)**

Member services and programs were developed to support member agencies either directly or indirectly. Regional technical assistance, transit grant program management, grant writing, mapping support and technical assistance and the transportation development act programs are in support of Kern COG’s member agencies.

Community Design Concepts and aerial imagery are programs that support Kern COG sustainability requirements and also support our member agencies.

Attachment – 2013-14 Preliminary OWP

**ACTION:**

Information. To be brought back for consideration at the May 16, 2013 Board meeting.
2013-2014
OVERALL WORK PROGRAM

Kern Council of Governments
1401 19th Street, Suite 300
Bakersfield, California 93301
www.kerncog.org
661-861-2191
Facsimile 661-324-8215
TTY 661-832-7433
Kern Council of Governments
Board of Directors

The Kern Council of Governments is the regional planning agency as well as the technical and informational resource, and rideshare administrator for the area's 11 incorporated cities and the County of Kern. Following Board direction, staff coordinates between local, state, and federal agencies to avoid overlap or duplication of programs. This intergovernmental coordination enables staff to work with many public agencies to ensure that planning and implementation of programs proceed in a coordinated manner.

Chairman: Harold Hanson
Vice Chairman: Paul Linder
Executive Director: Ahron Hakimi

City of Arvin
Jose Flores

City of Bakersfield
Harold Hanson

City of California City
Jennifer Wood

City of Delano
Joe Aguirre

City of Maricopa
John Wilke

City of McFarland
Manuel Cantu

City of Ridgecrest
Chip Holloway

City of Shafter
Jon Johnston

City of Taft
Paul Linder

City of Tehachapi
Philip A. Smith

City of Wasco
Cherylee Wegman

County of Kern
David Couch

County of Kern
Zack Scrivner

Military Joint Planning Policy Board
Scott Kiernan

Golden Empire Transit District
Howard Silver

Caltrans District 6
Gail Miller
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I. INTRODUCTION

Kern Council of Governments’ (Kern COG’s) areawide planning program is a continuous, comprehensive and coordinated process involving Kern COG member agencies as well as various state and federal agencies. The program is designed to address regional planning concerns, state and federal funding priorities and state and local comprehensive planning requirements.

Kern COG’s Joint Powers Agreement states that Kern COG was established to:

- Provide a forum for the discussion and study of regional problems of mutual concern to the various governmental agencies in Kern County;
- Provide for efficiency and economy in governmental operations through the cooperation of member governments and the pooling of common resources;
- Provide for the establishment of an agency responsible for identifying, clarifying and planning for solutions to regional problems;
- Provide for the establishment of an agency capable of developing regional plans and policies and performing area wide planning duties; and
- Facilitate cooperation and agreement among local government bodies for specific projects, interrelated developmental action and the adoption of common policies with respect to issues and problems that are shared by its members.
II. STATE AND FEDERAL PROGRAM REQUIREMENTS AND POLICIES

Kern COG was created in response to the need for a coordinated approach to addressing multi-jurisdictional issues, such as land use, housing, energy, air quality, water quality, transportation, as well as community and economic development. These issues cross jurisdictional boundaries. The regional approach offered by Kern COG provides the comprehensive planning and intergovernmental coordination necessary to address such complex issues.

Intergovernmental Coordination

The 11 incorporated cities and the County government coordinate and cooperate among each other, as well as with other local special district agencies, Kern COG and affected agencies of the state and federal governments. Cooperation in developing general and specific plans is ensured by the joint powers agreement establishing Kern COG. Kern COG members from each jurisdiction are a link between Kern COG staff and the chief administrative officer of each jurisdiction. City and county staff participate fully in functional planning that affects their jurisdiction. Involvement of local staffs in planning projects helps ensure an orderly transition from plan to implementation.

To enhance intergovernmental coordination, Kern COG has entered into myriad memorandums of understanding and other cooperative agreements that specify responsibilities of each party, including: San Luis Obispo Council of Governments, Inyo County Local Transportation Commission, Mono County Local Transportation Commission, Southern California Association of Governments, and San Bernardino Associated Governments.

Public Participation

Kern COG’s public participation process is designed to encourage both individual and organizational participation in the comprehensive planning process. Early consultation during the planning process is a key element in the development and implementation of an effective regional plan.

Kern COG has agreements with several community-based organizations to encourage participation in the planning process. The Golden Empire Transit District, Consolidated Transportation Service Agency, Social Services Technical Advisory Committee and the Kern Transportation Foundation, for example, were created to address transportation issues and funding options and to educate the community. Kern COG staff serves on these committees.

Consultation in Kern COG’s plan development process requires continual communication. The multi-district county and geographic separation of communities creates difficulty in fostering public participation. Despite the hurdles, staff is dedicated to encouraging public participation at every level of project development.
Expanded outreach to nontraditional groups, such as minority and low-income populations (i.e. African-American, Latino, Asian-American, American Indian/Alaskan Native, and Pacific Islander), is a cornerstone of Kern COG’s mission. This expanded effort includes many advertising efforts, including newspaper display ads; direct mailings and phone and electronic correspondance.

Faced with geographical and district boundary hurdles, a dual level public participation program has been developed. The communication needs of special interest groups, media, communities, department of transportation districts and air districts is tailored for each geographic area of the region. Kern COG encourages participation from all interested parties, seeks participation from underserved communities and furnishes appropriate auxiliary aids and services when necessary to afford individuals with special needs an equal opportunity for participation.

Kern COG’s public participation program, documented in a Council adopted policy statement, is periodically reviewed and updated and may be found at http://www.kerncog.org/images/docs/pubinfo/public_involvement_procedure_20090121.pdf

To get involved in the public participation process, contact Kern COG at 1401 19th Street, Suite 300; Bakersfield, CA 93301. Phone: (661) 861-2191 Fax: (661) 324-8215 E-mail: kerncoq@kerncoq.org Home Page: kerncog.org.
III. LOCAL, STATE AND FEDERAL DESIGNATIONS

Regional Transportation Planning Agency

Pursuant to state law, Kern COG is the designated Regional Transportation Planning Agency (RTPA) for the Kern region. Acting in this capacity, Kern COG is responsible for adopting a regional transportation plan and a regional transportation improvement program.

Metropolitan Planning Organization

As the federally designated Metropolitan Planning Organization (MPO), Kern COG is a forum for cooperative transportation decision-making. Kern COG receives state and federal transportation funds to accomplish regional transportation planning objectives through the activities detailed in the Overall Work Program (OWP).

Transportation Management Area

The Moving Ahead for Progress in the 21st Century Act (MAP-21) designates urbanized areas (as defined by the Bureau of the Census) with populations of over 200,000 as Transportation Management Areas (TMAs). Kern COG is the TMA responsible for designing a congestion management system that provides for effective management and operation of new and existing transportation facilities through the use of travel demand reduction and operational management strategies.

Area-wide Planning Organization

In accordance with federal law, Kern COG is designated the Areawide Planning Organization (APO) for the Kern region. The Department of Housing and Urban Development (HUD) requires that an APO develop and maintain areawide land use, housing and open space plans.

Local Clearinghouse

In accordance with Executive Order 12372, Kern COG is designated the Local Clearinghouse for the Kern region. Kern COG’s primary responsibility is to review and comment on local applications for state and federal funding assistance.

Affiliate Data Center

The California Department of Finance has designated Kern COG as the Affiliate State Census Data Center for the Kern region. Kern COG provides assistance to census data users, maintains a publicly accessible collection of Census Bureau reference and determines the need for census workshops within Kern region.
**Home Mortgage Disclosure Depository**

The Federal Reserve Board has designated Kern COG as the central depository for bank mortgage residential loan reports. Kern COG is required to provide public access to the Home Mortgage Disclosure Act information.

**Kern County Transportation Authority**

On May 31, 1988, the Kern County Board of Supervisors by Resolution No. 88-466 appointed Kern COG as the Local Transportation Authority, in accordance with Division 19 of the Public Utilities Code (Section 180000 et seq.). Prior to a sales tax initiative for transportation projects being placed on a ballot, Kern COG is to adopt an ordinance that outlines an expenditure plan of transportation projects and a proposed increase in transactions and use taxes.

**Kern Motorist Aid Authority**

In accordance with Sections 2550, et seq. of the California Streets and Highways Code, the County of Kern and the incorporated cities, the Kern Motorist Aid Authority (KMAA) was created on May 19, 1988. KMAA is authorized to finance, implement, operate and maintain a motorist aid call box system and other services in coordination with the California Department of Transportation and the California Highway Patrol.

**Kern Congestion Management Agency**

Pursuant to California Government Code Section 65089(a), Kern COG is the designated the Congestion Management Agency (CMA).
IV. PROGRAMS, PROCESSES AND PLANS

Transportation Planning Process

Transportation planning within the Kern region is a continuous, comprehensive and cooperative process designed to meet state and federal planning guidelines. Kern COG has been involved in transportation planning since its inception in 1970.

The Moving Ahead for Progress in the 21st Century Act (MAP-21):

   encourages and promotes the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between States and urbanized areas, while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes.

Environmental Justice, addressed in Title VI of the 1964 Civil Rights Act, and later reinforced by Executive Order 12898 in 1994, helps to ensure nondiscrimination in federally funded activities.

Also Executive Order 13175--Consultation and Coordination with Indian Tribal Governments helps “to establish regular and meaningful consultation and collaboration with tribal officials.”

SB 45 requires that the California Department of Transportation prepare a State Transportation Improvement Program (STIP). State regulations require that the Regional Transportation Plan (RTP) include a transportation system management element that describes how the region intends to guide the movement of goods and people by improving the operation of the transportation system. Kern COG must prepare and adopt a Regional Transportation Improvement Program (RTIP).

An important element of the transportation planning process is the development of transportation policy. Transportation policy is set by the COG Board and is based on technical and policy advice from the following committees:

Transportation Planning Policy Committee (TPPC)
Transportation Technical Advisory Committee (TTAC)
Social Service Transportation Advisory Committee (SSTAC)
Transit Operators Committee (TOC)
Regional Planning Advisory Committee (RPAC)

A discussion of each committee may be found at www.kern cog.org.
Disadvantaged Business Enterprises

MAP-21 maintains the Disadvantaged Business Enterprises (DBE) program, designed to ensure equal opportunity in transportation contracting markets and to address the effects of discrimination in transportation contracting. The program establishes a flexible goal for the participation of disadvantaged business enterprises, including small firms owned and controlled by women and minorities.

Regional Plans

A list of and web link for the major transportation documents that are developed and adopted by Kern COG follows:

Regional Transportation Plan (RTP)
http://www.kerncog.org/regional-transportation-plan

Regional Transportation Improvement Plan (RTIP)
http://www.kerncog.org/regional-transportation-improvement-program

Federal Transportation Improvement Program (FTIP)
http://www.kerncog.org/federal-transportation-improvement-program

Congestion Management Program (CMP)
Part of RTP

Regional Housing Allocation Plan
http://www.kerncog.org/images/docs/housing/RHNA.pdf

Other Transportation-Related Planning Reports and Documents
http://www.kerncog.org/transportation.php

Certification Process and Criteria

Pursuant to joint urban transportation planning regulations published in the United States Federal Register on October 28, 1993, Kern COG is required to certify that its planning process is executed in conformance with all applicable federal requirements. Based on the certification review conducted by FHWA and FTA on March 28-29, 2007, the Kern COG transportation planning process is certified as meeting transportation planning requirements.
V. FEDERAL PLANNING FACTORS & EMPHASIS AREAS, STATE EMPHASIS AREAS AND REGIONAL PLANNING PRIORITIES

Federal Planning Factors

Federal Planning Factors in Title 23 of the United States Code, Section 134(f) should also be incorporated in the OWP. The Federal Planning Factors issued by Congress emphasize planning from a national perspective. The Federal Planning factors as revised with new reauthorization. MAP-21 continues the eight federal planning factors included under the prior bill, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The eight planning factors (for both metro and statewide planning) are as follows:

1. Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency. These values are found in work elements; 601.1 Regional Transportation Plan/Congestion management Process and 602.1 – Transportation Improvement Program.

2. Increase safety of the transportation system for motorized and non-motorized users, as reflected in work element; 606.1 – Transit Planning and 606.5 – Transit Security Plan;

3. Increase security of the transportation system for motorized and non-motorized users, found in 606.1 – Transit Planning and 606.5 – Transit Security Plan;

4. Increase accessibility and mobility of people and for freight, found in 606.1 – Transit Planning; 606.2 and 606.3 – Transportation Development Plans for Kern River Valley and Mojave; 606.6 – Passenger Rail Program; 610.1 and 610.4 – Freight and Freight Rail Planning;

5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns. These values are the basis for 102.1 – Water Monitoring Program; 203.4 – Community Design Concepts; 204.1 – Climate Change Program; 601.1 – Regional Transportation Plan/Congestion Management Process; 601.5 – Environmental Justice; 609.1 – Transportation Demand Management; 3001.2 – Kern Region Energy Action Plans; and 3002.1 Kern Energy Watch Program. B

6. Enhance integration and connectivity of the transportation system, across and between modes, people and freight. Examples may be found in 601.1 – Regional Transportation Plan/Congestion Management Process; 601.2 – RTP/CIP – Financial Element; 603.1 Transportation Systems Monitoring and Coordination; 606.1 – Transit Planning; 610.1 and 610.4 – Freight and Freight Rail Planning; and others.
7. Promote efficient system management and operation, as reflected in 601.1 – Regional Transportation Plan/Congestion Management Process; 601.2 – RTP/CIP – Financial Element; 605.1, Corridor/Major Investments Studies; 606.1 – Transit Planning; 609.1 – Transportation Demand Management; 610.1 and 610.4 – Freight and Freight Rail Planning; and others.

8. Emphasize preservation of the existing transportation system. System preservation is a major value in 601.1 – Regional Transportation Plan/Congestion Management Process; 601.2 – RTP/CIP – Financial Element; 605.1, Corridor/Major Investments Studies; 606.1 – Transit Planning; 609.1 – Transportation Demand Management; 608.1 Bicycle Planning; 608.2 Pedestrian Transportation Planning; 610.1 and 610.4 – Freight and Freight Rail Planning; and others.

California Planning Emphasis Areas (CA PEAs)

The FHWA California Division and Federal Transit Administration (FTA) Region IX have determined that the areas of emphasis for California’s transportation planning and air quality program in Federal FY 2014 are:

- Core Planning Functions
- Performance Management
- Safety
- Livability/Sustainability
- State of Good Repair

Core Planning Functions

Core Planning Functions may be found in 23 CFR 450, Subpart C, and typically include:

- Overall Work Program
- Public Participation and Education
- Regional Transportation Plan
- Federal Transportation Improvement Program
- Congestion Management Process
- Annual Listing of Projects

The Moving Ahead for Progress in the 21st Century (MAP-21) legislation provides metropolitan transportation planning program funding to integrated transportation planning processes in the MPA (e.g. rail, airports, seaports, intermodal facilities, public highways and transit, bicycle and pedestrian, etc.) into a unified metropolitan transportation planning process, culminating in the a multimodal transportation plan for the MPA. Kern COG has reviewed the OWP to ensure all activities and products mandated by the metropolitan transportation planning regulations in 23 CFR 450 are a priority for FHWA and FTA combined planning grant funding available to the region.
Kern COG’s OWP work elements and subsequent work tasks have been developed to clearly explain the purpose and results of the work to be accomplished, including how they support the Federal transportation planning process (23 CFR 420.111).

**Performance Management**

MAP-21 establishes a performance-and outcome-based program. The program's objective is for states and MPOs to invest resources in projects that collectively will make progress toward the achievement of the national goals. MAP-21 requires the DOT, in consultation with states, metropolitan planning organizations and other stakeholders, to establish performance measures in the areas listed below.

- Pavement condition on the Interstate System and on the remainder of the National Highway System (NHS).
- Performance of the Interstate System and the remainder of the NHS.
- Bridge condition on the NHS.
- Fatalities and serious injuries – both number and rate per vehicle mile traveled – on all public roads.
- Traffic congestion.
- On-road mobile source emissions.
- Freight movement on the Interstate System.

USDOT is planning to provide opportunities for stakeholders to contribute their input regarding the measures. FHWA and FTA encourage each MPO as well as Caltrans to provide their input to DOT Performance Management Rule Making Process. Once the performance measures are established by DOG, Caltrans should coordinate with MPOs and to develop and implement performance targets for each measure within the Statewide and Metropolitan Planning Process.

**Safety**

MAP-21 continued the Highway Safety Improvement Program (HSIP) as a core federal-aid program. The program’s intent is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the infrastructure-related highway safety improvements.

The specific provisions pertaining to the HSIP, are defined in Section 1112 of MAP-21. These requirements include development of a Strategic Highway Safety Plan (SHSP) in consultation with other key state and local highway safety stakeholders.

23 CFR 450.206 and 23 CFR 450.306 requires the State and Metropolitan transportation planning process be continuous, cooperative, and comprehensive, and provide consideration and implementation of projects, strategies, and services that will increase the safety of the transportation system for motorized and non-motorized users. 23 CFR 450.306 also requires the metropolitan transportation planning process to be
consistent with the Strategic Highway Safety Plan, as specified in 23 U.S.C. 148, and other transit safety and security planning and review processes, plans, and programs, as appropriate. Furthermore 23 CFR 450.216 requires that the Federal Transportation Improvement Program (FTIP)/Federal Statewide Transportation Improvement program (FSTIP) include all safety projects included in the State’s SHSP.

**Livability/Sustainability**

Livability/Sustainability is about tying the quality and location of transportation facilities to broader opportunities such as access to good jobs, affordable housing, quality schools, and safe streets. This includes addressing safety and capacity issues on all roads through better planning and design, maximizing and expanding new technologies such as ITS and the use of quiet pavements, using Travel Demand Management approaches to system planning and operations, etc. Kern COG is working to ensure its Regional Transportation Plan incorporates the following livability/sustainability principles:

- Provide more transportation choices
- Promote equitable, affordable housing
- Enhance economic competitiveness
- Support existing communities
- Leverage federal policies & investment
- Value communities and neighborhoods

**State of Good Repair**

The President has called for new state-of-good-repair (SGR) investments in our nation’s transit systems, sounding the call to reinvest and modernize our assets. MAP-21 places new emphasis on restoring and replacing aging transportation infrastructure by establishing a new needs-based formula program, with a new tie for high-intensity bus needs. The new program defines eligible recapitalization and restoration activities, with a goal of bringing all systems into a state of good repair. Grantees are required to establish and use an asset management system to develop capital asset inventories and condition assessments and report on the condition of their system as a whole.

Maintaining transit systems in a high state-of-good repair is essential for the provision of safe and reliable service. SGR is the effective recapitalization of transit assets, identifying critical timing for preventative maintenance and increasing the focus on asset management practices. It also includes the assessment of capital asset condition, strategies to obtain additional local reinvestment including innovating financing strategies and additional identification of preventative maintenance practices. Kern COG supports planning strategies for the effective recapitalization of transit assets that would include:

- Asset management, assessment and replacement planning;
- Planning and programming for effective preventative maintenance; and
• Planning innovative financing strategies for system repair and expansion.

**Regional Planning Priorities**

The Overall Work Program (OWP) addresses issues and concerns identified by the state and federal agencies providing resources to Kern COG. In addition, the OWP addresses concerns identified by Kern COG and its member agencies during program development. The following projects and programs are deemed regional priorities for FY 2013/2014:

1) Regional Transportation Plan
2) Freight Movement
3) Climate Change
VI. WORK ELEMENTS
Recognition of the vital relationship between the environment and all living things has triggered planning and environmental concerns. A special emphasis has been placed on air quality and the problems of pollution control. Air and water quality must be protected. Land uses are related to every human activity and are intricately interwoven with environmental issues. Identifying and analyzing problems, which adversely affect the environment, and developing solutions to mitigate causes, is a part of the comprehensive planning process.

Conservation of natural resources is as important to the Kern region as it is to the rest of the world. This issue is recognized as a critical element in the planning process.
Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 101.1 – AIR QUALITY MODELING/TRANSPORTATION MANAGEMENT

Purpose & Goal
Maintain an active planning program to reduce transportation emissions and improve regional air quality through transportation system management.

Previous Work
1. Conformity analyses for Regional Transportation Plan and Federal Transportation Improvement Program since 1990;
2. Transportation/air quality consultation procedures updates;
3. Use of EMFAC emissions modeling;
4. Development of latest planning assumptions for conformity; and
5. Identification and tracking of transportation system management strategies.

Study Design (Tasks and Responsible Agencies)
1. Administer Air Quality Modeling/Transportation Management Program;
2. Coordinate activities and provide staff support for Transportation Air Quality, as required for the Air Quality Attainment Plans in Kern County;
3. Participate with SJVAPCD/Kern APCD in preparing transportation components of the State Implementation Plan (SIP);
4. Maintain a conformity program for transportation plans, programs, and projects with the State Implementation Plan (SIP), as required by the Federal Clean Air Act Amendments of 1990;
5. Monitor and implement federal air quality regulations;
6. Monitor transportation/air quality programs to determine needs for transportation and air quality modeling;
7. Review plans and programs for conformity with state and federal clean air acts, conduct necessary modeling, and maintain data and documentation;
8. Assist air districts in developing mobile source emission inventories;
9. Attend interregional model coordinating meetings and statewide air quality meetings;
10. Participate in air quality working groups as required;
11. Provide modeling of transportation programs, plans, and projects; and
12. Meet and consult with various agencies during updates of EMFAC, CUBE, and other modeling software.

End Products (Schedule)
1. Air Quality Conformity Analysis for plans, programs, and amendments.
2. RTP/FTIP, document updates and associated conformity analyses and determinations. (even-numbered year as required)
3. Conformity SIP program. (as required by Air District schedules)
4. Air Quality Modeling Output Using EMFAC. (as required for RTP/FTIP amendments & updates)

### Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 101.2 - AIR QUALITY PUBLIC OUTREACH PROGRAM

Purpose & Goal
Implement an air quality improvement public outreach campaign that conforms to adopted reasonably available control measures. Provide education and outreach to elementary school students in Kern County regarding transportation and air quality that conforms with the California State Science Content Standards.

Previous Work
1. Produce The Road to Discovery – Cleaner Air DVD for use by sixth grade science teachers. (2008-2009)
2. Produce accompanying materials including worksheets for students with a Teachers’ version, certificate and gold seal for recognition of science fair entries, book covers, introductory letter, and a web page for the Kern Council of Governments website (2009-2010)
3. Distribute The Road to Discovery classroom materials to each sixth grade teacher in Kern County (2010-2012).
4. Create, produce, and distribute a Road to Discovery spring activity for Clean Air Month (May 2013)

Study Design (Tasks and Responsible Agencies)
1. Update the website, www.kerncog.org/science as appropriate with new information, schedules, and participant recognition;
2. Distribute Certificates of Recognition to eligible science fair participants at school sites. Award ribbons or medals as appropriate at the Kern County Science Fair (Spring 2014); and
3. Clean Air Month Activity: Offer a science project for voluntary school site participation that involves each site collecting the same type of air quality data at the same time, integrating transportation into the sample locations. Post the results from the entire region to our website in the form of a GIS map. Gather health data as well, such as absences due to asthma.
4. Distribute, retain, or discard as appropriate, any remaining Road to Discovery classroom materials, such as book covers, work sheets, boxes, and DVDs.
5. Investigate opportunity for creating a new Road to Discovery curriculum related to air quality and energy (December 2013)

End Products (Schedule)
1. Road to Discovery – Cleaner Air program updates to website. (August 2013–May 2014)
2. Road to Discovery – Cleaner Air recognition items presented to school sites and at the Kern County Science Fair; media release. (Dec. 2013 – April 2014)
3. Road to Discovery – Cleaner Air Clean Air Month (May 2014) materials distributed to school sites (April 2014)
## Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 102.1 – WATER MONITORING PROGRAM

Purpose & Goal
Monitor ongoing programs of the Kern County Groundwater Committee and other entities to provide assistance or data as needed. Monitor the development of the Kern Integrated Regional Water Management Plan (IRWMP) and its relationship with the Kern Regional Blueprint Project and the Regional Transportation Plan/Sustainable Communities Strategy.

Previous Work
1. West Bakersfield Groundwater Toxics Management Study undertaken by California State University, Fresno in 1988-89.
2. Integrated Regional Water Management Plans.

Study Design (Tasks & Responsible Agency)
1. Monitor activities of the Kern County Groundwater Committee and provide assistance upon request.
3. Maintain Kern COG repository of southern San Joaquin Valley region water quality studies and documents.
4. Participate in the activities of the Southern California Water Committee, Inc.

End Products (Schedule)
1. Document water quality monitoring activities. (quarterly)
2. Integrate water quality monitoring into the 2014 Regional Transportation Plan/Sustainable Communities Strategy.

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element #103.1 – ENVIRONMENTAL REVIEW PROGRAM

Purpose & Goal
Streamline local government agency review process using California Environmental Quality Act statute and guidelines to convey regional planning impacts. This pertains to discretionary development projects requiring general plan amendment and/or zone change, General Plan updates, and other master plan updates.

Previous Work
1. Review and comment on environmental documents that affect the Kern region.

Study Design (Tasks & Responsible Agency)
1. Review and comment on environmental documents; and
2. Develop environmental review policy.

End Products (Schedule)
1. Documentation of environmental document review activities.

Revenue Budget

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Development of communities that are compact, energy efficient and designed to reduce air and noise pollution, pose problems for both government agencies and development interests. Land management and livable community concepts address many of these issues and contribute to a new perspective on housing and land use as they relate to the environment and quality of life in the Kern region.
Purpose & Goal
To prepare and consolidate a comprehensive community and environmental planning inventory and quickly identify environmental factors in plans, programs, and studies through Geographic Information Systems (GIS).

Previous Work
1. San Joaquin Valley Regional GIS Standards Project
2. Kern Geographic Information Network (Kern GEONET) MOU
3. Kern GEONET Work Plan
4. Kern COG GIS Program
5. ValleyWide GIS Project
6. Kern GEODATA Catalog
7. Kern County Street Centerline File Project
8. Kern Master Environmental Assessment Resources (MEAR)
9. Kern Airport Safety Zones
10. Kern Blueprint Subregional Planning Areas

Study Design (Tasks & Responsible Agency)
1. Identify, compile and maintain Environmental Map data in a single database;
2. Provide assistance to the Geographic Information Advisory Committee (GIAC)
3. Compile updated General Plan land-use information from member agencies for land-use modeling
4. Continued implementation of Enterprise GIS database
5. Provide assistance in updating the 511 Call System
6. Provide assistance in updating the Traffic Demand Model

End Products (Schedule)
1. Expand Enterprise GIS database implementation. (June 2014)
2. GIS analysis of the RTP/environmental document update for mapping transportation projects, location, safety, environmental justice, and congestion management. (on even-numbered years Dec. 2014)
3. GIS Studies (Consultant, as needed).
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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 201.2 - MULTI-AGENCY AERIAL IMAGERY PROGRAM

Purpose & Goal
To efficiently provide and distribute high-resolution aerial imagery required to prepare transportation project study reports and environmental impact reports while eliminating overlapping purchases of aerial photography by agencies in the Kern region.

Previous Work
2. Kern GEONET multi-agency budget
3. Kern multi-agency aerial imagery memorandum of understanding
4. Shared Kern County imagery server

Study Design (Tasks and Responsible Agencies)
1. Provide oversight and coordinate partnership activity
2. Distribute current and historical aerial imagery
3. Evaluate and accept delivery for 2013 imagery

End Products (Schedule)
1. Receive countywide color imagery (August 2013)

Revenue Budget

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Kern Council of Governments
OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 201.3 – MAPPING SERVICES AND TECHNICAL SUPPORT

Purpose & Goal
To collaborate and coordinate on comprehensive mapping projects, services, training and technical support to local agencies and other entities as needed and to enhance transportation planning and security in the region.

Previous Work
1. Maricopa mapping project;
2. Kern Geographic Information Network (Kern GEONET) MOU;
3. Kern multi-agency aerial imagery project;
4. Kern GEONET work plan;
5. Valleywide GIS project;
6. Kern County Street Centerline project;
7. Wasco, Shafter, and Ridgecrest mapping agreements;
8. Eastern Kern Resource Conservation District project;
9. Kern County Water Agency project; and
10. Special district and community mapping services.

Study Design (Tasks & Responsible Agency)
1. Participate in and provide input on local, statewide and federal GIS coordination (CGIA);
2. Coordinate with local emergency response agencies and public transportation providers for transportation security;
3. Develop and support mapping agreements with member agencies;
4. Generate maps in response to community/public requests;
5. Coordinate the Kern Geographic Information Network (Kern GEONET);
6. Assist in identifying natural hazard and security mapping.

End Products (Schedule)
1. Member agency mapping service agreements. (as requested)
2. Online member agency mapping application. (ongoing)
3. Regional training event. (November 2013)
4. Digital consolidated land use map update. (ongoing)
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Purpose & Goal
To demonstrate how new community design concepts and transit contribute to improving the quality of life in communities through an active and participatory planning process resulting in transit facilities that are customer friendly and community-oriented and promote local land use and transportation policies supportive of transit.

Previous Work
2. City of Bakersfield and County of Kern Land Use Plans;
3. Kern Transportation Foundation Transportation Forum; and
4. Analysis of Impediments to Fair Housing Choices.

Study Design (Tasks & Responsible Agency)
1. Incorporate Livable Communities elements into ongoing planning work programs, such as the Regional Transportation Plan, and other planning, MTIS and corridor studies;
2. Assist local agencies in exploring opportunities available through Livable Communities;
3. Assist local agencies in development of Sustainable Communities Strategy scenarios;
4. Attend Smart Growth, Sustainable and/or Livable Communities and Clean Cities Coalition workshops and conferences; and
5. Develop a Kern Regional Housing Data Report to incorporate into the Regional Housing Needs Assessment (RHNA).

End Products (Schedule)
1. Workshops and public information reports. (as needed)
2. Update to Kern Regional Housing Data Report (June 2014)
3. Community visualizations (as needed)

Revenue Budget

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Work Element #204.1 – CLIMATE CHANGE PROGRAM

Purpose & Goal
To position Kern COG and its member agencies to meet the goals and objectives of California Senate Bill 375 within the prescribed time frame.

Previous Work
1. Established Kern Climate Change Task Force (KCCTF) (Oct. 2008); and
2. Kern Climate Change Summit (Feb. 2009).
3. Participated in the CARB-prescribed SB 375 implementation process;
4. Propose climate change budget to California Air Resources Board (ARB)

Study Design (Tasks & Responsible Agency)
1. Prepare the planning structure to meet placeholder targets;
2. Coordinate with other San Joaquin Valley Counties/MPOs on meeting placeholder targets;
3. Track and provide comments on SB 375 clean-up legislation;
4. Meet with member agencies and stakeholder group to determine implementation issues and interests;
5. Maintain a climate change webpage on the Kern COG website;
6. Develop and evaluate GHG measurement indicators;
7. Review and comment on CARB technical information regarding targets;
8. Prepare staff reports providing updates on GHG targets;
9. Conduct public meetings and hearing as required;
10. Conduct modeling as required.

End Products (Schedule)
1. Kern Climate Change Webpage.
2. Report on meeting recommended targets.

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The economic climate of the Kern region is a vital element in the well-being of the area. Housing, land use and transportation are directly related to the economic condition of the area.

The strengthening of the economic climate will assist in developing a balanced multi modal transportation system that is designed to contribute to the attainment of air quality and other environmental goals; to provide reasonable transportation for the elderly and handicapped and disadvantaged.

No projects are programmed in FY 2013-2014.
Kern COG is concerned about any adverse effects its policies and programs might have on community health and related issues. All activities are carefully reviewed for potential impacts on community health. In addition, Kern COG attempts to take advantage of all opportunities to improve and protect public health through its environmental and other projects.

Kern COG also considers health and related issues in its role as area wide clearinghouse.

No projects are programmed in FY 2013-2014.
Kern COG has a responsibility to ensure its programs and policies protect public safety and promote justice. These general goals are an integral part of each of Kern COG's programs.

Kern COG is responsible for ensuring that land use policies in the vicinity of public use airports protect public safety. The area-wide housing plan is intended to promote policies that encourage the provision of a safe and pleasant community environmental for all. Kern COG's transportation planning policies promote a safe means of travel for all segments of society.

No projects are programmed in FY 2013-2014.
Kern COG is responsible for managing a continuous, cooperative and comprehensive transportation planning process and program. The Regional Transportation Plan is the key long-range planning document for ensuring integrated transportation system improvements meets the challenge of a mobile society today and in the future.

The Kern regional transportation program addresses all modes and unique needs of a vast and diverse region. Transportation is related to land use, housing, recreation, open space and resource conservation. The elements are a part of both the process and plan. The regional transportation planning process places emphasis on service level improvement for all modes and refinement of the relationship of each mode to the overall transportation plan.
Purpose & Goal
On a four-year cycle, amend and update the Regional Transportation Plan (RTP) to address short- and long-term multi-modal transportation needs over a 20-year timeframe in compliance with applicable federal and state requirements, using an integrated document approach. Some of the requirements addressed by the RTP include Federal Code Title 23 Part 450.320 congestion management process (CMP), and California Government Code Sec. 65080(b)(2) sustainable communities strategy (SCS).

Previous Work
5. 2002, Metro Bakersfield System Study; Thomas Roads Improvement Program
6. San Joaquin Valley Goods Movement Plan (Phases I-III); Kern Truck Origin/Destination Study Series (Phases I-III)

Study Design (Tasks & Responsible Agency)
1. Implement the four-year cycle update process for the RTP/SCS, including revise modeling, public workshops, Capital Improvement Program (CIP) list development, mapping, visualization and element updates (Kern COG 10%).
2. Comply with the provisions of the California Environmental Quality Act including applicable sections of federal laws such as Section 404 of the Federal Clean Water Act. (Consultant);
3. Review and revise conformity analysis, as necessary, and re-adopt resolution documenting air quality conformity (Kern COG 2%);
4. Conduct ongoing public outreach activities to identify public and private local transportation issues, transportation options, recommended actions, and implementation programs (Kern COG 5%);
5. Review current RTP guidelines and its updates to maintain compliance with state and federal mandates in order to ensure currency of goals, policies and implementing actions of the RTP (Kern COG 5%);
6. Review local agencies' plans and programs to update regional transportation management systems' inventories (Kern COG 5%);
7. Assess plans for transportation-related energy conservation measures that meet Climate Action Plan goals and objectives (Kern COG 10%);
8. Maintain information and forecasts of regional transportation facilities and corridors to preserve rights-of-way and existing transportation facilities (Kern COG 3%);
9. Assess the intermodal feasibility of proposed aviation, highway, public transit, goods movement and non-motorized transportation projects. Continue to monitor and update proposed at-grade and grade-separated rail safety projects (Kern COG 4%);

10. Identify short- and long-range strategies and actions to meet projected demands (Kern COG 4%);

11. Address the planning factors identified in federal surface transportation funding regulations (Kern COG 4%);

12. In collaboration with safety officials and law enforcement, assess the safety and security issues related to the transportation network (Kern COG 2%);

13. In collaboration with transit operators, evaluate transit issues when amending and/or updating the RTP (Kern COG 2%);

14. Amend findings of the Freight Movement analyses, as well as ITS studies, into the RTP (Kern COG 6%);

15. Evaluate the federal congestion management process for consistency with the Regional Transportation Plan (Kern COG 4%);

16. Coordinate the system planning process with Caltrans (Kern COG 4%);

17. Assist local agencies and Caltrans in evaluating the management and operations of existing transportation facilities (Kern COG 3%); and

18. Determine means to address federal surface transportation funding requirements for ground access improvements (Kern COG 2%); and

19. If required, revise, amend, and update the 2011 Regional Transportation Plan, assure compliance with requirements of state and federal air quality laws (California Clean Air Act, Federal Clean Air Act Amendments of 1990, and State Implementation Plan) as well as the Air Quality Attainment Plan adopted by the Kern APCD (Kern COG 25%).

End Products (Schedule)
1. 2014 Regional Transportation Plan Update/Sustainable Communities Action Element (October 2013)

2. 2014 Regional Transportation Plan Environmental Impact Report (October 2013)

3. Regional Transportation Plan Amendment including Environmental Document as required (June 2014)

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Work Element # 601.2 – RTP/CIP FINANCIAL ELEMENT

Purpose & Goal
Revise, amend and implement the action and financial elements (Capital Improvement Program) of the 2014 Regional Transportation Plan (RTP) to address short and long-term financial planning over a minimum 20-year timeframe.

Previous Work
1. 2004, 2007 and 2011 RTPs, inclusive of program environmental impact reports;
2. 2007, 2009, and 2011 Federal Transportation Improvement Programs;
3. San Joaquin Valley Transportation Control Measures Program, January 1994;
5. Kern Data publication;
6. Metropolitan Transportation Investment Study;
7. Central California Aviation System Plan (CCASP); and
8. Other Kern COG planning studies.

Study Design (Tasks & Responsible Agency)

1. Revise, amend and update the 2014 financial element/Capital Improvement Program (CIP) to assure compliance with state and federal air quality laws (California Clean Air Act, Federal Clean Air Act Amendments of 1990, and State Implementation Plan) as well as the Air Quality Attainment Plan adopted by the San Joaquin Valley Air Pollution Control District;
2. Expand financial element (CIP) narrative component to better define the process for the readers’ and decision makers’ benefit;
3. Refine CIP analysis to support transportation demand management and transportation control measures;
4. Coordinate transportation demand management actions and transportation control measures to meet needs of major capital improvements;
5. Enhance funding strategies and actions to meet projected financial demand and shortfall;
6. Maintain a prioritized list of aviation, highway, street and road, public transit, goods movement and non-motorized projects, as well as intermodal options, for the region;
7. Develop data for available transportation funding options with private sector participation;
8. Develop financial nexus for future corridor and subarea studies, such as Bakersfield System Study and high speed rail analysis; and
9. Develop the CIP based on updated lists of transportation projects.

End Products (Schedule)
1. Amend financial element/Capital Improvement Program as necessary to maintain compatibility with other elements of the 2014 RTP. (June 2014).

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 601.3 – REGIONAL TRANSPORTATION PLAN OUTREACH

Purpose & Goal
To gain public input on the Regional Transportation Plan/Sustainable Community Strategy process.

Previous Work
1. Public workshops;
2. Radio and newspaper advertising;
3. Community meetings; and
4. Regional community survey.

Study Design (Tasks & Responsible Agency)
1. Develop and design public workshop content;
2. Develop materials to advertise workshops as needed;
3. Attend workshops;
4. Survey workshop attendees;
5. Regional community survey;
6. Continue coordination with tribal communities for the RTP development process; and
7. Continue coordination of the Environmental Justice Task Force as part of the RTP development process.

End Products (Schedule)
2. Newspaper advertising. (July 2013 – June 2014)
4. Regional community survey. ($65,000) (Consultant) (May 2014)

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Purpose & Goal
Integrate Title VI Environmental Justice requirements into Kern COG’s planning processes.

Previous Work
1. Public Involvement Program (2011);
2. GET Title VI Update FY 97-98; and
4. 8-County San Joaquin Valley Tribal Outreach
5. Tribal Notification Area Map for San Joaquin Valley (GIS map)

Study Design (Tasks & Responsible Agency)
1. Review and revise as needed existing analytical techniques and public involvement approaches to ensure that the planning process successfully integrates environmental justice into decision making;
2. Reconvene as needed the Environmental Justice Task Force to review and revise the process with which to assess and ensure compliance of Kern COG’s transportation planning efforts with environmental justice requirements of Title VI;
3. Update and map locations of low-income, minority, tribal communities, and senior populations using latest Census information;
4. Identify transportation needs of target populations;
5. Document and evaluate Kern COG’s public involvement process;
6. Quantitatively assess benefits and burdens of transportation plans with respect to target populations;
7. Incorporate above information into a travel-demand forecasting model to assess the benefits and burdens of existing and planned transportation system investments on target populations;
8. Identify measures with which to compare the respective treatment of target and non-target populations in the planning process, such as population-based measures, geographic-based measures, and visual-based measures;
9. As part of the RTP, update the Environmental Justice Report on Performance Measures for public review and comment. The document should address: (a) demographic profile; (b) transportation needs; (c) public involvement efforts; and (d) benefits and burdens of transportation system;
10. Upon completion of the update hold public meetings in each planning area to introduce and discuss Draft Environmental Justice Report;
11. Compare investments across different modes to identify and minimize disparate impacts to traditionally underserved populations;
12. Identify additional funding opportunities to assist in implementing typically infeasible environmental justice procedures, such as Caltrans' Environmental Justice Grants through its Office of Community Planning;
13. Develop, maintain and evaluate environmental justice policies and procedures as established by Kern COG's EJ task force;
14. Evaluate environmental justice policies in the planning process for the RTP and RTIP.
15. Compile and update the database of Environmental Justice contacts and organizations representing the disabled, low-income, minorities, and tribal government communities.
16. Improve environmental justice modeling capabilities.
17. Reach out to new federally recognized tribe in Kern County for environmental justice coordination.

End Products (Schedule)
1. GIS maps of minority, low-income and senior populations. (ongoing)
2. Produce environmental justice report examining progress in process integration. (June 2014)
3. Revised environmental justice modeling scripts. (June 2014)

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Purpose & Goal
Develop a multimodal transportation system and implement long-range transportation plans in the Kern County area.

Previous Work
1. 2007, 2009 and 2011 Regional Transportation Plan;
2. 2007, 2009 and 2011 Regional/Federal Transportation Improvement Program;
3. Amendments to the 2011 Federal Transportation Improvement Program;
4. Bakersfield System Study; and
5. California Transportation Improvement Program System (CTIPS).

Study Design (Tasks & Responsible Agency)
1. Develop and manage the Federal Transportation Improvement Program (20%);
2. Develop and manage the Regional Transportation Improvement Program (30%);
3. Conduct outreach meetings and workshops to develop Transportation Improvement Programs and lists of capital projects (15%);
4. Coordinate state and federal-aid capital improvement programs including ranking and development, review and approval for project applications (Kern COG 5%);
5. Conduct conformity analysis, adopt resolution to accept conformity findings, and document conformity with various air quality strategies (Kern COG 5%);
6. Monitor proposed at grade and grade separated rail projects (Kern COG 5%);
7. Evaluate compliance with Air Quality Conformity, State Implementation Plan, NEPA and Title VI in project delivery process (Kern COG 5%);
8. Monitor California Transportation Commission and legislative proposals related to transportation financing (Kern COG 5%);
9. Continue use of CTIPS and participate in statewide programming coordination meetings (Kern COG 5%);
10. Update Transportation Improvement Project Selection Policy as needed to include new state and federally mandated air quality and planning policies. (Kern COG 5%)

End Products (Schedule)
1. 2013 FTIP Amendments. (June 2014)
2. 2015 FTIP Draft. (June 2014)
3. 2014 RTIP. (June 2014)
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Purpose & Goal
Assist local agencies with the federal aid application process required when using state or federal dollars. Work cooperatively with Caltrans Office of Local Assistance, Caltrans Planning, Federal Highway Administration and Federal Transit Administration to facilitate construction and reimbursement of federal aid projects.

Previous Work
1. 2007, 2009, and 2011 Regional Transportation Plan and amendments;
2. Short-range transit plans;
3. Use of CTIPS database; Congestion Management Program; and

Study Design (Tasks & Responsible Agency)
1. Assist local agencies and Caltrans with State Transportation Improvement Program project development;
2. Host local assistance training opportunities and promote federal-aid training opportunities off-site;
3. Monitor RIP, IIP, RSTP, CMAQ, TE and other federal-aid projects. Report status of projects to Caltrans, CTC and member agencies annually;
4. Participate with Caltrans in state highway project development, coordination and programming;
5. Monitor Caltrans’ expenditures and activities to assure Kern regional projects are timely and budget constrained; and
6. Develop and submit responses to project delivery inquiries to local agencies, Caltrans Local Assistance and Planning staff.

End Products (Schedule)
1. Project status reports (CMAQ/RSTP/TA/TDA/Article 3) to local agencies for their use. (annually) (monthly meetings and reports)
2. Progress Report for Projects of Regional Significance (quarterly)

Revenue Budget

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Purpose & Goal
To monitor and coordinate transportation planning, the transportation plan implementation process and management system requirements of the Moving Ahead for Progress in the 21st Century Act (MAP-21).

Previous Work
1. 1997 Intelligent Transportation System Early Deployment Plan;
2. 2001 San Joaquin Valley Strategic Deployment Plan; and

Study Design (Tasks & Responsible Agency)
1. Participate in the implementation of transportation monitoring systems;
2. Provide technical assistance and transportation-related assistance to member agencies;
3. Analyze, update and integrate new population estimates and other demographic information to provide consistent population, economic and employment projections for a comprehensive areawide planning process;
4. Prepare project reports and annual transportation reports, including summaries of elderly and handicapped transportation, airport planning, non-motorized transportation, air quality, citizen participation and public hearings;
5. Coordinate and cooperate with Caltrans in developing system planning studies;
6. Encourage and coordinate public involvement in transportation planning services at state, regional and local levels;
7. Coordinate regional transportation planning activities with local land use agencies and local system planning studies;
8. Monitor the operational and physical continuity of transportation system within the region with those outside the region;
9. Monitor local planning activities for transportation related energy conservation measures that meet federal, state and local goals and objectives;
10. Continue to monitor and update proposed at-grade and grade-separated rail safety projects for Kern County;
11. Review each transportation proposal, short-range transit plan or social service requests to be included with or measured against, the Regional Transportation Plan; and
12. Monitor and review Intelligent Transportation Systems (ITS) activity at the federal, state, valley, and local level.
End Products (Schedule)
1. ITS database (June 2014).

Revenue Budget

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Purpose & Goal
Provide the data to accurately assess the performance of existing and planned transportation systems as required by the Clean Air Act and for transportation planning management system requirements of the federal Moving Ahead for Progress in the 21st Century (MAP-21) law; and to avoid duplication of traffic count effort among local jurisdictions.

Previous Work
1. Federally mandated Highway Performance Monitoring system (HPMS);
2. 1984-Present, local agency traffic counts;
3. Annual transportation report;
4. Kern Regional Transportation Modeling Committee;
5. Calibration of the Kern COG regional transportation model;
6. Monitor directional splits for calibration of the Kern COG peak hour model;
7. Predict commodity flow and freight movements;
8. Monitor speed data for posted speed limit change analysis;
9. Monitor recurring unsafe speed locations additional speed enforcement activity signalization safety improvement analysis;
10. Planning, design and construction of federal aid projects;
11. Apportionment or allocation of federal funds;
12. Air Quality, Environmental impact analysis; and
13. The undertaking of pavement maintenance and research and the supporting of Strategic Highway Research Program (SHRP).

Study Design (Tasks & Responsible Agency)
1. Participate in the Highway Performance Monitoring System Program, including traffic counts on designated segments (5%);
2. Coordinate the installation of HPMS information into the Kern GeoNet system (10%);
3. Oversee a Regional Traffic Count Program;
4. Hold bi-monthly meetings of the Kern Regional Transportation Modeling Committee (10%);
5. Oversee Contract for Regional Traffic Count Service and perform Quality assurance Testing for all deliverables (60%); and
6. Maintain Regional Speed Survey program (10%).

End Products (Schedule)
1. Annual HPMS Survey. (May 2014)
2. Annual traffic count resource. (June 2014)
3. Traffic Count Program. ($79,677) (consultant) (June 2014)
## Revenue Budget

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Purpose & Goal
To develop and maintain the regional travel demand model.

Previous Work
1. Acquired training, computer software and hardware for Regional Transportation Model;
2. Migrated model from EMME2 to MinuTP to TP+ to Cube transportation modeling software;
3. Maintained travel network, model scripts and planning assumptions in support of modeling for Federal Air Quality Conformity, Regional Transportation Planning and Programming, Environmental Analysis, Cumulative effects analysis, impact fee analysis; and
4. Major transportation investment studies for analysis of transit and non-single occupancy vehicle use.

Study Design (Tasks & Responsible Agency)
1. Maintain TAZ boundaries as needed (5%);
2. Maintain transit network in Cube (10%);
3. Maintain transit access file using GIS (15%);
4. Calibrate & validate outlying communities in Cube model to base year 2006 (5%);
5. Develop milestone years to check for reasonableness (15%);
6. Bring network and modeling assumptions for the base (existing) and future (2035) years into conformance with existing general plans and assumptions (25%);
7. Conduct Title VI environmental justice analysis of the short-range program and long-range plans to evaluate and determine transportation impacts (15%); and
8. Coordinate modeling assumptions and cumulative effect modeling through Regional Transportation Modeling Committee (10%).

End Products (Schedule)
1. Model alternatives. (Ongoing)
2. Milestone Year Networks. (Ongoing)
3. Model maintenance (Ongoing).

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 604.2 – GROWTH FORECAST MODEL

**Purpose & Goal**
Provide growth forecast information to develop and maintain the regional travel demand model.

**Previous Work**
1. Adopted Regional Growth Forecast every 3-5 years;
2. Redistributed socio-economic data based on latest assumptions to transportation analysis zones (TAZs);
3. Acquired land use modeling software for distribution of regional growth forecast; and
4. Supported the regional transportation model.
5. Updated forecast base-year population with 2010 Census data.

**Study Design (Tasks & Responsible Agency)**
1. Increase number of TAZs as needed;
2. Purchase and correct employment data and add employment types;
3. Use GIS to calculate a build-out analysis of all general plans in Kern County by the new TAZs;
4. Revise School Enrollment Forecast;
5. Revise Income Forecast;
6. Revise Group Quarters Forecast;
7. Revise Household and Household size Forecasts;
8. Map data forecasts for visual verification;
9. Coordinate modeling assumptions through Regional Transportation Modeling Committee;
10. Refine UPLAN land use model for distribution of regional growth forecast;
11. Administer the Kern Regional Transportation Modeling Committee; and

**End Products (Schedule)**
1. Countywide growth forecast totals. (June 2014)
2. Census Transportation Planning Package. (unfunded) (consultant) (June 2014)
## Revenue Budget

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Purpose & Goal
Kern COG’s transportation model assists in regional transportation and land use planning decisions.

Previous Work
1. Highway 178 Corridor Study;
2. Westside Parkway Highway Study;
3. Metro Bakersfield Land Use/Circulation Plan;
4. West Beltway Corridor Study;
5. Morning Drive Corridor Study;
6. Route 58 Study;
7. GET Public Transportation Study;
8. GET Metropolitan Transportation Investment Strategy;
9. South Beltway Study;
10. Downtown Delano Study;
11. SE Kern Transportation Study Tier I EIR specific requests; and
12. 2006 Transportation Model Update
13. Cube Land integrated Land use and Transportation model Pilot Project
14. Centennial Corridor Study

Study Design (Tasks and Responsible Agencies)
1. Provide modeling/support for regional transportation decision-making;
2. Provide modeling/support for air quality conformity modeling;
3. Provide modeling/support for local transportation impact fees;
4. Provide modeling/support for regional and member agency requested corridor studies; and
5. Conduct Title VI environmental justice analysis of the short-range program and long-range plans to evaluate and determine transportation impacts.
6. Develop modeling methodology to meet SB 375 requirements.
7. Participate in San Joaquin Valley Model Improvement Program

End Products (Schedule)
1. Model support for regional air quality conformity analysis and amendments. (quarterly)
2. Modeling to support development of local transportation impact fees. (as requested)
3. Transportation modeling. (as requested)
4. Modeling to support development of the Sustainable Communities Strategy
## Revenue Budget

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Purpose & Goal
To provide comprehensive long-range transit planning for the Kern region.

Previous Work
1. Social Service Action Plan (1982);
2. Metro Bakersfield Social Service Action Plan (1985);
3. Rural Transportation Inventory (1987);
4. Regional Transit Guide (1987 and 1990);
5. 1990 Short Range Transit Plan;
6. Metropolitan Bakersfield Major Investment Strategy (1997);
8. 2004 Regional Rural Transit Strategy;
9. 2004 Regional Transportation Improvement Program;
10. 2005 Eastern Sierra Public Transportation Plan;
11. Metropolitan Bakersfield Fixed Guideway Passenger System, Phase I;
12. Metropolitan Bakersfield Transit System Long-Range Plan 2012; and
13. Transit Development Plans (TDPs) for:
   - Taft/Maricopa 1994 2009
   - California City 1991 1997 2012
   - Tehachapi 1993 1999 2012
   - Kern River Valley 1995
   - Lamont 1995 2009
   - Mojave 1995
   - Kern County 2003
   - East Kern 2005

Study Design (Tasks & Responsible Agency)
1. Monitor transit activities of public and private transit providers, including vehicle inventory updates, patronage and ridership data, financial and operational data, and evaluation of transit services to the general public and transit dependent;
2. Work with Golden Empire Transit District and CTSA to address service planning, ADA compliance and services for the elderly and disabled;
3. Coordinate long-range transit and land use planning efforts for GET, Kern County and the cities;
4. Monitor and/or conduct public workshops to identify local transportation issues, transportation options, recommended actions, and implementation programs;
5. Identify corridor and subarea studies to be performed;
6. Review and monitor existing financial capabilities, identify future financial requirements, and new revenue sources;
7. Implement Kern COG’s Public Transportation Modernization, Improvement, and Service Enhancement Act (PTMISEA) (Policy);
8. Implement Kern COG’s Transit System Safety, Security & Disaster Response Account (TSSSDRA) (Policy);
9. Provide technical assistance to transit providers in transit planning, marketing, coordination and other related issues;
10. Monitor and report on legislation;
11. Collect monthly transit operating statistics from public transit operators, and maintain a transit performance data base;
12. Conduct quarterly meetings of transit operators to discuss issues relevant to operations and planning;
13. Work to coordinate public transit and human service transportation programs;
14. Assist jurisdictions with implementing the transit policies and actions of the Regional Transportation Plan;
15. Analyze and identify transportation needs of people in transition from welfare to work, and recommend improvements in the transit system in order to better serve the identified needs;
16. Ensure that environmental justice criteria are applied to transit plans; and
17. Assess the need for farm-worker transportation in Kern County.

End Products (Schedule)
1. FTA Section 5311 Program of Projects. (March 2014)
2. Transit Operators Meeting Minutes. (quarterly)
3. FTA Section 5310 Grant Applications. (October 2013)
4. Prop. 1B PTMISEA Program of Projects (March 2014)
5. Prop. 1B TSSSDRA Program of Projects (March 2014)
6. FTA Section 5316 and 5317 Program of Projects (March 2014)
7. Kern County Transit Guide update (June 2014)

Revenue Budget

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Purpose & Goal
Prepare a Transportation Development Plan for the Kern River Valley

Previous Work
Kern River Valley 1995

Study Design (Tasks & Responsible Agency)
1. Develop and distribute RFP and select consultant (Kern COG);
2. Inventory of existing transit services (consultant);
3. Survey of ridership potential for the Kern River Valley area (consultant);
4. Surveys of riders and general population (consultant);
5. Develop goals and objectives (Kern COG, consultant);
6. Develop alternatives, and estimate costs and benefits (Kern COG, consultant);
7. Develop a plan for short-term improvement of existing services (consultant);
8. Develop a five-year capital investment plan (consultant); and
9. Present study to the Kern Council of Governments (Kern COG, consultant).

End Products (Schedule)
1. Transportation Development Plan – Kern River Valley. (June 2014)

Revenue Budget

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Purpose & Goal
Prepare a Transportation Development Plan for Mojave

Previous Work
Mojave  1995

Study Design (Tasks & Responsible Agency)
1. Develop and distribute RFP and select consultant (Kern COG);
2. Inventory of existing transit services (consultant);
3. Survey of ridership potential for the Kern River Valley area (consultant);
4. Surveys of riders and general population (consultant);
5. Develop goals and objectives (Kern COG, consultant);
6. Develop alternatives, and estimate costs and benefits (Kern COG, consultant);
7. Develop a plan for short-term improvement of existing services (consultant);
8. Develop a five-year capital investment plan (consultant); and
9. Present study to the Kern Council of Governments (Kern COG, consultant).

End Products (Schedule)
1. Transportation Development Plan – Mojave. (June 2014)

Revenue Budget

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Purpose & Goal
The Transit Security Plan will enhance the safety of all transit riders within and through Kern County.

The Transit Security Plan’s purpose will be to develop, implement and maintain a security system for all local transit providers that demonstrates the following:
- Transit providers’ commitment and policy regarding security;
- Goals, policies and actions established for a system-wide security program, as well as determining how the TSP will be implemented, evaluated and periodically updated;
- Responsibilities assigned to the regional transportation planning agency, emergency management agency, and all local transit providers;
- A process provided by which threats and vulnerabilities can be identified, assessed, and resolved.

Previous Work
1. Kern Regional Blueprint (2006-2012);
2. Regional Transportation Plan (2007) (2011);
3. Regional Rural Transit Strategy (2004);
4. Eastern Sierra Public Transportation Plan (2005); and

Study Design (Tasks & Responsible Agency)
1. Conduct meetings and coordinate study information;
2. Analyze existing conditions, identified needs, and coordinate possible solutions;

End Products (Schedule)

Revenue Budget

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Purpose & Goal
To monitor and participate in planning and programming of Amtrak and high-speed rail projects and studies.

Previous Work
1. Bakersfield Intermodal Transit Facility Plan (1988);
2. High-Speed Ground Transportation system Terminal Study (1994);
3. Metropolitan Bakersfield Major Transportation Investment Strategy (1997);
4. California High-Speed Ground Transportation Study (ongoing);
5. Amtrak Station Project Study Report (1997);
6. Metropolitan Bakersfield High-Speed Rail Terminal Analysis and Evaluation (2001);
7. Metropolitan Bakersfield High-Speed Rail Terminal Impact Analysis (2003);
8. 3D Visualizations of proposed HSR Heavy Maintenance Facility (2011);
9. High-Speed Rail proposed Bakersfield Station Area Plan and Land Use; and

Study Design (Tasks & Responsible Agency)
1. Monitor monthly California High-Speed Rail Authority meetings (Kern COG);
2. Monitor activities of the Regional Governance Group in its efforts to create a JPA to oversee the San Joaquin Amtrak service;
3. Coordinate activities with the Caltrans Division of Rail (Kern COG);
4. Attend quarterly meetings of the San Joaquin Valley Rail Committee (Kern COG);
5. Provide local support and outreach for planning efforts (Kern COG);
6. Review guidelines and funding application from the High Speed Rail Authority for Station Area Planning (Kern COG);
7. Coordinate Bakersfield Station Area plan with City of Bakersfield and High-Speed Rail Authority (Kern COG and City of Bakersfield); and
8. Monitor San Joaquin Valley Passenger Rail Authority.

End Products (Schedule)
1. Conceptual downtown Bakersfield transit station design and preliminary Station Area Plan.
2. 2D/3D HSR visualizations
3. Commuter Rail Feasibility Study – Phase II (June 2014)
### Revenue Budget

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Purpose & Goal
Maintain the Kern Regional Aviation System Plan and related aviation system data, review airport master plans, assist airports and Caltrans Aeronautics Program in preparing biennial Aviation Capital Improvement Program, and participate in the California Aviation System Plan Program.

Previous Work
1. 1984 Regional Airport System Plan;
2. 1994 Kern County airport Land Use Compatibility Plan;
3. 1998 Central California Aviation System Plan;
4. 1998 Kern Regional Aviation system Plan; and
5. Local airport master plans.

Study Design (Tasks & Responsible Agency)
1. Participate in Kern Regional Airports Master Plans TAC;
2. Review the activities of airports and local agencies as they relate to the regional aviation system (Kern COG);
3. Provide aviation technical assistance to local jurisdictions upon request (Kern COG);
4. Assess the intermodal feasibility of proposed transportation projects, strategies and actions (Kern COG);
5. Maintain an aviation system database in support of the regional aviation system and aviation capital improvement programs (Kern COG);
6. Coordinate airport operator updates of Aviation Capital Improvement Program (CIP) project lists for the Caltrans Aeronautics Program (Kern COG); and
7. Coordinate with County of Kern to implement the 2009 Joint Land Use Study (JLUS) for R-2508 Airspace.

End Products (Schedule)
1. Aviation Database. (ongoing)
2. Updated aviation data for the Regional Transportation Plan (ongoing)
3. Regional Aviation Capital Improvement Program (CIP) project lists. (biennial)
Revenue Budget

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Work Element # 608.1 – BICYCLE TRANSPORTATION PLANNING

Purpose & Goal
To conduct planning studies for non-motorized transportation facilities that encourage non-motorized transportation modes of transportation as a viable, safe and economical alternative to motorized travel within Kern County.

Previous Work
1. 1984 Metropolitan Bakersfield Bicycle Plan;
2. 1989 Kern River Bikepath Alignment Study;
3. 1994 Kern River Bikepath Extension Alignment Study Update;
4. 1994 Environmental Assessment of Kern River Bikepath between Hart Park and California Living Museum
5. 2009 Kern River Bikepath Extension Study: SR 43 to Taft.
6. 2012 Kern Regional Bicycle Plan and Complete Streets Recommendations

Study Design (Tasks & Responsible Agency)
1. Review existing bicycle plans from member agencies;
2. Determine the extent of planned facilities that have been constructed;
3. Develop mapping of current facilities;
4. Receive comments and suggestions from Bicycle Technical Advisory Committee as to route selection and facility construction priority scheduling;
5. Identify funding stream anticipated over period of time covered by the planning document;
6. Complete environmental assessment of recommended non-motorized transportation facilities;
7. Submit plans for public review;
8. Receive public comments and respond to comments; and
9. Adoption of plans by Kern COG.

End Products (Schedule)
## Revenue Budget

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Purpose & Goal
To conduct a planning study related to the development of pedestrian transportation facilities which will encourage and allow pedestrian modes of transportation as a viable, safe and economical alternative to motorized travel within Kern County.

Previous Work
1. 1984 Metropolitan Bakersfield bicycle Plan;
2. 1989 Kern River Bikepath Alignment Study;
3. 1994 Kern River Bikepath Alignment Study Update; and

Study Design (Tasks & Responsible Agency)
1. Within Metropolitan Bakersfield, incorporated cities and unincorporated communities determine the extent of facilities that have been constructed;
2. Develop mapping of current facilities;
3. Identification of funding stream anticipated over period of time covered by the planning document;
4. Complete environmental assessment of recommended pedestrian transportation facilities;
5. Submit plan to public review;
6. Receive public comments and respond to comments; and
7. Adoption of plan by Kern COG.

End Products (Schedule)
1. Pedestrian Transportation Plan.

Revenue Budget

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Work Element # 609.1 – TRANSPORTATION DEMAND MANAGEMENT

Purpose & Goal
To manage a Transportation Demand Management (TDM) Program that encourages alternatives to single occupant vehicle commuting throughout Kern County.

Previous Work
1. Transportation Demand Management Element;
2. Annual Rideshare Work Plan;
3. Rideshare Week 2006-2012;
4. Clean Air Month promotion and coordination;
5. Presentations to employers and schools;
6. Assistance to employers in developing rideshare programs;
7. Update and maintenance of ride match database;
8. Vanpool, bus, telework, pedestrian, and bicycling promotion; and

Study Design (Tasks & Responsible Agency)
1. Provide TDM outreach services (called CommuteKern) to individuals, employers and educational institutions. Service includes training, educating and working with Employee Transportation Coordinators (ETCs) (20%);
2. Provide rideshare matching, vanpool management, GIS maps of transit routes, and mile tracking services via GreenRide, a software program licensed from Ecology and Environment, Inc. The system may be accessed by clients online or via telephone. Services are accessible to non-English speaking residents through a telephone translation service (20%);
3. Respond to inquiries related to alternate forms of commuting (5%);
4. Develop and distribute TDM promotional items and materials (10%);
5. Coordinate local activities for California Rideshare Week, Clean Air Month and other special promotional events. Partner with local agencies as appropriate (10%);
7. Promote CommuteKern services and events through media releases, advertising, and public outreach (20%);
8. Create and manage the Emergency Ride Home program (5%); and
9. Support efforts to expand park-and-ride capacity throughout Kern County through planning, outreach, and response to requests for assistance (5%).
End Products (Schedule)
1. Promotional items and materials. (as needed)
3. Rideshare Week. (October 2013)
4. Public service announcements highlighting company employees who rideshare. (monthly)
5. Clean Air Month. (May 2014)
6. Electronic newsletter. (monthly)
7. Employer Site Rideshare Coordinator Meetings – Et Cetera. (quarterly)

Revenue Budget

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Purpose & Goal
To manage FTA Sections 5316 Job Access and Reverse Commute (JARC) and 5317 New Freedom (NF) for eligible applicants within metropolitan Bakersfield.

Previous Work
1. Coordinated Human Services Transportation Plan (CHSTP) 2007
2. JARC funding – Arvin 2009
3. JARC funding – Taft 2009
4. JARC funding – GET 2009
5. NF funding – GET 2009
6. JARC funding – Arvin 2010
7. JARC funding – GET 2011
8. NF funding – GET 2011
9. JARC funding Delano (2012)
10. JARC funding – GET/Tejon Ranch/Kern COG 2012
11. NF funding – GET 2012

Study Design (Tasks & Responsible Agency)
1. Administer Metro-Bakersfield JARC/NF grants; and
2. Administer quarterly reporting and distribution of funds through FTA’s TEAM/ECHO system until September 2013.

End Products (Schedule)

Revenue Budget

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Purpose & Goal
Facilitate commercial vehicle operations (CVO) and interregional freight movement to ensure representation from all modes of the freight industry.

Previous Work
1. 1994 Sunset Rail Line Study;
2. 2000 San Joaquin Valley Goods Movement Study;
3. April 1999 Kern COG Freight Survey;
4. Caltrans 2000 Statewide Freight Study;
5. San Joaquin Valley Movement Studies, Phase I (2000) and Phase II (2002);
6. Caltrans Goods Movement Study for US-395 Corridor (June 2006);
7. SR-58 Origins and Destinations Truck Study (February 2009); and

Study Design (Tasks & Responsible Agency)
1. Contact other agencies involved in freight programs for review and application to Kern County;
2. Coordinate with Caltrans on further statewide truck travel studies;
3. Coordinate with other on going studies such as the Southern California Freight and Port Study and State Freight Plan Development;
4. Evaluate goods movement and truck study data to propose improvement projects for freight movement and connectivity, e.g. truck lanes, off-ramp improvements etc.

End Products (Schedule)
1. Analyses and recommendations for Goods Movement and Connectivity Projects.

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Purpose & Goal
Study commercial vehicle operations (CVO) for interregional freight movement to ensure representation from all modes of the freight industry.

Previous Work
1. 1994 Sunset Rail Line Study;
2. 2000 San Joaquin Valley Goods Movement Study;
3. April 1999 Kern COG Freight Study; and
4. Caltrans 2000 Statewide Freight Study;
5. San Joaquin Valley Movement Studies, Phase I (2000) and Phase II (2002);
6. SR-58 Origin and Destination Truck Study (Feb. 2009); and
9. Railroad Grade Separation Study (Jan. 2011)
10. Short-Line Rail Study Phase II (March 2012)

Study Design (Tasks & Responsible Agency)
1. Contact agencies involved in freight programs for review and application to Kern County;
2. Coordinate with Caltrans on further studies;
3. Coordinate with other ongoing studies such as the Southern California ITS Priority Corridor, Commercial Vehicle Operations committee and San Joaquin Valley Goods Movement;
4. Analyze future use of short-line rail for goods movement;
5. Prioritize safety improvements for goods movement along railroads; and
6. Assist in establishing Central California Railroad Authority itself and developing/achieving annual goals.

End Products (Schedule)
1. Develop joint powers agreement with Central California Railroad Authority (Fall 2013).

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Planning for recreational opportunities and open space is an integral part of the regional planning process, with particular emphasis on housing, environmental and transportation issues. The non-motorized element of the Regional Transportation Plan addresses recreational aspects of bicycling and pedestrian circulation.

No projects are programmed in FY 2013-2014.
Continuing education is an important aspect of the planning profession in order to facilitate effective responses to changing community needs and desires. Kern COG encourages staff members to take advantage of available education opportunities. Kern COG also encourages staff members to make full use of FHWA, FTA and other public agency sponsored workshops and training courses.

Professional development is another important aspect of the planning profession. Kern COG frequently hires interns from local college programs and provides them with hands-on professional planning experience.
Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element #801.1 – GRANT WRITING

Purpose & Goal
Kern COG staff will provide grant writing services to Kern COG member agencies as well as other public agencies. Staff will also provide a directory of grant resources through the Kern COG website.

Previous Work
Kern COG has provided leadership and technical assistance to member agencies to address regional and subregional issues.

Study Design (Tasks & Responsible Agency)
1. Evaluate potential grants for eligibility; notify member agencies of relevant new grant opportunities (ongoing)
2. Research, schedule, prepare, and collaborate on grant applications (ongoing)
3. Provide oral and written grant descriptions and progress reports to senior staff and public officials (quarterly)
4. Provide a directory of available grants on the Kern COG website with a goal of initially posting three new grant opportunities per month (monthly)
5. Attend meetings of the Governing Board and Technical Planning Committees as needed;
6. Prepare Quarterly Progress reports for meetings of the Governing Board and Technical Planning Committees as needed;
7. Assist with the preparation of the FY 14-15 Kern COG Overall Budget and Work Program; (Jan-May 2013)
8. Monitor and prepare amendments to FY 13-14 Kern COG Overall Work Program as needed

End Products (Schedule)
1. Conduct searches for grants for each jurisdiction’s priority project lists (monthly)
2. Post new grant funding opportunities on the Kern COG website (monthly)

Revenue Budget

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The Clearinghouse function requires an extensive program of review and comment involving many agencies and organizations within the region. These activities assure that proposed projects can be evaluated in relation to existing development, socioeconomic impact, transportation impact and local plans of environmental concerns.

The comprehensive planning process requires an ongoing and intensive coordination effort. Each planning element and planning jurisdiction is involved. This program is designed to provide technical assistance to the member agencies that have special needs. Proposed planning activity and demographic information is provided to the public, and citizens are offered an opportunity to assist in evaluating the appropriateness of plans that affect them.
Purpose & Goal
To improve coordination among local jurisdictions on issues of common concern. Provide transportation-related leadership and technical assistance to member agencies to address regional and subregional issues.

Previous Work
1. Workshops
2. Technical assistance publications
3. General plans
4. Other planning and management projects
5. Rosamond Visioning Process
6. Tehachapi Bicycle Master Plan
7. Arvin Jewett Square Bicycle Plan
8. California City, Tehachapi Circulation Element updates

Study Design (Tasks & Responsible Agency)
1. Provide planning and management services to meet special transportation needs of Kern COG member agencies. (2%)
2. Provide assistance in land use and transportation planning, programming and budgeting to cities with limited staffing capabilities. (2%)
3. Prepare Land Use and Circulation Element Updates/urban development strategies and master environmental assessments. (90%)
4. Assist member agencies with development and analysis of land use information as it relates to transportation, housing and jobs (Kern COG/consultant) (2%)
5. Assist member agencies with development and analysis of transportation and circulation information. (2%)
6. Assist member agencies with “Quick Response” Transportation Plan Analysis. (1%)

End Products (Schedule)
1. Bakersfield Habitat Conservation Plan ($100,000) (consultant) (June 2014)
2. California City Blvd. Feasibility Study ($60,000) (consultant) (June 2014)
3. Cal City Payment Management System ($45,000) (June 2014).
4. County of Kern – Boron Visioning Process ($40,000) (consultant) (June 2014)
5. County of Kern-Grade Separation Study ($95,000) (consultant) (June 2014)
6. Kern County Valley Floor Habitat Conservation Plan ($175,000) (June 2014).
7. McFarland circulation element updates ($30,000) (consultant) (June 2014)
8. McFarland –Kern Street Specific Plan ($30,000) (consultant) (June 2014)
9. Wasco Bicycle Master Plan ($30,000) (consultant) (June 2014)
## Revenue Budget

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Purpose & Goal
To provide socio-economic information concerning the Kern County region.

Previous Work
1. Database of socio-economic information related to Kern County;
2. Federal Home Mortgage Disclosure Repository;
3. State Census Data Center Affiliation certification;
4. Assist governmental agencies, business interests and the general public with accessing and interpreting socio-economic information; and
5. Assist in the development of Kern COG’s regional transportation model.

Study Design (Tasks & Responsible Agency)
1. Develop and maintain socio-economic information for support of the Kern COG travel demand and air quality planning programs;
3. Maintain California State Census Data Center Affiliate status;
4. Prepare California State Census Data Center reports;
5. Host workshops related to socio economic information in the Kern Region;
6. Maintain collection of U.S. Census reports and provide library space for public inspection of the documents, including Home Mortgage Disclosure information;
7. Respond to and assist users of socio-economic information related to the Kern County region, including requests from member agencies, non-member agencies, private businesses and the general public; and
8. Attend related workshops and training sponsored by the California State Census Data Center and the U.S. Bureau of the Census.

End Products (Schedule)
1. Update Community Profiles for inclusion in Kern COG website (Dec. 2013)
2. Socio-economic information database related to the Kern County area (Ongoing).

Revenue Budget

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Purpose & Goal
Coordinate Decennial Census Activity within the Bakersfield-Delano Metropolitan Statistical Area.

Previous Work
1. Executive Director designated as “Key Person” for Year 2020 Census; and
2. California State Census Data Center Affiliate.

Study Design (Tasks & Responsible Agency)
1. Maintain coordination between Census Bureau and “Key Person”; and
2. Respond to requests for information related to year 2010 Census.
3. Develop Census profiles for cities and communities within Kern County

End Products (Schedule)
1. Distribution of 2010 Census data to information users
2. Maintain Census publications for public use
3. Assist information users with data access and interpretation

Revenue Budget

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Purpose & Goal
To coordinate transportation and air quality planning activities among the eight San Joaquin Valley transportation planning agencies (SJVTPA); California Department of Transportation (Caltrans); the San Joaquin Valley Air Pollution Control District (SJVAPCD), Inyo and Mono Counties and the Southern California Association of Governments (SCAG).

Previous Work
1. San Joaquin Valley Regional Planning Agency MOU, Eastern Sierra MOU, and San Luis Obispo Council of Governments MOU;
2. San Joaquin Valley Transportation Modeling Committee;
3. Federal Transportation Improvement Program coordination;
4. California State Implementation Plan with SJVAPCD and Kern APCD;
5. SCAG/Kern COG Planning Coordination.

Study Design (Tasks & Responsible Agency)
1. Attend SJVTPA meetings on transportation issues;
2. Meet and confer with Caltrans Districts 6 and 10, and the San Joaquin Valley Air Pollution Control District on transportation and air quality planning processes;
3. Coordinate with Inyo, Mono, San Bernardino Counties, SCAG, Caltrans District 6 and District 8 to discuss transportation issues and participate in long-range planning activities to address transportation models;
4. Attend Eastern Sierra Aviation Association meetings;
5. Coordinate and attend policy meetings with SCAG; and
6. Coordinate long-range planning activities with SCAG.

End Products (Schedule)
1. San Joaquin Valley transportation/air quality planning process. ($42,000) (consultant) (ongoing)
2. San Joaquin Valley transportation planning agencies work plan/Policy Council coordination ($21,000) (consultant) (ongoing)
3. Air quality planning study (as needed).

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element #906.2 – LOCAL CLEARINGHOUSE REVIEW PROGRAM

Purpose & Goal
To make federal, state and local program and project proposals available for public review; determine consistency with regional comprehensive plans; and ensure adequate mitigation is proposed for impacts.

Previous Work
Areawide clearinghouse; grant applications.

Study Design (Tasks & Responsible Agency)
1. Review of federal programs and proposals, including urban impact assessment and review of all transportation related proposals.
2. Review of state plans, environmental documents and local plans and programs.
3. Update and implement MOUs and agreements.
4. Forward appropriate documents and proposals to interested individuals and agencies.
5. Obtain and file copies of grant applications and project/program proposals.

End Products (Schedule)
1. Summary of grants and reviews. (As requested)

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1000 PROGRAM PLANNING AND ADMINISTRATION

The regional planning process, in order to successfully coordinate the integration of programs and encourage comprehensive planning, requires complex internal functions. Compliance with local, state and federal governmental programs, identifying area-wide needs, directing programs to meet those needs and coordinating programs from each level to complement the comprehensive planning efforts of the area requires extensive management and financial support.
Work Element # 1001.1 – LOCAL REIMBURSEMENT

Purpose & Goal
To provide local reimbursement for travel and promotional costs that are not eligible for federal reimbursement.

Previous Work
1. Kern COG related travel, attend and distribute promotional items at community events.

Study Design (Tasks & Responsible Agency)
1. To provide local funding for travel costs which exceed those allowed to employees of the State of California; and
2. To provide local funding for the purchase of Kern COG promotional items.

End Products (Schedule)
1. Kern COG promotional items. (As needed)

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Purpose & Goal
To improve the Kern region’s potential for future state and federal transportation, housing, water, air quality and/or energy-related funding.

Previous Work
1. Kern regional federal lobbying trip;
2. San Joaquin Valley COGs federal lobbying trip;
3. Kern regional state lobbying trip; and
4. San Joaquin Valley COGs state lobbying trip.
5. SB 325 (2011) Central California Rail Authority
6. ACA 23 (2012) Transportation Sales Tax Measures—Voter Threshold

Study Design (Tasks & Responsible Agency)
1. Meetings, correspondence with lobbying consultants;
2. Craft legislative proposals and amendments;
3. Coordinate regional and Valleywide lobbying trips; and
4. Develop white papers, fact sheets, talking point summaries, etc. for regional and Valleywide lobbying trips.

End Products (Schedule)
1. New legislation related to transportation, housing, water, air quality and/or energy. (as required)
2. Legislative amendments regarding transportation, housing, water, air quality and/or energy-related bills. (as required)
3. San Joaquin Valley COGs federal lobbying trip. (September 2013)
4. San Joaquin Valley COGs state lobbying trip. (March 2014)

Revenue Budget

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Purpose & Goal
To effectively manage programs and funds developed pursuant to the Transportation Development Act (TDA), California Public Utilities Code Sections 99200, et. seq.

Previous Work
1. Prior-year records and reports including financial transactions, claims, applications, resolutions, financial/compliance audits and performance audits.

Study Design (Tasks & Responsible Agency)
1. Create and manage the Local Transportation Fund and the State Transit Assistance Fund in accordance with state statutes and regulations and Kern COG program policy;
2. Maintain local program rules and regulations manual;
3. Prepare an annual estimate of area apportionments; advise claimants of quarterly trust fund subsidiary account activity and balances;
4. Assist prospective claimants with annual claims, project lists, and local program administration;
5. Provide for the review, approval and processing of all claims and financial transactions;
6. Maintain general and subsidiary ledgers and books of original entry in accordance with generally accepted accounting principles; and prepare periodic account reconciliations;
7. Prepare periodic financial statements and claim status reports;
8. Conduct annual financial and compliance audit of Kern COG and each claimant contract for and appropriate financial reports by an independent certified public accountant or public accountant (consultant);
9. Conduct a triennial performance audit of Kern COG and each transit claimant and contract appropriate reports by a qualified firm (consultant);
10. Coordinate the activities of the Kern Social Service Transportation Advisory Committee and social services transit providers; oversee the activities of the Consolidated Transportation Service Agency;
11. Provide for the annual determination, analysis and resolution of unmet transit needs;
12. Prepare and approve the Annual Pedestrian and Bikeway Program of Projects; review projects as necessary;
13. Attend TDA administration seminars;
14. Monitor transit ridership and performance data monthly; conduct quarterly meetings of transit service operators; and
15. Prepare the biennial update of Social Service Action Plan and inventory; monitor plan implementation.

**End Products (Schedule)**

1. Source journals, including cash receipts, cash disbursements, accounts receivable and claims payable. (monthly)
2. Financial statements and status reports, including a balance sheet and statement of revenues and disbursements. (monthly)
3. Annual estimate of area apportionments. (March 2014)
4. Subsidiary trust account statements. (quarterly)
5. Annual claims and applications. (Transit April 2014; Pedestrian/Bike September 2013; streets/roads September 2013)
6. Annual financial and compliance audit reports. (December 2013) (Consultant = $130,000)
7. Triennial performance audit reports. (N/A) Functional audits. (as required) (Consultant = $0)
8. Metro CTSA monitoring and evaluation report. (ongoing)
9. Annual TDA Pedestrian and Bikeway Program of Projects. (July 2013-September 2014)
10. Countywide ridership report. (January 2014)
11. Unmet transit needs finding and documentation. (January 2014- June 2014)
12. Biennial Social Service Action Plan and Inventory Update. (December 2013)
13. Social Service Transportation Advisory Committee meetings. (quarterly)
14. Special Transit Studies (as required) (Consultant = $75,000)
15. CTSA Advisory Committee meetings. (quarterly)
16. Monitor and evaluate the Social Service Transit Program in the Metro Bakersfield area. (Ongoing)

**Revenue Budget**

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Purpose & Goal
To inform and involve the public and member agencies in the decision-making process on issues affecting the Kern region, and to comply with Federal SAFETEA-LU public participation requirements.

Previous Work
1. Public Involvement Procedures;
2. Kern COG Quarterly Newsletter; news releases;
3. Informational brochures;
4. Public meetings and workshops coordination;
5. Meeting Briefs;
6. Kern COG webpage and Areawide Directory;
7. Legislative tracking and reporting;
8. Policy development and analysis;
9. Attend community events;
10. Community flier development and distribution;
11. Multi-media advertising development and distribution, including radio and television;
12. Regional Awards of Merit program; and

Study Design (Tasks & Responsible Agency)
1. Compose, publish and distribute the Kern COG Quarterly, Legislative Watch, Kern COG Express (10%);
2. Compose and update various brochures, letters, memos, news releases and publications, including the Annual Report; Board Actions; Outreach Efforts and Areawide Directory, providing information regarding Kern COG, its member agencies and its activities (10%);
3. Provide staff support for public participation efforts concerning regional issues (5%);
4. Maintain and contribute to electronic and postal contact database for correspondence with member agencies and the public (5%);
5. Maintain a public involvement program that complies with state open meeting laws and MAP-21 provisions (5%);
6. Maintain involvement with community groups including the Greater Bakersfield Chamber of Commerce, Kern Transportation Foundation, and others (5%);
7. Implement public involvement procedures, including legal notice, announcements, advertisement and product/project specific newsletter publication and conduct related workshops and meetings (5%);
8. Compose, publish and maintain the Kern COG Internet website (www.kerncog.org) (15%);
9. Track and report on relevant legislation (10%);
10. Develop and implement public involvement procedures evaluation methodology to assess strengths and weaknesses (5%);
11. Develop, distribute and evaluate community transportation surveys (5%);
12. Document and evaluate Kern COG’s environmental justice process (5%); and
13. Broadcast Kern COG Board meetings on local government channel (5%)

End Products (Schedule)
2. Informational brochures and news releases. (as required)
3. Kern COG internet website. (KCSOS=$12,000) (ongoing)
4. Public involvement forums. (Kern Trans. Foundation = $24,000) (June 2014)
5. Board Meeting and other broadcasts. (KGOV = $45,500) (ongoing)
6. Regional Awards Program. ($10,000) (Mar. 2014)
7. Kern COG Art Contest ($2,500) (November 2013)

Revenue Budget

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The Kern Motorist Aid Authority (KMAA) was created on May 19, 1988. The Authority imposes a fee, not to exceed $1.00 per year, on non-exempt motor vehicles registered within the county. The additional fee is collected by the California Department of Motor Vehicles (DMV) at the time of vehicle registration or renewal.

The purpose of the Authority is to finance, implement, operate and maintain a motorist aid system pursuant to California Streets and Highways Code Sections 2550-2560. The system may include call boxes located on the California freeway and expressway system, and on county routes which connect segments of the California freeway and expressway system that are under the jurisdiction of the California Highway Patrol (CHP).
Work Element # 2001.1 – KMAA SYSTEM IMPLEMENTATION AND OPERATIONS

Purpose & Goal
To design and operate a comprehensive network of roadside motorist aid call boxes within Kern County.

Previous Work
1. Existing roadside call box service along all state and interstate routes;
2. The KMAA “Ten-Year Strategic Plan” (1998-2008);
3. The CalSAFE “Call Box Crash Worthiness Study” (June 2004);
4. The Call Box Program Evaluation & Needs Assessment (June 2006); and
5. The Call Box Retrofit & Upgrade Project. (September 2009)

Study Design (Tasks & Responsible Agency)
1. Investigate call box network modifications and expansions;
2. Evaluate new technological capabilities developed for call boxes;
3. Identify and define local issues related to network design and operation;
4. Develop site plans and standards for locating and installing call boxes on approved routes;
5. Provide for call box installation pursuant to approved plans;
6. Survey call box sites for ADA compliance;
7. Provide for the periodic preventive, corrective maintenance of network hardware;
8. Provide for regular and reliable radio, cellular or other communication services; and
9. Provide for and analyze periodic statistical reports regarding call box usage.

End Products (Schedule)
1. Call Box Use Statistical Reports. (quarterly)
2. Knockdown and vandalism report. (quarterly)
3. Special studies. (as developed)

Revenue Budget

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Purpose & Goal
Provide effective and efficient operation of the Kern Motorist Aid Authority through management oversight and control of services and operations.

Previous Work
1. Participate in the California Service Authority for Freeways and Expressways Committee (CalSAFE);
2. Maintain a financial accounting system in accordance with GAAP and enterprise fund accounting, including a general ledger and books of original entry; prepare quarterly financial statements; and process monthly reconciliations; and

Study Design (Tasks & Responsible Agency)
1. Review proposed legislation, regulations and guidelines regarding call box services;
2. Develop and maintain an ongoing public education program;
3. Prepare an annual KMAA work program and budget;
4. Review and approve for payment invoices for purchases & contractual services;
5. Receive and process cash receipts and payments on account;
6. Process the allocation of all costs incurred in accordance with an approved cost allocation plan;
7. Maintain a financial accounting system in accordance with GAAP and enterprise fund accounting, including a general ledger and books of original entry; prepare quarterly financial statements; and process monthly reconciliations; and
8. Provide for an annual financial and compliance audit by an independent certified public accountant for the purpose of attesting to and certifying records, internal control procedures and results of operations.

End Products (Schedule)
1. Annual work plan and budget.
2. Financial statements. (quarterly)

Revenue Budget
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FHWA $ 89 FTA $ 89
Purpose & Goal
To design and operate a comprehensive 511 system for traveler information.

Previous Work
1. Integrate with other motorist aid and transportation demand management programs;
2. Integrate the Kern 511 Traveler Information System with the San Joaquin Valley Regional Transportation Planning Agencies 511 system;
3. Identify and define local issues related to network design and operation;
5. Conduct bi-weekly meetings with 511 consultant; and
6. Perform quality assurance testing of Kern 511 Traveler Information System i.e. functional testing, integration testing and user acceptance testing.

Study Design (Tasks & Responsible Agency)
1. Investigate 511 network modification and expansion possibilities;
2. Evaluate new technological capabilities developed for 511 systems;
3. Coordinate with 511 consultant to develop a system hosting and maintenance plan providing for routine updates and quality analysis of data;
4. Provide for the periodic preventive and corrective maintenance of network hardware;
5. Develop a marketing plan for Kern 511 Traveler Information System; and
6. Provide for and analyze periodic statistical reports regarding 511 usage.

End Products (Schedule)
1. Update Kern 511 Traveler Information System including interactive voice recognition and website capabilities. (ongoing)
2. Kern 511 Traveler Information System Marketing Plan (June 2014); and
3. Identify potential modifications and/or expansions to the 511 network. (ongoing)

Revenue Budget

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The Regional Energy Plan Program is a collaborative effort to create a comprehensive energy efficiency plan for Kern County. Kern COG has taken a lead role for developing and coordinating the implementation of the Kern Regional Energy Plan and integrating transportation and energy planning efforts in the Kern Region.

Kern COG is responsible for expanding participation in a utility local government partnership program for the purpose of increasing energy conservation and efficiency within the units of local government in the Kern region. Public utility partners include: Pacific Gas & Electric, Southern California Edison and Southern California Gas (Sempra Energy).
Purpose & Goal
To develop the Kern Regional Energy Plan; integrate transportation and energy planning efforts in the Kern region.

Previous Work
1. Kern Energy Watch Program
2. Kern Region Energy Action Plans
3. PG&E Green Communities Local Government Operations Inventories

Study Design (Tasks & Responsible Agency)
1. Define the scope of the Kern Regional Energy Plan;
2. Identify funding sources if additional funding is required to accomplish the plan;
3. Compose and circulate a Request for Proposals for professional services in designing a comprehensive and integrated Kern Regional Energy Plan; and
4. Hire a consultant and manage the contract.

End Products (Schedule)

Revenue Budget

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Purpose & Goal
To coordinate the Local Government Operations Greenhouse Gas Inventory and the draft, completion, and public workshops on Kern Region Energy Action Plans (Kern REAP) on behalf of Kern County, California City, Delano, McFarland, Ridgecrest, and Tehachapi.

Previous Work
1. Kern Energy Watch Program
2. In 2010, on behalf of the Kern COG member agencies in the Southern California Edison Service Area, Kern COG sought and was granted funding from Southern California Edison to carry out this program of work.
3. Kern COG programs that will integrate with this program include the Regional Transportation Plan and Sustainable Communities Strategy Outreach Program, air quality conformity modeling, and the Regional Planning Advisory Committee.
4. Tasks completed (including the Local Government Operations GHG Inventories) and deliverables received for Kern REAP from July 2011 to June 2012.

Study Design (Tasks & Responsible Agency)
2. Finalize the Draft Energy Action Plans created in 2011-2012 for Kern County and each participating city;
3. Incorporate the input collected during the RTP/SCS/KernREAP Public Outreach process into the Final Energy Action Plans;
4. Circulate and complete greenhouse gas energy efficiency analyses plans;
5. Plan for a first-year energy efficiency savings analyses and greenhouse gas inventory update for each community in October 2013, following the Final Energy Efficiency Assessment and Plan completed in task 5.

End Products (Schedule)
1. Kern Region Energy Action Plans Information-Sharing Plan (July 2013)
2. Local Government Operations GHG inventory energy efficiency analyses plans incorporated into the Energy Action Plans (July 2013)
3. Energy Action Plans created for Kern County, California City, McFarland, Ridgecrest, Delano, and Tehachapi
4. Community workshops planned, advertised, held and summary documents completed (Feb. 2013 through July 2013)
## Revenue Budget

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</table>
Purpose & Goal
To expand participation in a utility/local government partnership program that increases energy efficiency and strategic planning within in the Kern region.

Previous Work
1. County of Kern Resolution #2008-367 declaring support for an energy partnership; and
2. Kern COG Resolution #09-08 authorizing Kern COG to serve as the lead in the Kern Energy Watch Program; and
3. Resolutions passed in 2009 and 2012 (City of Ridgecrest) by participating cities and earlier by the City of Bakersfield and the County of Kern demonstrating a commitment to the Kern Energy Watch program; and
4. Contracts with Southern California Edison, Southern California Gas, and Pacific Gas & Electric to provide administration, outreach, and some marketing services for the program cycle 2010-2012.
5. Completion of program tasks and deliverables for the Kern Energy Watch Program in the 2009 bridge period and 2010-2012 program cycle.

Study Design (Tasks & Responsible Agency)
1. Administer Energy Leader Partnership Program (SCE) and the Local Government Partnership Programs (SCG & PGE).
2. Organize and coordinate the Kern Energy Watch Program Coordinators Committee and the Kern Energy Watch Partnership meetings including the preparation of meeting agendas, project status reports, supporting documents, guest speakers, & minutes;
3. Prepare monthly and quarterly program reports and monthly Strategic Plan reports for the utilities' submission to the CPUC;
4. Design and implement an outreach program to provide program information to the local government partners and to their respective communities;
5. Communicate and coordinate with local government partners regarding energy assessments and audits as well as funding opportunities to support project implementation;
6. Coordinate technical support and services for energy efficient retrofit projects;
7. Coordinate and/or conduct outreach for energy efficiency workshops & seminars;
8. Carry out strategic planning with local government partners leading to strategies under the California Long-Term Energy Efficiency Strategic Plan Goals One, Two, Three, and Four; and
9. Participate in utility-hosted training seminars and peer gatherings for local government partners.

End Products (Schedule)
1. Documentation of Kern Energy Watch Partnership progress toward meeting the program goals set by the CPUC, including reports from members, agendas and minutes.
2. Marketing and outreach materials, monthly and quarterly reports.

### Revenue Budget

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**Subtotal**                                                                   | -                           | -                         | -                          | -                         |

**FY 2013-14 CARRYOVER FUNDS**                                                 | -                           | -                         | -                          | -                         |

**FY 2013-14 ESTIMATED FUNDS**                                                 | -                           | -                         | -                          | -                         |
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Designated Recipient:  
Program:  
WorkElement: 604.1  
Funding:  

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Designated Recipient: California Department of Transportation  
Program: Safe Routes to School (SRTS)  
WorkElement: 608.3  
Funding:  

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(3a) Grantor Agency: Federal Highway Administration  
Designated Recipient: California Department of Transportation  
Program: FHWA-FAP  
WorkElement: 607.1  
Funding:  

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(3b) Grantor Agency: San Joaquin Valley Unified Air Pollution Control District  
Designated Recipient:  
Program: REMOVE (ab2766/DMV fees)  
WorkElement:  
Funding:  

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### Kern Council of Governments FY 2013-2014 Overall Work Program
### Financial Summary Chart

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Page 100
## Kern Council of Governments
### FY 2013-2014 Overall Work Program
#### Financial Summary Chart

**FOOTNOTE LEGEND**

(8) **Grantor Agency:** California Department of Transportation  
**Designated Recipient:** California Department of Transportation  
**Program:** State Highway Account  
**WorkElement:** 601.5

<table>
<thead>
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(8a) **Grantor Agency:** Federal Highway Administration  
**Designated Recipient:** California Department of Transportation  
**Program:** Demonstration Surface Transportation Program  
**WorkElement:**

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(9) **Grantor Agency:** Federal Highway Administration  
**Designated Recipient:** California Department of Transportation  
**Program:** Regional Surface Transportation Program  
**WorkElement:** 601.3C

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(10) **Grantor Agency:** Federal Highway Administration  
**Designated Recipient:** California Department of Transportation  
**Program:** Congestion Mitigation Air Quality (CMAQ)  
**WorkElement:** 101.2, 607.1

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<td>$ 21,679</td>
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### Kern Council of Governments
#### FY 2013-2014 Overall Work Program
#### Financial Summary Chart

**FOOTNOTE LEGEND**

(11) **Grantor Agency**: California Department of Transportation  
**Designated Recipient**: N/A  
**Program**: Formula Planning Subventions  
**WorkElement**: N/A  

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(11a) **Grantor Agency**: California Department of Transportation  
**Designated Recipient**: Environmental Justice  
**Program**: Environmental Justice  
**WorkElement**: 601.5  

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(11b) **Grantor Agency**: California Department of Transportation  
**Designated Recipient**: STIP PPM  
**Program**: STIP PPM  
**WorkElement**: 601.1A, 601.2A, 601.2B  

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(12) **Grantor Agency**: Federal Highway Administration  
**Designated Recipient**: California Department of Transportation  
**Program**: State Planning and Research  
**WorkElement**: 203.3  

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(13) Grantor Agency: Kern COG Member Agencies  
Designated Recipient: TDA, Administration & Regional Planning Contribution  
WorkElement: Various  

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(14) Grantor Agency: Kern COG Member Agencies  
Designated Recipient: Service Contracts and Sales  

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(15) Grantor Agency: California Department of Transportation  
Designated Recipient: San Joaquin Valley Regional Planning Blueprint  
WorkElement: 203.1  

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VIII. INFORMATION ELEMENT/OTHER ENTITIES PLANNING ACTIVITIES
IX. APPENDICES
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<td>American Association of State Highway and Transportation Officials</td>
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<td>Asphalt Concrete</td>
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<td>Automatic Fare Collection</td>
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<th>Acronym</th>
<th>Description</th>
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<td>Description</td>
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<td>Clean Air Act</td>
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<td>California Association of Councils of Governments</td>
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<td>Decibel</td>
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<td>Passenger Routing and Information System</td>
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<td>PATH</td>
<td>Program for Advanced Transit and Highways</td>
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<td>PIP</td>
<td>Productivity Improvement Program</td>
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<td>Public Information Program</td>
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<td>Proposed State Transportation Improvement Program</td>
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<td>Reasonable Extra Efforts Program</td>
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<td>RFP</td>
<td>Request for Proposal</td>
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<td>Regional Transportation Plan</td>
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<td>RTPA</td>
<td>Regional Transportation Planning Agency</td>
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<td>RWQCB</td>
<td>Regional Water Quality Control Board</td>
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<td>SB</td>
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<td>SIP</td>
<td>State Implementation Plan</td>
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<td>Standard Metropolitan Statistical Area</td>
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<td>SOV</td>
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<td>Surface Transportation Assistance Act</td>
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<td>STAF</td>
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<td>State Water Project</td>
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<td>Transit Capital Improvement Program</td>
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<td>Transportation Demand Management</td>
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<td>Transportation Equity Act for the 21st Century</td>
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<td>TIGER</td>
<td>Topological Integrated Geographic Encoding &amp; Referencing</td>
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<td>TIP</td>
<td>Transportation Improvement Program</td>
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<td>Transportation Management Area/Association</td>
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<td>Transportation Management Plan</td>
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<td>Traffic Management System</td>
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<td>Traffic Operations Systems</td>
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<td>TRB</td>
<td>Transportation Research Board</td>
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<td>Transportation Intelligent Planning System</td>
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<td>Trip Reduction Ordinance</td>
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<td>Transportation Systems Management</td>
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<td>Transportation Technical Advisory Committee</td>
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<td>TV SAP Channel</td>
<td>Television Second Audio Program</td>
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<td>UA</td>
<td>Urbanized Area</td>
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<td>UMTA</td>
<td>Urban Mass Transportation Administration</td>
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<td>URISA</td>
<td>Urban and Regional Information Systems Association</td>
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<td>U.S. Fish and Wildlife Service</td>
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<td>USTIP</td>
<td>Updated State Transportation Improvement Program</td>
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<th>V</th>
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<td>VFV</td>
<td>Variable Fuel Vehicle</td>
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<td>VMT</td>
<td>Vehicle Miles Traveled</td>
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<td>VNIS</td>
<td>Vehicle Navigation and Information Systems</td>
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<tr>
<td>VOR</td>
<td>Vehicle Occupancy Rate</td>
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<th>W</th>
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<tr>
<td>WADD</td>
<td>Wasco Association for Developmentally Disabled</td>
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<td>WBE</td>
<td>Women Owned Business Enterprise</td>
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<td>WE</td>
<td>Work Element</td>
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<td>WP</td>
<td>Work Program</td>
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<td>WWW</td>
<td>World Wide Web</td>
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<th>Z</th>
<th>Description</th>
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<tr>
<td>ZEV</td>
<td>Zero Emission Vehicle</td>
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</table>
April 18, 2013

TO: Kern Council of Governments
FROM: Ahron Hakimi, Executive Director
BY: Michael Heimer, Regional Planner III

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM H.
Sole Source Purchase of Computer Storage

DESCRIPTION:
Sole source purchase for $19,030.88 to add storage capacity to Kern COG’s Storage Area Network (SAN).

DISCUSSION:
In July 2010, Kern COG purchased a Compellent Storage Area Network (SAN) to consolidate all server storage under one platform. The growth in data needs has made it necessary to add storage space to the SAN. Due to the policies of Dell (the parent company of Compellent), parts and services must be purchased through the Support Partner of Record (SANplicity in the case of Kern COG). For a cost not to exceed $19,030.88, Kern COG will add an additional 18 terabytes of enterprise-class server storage.

ACTION:
Approve sole source purchase not to exceed $19,030.88 of a storage upgrade from SANplicity. VOICE VOTE.
APPENDIX C
Kern Council of Governments
SOLE SOURCE OR SOLE BRAND VENDOR JUSTIFICATION

Requestor: Michael Heimer

1. Please indicate whether this procurement is a sole source or sole brand:

☐ Sole Source: If checked, please specify whether this procurement is for the purchase of ‘goods’ and ‘services’.

Goods: Item is available from one source only. Item is a one-of-a-kind and is not sold through distributors, only through the manufacturer who is the exclusive distributor of goods you wish to purchase.

✔ Services: This service can only be performed by one vendor. There are unique qualifications, rights, patents and/or licenses this vendor possesses which make this vendor exclusive.

OR

☐ Sole Brand: There is more than one source that can supply the specified model and brand. A competitive bid can be solicited for this requested brand only. This brand meets form, fit and function. Nothing else will do. (Skip #2-proceed to 4 below)

2. Have you made a diligent and conscientious search to locate other vendors who can supply this item or service and no other vendor can be found?

No – Please continue to search for other suppliers until you are convinced no other vendor exists that can provide this good/service or commit to a competitive bid process.

✔ Yes – Please fill out the required vendor information below.

3. The following vendor is the only vendor able to supply the sole source good or service requested:

Vendor Name: SANplicity
Address: 13061 Rosedale Hwy SteG #242 Bakersfield, CA 93314
Phone: 661-616-3333
Email: dmorgan@sanplicity.com

Contact: Daniel Morgan
Federal Employer #: 
Fax: 

4. a. Provide a brief description of the goods/services to be purchased:

Upgrade and installation to existing Compellent SAN including additional hard drives and enclosure

3/13/2013
b. Why has the product and/or vendor been selected?
   Sanplicity is the Compellent Support Partner on record for Kern COG

c. For goods only: Are there unique performance features REQUIRED (not merely preferred) for this product/brand selected that are not available in any other product/brand?

d. For services only: Are there unique qualifications, rights, patents or licenses that this vendor possesses?
   Dell (owner of Compellent) will only allow purchase of products through the Support Partner on record.

e. Why are these specific features/qualifications required?
   Kern COG can only purchase through the Support Partner on record

f. What are the advantages to Kern Council of Governments by acquiring this good/service from this vendor?
   Kern COG can only purchase through the Support Partner on record

g. What other products/services have been examined and rejected?
   None. Only Compellent parts can be used to upgrade Kern COG’s existing Compellent SAN

h. Why are other sources that may be able to provide equivalent goods or services unacceptable? Provide a full meaningful explanation.
   Only Compellent parts may be used and Compellent requires use of Support Partner on record

i. What are the total costs for these goods/services? Include all cost details such as taxes, delivery, etc.
   $16,530.88 plus an additional $1,000 to $2,500 for prorated maintenance (variable depending on purchase date).

5. Is there an unusual or compelling urgency associated with this project?

- No

- Yes – Please Explain:

I hereby certify that:

1. I am an approved staff, representative and am aware of Kern Council of Governments’ requirements for competitive bidding, as well as, the criteria for justification for sole source b
TO: Kern Council of Governments

FROM: Ahron Hakimi, Executive Director

BY: Robert Phipps, Administrative Services Director

SUBJECT: COG AGENDA NUMBER IV. A. FY 2011-12 KERN COUNCIL OF GOVERNMENTS (Kern COG) FINANCIAL AND COMPLIANCE AUDIT REPORTS

DESCRIPTION:

Pursuant to California Government Code Section 6505, Kern COG must provide for an annual financial and compliance audit report by a qualified independent auditor. Kern COG retained the firm of Brown Armstrong to render the applicable audit services and issue reports for the year ended June 30, 2012.

DISCUSSION:

Staff has received the final draft of the Kern COG Comprehensive Annual Financial Reports for the fiscal years ended June 30, 2012. This financial and compliance audit report covers the transactions recorded in the following funds and account groups:

<table>
<thead>
<tr>
<th>FUND</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>Kern COG Special Revenue Fund (#42905)</td>
<td>Records the majority of Kern COG’s financial activity, including federal, state and local revenues, expenditures and budget versus actual comparisons.</td>
</tr>
<tr>
<td>Kern COG State Subvention Fund (#29020)</td>
<td>Records the original transactions involving Caltrans planning and commute assistance subventions. These funds are ultimately transferred to the Special Revenue Fund to reimburse eligible allocated costs.</td>
</tr>
<tr>
<td>KMAA Enterprise Fund (#42900)</td>
<td>Records the financial activity of the Kern Motorist Aid Authority, including DMV fee revenues and call box system operating expenses.</td>
</tr>
<tr>
<td>Local Transportation Fund (#24075)</td>
<td>Records the financial activity of Kern COG serving in a custodial or fiduciary capacity as prescribed by Article 3 of the Transportation Development Act, including sales tax revenues and claim disbursements.</td>
</tr>
</tbody>
</table>
State Transit Assistance Fund (#24076) Records the financial activity of Kern COG serving in a custodial or fiduciary capacity as prescribed by Article 6.5 of the Transportation Development Act, including state revenues and claim disbursements.

General Fixed Asset Account Group Records the financial activity related to the acquisition, management and disposal of Kern COG’s long-term capitalized asset consisting primarily of computers, office furniture and traffic counters.

The unqualified audit report was submitted to the State Controller’s Office by the March 31 deadline as required by law. As expected, the audit cited six material weaknesses in internal controls and one additional finding carried over from the two prior audits, all of which have been addressed. They are:

MATERIAL WEAKNESSES

1. Understanding of Generally Accepted Accounting Principles (GAAP)/financial training.
   
   Condition: Council staff did not possess an adequate understanding of prudent financial reporting, internal controls, generally accepted accounting principles and relevant federal Office of Management and Budget circulars. Financial staff has not received adequate training.
   
   Action: Financial staff has already begun receiving training through the Government Finance Officers’ Association, including courses on GAAP; intermediate governmental accounting; and internal controls. Assistance in addressing internal controls has also been offered by staff with the cities of Arvin and Bakersfield.

2. Financial reporting
   
   Condition: Staff failed to complete year-end closing procedures in a timeframe that allowed the financial statements to be issued in a timely manner. Closing procedures did not include a sufficient review of information before being provided to external auditors.
   
   Action: Financial staff has already begun receiving training through the Government Finance Officers’ Association, including courses on GAAP; intermediate governmental accounting; and internal controls. Assistance in addressing internal controls has also been offered by staff with the cities of Arvin and Bakersfield.

3. Cash reconciliations
   
   Condition: Staff did not have cash balances that were reconciled with County records. Without monthly reconciliations between Kern COG and the County Auditor-Controller’s Department, Kern COG is not accurately showing the agency’s financial position.
   
   Action: Monthly cash reconciliation between Kern COG and the County of Kern resumed in September 2012.
4. Accounts Receivable

Condition: Testing of accounts receivable (AR) and closing procedures indicated that the AR balance in the Planning and Administration Fund was not properly maintained and did not accurately reflect the correct balance.
Action: Kern COG has initiated an accounts receivable aging report to coincide with the beginning of fiscal year 2012-13.

5. Other Postemployment Benefits

Condition: No actuarial study has been performed for “postemployment benefits other than pensions” for 2011-12. The study is required to provide information about actuarial accrued liabilities and to what extent progress is being made in funding the plan.
Action: Kern COG funds its postemployment health benefits on a monthly basis due to the small number of retirees (7) to date. Staff conducted an actuarial study of post-employment benefits in October 2012.

6. Adjusting Journal Entries

Condition: No approval process was in place for adjusting journal entries in the general ledger during 2011-12. Consequently, the Financial Officer was both preparing and approving journal adjustments.
Action: Staff has implemented a process for journal adjustments to be reviewed by the Administrative Services Director prior to posting to the general ledger.

FINDINGS

1. Indirect Cost Allocation Plan

Condition: Kern COG had not developed and submitted the indirect cost allocation plan within six months after the close of the fiscal year as per the U.S. Office of Management and Budget (OMB) Circular A-87.
Action: Kern COG submitted its indirect cost allocation plan on August 16, 2012. The plan was approved by Caltrans on October 10, 2012.

The final reports are attached herewith.

ACTION:

Accept and file reports. VOICE VOTE.
April 18, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi  
Executive Director

BY: Becky Napier  
Regional Planner III

SUBJECT: KERN COG AGENDA NUMBER VII. ITEM A.  
Agreement – Litter and Debris Removal on State Highways

DESCRIPTION:

The Kern COG Board directed staff to negotiate with the City of Bakersfield, Kern County Sheriff’s Department, and the California Highway Patrol for a comprehensive litter removal and enforcement program on state highways throughout Kern County. This item has been reviewed by County Counsel.

DISCUSSION:

The Kern COG Board at its meeting of March 21, directed staff to negotiate with the City of Bakersfield, the Kern County Sheriff’s Department and the California Highway Patrol for a comprehensive litter removal and enforcement program on state highways throughout Kern County. The Keep Bakersfield Beautiful Program is operated through the Bakersfield Solid Waste Department. The City of Bakersfield is negotiating agreements with Caltrans and the Bakersfield Homeless Shelter to provide litter removal on the shoulders and ramps of the state highways within the City of Bakersfield.

Attached for Board consideration is an Agreement between the City of Bakersfield and the Kern COG Board acting as the Kern Motorist Aid Authority to use $20,000 in motorist aid funds to remove litter and debris from the state highways within the City of Bakersfield. The term of this agreement is from the date of execution of the agreement through July 31, 2013, at which time the program will be evaluated for further participation by Kern COG. Negotiations are still in process with the Kern County Sheriff’s Department and the California Highway Patrol.

ACTION

Approve the Memorandum of Agreement between Kern Council of Governments, Acting as the Kern Motorist Aid Authority, and the City of Bakersfield and authorize the Chair to sign the Agreement. VOICE VOTE.
MEMORANDUM OF AGREEMENT BETWEEN
KERN COUNCIL OF GOVERNMENTS ACTING AS THE
KERN MOTORIST AID AUTHORITY AND
THE CITY OF BAKERSFIELD

THIS MEMORANDUM OF AGREEMENT ("Agreement"), made and entered into this 18th day of April, 2013 ("Execution Date"), is by and between the City of Bakersfield, a charter city and municipal corporation, ("CITY") and Kern Council of Governments acting as the Kern Motorist Aid Authority, a joint powers entity ("KERN COG"). City and Kern COG are referred to individually as a “Party” and collectively as the “Parties”.

WITNESSETH

WHEREAS, KERN COG adopted the FY 2012-13 Overall Work Program and Financial Plan; and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority adopted a Financial Plan for operation and maintenance of a call-box system; and

WHEREAS, California Streets and Highways Code Section 2557(d) states that monies that exceed the amount needed for full implementation and ongoing costs to maintain and operate the motorist aid system of call boxes, may be used for purposes of safety-related motorist aid projects; and

WHEREAS, studies show that litter and debris on the roadway creates a safety hazard and causes numerous accidents per year in North America; and

WHEREAS, the CITY has established a program for litter and debris clean-up on state highways traversing the CITY; and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority is willing to provide funding to assist with litter and debris removal on state highways traversing through the CITY.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. CITY shall be the lead agency for the operation of the litter and debris clean-up program on state highways traversing through the CITY.

2. CITY shall submit one invoice to KERN COG in the amount of twenty thousand dollars ($20,000) to be used for litter and debris removal on state highways traversing the CITY. The invoice shall be dated after the Execution Date of this Agreement.

3. KERN COG shall provide CITY twenty thousand dollars ($20,000) from funds programmed in the Kern Motorist Aid Financial Plan to pay for costs incurred by CITY in litter and debris removal on state highways traversing the CITY.

4. CITY shall provide a monthly report to the Kern COG Board on the amount of litter and debris removed from state highways traversing the CITY.

5. The term of this Agreement shall be from the Execution Date through July 31, 2013.

6. Either Party may, at its sole discretion, terminate this Agreement at any time by giving 30 days written notice to the other Party.

7. CITY shall indemnify, defend (upon written request of KERN COG) and save harmless KERN COG, its officers, agents and employees from any and all losses, damages, liability, claims or causes of action of every nature whatsoever for physical damage to or
destruction of property, including the property of KERN COG, or physical injury to or
death of any person or persons, including KERN COG’s officers, agents and employees,
which may arise out of any act or omission of the CITY, its officers, agents, independent
contractors or employees during the performance of this Agreement.

8. No waiver of a breach of any provision of this Agreement shall constitute a waiver of any
other breach, or of such provision. Failure of either Party to enforce at any time, or from
time-to-time, any provision of this Agreement shall not be construed as a waiver thereof.
The remedies herein reserved shall be cumulative and in addition to any other remedies
in law or equity.

9. Should any part, term, portion, or provision of this Agreement be finally decided to be in
conflict with any law of the United States or the State of California, or otherwise be
unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or
provisions shall be deemed severable and shall not be affected thereby, provided such
remaining portions or provisions can be construed in substance to constitute the
agreement which the Parties intended to enter into in the first instance.

10. This Agreement contains the entire agreement of the Parties relating to the rights herein
granted and the obligations herein assumed. Any oral representations or modifications
concerning this Agreement shall be of no force or effect excepting a subsequent
modification in writing, signed by the party to be charged.

11. The terms of this Agreement shall be construed and interpreted under, and all respective
rights and duties shall be governed by, the laws of the State of California.

12. Any notice or notices required or permitted to be given pursuant to this Agreement may
be personally served on the other Party by the Party giving such notice or may be served
by certified mail, return receipt requested, to the following addresses:

TO KERN COG: Ahron Hakimi, Executive Director
Kern Council of Governments
1401 19th Street, Suite 300
Bakersfield, California 93301

TO CITY: Raul Rojas, Public Works Director
City of Bakersfield
1501 Truxtun Avenue
Bakersfield, CA 93301

13. The individual executing this Agreement on behalf of each Party warrants that he/she is
authorized to execute the Agreement on behalf of their agency and that the agency will
be bound by the terms and conditions contained herein.

14. CITY acknowledges that CITY, and all subcontractors hired by CITY to perform services
under this Agreement, are aware of and understand the Immigration Reform and Control
Act (“IRCA”). CITY is and shall remain in compliance with the IRCA and shall ensure
that any subcontractors hired by CITY to perform services under this Agreement are in
compliance with the IRCA. In addition, CITY agrees to indemnify, defend and hold
harmless KERN COG, its agents, officers and employees, from any liability, damages or
causes of action arising out of or relating to any claims that CITY’s employees, or the
employees of any subcontractor hired by CITY, are not authorized to work in the United
States for CITY or its subcontractor and/or any other claims based upon alleged IRCA
violations committed by CITY or CITY’s subcontractor(s).
15. CITY agrees to maintain and make available to KERN COG accurate books and records relative to all its activities under this Agreement. CITY shall permit KERN COG to audit, examine and make excerpts and transcripts from such records, and to conduct audits of all invoices, materials, records of personnel or other data related to all other matters covered by this Agreement. CITY shall maintain such data and records in an accessible location and condition for a period of not less than three years from the date of final payment under this Agreement, or until after the conclusion of any audit, whichever occurs last. The State of California and/or any federal agency having an interest in the subject of this Agreement shall have the same rights conferred upon KERN COG herein.

16. CITY shall observe and comply with all applicable state, federal, and local laws, ordinances, rules and regulations now in effect or hereafter enacted, each of which are hereby made a part hereof and incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have caused this MEMORANDUM OF AGREEMENT to be executed by their respective officers and agents thereunto duly authorized as of the Execution Date.

KERN COUNCIL OF GOVERNMENTS

Harold W. Hanson, Chair
"KERN COG"

APPROVED AS TO CONTENT:

Ahron Hakimi, Executive Director
Kern Council of Governments

APPROVED AS TO FORM:

Brian Van Wyk, Deputy
Kern County Counsel
For KERN COG

CITY OF BAKERSFIELD

Harvey Hall
City of Bakersfield
"CITY"

APPROVED AS TO CONTENT:

Raul Rojas, Public Works Director
City of Bakersfield

APPROVED AS TO FORM:

Joshua H. Rudnick,
Deputy City Attorney
City of Bakersfield

COUNTERSIGNED:

Nelson Smith
Finance Director
AGENDA
KERN COUNCIL OF GOVERNMENTS

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

THURSDAY
MAY 16, 2013
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: Flores, Hanson, Wood, Aguirre, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner

Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 – April 18, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse:

Applicant: City of California City
Address: 21000 Hacienda Blvd.
California City, California 93505
Contact: William Weil, City Manager
Telephone: 760-373-7170
Catalog No.: 12-372
Title: Rural Development Grant Program
Description: Arts and Community Center rehabilitation
Total Funds: $19,019.87
Impact Area: California City, Kern County
E. **Letter Requesting the California Public Utilities Commission to not Require the Tehachapi Renewable Transmission Project to be Routed Underground in the Chino Hills Area (Napier)**

Comment: Southern California Edison requested that Kern Council of Governments send a letter to the California Public Utilities Commission (CPUC) requesting that the CPUC not require the Tehachapi Renewable Transmission Project (TRTP) to be routed underground in the Chino Hills area. This item was reviewed by the Regional Planning Advisory Committee.

Action: Approve sending a letter to the California Public Utilities Commission in opposition to underground the Tehachapi Renewable Transmission Project in the Chino Hills area. VOICE VOTE.

F. **Program Supplement Agreement – Rideshare Program (Campbell)**

Comment: Pursuant to Kern COG policy, the Board shall review and approve grant-funding agreements. On April 24, 2013, staff received from Caltrans Program Supplement Agreement No. 026-N for $167,321 to implement a transportation demand management and Rideshare program.

Action: Approve Program Supplement Agreement, and authorize Chair to sign Agreement and Resolution No. 13-26. ROLL CALL VOTE

G. **Kern COG and Kern Motorist Aid Authority (KMAA) Financial Plans – Continue Public Hearing (Palomo)**

Comment: A request to continue the public hearing for Kern Council of Governments and Kern Motorist Aid Authority final FY 2013-14 Financial Plans.

Action: Continue the public hearing for the final Kern COG and KMAA 2013-14 financial plans until the next regular Board meeting on June 20, 2013. VOICE VOTE

H. **Program Supplement-Regional Traffic Count Program (Flickinger)**

Comment: Pursuant to Kern COG policy, the Council shall review and approve grant-funding agreements. Caltrans has included $79,677 Regional Surface Transportation Program funding (with $61,654 local match) in its FY 2012/13 budget to fund the agency's Regional Traffic Count Program.

Action: Approve Program Supplement and authorize Chair to sign Agreement and Resolution No. 13-27. ROLL CALL VOTE.

I. **Amendment No. 3 to Contract Between the Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California**

Comment: Consideration of Amendment No. 3 to the Contract between Kern Council of Governments acting as the Kern Motorist Aid Authority and Science Application International Corporation (SAIC) for operations and maintenance of the 511 system. This Amendment has been sent to County Counsel for review.

Action: Approve Amendment No. 3 to Contract Between the Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California. VOICE VOTE.

*** END CONSENT CALENDAR - ROLL CALL VOTE ***
IV. KERN COG:

A. Final FY 2013-14 Overall Work Program - Adoption (Phipps)

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 2013-2014 OWP includes a number of programs and projects at a projected funding level of $5,248,493. This item has been reviewed by the Transportation Technical Advisory Committee and the Regional Planning Advisory Committee.

Action: Adopt the FY 2013-2014 Overall Work Program and authorize Chair to sign Resolution No. 13-01. ROLL CALL VOTE.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Special Enforcement of Violations of Litter and Debris Regulations (Napier)

Comment: Memorandum of Agreement between the Kern Council of Governments (COG) acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office for dedicated enforcement of litter and debris regulations on state highways throughout Kern County. This item is being reviewed by County Counsel.

Action: Approve the Memorandum of Agreement between the Kern Council of Governments acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office. 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. EXECUTIVE SESSION: (None)

XII. ADJOURNMENT: NEXT MEETING: June 20, 2013
The meeting was called to order by Chair Harold Hanson at approximately 6:30 p.m.

I. ROLL CALL:
Members Present: Flores, Hanson, Wood, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner
Members Absent: Aguirre, Wilke
Alternates: Pascual,
Congestion Management Agency Ex-Officio Members: Miller, Silver, Fox
Others: Approximately 20
Staff: Hakimi, Collins, Ball, Phipps, Pacheco, Snoddy, Palomo, Invina, Heimer, De Branch and Van Wyk

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.

Ms. Nora Weber asked for a copy of the resolution that was discussed at the last meeting. Could you please post it on the website?

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 21, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse (None)
E. FY 2013-14 Preliminary Kern Council of Governments (COG) Financial Plan
F. FY 2013-14 Preliminary Kern Motorist Aid Authority (KMAA) Financial Plan
G. FY 2013-14 Preliminary Overall Work Program (OWP) Priorities
H. Sole Source Purchase of Computer Storage

MOTION BY DIRECTOR SMITH, second by Director Holloway, TO APPROVE THE CONSENT CALENDAR. Motion carried with a roll call vote.
IV. KERN COG:

A. FY 2011-12 Kern Council of Governments (Kern COG) Financial and Compliance Audit Reports

Mr. Phipps stated that staff has received the draft of Kern COG’s comprehensive annual financial reports for the 2011-12 fiscal year. This report covers transactions in approximately six different funds and one account group. This year we received an unqualified report that was submitted to the state controller’s office by the March 31st deadline as required by law. As expected, based on our prior two audits, this audit did contain and site six material weaknesses that we carried over from the last two. There were six material weaknesses in internal controls, there was one additional finding as well, all of which have been addressed. We have Mr. Starbuck here tonight from Brown Armstrong. Mr. Starbuck spoke regarding the 2011-12 Kern COG audit. They are pleased with the plan to address the findings. It is an unqualified or a clean opinion on your financial statements, which is excellent.

Director Smith congratulated staff for a very good audit.

MOTION BY DIRECTOR SMITH, second by Director Cantu, TO ACCEPT AND FILE REPORTS. Motion carried with a voice vote.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Agreement – Litter and Debris Removal on State Highways

Mr. Phipps stated that the Board at its March meeting directed staff to negotiate with the City of Bakersfield, Kern County Sheriff’s Department and the California Highway Patrol for a comprehensive litter removal and enforcement program on state highways throughout the County. Tonight we bring to you the first of these agreements, which is with the City of Bakersfield’s Keep Bakersfield Beautiful Program as operated through the Bakersfield Solid Waste Department. The City of Bakersfield was the furthest along in its negotiations with Caltrans for litter removal. This is the beginning of the process, as we move forward with additional agreements more of the County will be covered and included in this process. Tonight’s action is to approve an Agreement between Kern COG acting as the Kern Motorist Aid Authority and the City of Bakersfield to use $20,000 in Motorist Aid funds to remove litter and debris within the City of Bakersfield specifically. Negotiations are still in progress right now with Kern County Sheriff’s Department for litter removal countywide and also with the Sheriff’s Department and the CHP for enforcement. This Agreement is kind of a trial run, it only runs through July 31st, and will be brought back to you at that point to determine the effectiveness of the program and to determine whether we want to go forward with the rest of the $100,000 which was originally discussed as the upper limit of this program for a given year. We’re proposing to just start at $20,000 and work our way up. Chair said he understands that talks with the Sheriff’s Department are coming along well. Mr. Hakimi said he anticipates that we will have an agreement for the Board next month with the Sheriff’s Department, however he does not anticipate the County coming to an agreement with Caltrans until after the beginning of the fiscal year. Chair said that we are looking at the outside cities as well. Mr. Hakimi said absolutely, the agreement with the Sheriff’s Department will not only cover the unincorporated areas, but will cover all other cities along state highways other than the City of Bakersfield. The Sheriff’s Department has already started working with the inmates despite the lack of an agreement with Caltrans, they are getting out there and getting the litter picked up. As of this week they have picked up over five tons of litter just on SR 58 alone.

Director Cantu thanked Mr. Hakimi and Mr. Phipps for coming up and discussing this matter with them. He said they have inmates that they can use as well, his question is can McFarland use their inmate labor and still be able to put in a proposal for some of this money. Would there still be an opportunity for McFarland to put in a proposal and at the same time to streamline the selection process in the future to allow other cities that may have a need along with the capabilities of taking care of this. Mr Hakimi said that absolutely we can consider a proposal from the City of McFarland.
Director Wegman asked if Highways 46 and 43 included in this. Mr. Hakimi said the $20,000 that is on the table tonight is for Routes 178, 99 and 58 in meto Bakersfield. The $100,000 contract that will likely come to you next month will be for all the state highways in Kern County to include Routes 43 and 46. Director Wegman asked if Lerdo Highway in Shafter is included. Mr. Hakimi said no, because it is not a state highway. The money that we’re proposing to use for this comes from the call boxes and the nexus is to highway safety, so it needs to be used on routes where we have the call boxes which are the state routes. Director Wegman asked if that is in writing and Mr. Hakimi said that yes it is. Chair asked about Caltrans and Mr. Hakimi said that Caltrans is completely on board with what we are doing, and to take it a step further, they are also on board with the scaling back of the call box program which will generate more money for this.

MOTION BY DIRECTOR COUCH, and second by Director Johnston, TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN KERN COUNCIL OF GOVERNMENTS, ACTING AS THE KERN MOTORIST AID AUTHORITY, AND THE CITY OF BAKERSFIELD AND AUTHORIZE THE CHAIR TO SIGN THE AGREEMENT. Motion carried with a voice vote.

VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR’S REPORT:

A. Warrant Register
B. Timeline

Mr. Hakimi stated that three of Kern COG’s staff and five Board members and alternates will be meeting with Southern California Association of Governments this Monday, April 22nd. If you would like to attend, we are leaving Kern COG Monday morning at 10, please let us know. We will be discussing the RTP and air quality conformity among other things and how we can work with our partners to the south to help us move projects.

The Washington DC Valley Voice trip will be September 10-13, he’s heard from Councilmember Wegman, if anyone else is interested, please let us know.

The statewide CalCOG meeting was April 3-5 in Monterey. Mr. Phipps and myself attended along with Councilmembers Bob Smith, Jennifer Wood, Cheryl Wegman, Jose Gurrola and Supervisor David Couch. It was a very enjoyable and educational meeting.

The San Joaquin Valley Policy Council was March 22nd in Merced and Councilmember Wegman attended for us. He thanked her.

Next Wed. April 24th is our annual meeting with Federal Highway Administration, Federal Transit Administration and Caltrans on our Overall Work Program, it will include a construction tour of Westside Parkway. If any of you are interested in joining us, please let us know.

The Kern Association of Cities dinner is next Thursday, April 25th in Tehachapi.

May 3rd is the Eastern California Planning Partnership.

Kern COG will have a booth at the Arvin Wildflower Festival April 27th.

Caltrans and CHP are the two agencies that we have to agree with on callboxes, they have both agreed that the callboxes that have been down over three years on SR 46 for the construction do not need to be reinstalled.

The 511 telephone service is now active.
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.

Mayor Flores reported on the RAND – Remote Access Network - Board meeting he attended on April 8th.

Director Cantu wanted to express his concern with getting better educated on the 60/40 split based on population for funding. Economic factors and others should be considered as well. We have needs, but not as many resources. They are working with staff on this matter.

EXECUTIVE SESSION: (None)

CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9(d)(1)): Mr. Troy Hightower vs. Kern Council of Governments/Hartford Insurance.

Went into closed session 8:30 p.m. There was no reportable action.

XI. ADJOURNMENT: Next meeting – May 16, 2013

There being no further business, the meeting adjourned at approximately 8:40 p.m.

Respectfully submitted,

ATTEST: ________________________________

Ahron Hakimi, Executive Director

____________________________

Harold W. Hanson, Chair DATE: ____________________________
TO: Kern Council of Governments
FROM: Ahron Hakimi, Executive Director

BY: Becky Napier
Regional Planner III

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM E.
LETTER REQUESTING THE CALIFORNIA PUBLIC UTILITIES COMMISSION NOT REQUIRE
THE TEHACHAPI RENEWABLE TRANSMISSION PROJECT TO BE ROUTED UNDERGROUND
IN THE CHINO HILLS AREA

DESCRIPTION:
Southern California Edison requested that Kern Council of Governments send a letter to the California Public Utilities Commission (CPUC) requesting that the CPUC not require the Tehachapi Renewable Transmission Project (TRTP) to be routed underground in the Chino Hills area. This item was reviewed by the Regional Planning Advisory Committee.

DISCUSSION:
Southern California Edison obtained CPUC approval for the TRTP in 2009 after a two-year licensing phase during which the utility company demonstrated compliance with the California Environmental Quality Act and met all other State and federal requirements for the project. Now, with construction of the project well underway, one municipality is attempting to halt the entire project by asking all Southern California Edison ratepayers to finance the $600 million removal of overhead towers and transmission lines and reroute those lines underground.

Kern County has worked diligently to develop environmentally sound wind energy projects that will generate much of the renewable power California needs. The Kern County Board of Supervisors has adopted a goal of bringing 10,000 megawatts of renewable electricity into production by 2015, and more than 8,000 megawatts have been permitted for construction to date. The TRTP is the critical link that will tie these renewable energy resources to the Southern California power grid.

Kern County residents are bearing the impacts of these wind and solar projects in order to provide renewable energy for the rest of California; the residents of Chino Hills and other jurisdictions need to do their part in making this electricity available to Californians. If construction is delayed by rerouting a portion of Segment 8A underground, thousands of megawatts of renewable power and more than $12 billion of investment in clean energy will be endangered.

The attached letter was recommended by the Regional Planning Advisory Committee.

The Kern County Board of Supervisors at its meeting of March 12, 2013, approved a similar letter in opposition to the request of the City of Chino Hills.

ACTION:
Approve sending a letter to the California Public Utilities Commission in opposition to underground the Tehachapi Renewable Transmission Project in the Chino Hills area. VOICE VOTE.
May 16, 2013

Commissioner Mike Florio  
California Public Utilities Commission  
505 Van Ness Avenue  
San Francisco, CA  94102-3298

RE:  Opposition to request by the City of Chino Hills to move three miles of Tehachapi Renewable Transmission Project underground (Application A.07-06-031)

Dear Commissioner Florio:

The Kern Council of Governments Board of Directors strongly opposes a request that the California Public Utilities Commission (CPUC) order Southern California Edison to construct three miles in Segment 8A of the Tehachapi Renewable Transmission Project (TRTP) underground within the city limits of Chino Hills.

Southern California Edison obtained CPUC approval for the TRTP in 2009 after a two-year licensing phase during which the utility company demonstrated compliance with the California Environmental Quality Act and met all other State and federal requirements for the project. Now, with construction of the project well underway, one municipality is attempting to halt the entire project by asking all Southern California Edison ratepayers to finance the $600 million removal of overhead towers and transmission lines and reroute those lines underground.

Kern County has worked diligently to develop environmentally sound wind energy projects that will generate much of the renewable power California needs. The Kern County Board of Supervisors has adopted a goal of bringing 10,000 megawatts of renewable electricity into production by 2015, and more than 8,000 megawatts have been permitted for construction to date. The TRTP is the critical link that will tie these renewable energy resources to the Southern California power grid.

Kern County residents are bearing the impacts of these wind and solar projects in order to provide renewable energy for the rest of California; the residents of Chino Hills and other jurisdictions need to do their part in making this electricity available to Californians. If construction is delayed by rerouting a portion of Segment 8A underground, thousands of megawat4ets of renewable power and more than $12 billion of investment in clean energy will be endangered.

The Kern COG Board of Directors respectfully requests that the California Public Utilities Commission not require the Tehachapi Renewable Transmission Project to be routed underground in the Chino Hills area.

Sincerely,

Harold Hanson, Chairman
May 16, 2013

TO: Kern Council of Governments
FROM: Ahron Hakimi  
Executive Director
BY: Susanne Campbell  
Rideshare Coordinator

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM F.  
PROGRAM SUPPLEMENT AGREEMENT – RIDE SHARE PROGRAM

DESCRIPTION:

Pursuant to Kern COG policy, the Board shall review and approve grant-funding agreements. On April 24, 2013, staff received from Caltrans Program Supplement Agreement No. 026-N for $167,321 to implement a transportation demand management and Rideshare program.

DISCUSSION:

On April 24, 2013, staff received federal authorization (E-76) to proceed with work on the eighth year of Kern COG’s CMAQ-funded transportation demand management and Rideshare program. Program Supplement Agreement No. 026-N to Administering Agency-State Agreement No. 06-6087R for $167,321 must be signed and returned before Kern COG can invoice against the funding for reimbursement.

ACTION:

Approve Program Supplement Agreement, and authorize Chair to sign Agreement and Resolution No. 13-26. ROLL CALL VOTE
This Program Supplement hereby adopts and incorporates the Administering Agency-State Agreement for Federal Aid which was entered into between the Administering Agency and the State on 05/18/07 and is subject to all the terms and conditions thereof. This Program Supplement is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. approved by the Administering Agency on (See copy attached).

The Administering Agency further stipulates that as a condition to the payment by the State of any funds derived from sources noted below obligated to this PROJECT, the Administering Agency accepts and will comply with the special covenants or remarks set forth on the following pages.

PROJECT LOCATION:
Kern County

TYPE OF WORK: Rideshare Program 2012/2013

LENGTH: 0.0(MILES)

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KERN COUNTY COUNCIL OF GOVERNMENTS

By
Title
Date
Attest

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer

Date 4/17/13

STATE OF CALIFORNIA
Department of Transportation

By
Chief, Office of Project Implementation
Division of Local Assistance

Date

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Program Supplement 06-6087R-N026-ISTEA Page 1 of 3
SPECIAL COVENANTS OR REMARKS

1. ADMINISTERING AGENCY agrees that it will only proceed with work authorized for specific phase(s) with an "Authorization to Proceed" and will not proceed with future phase(s) of this project prior to receiving an "Authorization to Proceed" from the STATE for that phase(s) unless no further State or Federal funds are needed for those future phase(s).

2. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

3. The ADMINISTERING AGENCY will advertise, award and administer this project in accordance with the current published Local Assistance Procedures Manual.

4. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer within 60 days of project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract.

Failure to do so will cause a delay in the State processing invoices for the construction phase. Please refer to Section 15.7 "Award Package" of the Local Assistance Procedures Manual.

5. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumberances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if
SPECIAL COVENANTS OR REMARKS

PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

6. The Administering Agency shall not discriminate on the basis of race, religion, age, disability, color, national origin, or sex in the award and performance of any Federal-assisted contract or in the administration of its DBE Program Implementation Agreement. The Administering Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Federal-assisted contracts. The Administering Agency's DBE Implementation Agreement is incorporated by reference in this Agreement. Implementation of the DBE Implementation Agreement, including but not limited to timely reporting of DBE commitments and utilization, is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Administering Agency of its failure to carry out its DBE Implementation Agreement, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

7. As a condition for receiving federal-aid highway funds for the PROJECT, the Administering Agency certifies that NO members of the elected board, council, or other key decision makers are on the Federal Government Excluded Parties List System (EPLS).
RESOLUTION NO. 13-26

In the matter of:

PROGRAM SUPPLEMENT NO. 026-N FOR KERN COG’S COUNTYWIDE RIDE-SHARING PROGRAM

WHEREAS, Kern Council of Governments (Kern COG) is a regional transportation planning agency and a metropolitan planning organization (MPO); and

WHEREAS, the MPO is required to meet federal air quality conformity requirements in order to develop, maintain and endorse the Federal Transportation Improvement Program (FTIP); and

WHEREAS, Kern County is geographically located in the San Joaquin Valley Unified Air Pollution Control District, which is considered by the federal Environmental Protection Agency as an ‘extreme’ non-attainment area for ozone and particulate matter under 10 microns; and

WHEREAS, Kern COG, has committed to implement a countywide ridesharing program aimed at building awareness of clean-air commute alternatives; and

WHEREAS, Kern COG requires payment of federal funds to fund its Rideshare program; and

WHEREAS, the attached Program Supplement No. 026-N is required to engage in the Rideshare program.

NOW, THEREFORE, BE IT RESOLVED THAT:

Kern Council of Governments adopts Program Supplement No. 026-N and authorizes the Chair and the Executive Director to sign the Resolution and Program Supplement No. 026-N.

AUTHORIZED AND SIGNED THIS 16th DAY OF MAY 2013

AYES:

NOES:

ABSTAIN:

ABSENT:

____________________________
Harold W. Hanson, Chair
Kern Council of Governments

ATTEST:

I hereby certify that the foregoing is a true copy of a resolution of Kern Council of Governments duly authorized at a regularly scheduled meeting held on the 16th day of May 2013.

_________________________________   Date: __________________________
Ahron Hakimi, Executive Director
Kern Council of Governments
May 16, 2013

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 G.
KERN COG AND KERN MOTORIST AID AUTHORITY FY 2013-2014 FINANCIAL PLAN – CONTINUE
PUBLIC HEARING

DESCRIPTION:
A request to continue the public hearings for Kern Council of Governments’ and Kern Motorist Aid Authority’s (KMAA) final FY 2013-14 financial plans.

DISCUSSION:
During its April 18, 2013 regular meeting, the Board was presented with Kern COG’s/KMAA’s FY 2013-2014 preliminary financial plans. These plans serve as the presentation of detailed information regarding FY 2013-2014 budget issues and appropriations leading to public hearings and Board consideration for adoption. These public hearings were duly noticed on April 19; however, depending on Board direction, staff may need to revise expenditures before presenting the final plan in June.

ACTION:
Continue the public hearings for the final Kern COG/KMAA 2013-14 financial plans until the next regular Board meeting on June 20, 2013. VOICE VOTE
May 16, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

By: Ed Flickinger,
Associate Planner

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM H.
PROGRAM SUPPLEMENT-REGIONAL TRAFFIC COUNT PROGRAM

DESCRIPTION:

Pursuant to Kern COG policy, the Council shall review and approve grant-funding agreements. Caltrans has included $79,677 Regional Surface Transportation Program funding (with $61,654 local match) in its FY 2012/13 budget to fund the agency’s Regional Traffic Count Program.

DISCUSSION:

(Project KER120412 in the 2011 FTIP)

A Memorandum of Understanding establishing the Kern Regional Traffic Count program was approved by the Kern COG Board in January 2004. The Traffic Count Program was amended into the 2004 Federal Transportation Improvement Program (FTIP). In addition the project is also included in the 2011 FTIP with annual funding supplements scheduled through 2013. This agreement will fund Kern COG’s Regional Traffic Count Program for fiscal year 2013/14.

Traffic monitoring and pavement management are federally mandated in the recent transportation bills. In addition to traffic monitoring, traffic volume data obtained by traffic counters is used to validate the regional transportation model and used for engineering and planning purposes by local agencies. Traffic counts are used in the annual pavement management report that provides technical data on road samples throughout Kern County. This grant will provide funding for a regional traffic count program that was identified by the Kern Regional Transportation Modeling Subcommittee as necessary to improve data in the regional transportation model while reducing duplicative traffic counting efforts.

The data collected from these contracts are available on the Kern COG website: http://206.227.45.76/website/kerncog/viewer.htm.

ACTION:

Approve Program Supplement and authorize Chair to sign Agreement and Resolution No. 13-27. ROLL CALL VOTE.
This Program Supplement hereby adopts and incorporates the Administering Agency-State Agreement for Federal Aid which was entered into between the Administering Agency and the State on 05/18/07 and is subject to all the terms and conditions thereof. This Program Supplement is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. approved by the Administering Agency on (See copy attached).

The Administering Agency further stipulates that as a condition to the payment by the State of any funds derived from sources noted below obligated to this PROJECT, the Administering Agency accepts and will comply with the special covenants or remarks set forth on the following pages.

PROJECT LOCATION:
Traffic Count throughout Kern County

TYPE OF WORK: Regional Traffic Count Program (FY 12/13) LENGTH: 0.0(MILES)

<table>
<thead>
<tr>
<th>Estimated Cost</th>
<th>Federal Funds</th>
<th>Matching Funds</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>LOCAL</td>
<td></td>
</tr>
<tr>
<td>$141,331.00</td>
<td>$79,677.00</td>
<td>$61,654.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

KERN COUNTY COUNCIL OF GOVERNMENTS

By
Title
Date
Attest

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer
Date $79,677.00

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Statutes</th>
<th>Item</th>
<th>Year</th>
<th>Program</th>
<th>BC</th>
<th>Category</th>
<th>Fund Source</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Program Supplement 06-6087R-N025-ISTEA Page 1 of 3
SPECIAL COVENANTS OR REMARKS

1. ADMINISTERING AGENCY agrees that it will only proceed with work authorized for specific phase(s) with an "Authorization to Proceed" and will not proceed with future phase(s) of this project prior to receiving an "Authorization to Proceed" from the STATE for that phase(s) unless no further State or Federal funds are needed for those future phase(s).

2. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

3. The ADMINISTERING AGENCY will advertise, award and administer this project in accordance with the current published Local Assistance Procedures Manual.

4. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer within 60 days of project contract award and prior to the submittal of the ADMINISTERING AGENCY’S first invoice for the construction contract.

Failure to do so will cause a delay in the State processing invoices for the construction phase. Please refer to Section 15.7 "Award Package" of the Local Assistance Procedures Manual.

5. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumberances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if
SPECIAL COVENANTS OR REMARKS

PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

6. The Administering Agency shall not discriminate on the basis of race, religion, age, disability, color, national origin, or sex in the award and performance of any Federal-assisted contract or in the administration of its DBE Program Implementation Agreement. The Administering Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Federal-assisted contracts. The Administering Agency’s DBE Implementation Agreement is incorporated by reference in this Agreement. Implementation of the DBE Implementation Agreement, including but not limited to timely reporting of DBE commitments and utilization, is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Administering Agency of its failure to carry out its DBE Implementation Agreement, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

7. As a condition for receiving federal-aid highway funds for the PROJECT, the Administering Agency certifies that NO members of the elected board, council, or other key decision makers are on the Federal Government Excluded Parties List System (EPLS).
BEFORE THE KERN COUNCIL OF GOVERNMENTS
STATE OF CALIFORNIA, COUNTY OF KERN

RESOLUTION NO. 13-27

I the matter of:

PROGRAM SUPPLEMENT NO. N025 FOR FEDERAL AID PROJECT NO. STPL-6087 (041)
TRAFFIC COUNT PROGRAM

WHEREAS, the Kern Council of Governments (Kern COG) is a regional transportation
planning agency and a metropolitan planning organization (MPO); and

WHEREAS, the MPO is required to develop, maintain and endorse the Federal
Transportation Improvement Program (FTIP) with a Biannual Program of Projects for federal
funding assistance; and

WHEREAS, the FTIP for the Kern region is a six-year schedule of multi modal
transportation project improvements of major freeways, expressways, arterials, urban collectors,
bikeways, transit, rail and aviation facilities; and

WHEREAS, the traffic counters project is an approved project in the FTIP to purchase
traffic counters for use by member agencies for local and regional planning purposes; and

WHEREAS, Kern Council of Governments, acting as lead agency has processed the
request for authorization to enable federal reimbursement of Regional Surface Transportation
Program funding in federal fiscal year 2012-13 for $79,677.00 and local dollars match for
$61,654.00. .

WHEREAS, the attached Program Supplement No. N025 for Federal Aid Project No.
STPL-6087 (041) is required to purchase the traffic counters;

NOW, THEREFORE, BE IT RESOLVED THAT:

Kern Council of Governments adopt Program Supplement No. N025 and authorize the
Chairman and the Executive Director to sign the Resolution and Program Supplement No. N025.

AUTHORIZED AND SIGNED THIS 16TH DAY OF MAY 2013.

AYES:

NOES:

ABSTAIN:

ABSENT:

Harold W. Hanson, Chair
Kern Council of Governments

ATTEST:

Ahron Hakimi, Executive Director
May 16, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi
Executive Director

BY: Becky Napier
Regional Planner III

SUBJECT: KERN COG AGENDA NUMBER III. CONSENT CALENDAR ITEM I.
Amendment No. 3 to Contract Between the Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, CA

DESCRIPTION:
Consideration of Amendment No. 3 to the Contract between Kern Council of Governments acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for operations and maintenance of the 511 system. This Amendment has been sent to County Counsel for review.

DISCUSSION:
Kern Council of Governments (COG) acting as the Kern Motorist Aid Authority entered into a contract with Science Applications International Corporation (SAIC) to develop a 511-Traverler Information System for the Kern County area. The Kern 511 Traveler Information System consists of the Kern 511 website and the Interactive Voice Recognition (cellular access) system. The Kern 511 Traveler Information system is now complete.

Staff negotiated an extension to the agreement with SAIC for operation and maintenance of the Kern 511 system. Under the operation and maintenance plan, the SAIC team will provide continuous, uninterrupted, 511 service to Kern COG for both the Interactive Voice Recognition (IVR) and web functions. The SAIC project manager will be a single point of contact for Kern COG for interaction on the overall Kern 511 system.

Additionally, as the Kern 511 service utilization expands, Kern COG can request the SAIC team develop a proposal for adding new features and functionalities to the Kern 511 along with a cost estimate.

This Amendment extends the Agreement with SAIC to May 31, 2018, and locks in operations and maintenance costs for that period of time.

Year 1 (June 1, 2013 – May 31, 2014) $123,615.76
Year 2 (June 1, 2014 – May 31, 2015) $116,515.18
Year 3 (June 1, 2015 – May 31, 2016) $119,438.76
Year 4 (June 1, 2016 – May 31, 2017) $122,507.37
Year 5 (June 1, 2017 – May 31, 2018) $124,172.28

SAIC has also included some optional marketing assistance if Kern COG wishes to use it.

ACTION:
Approve Amendment No. 3 to Contract Between the Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California. VOICE VOTE.
AMENDMENT NO. 3
TO CONTRACT BETWEEN THE KERN COUNCIL OF GOVERNMENTS
ACTING AS THE KERN MOTORIST AID AUTHORITY
AND
SCIENCE APPLICATIONS INTERNATIONAL CORPORATION (SAIC)
FOR
511-TRAVELER INFORMATION SYSTEM FOR KERN COUNTY, CALIFORNIA

THIS AMENDMENT TO AGREEMENT ("Amendment No. 3") effective the 30
May 2013, ("Execution Date") is made and entered into by and between Kern Council
of Governments ("Kern COG"), and Science Applications International Corporation
("Consultant"). Kern COG and Consultant are referred to individually as a "Party" and
collectively as the "Parties."

W I T N E S S E T H

WHEREAS, Kern COG and CONSULTANT entered into an agreement dated
May 1, 2011 ("Agreement"), for the purpose of establishing a 511 Traveler Information
System for Kern County, California; and

WHEREAS, Amendment No. 1, approved May 17, 2012, extended the
completion date from June 30, 2012, to March 29, 2013; and

WHEREAS, Amendment No. 2, approved March 21, 2013, extended the completion
date from March 29, 2013 to June 30, 2013; and

NOW, THEREFORE, the Parties do mutually agree as follows:

1. Section III. Term of the Agreement is deleted and replaced with the following:

   a. The term of this contract is May 1, 2011 through May 31, 2018, unless an
      extension of time is granted in writing by kern COG.

2. Exhibit “A”, Technical Proposal for the Operations and Maintenance of the 511
   system is incorporated into the contract by this reference.

3. Exhibit “B”, Cost for the Operations and Maintenance of the 511 system is incorporated
   into the contract by this reference.

4. Except as expressly amended, all provisions of the Agreement shall remain in full
   force and effect.
IN WITNESS WHEREOF, this Amendment No. 3 to the Agreement has been executed as of the Execution Date.

APPROVED AS TO CONTENT:

Kern Council of Governments

Ahron Hakimi
Executive Director
“KERN COG”

Kern Council of Governments

Harold Hanson, Chairman
“KERN COG”

SAIC

Jim McMahon
AVP, Operation Contracts Manager
SAIC
“CONSULTANT”

APPROVED AS TO FORM

Brian Van Wyk, Deputy
County Counsel
OBJECTIVE

The objective of this proposal is to describe the continued operation and maintenance (O&M) of the Kern 511 Traveler Information System with high levels of availability and reliability. The services include providing the overall project management for Kern 511 and a single point of contact for any questions, enhancements, upgrades, issues, or changes. In addition to providing ongoing O&M support for the Kern 511 system, the SAIC Team will continue to proactively provide any recommendations for system upkeep, upgrades, and enhancements.

Under the O&M plan, the SAIC Team will provide continuous, uninterrupted, 511 service to Kern Council Of Governments (KCOG) for both the Interactive Voice Recognition (IVR) and web functions. The SAIC project manager (PM) will be a single point of contact for KCOG for interaction on the overall Kern 511 system O&M.

Furthermore, as the Kern 511 service utilization expands, KCOG can request the SAIC Team for adding any new features and functionalities to the Kern 511. The SAIC Team will work with the KCOG customer to document your requirements, develop a proposal for any such request, along with a cost estimate, based on the approved labor rates provided in the contract, and will seek approval before proceeding with development of any such enhancements.

1. PROPOSED PERIOD OF PERFORMANCE

The proposed period of performance (PoP) for this phase is a base 3-year contract extension with two optional one-year extensions thereafter.

2. SUMMARY OF OVERALL O&M SUPPORT FUNCTIONS

The SAIC Team will provide the following services to KCOG:
## Summary of SAIC O&M Support Services

- Continued operation of the Kern 511 web site
- Continued operation of the English and Spanish Interactive Voice Recognition (IVR) systems
- Single point of contact for KCOG for management and reporting on the project
- Continued traffic data ingestion from multiple data sources in Kern County
- Continued managed hosting for the web site with 99.9% uptime
- Support with any issues with 511 translation with telecommunication companies in Kern County
- Providing a Service Desk function support for KCOG to report any issues 24x7x365
- Providing resolution of critical issues within one business day
- Providing details and estimated time and cost for resolution of any major issues beyond the scope of O&M
- Providing details, estimated time, and cost for any requested enhancements to the system
- Providing recommendations for upgrades and additional features to the system.
- Provide daily, 365 days/year, 24 hours/day connectivity for web site and 511 IVR
- Provide IVR telco services with 99.9% uptime
- Provide IVR hardware hosting with 99.9% uptime
- Providing support to KCOG for any marketing and promotional efforts
- Providing support to KCOG on any interaction with the stakeholders, Caltrans, and neighboring Counties
- Providing optional marketing plans and promotional materials and displays

### 3. SERVICE DESK SUPPORT

SAIC will provide a Level 1 Multi Client Service Desk Support to KCOG PM and designated points of contact. The Service Desk is a 24x7x365 support team that provides Level 1 support to KCOG. SAIC will provide services to log, track, route, escalate and report on all incidents reported to the Service Desk and provide Level 1 resolution on all incidents identified as resolvable.

**Service Desk Technical Approach:**

SAIC will provide a 2-phase approach to meeting the requirements of KCOG reporting of any issues.

- Phase 1 – Establishing a designated local phone number (865-481-xxxx) to connect to the Service Desk Team and processing of calls
- Phase 2 – Development of the KCOG reporting systems
Phase 1 -- Establishing a local phone number (865-481-xxxx) to connect to the Service Desk Team

SAIC will employ our shared Multi Client Service Desk team to provide Level 1 support KCOG. The Service Desk team is a 24x7x365 support team that provides Level 1 support to multiple clients. The Service Desk Agents will provide basic troubleshooting for each reported issue. The SAIC Service Desk Agents will adhere to SAIC IT processes and procedures to handle issues from receipt to closure. The SAIC Service Desk Manager and Supervisor who will be assigned to the KCOG Program are trained and ITIL certified for this kind of support.

All incidents reported to the Service Desk will be logged and tracked. The Service Desk Agents will retain end-to-end responsibility for all Incidents logged via the Service Desk. End to end responsibility will include documenting information that is provided to the Service Desk regarding an issue, steps used to resolve an incident by Tier 1 support personnel and escalation to Tier 2 support group for resolution and ticket closure.

Phase 2 – Development of the KCOG reporting systems

SAIC will develop and install a web portal page for KCOG issues with daily, weekly, and monthly logs and reports.

Performance Reporting
The Service Desk Team shall provide interactive briefings on Service Desk performance, providing recommended enhancements and ideas for continuous improvement of service. An Issue report will be reviewed and then posted to the web portal page and available for reporting to KCOG. This report will include the number of tickets generated per day/ per week/ per month by Category, type and item. The categories include issues related to data ingestion, hosting, telecom carrier connectivity, web site performance, and IVR performance.

Service Level Time Frame
SAIC Team will resolve most reported issues within one business day. If the issue is major and requires more than one business day to resolve, SAIC will promptly provide the expected resolution, length of time expected for resolution and any associated cost for resolving the issue to KCOG.

4. **KERN 511 O&M TECHNICAL DETAILS**

Routine maintenance of the Kern 511 hardware and software will ensure effective, optimal, and uninterrupted operation of the system. Establishing a comprehensive Maintenance Activity Plan (MAP), will result in a reliable system that operates with less overall maintenance expense, and with high levels of availability and reliability. Maintenance activities described in this section primarily involve maintenance of hardware, software, data, and system connectivity for the Kern 511 web site.
4.1 **COMPONENTS OF THE MAINTENANCE ACTIVITY PLAN (MAP)**

The Maintenance Activity Plan (MAP) is comprised of the following key sections:

- Day-to-Day Maintenance
- Preventive Maintenance
- Response Maintenance
- Configuration Management/Design Modifications

4.1.1 **DAY-TO-DAY MAINTENANCE**

At the start of regular business hours, Kern web 511 Support Staff will conduct daily health checks of the system. These include: checking of system monitoring processes, watchdog messages and server connections, and testing of the Kern 511 website. When the staff sees any reported system anomalies by watchdog programs or other sources during the routine health check process, they will respond to anomalies immediately as appropriate. The Kern 511 Support Staff will follow standard troubleshooting and reporting procedures in responding to a system anomaly.

4.1.2 **PREVENTIVE MAINTENANCE**

Preventive Maintenance is defined as actions performed on a regularly scheduled basis, using a set of procedures, to preserve the intended working condition of the system. Preventive Maintenance activities are some of the most effective ways to reduce the overall expense of an operational system, while ensuring that the individual components operate in a reliable and optimum fashion. Common Preventive Maintenance activities include: inspection, record keeping, cleaning (databases and log files), replacement (patching and upgrading), and testing. To be most effective, the program should be scheduled regularly and well planned.

Information regarding maintenance activities will be stored in a central place to ensure that it can be appropriately used to monitor performance of the Kern 511. This information is necessary to identify trends in maintenance needs, and to plan and forecast future maintenance requirements and expenses.

Though some of these activities and/or the frequency of their occurrence may change over time, the following Preventive Maintenance activities are expected to occur at the interval indicated:

<table>
<thead>
<tr>
<th>Preventive Maintenance Activity</th>
<th>Frequency of Occurrence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review of Operating System, Database, and Application event logs</td>
<td>Weekly</td>
</tr>
<tr>
<td>Monitoring of CPU, memory, and disk utilization</td>
<td>Ongoing Frequency – Weekly</td>
</tr>
<tr>
<td>Database maintenance (review database file sizes, review number of records in databases, review data integrity, review time stamps, etc.)</td>
<td>Ongoing Frequency – Monthly</td>
</tr>
<tr>
<td>Review of database maintenance jobs</td>
<td>Monthly</td>
</tr>
<tr>
<td>Disk optimization (defrag and chkdsk)</td>
<td>Quarterly</td>
</tr>
<tr>
<td>Preventive Maintenance Activity</td>
<td>Frequency of Occurrence</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>Upgrade of Service Packs, Critical Updates, routine security updates, security hot fixes for</td>
<td>Monthly And as needed</td>
</tr>
<tr>
<td>Operating System, Databases, and any COTS software used in the system that are not performed by</td>
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<tr>
<td>the managed hosting company (Mentora)</td>
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<tr>
<td>Reboot servers</td>
<td>Monthly And as needed</td>
</tr>
<tr>
<td>Restart data collection processes</td>
<td>Monthly And as needed</td>
</tr>
<tr>
<td>Verify that the Administrator is signed in and the data collectors are running properly (on the</td>
<td>Weekly</td>
</tr>
<tr>
<td>server(s)).</td>
<td></td>
</tr>
<tr>
<td>Verify that the appropriate processes have started and are configured to startup automatically</td>
<td>Weekly</td>
</tr>
<tr>
<td>on all servers</td>
<td></td>
</tr>
<tr>
<td>Ensure all Process Watchdogs are running properly</td>
<td>Initial Frequency – Weekly Ongoing Frequency</td>
</tr>
<tr>
<td>Ensure virus protection is current</td>
<td>– Monthly And as needed</td>
</tr>
<tr>
<td>Clear event logs as appropriate, and per agreed upon predetermined schedule</td>
<td>Monthly And as needed</td>
</tr>
<tr>
<td>Correct and / or enhance software based on Preventive Maintenance Activities (may involve</td>
<td>Quarterly And as needed</td>
</tr>
<tr>
<td>tuning the application settings or modifying software for the deployed environment)</td>
<td></td>
</tr>
<tr>
<td>Perform minor software feature enhancements based on customer feedback</td>
<td>Quarterly And as needed</td>
</tr>
<tr>
<td>Modifications to data collection processes / software and databases in response to any changes</td>
<td>As needed</td>
</tr>
<tr>
<td>made to the data feed by the data providers (modifying the software to retrieve new, or changed data feed format(s))</td>
<td></td>
</tr>
<tr>
<td>Software bug tracking and disposition</td>
<td>As needed</td>
</tr>
<tr>
<td>Software coding updates after bug fixes</td>
<td>As needed</td>
</tr>
<tr>
<td>Software coding updates when data providers change data formats</td>
<td>As needed</td>
</tr>
</tbody>
</table>

**4.1.3 Response Maintenance**

Upon notification of an issue from the Service Desk, the initial response by the Kern 511 Support Staff to the reported malfunction of the system is known as response maintenance. Response maintenance includes both a quick scan of the publicly facing elements of the system; as well as backend procedures used to troubleshoot, restore, and test the malfunctioning hardware and/or software. As an integral part of the response maintenance system, documentation of malfunctions and actions taken to restore functionality will be kept. As part of these procedures, a standard ordering of priorities will be determined that will define a hierarchical recovery of individual components. This hierarchical approach will serve as the basis for planning maintenance activities as well as defining the order in which those activities will be conducted. Under conditions when inadequate resources are available to address all
necessary maintenance activities, this hierarchical approach will establish which activities will be given priority. Response procedures will be developed for situations where issues arise during normal business hours, as well as after hours.

The following activities will take place in response to a web site issue or anomaly where the root cause is not immediately identifiable. The Frequency of Occurrence will be “as needed” for all Response Maintenance activities. Though some of these activities may change over time, the following Response Maintenance activities are expected to occur:

<table>
<thead>
<tr>
<th>Response Maintenance Activity</th>
<th>Frequency of Occurrence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quick review of publically facing elements of the system</td>
<td>As Needed</td>
</tr>
<tr>
<td>Review of Application event logs</td>
<td>As Needed</td>
</tr>
<tr>
<td>Review of CPU, memory, and disk utilization</td>
<td>As Needed</td>
</tr>
<tr>
<td>Verify that the Administrator is signed in and the data collectors are running properly (on the server(s)).</td>
<td>As Needed</td>
</tr>
<tr>
<td>Restart data collection processes</td>
<td>As Needed</td>
</tr>
<tr>
<td>Ensure all Process Watchdogs are running properly</td>
<td>As Needed</td>
</tr>
<tr>
<td>Verify that the appropriate processes have started and are configured to startup automatically on all servers</td>
<td>As Needed</td>
</tr>
<tr>
<td>Reboot servers</td>
<td>As Needed</td>
</tr>
<tr>
<td>Ensure virus protection is current</td>
<td>As Needed</td>
</tr>
</tbody>
</table>

4.1.4 CONFIGURATION MANAGEMENT/DESIGN MODIFICATIONS
Proper configuration management and documentation are essential to ongoing operations and maintenance of any system. Understanding changes/upgrades in the system – hardware or software – and any resulting system issues or anomalies are imperative to efficient and effective troubleshooting, response maintenance activities, and eventual system recovery/correction. The SAIC Team has in place structured procedures for software configuration management, software development, and software testing.

Any design modifications and enhancement will be promptly accommodated upon request from KCOG. The schedule and cost for any such activities will be provided to KCOG for approval prior to commencement of any additional work. Modifications of software are done in a development environment where testing can be performed outside of the production environment, and prior to rolling out modified software to the production environment.

4.2 DATA MAINTENANCE
Data maintenance is focused on activities to update Kern 511 traffic maps when new data, including CCTV cameras, Changeable Message Signs (CMS) etc., are added by various data sources. Data maintenance will be performed by the SAIC Team on an ‘as needed’ basis.
The addition of any data to the system will be promptly accommodated upon request from KCOG. The schedule and cost for any such activities will be provided to KCOG for approval prior to commencement of any additional work.

4.3 TROUBLESHOOTING

The SAIC Team will implement a systematic and effective troubleshooting approach to ensure timely and appropriate identification and resolution of issues and anomalies. This section describes the troubleshooting methods, processes, and associated reporting procedures that will be utilized for Kern 511. The following activities will follow generation of a Level 1 issue from the Service Desk as discussed in the previous section.

4.3.1 LEVEL 2 TROUBLESHOOTING

Upon notification from the Service Desk for the traffic map and IVR components of the Kern 511, through an escalation program, the following troubleshooting functions will be performed:

- Monitor data exchange between system operations
- Send automated notification of data exchange anomalies directly to the necessary support personnel
- Restart a data exchange process after an anomaly is detected
- Send notification of updated operational status after the “restart”

Based on experience from previous similar projects, a large percentage of software related problems in operation can be fixed by a process or system restart in this level. For problems that cannot be fixed in this stage, a third level of troubleshooting will be executed as described below.

4.3.2 LEVEL 3 TROUBLESHOOTING

When multiple notifications are received indicating that an issue or anomaly is not corrected after multiple process or system restarts, the Kern 511 support team will start a more detailed troubleshooting process in the following areas:

- Data Source – Based on Level 2 messages, the Kern 511 Support Team will check data source websites to verify data availability and update status. If necessary, the Support Team will then follow up with data provider agency personnel to investigate any other identifiable data exchange issues. In situations where current freeway traffic data are not available or not getting updated from data sources, the Kern 511 traffic maps will be “grayed-out,” indicating “Data Unavailable” on the web site.

- Server Hardware – Our Mentora subcontractor has a responsibility for troubleshooting and fixing hardware problems associated with web site servers in the hosting facility. Our Ignite Media Solutions (IMS) subcontractor has the same responsibility for the IVR servers. When connection to one or more of the servers cannot be established, or if the Kern 511 Support Team notices a potential problem with server hardware, Mentora or IMS will be contacted. The SAIC Team will be notified when Mentora or IMS replace or repair an old or faulty server. The technical team will reload the appropriate Kern 511 software to the server and test to make
sure it runs properly. The SAIC Team will keep the Kern 511 stakeholders apprised of the hardware repair/replacement activities. Also, appropriate temporary notice may be posted to notify the public of the maintenance the activity and the anticipated system recovery time.

- Software – The SAIC Team will examine activity logs and software code to troubleshoot software related issues. The Team will keep the Kern 511 stakeholders apprised of the software troubleshooting and correction activities. Also, appropriate temporary notice may be posted to notify the public of the maintenance the activity and the anticipated system recovery time.

5. **ASSUMPTIONS**

The Kern 511 system is a new system and no historic data on usage is available. In preparing the O&M support estimate, the following assumptions have been made.

1. **Call Volumes (Avg. call 2 minutes):**

<table>
<thead>
<tr>
<th>Call Volumes per minute/Year</th>
<th>English Calls (Mins.)</th>
<th>Spanish Calls (Mins.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1</td>
<td>25,000 (1,000 calls/month)</td>
<td>5,000 (200 calls/month)</td>
</tr>
<tr>
<td>Year 2</td>
<td>70,000 (3,000 calls/month)</td>
<td>10,000 (400 calls/month)</td>
</tr>
<tr>
<td>Year 3</td>
<td>80,000 (3,300 calls/month)</td>
<td>12,000 (500 calls/month)</td>
</tr>
<tr>
<td>Year 4</td>
<td>90,000 (3,700 calls/month)</td>
<td>15,000 (600 calls/month)</td>
</tr>
<tr>
<td>Year 5</td>
<td>90,000 (3,700 calls/month)</td>
<td>15,000 (600 calls/month)</td>
</tr>
</tbody>
</table>

Note: The above call volumes are for cost estimating purposes. The actual system usage is unknown and will be determined as the system is launched and the public starts using the system.

2. **Service Desk Access:**

The Service Desk shall support calls from KCOG PM and designated personnel. This service will not be designed to be open to the public for reporting issues.

6. **KERN 511 SUPPORT TEAM**

The following table includes a list of the SAIC Team members, including suppliers, and their functions. The team members are divided into two categories. The first group of 5 subcontractors provides required services to the project. The second group of 2 subcontractors provides optional or as-needed services.
List of Subcontracts/Suppliers and Role

<table>
<thead>
<tr>
<th>Subcontractor/Supplier</th>
<th>Supports</th>
<th>Role</th>
<th>O&amp;M Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Iteris</td>
<td>Web</td>
<td>Overall O&amp;M for the web site</td>
<td>Required</td>
</tr>
<tr>
<td>Navteq</td>
<td>Web/IVR</td>
<td>Provides data for Kern 511</td>
<td>Required</td>
</tr>
<tr>
<td>Mentora</td>
<td>Web</td>
<td>Hosts the web site</td>
<td>Required</td>
</tr>
<tr>
<td>Ignite Media Solutions (IMS)</td>
<td>IVR</td>
<td>IVR Hosting, Platform and Telephony cost, English voice talent, toll free numbers</td>
<td>Required</td>
</tr>
<tr>
<td>Net2Voice</td>
<td>IVR</td>
<td>IVR Application Development and Support, Support automatic speech recognition (ASR) and text to speech (TTS)</td>
<td>Required</td>
</tr>
</tbody>
</table>

Optional/As-Needed Services

<table>
<thead>
<tr>
<th>Subcontractor/Supplier</th>
<th>Supports</th>
<th>Role</th>
<th>O&amp;M Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Reality Inc.</td>
<td>IVR</td>
<td>Telecomm Translation Services</td>
<td>As needed (use not anticipated or minimal)</td>
</tr>
<tr>
<td>Global-5</td>
<td>Web/IVR</td>
<td>Marketing</td>
<td>Optional – as needed by KCOG</td>
</tr>
</tbody>
</table>

REQUIRED SUBCONTRACTOR SERVICES:

6.1 **ITERIS**

Iteris Inc., provides the web site support and maintenance for Kern 511. Details of the web site support functions are included in the above sections of this proposal.

6.2 **NAVTEQ**

NAVTEQ provides Live Traffic Feed for Kern County, CA in XML formal. This data along with data from Caltrans is used for live traffic reports on the Kern 511 web site and IVR. Navteq services are provided by a licensing agreement that is renewed on an annual basis with the company.

6.3 **MENTORA**

Mentora Group Inc. (Mentora) provides Infrastructure and Managed Hosting services for Kern 511 in Mentora’s space at the AT&T Internet Data Center in Ashburn, VA. This service is in-place for Kern 511.
## Recurring Services

<table>
<thead>
<tr>
<th>SERVICE</th>
<th>SERVICE DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Equipment: Virtual Servers &amp; Network</strong></td>
<td>Provide the use of Virtual Servers (VMs) on the Mentora Managed Cloud Platform. The Mentora Managed Cloud is designed for business-critical applications with internally redundant components, vMotion failover of VMs to an alternate host in the event of failure on the physical host and high speed fiber-connections. Network support for the provisioned servers using redundant Cisco ASA firewalls, geographically redundant DNS servers and redundant SMTP servers.</td>
</tr>
</tbody>
</table>
| **2. Facilities and Connectivity** | Mentora infrastructure and services are provided in the AT&T Internet Data Center in Ashburn, VA. AT&T top-tier SAS70 Type II certified data centers offer:  
- Facilities – Quality purpose-built facilities with private secure fenced cage or cabinets, redundant power (full UPS protection), raised flooring, AC with backup, fire suppression, diesel generator backup, UPS, environmental systems, fluid detection and seismic bracing.  
- Network Operations Center (NOC) – 24x7x365 analysis of network operations  
- Network Connectivity – Flexible connectivity via the internet (up to 4.8 GB) or dedicated lines, including point-to-point, Frame Relay, and VPN.  
- Monitoring –24x7x365 of facility network and routing hardware  
- Security – Biometric, electronic, and physical layers of security |
| **3. Managed Hosting Services** | designated named Systems Engineer(s) at the AT&T Internet Data Centers in Ashburn, VA to provide outsourced on-site and remote systems administrator/hardware engineering and remote hands support for SAIC’s infrastructure. Service hours are 24x7x365. Infrastructure Support Services include:  
- **Firewall and VPN Administration** – comprehensive firewall and VPN support for one VPN including firewall and VPN configuration and maintenance; 24x7 monitoring and alarm response; activity logging and monthly reporting.  
- **DNS Services** – complete domain registration and DNS services to support the domains hosted for Customer’s web site and applications and make changes as necessary to meet business requirements.  
- **Mail Relay** – mail relay (SMTP) services for Customer’s applications.  
- **Customer Portal** – customized private web portal for Customer monitoring, bandwidth utilization statistics and incident reporting.  
- **Incident Response** – response to monitoring alerts and any problems reported by your team. Problems, resolutions and resolution times are tracked in our Trouble Ticket System and reported monthly.  
- **Remote Hands** – full ongoing on-site support including activities such as power on/off, local console access, remove/replace/reset connectors, load/remove CDs or tapes, remove/install pre-configured |
<table>
<thead>
<tr>
<th>SERVICE</th>
<th>SERVICE DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>equipment, and other tasks requiring physical access to the equipment.</td>
<td></td>
</tr>
<tr>
<td><strong>3b. Backup Services</strong> <em>(Optional)</em></td>
<td><strong>File System Backups</strong> – daily file system backups as follows: one (1) full and six (6) incremental backups per week, for a volume of data specified. Backup infrastructure and storage for the provisioned servers using redundant, high-availability backup infrastructure for disk-to-disk backup.</td>
</tr>
<tr>
<td><strong>3c. OS Support Services</strong> <em>(Optional)</em></td>
<td><strong>Operating System Installation, Maintenance and Administration</strong> – provision, install and/or verify and will maintain “security hardened” configurations of the Windows Server, or Red Hat Enterprise Linux for each managed server, including VMs. Mentoras SAIC will coordinate to schedule Mentoras regular (and – when needed – emergency) installation of upgrades and patches to provide the most recent tested and approved releases on a timely basis. Provide OS level break/fix services for each supported OS, make configuration changes as necessary, check/monitor system logs and respond to incidents and alerts. Customer must accept manufacturer’s notice of upgrades and patches within manufacturer’s recommended time for any applicable SLA to remain in effect. Customer shall be responsible for any added costs incurred due to delays.</td>
</tr>
<tr>
<td><strong>3d. Service Level Agreement</strong></td>
<td><strong>Mentora guarantees 100% availability of the managed infrastructure (servers, storage and network)</strong></td>
</tr>
<tr>
<td><strong>4. Software Licenses &amp; Subscriptions</strong> <em>(optional)</em></td>
<td>Provide licensing of Microsoft Operating Systems on a monthly subscription basis with billing based on prior month utilization.</td>
</tr>
</tbody>
</table>

Any managed hosting services requested by KCOG or recommended by the technical team will be promptly accommodated. The schedule and cost for any such activities will be provided to KCOG for approval prior to commencement of any additional work.

### 6.4 IGNITE MEDIA SOLUTIONS (IMS)

The IMS functions support the IVR component of the system including the following:

1. Provide hardware for hosting IVR Application, IVR Platform, ASR and TTS engine.
2. Provide hardware for hosting web-based application accessible over internet for Kern COG operators to access.
3. Provide telco services for receiving incoming calls.
4. Provide telco service for making outbound calls, if needed.
5. Ensure telco services with 100% uptime and no dropped calls.
6. Provide hardware hosting with 99.9% uptime.
7. Provide operational and maintenance support and services for all telco and hardware services provisioned.
8. Provide services to transition 800-Numbers, if needed.
9. Provide separate test and production environment with separate call in numbers.
10. Allow access to the IVR Application and other supporting tools to access relevant data feed URLs over internet and fetch information.
11. Provide multiple Toll Free Numbers for incoming calls from different carriers in KCOG. KCOG will have the option to own and port the Toll Free Numbers provisioned.
12. Provide web-based access to statistics and system utilization reports. The reports shall be downloadable in a format that can be used to extract information and further processed as needed (such as comma separated file).
13. Provide additional statistical data, not covered in web-based reports, on request from SAIC.
14. Perform regular maintenance and upgrades on the hardware provided with approval from SAIC.

6.5 Net2Voice
Net2Voice will provide as-needed support for any IVR Application Development. The service would include: Minor changes to IVR such has minor prompt update, minor grammar update, and minor bug fixes. Furthermore, Net2Voive will handle troubleshooting of issues related to IVR including coordination with Ignite Media Solutions.

Any system tuning, data updates and highway/area coverage updates, grammar and prompt changes and IVR update changes will be accommodated upon request from KCOG. The schedule and cost for any such activities will be provided to KCOG for approval prior to commencement of any additional work. Modifications of software are done in a development environment where testing can be performed outside of the production environment, and prior to rolling out modified software to the production environment.

OTHER SUBCONTRACTOR SERVICES (OPTIONAL AND AS-NEEDED)

6.6 Active Reality, Inc.
This subcontractor provides assistance in resolving any issues related to translation for 511 throughout Kern County, CA, with all the telecomm carriers including mobile and landlines. The extent of this activity will be limited and only as issues emerge.

If any need for translation related activities with the telecom companies in Kern County arise, we will promptly provide a schedule and cost for any such activities to KCOG for approval prior to commencement of any additional work.
6.7 GLOBAL-5

Global-5 provides marketing services for 511 systems nationwide. This proposal includes optional services for KCOG for promoting the Kern 511 system during the first year of service, using Global-5 methodologies. These optional services are presented either excluding or including expenses to design and provide materials and display.

The cost proposal includes the estimated cost for the following two options:

**Option 1** - System Marketing for services listed below with no materials expenses

**Option 2** - System Marketing for services listed below including expenses to provide marketing materials and displays

In Option 1, the outlined marketing efforts will take place with limited personnel support and no materials expenses. In Option 2, the outlined services will take place and marketing materials, such as traveling display, a mall display, and rack cards/tips cards, will be designed and produced for KCOG.

The difference in cost between the two options indicated in the Cost Proposal is the personnel time required to design these additional awareness items, and the price of the printing, production of PSA billboards, and a mall or lobby display.

**Kern 511 Traveler Information Service Marketing**

511 system marketing heightens awareness and increases 511 usages. While generating the obvious benefit of providing more information to reduce congestion and crashes, it also provides the supplementary benefit of creating public impressions. These impressions can be monetized through revenue generation programs at a later time and centered on existing Kern County assets.

The marketing approach will be using industry knowledge and proven **Partnership Marketing Approach** to reach the target audience, that is: Commuters, Tourists and Commercial Vehicle Operators (CVOs), through proactive media relations, social media, PSA placements and 511 assets. The Team will dedicate its efforts to develop a strong, positive brand for Kern 511.

**PARTNERSHIP MARKETING APPROACH**

The SAIC Team will position Kern 511 as the direct source for On-Demand Traveler Information through phone and website services, in English and Spanish. We will develop a suite of Kern 511 written marketing communications pieces that promote the benefits of the 511 system to use in conjunction with pieces developed for the system launch.

These pieces will include:

- **Kern 511 Articles** – Articles will be authored for newsletters, print publications and websites. Each piece will be written utilizing the best writing practice for the medium in which it is intended to be published and will be accompanied with an appropriate image.

- **Kern 511 Social Media Posts** – A variety of social media posts will be created for Facebook, Twitter and Google+ that can be used to promote general
awareness of Kern 511 as well as promote its benefits during specific times of the year.

- **Kern 511 Video PSA and How To Video** – The video PSA and How To video developed during the launch of Kern 511 will be combined with newly produced written marketing communications tools. After creating this suite of Kern 511 marketing communications tools, Global-5 will then use proven **Partnership Marketing Approach** for placement of these pieces. Our **Partnership Marketing Approach** does not consist of advertising purchases. Rather, we establish and engage partner organizations to promote 511 and distribute 511 information to their audiences. The approach not only reaches our target audience effectively, it provides the greatest return on investment.

Global-5 will develop a database for outreach as part of the **Partnership Marketing Approach** that will include:

**Colleges**

- Bakersfield College (community college)
  - Satellite campus: Weill Institute (downtown)
- National University
- Branch campuses:
  - University of LaVerne
  - Fresno Pacific University
  - Point Loma Nazarene University
  - Santa Barbara Business College

**Sports Teams and Facilities**

- **Minor League Teams:**
  - Bakersfield Blaze Baseball (California League)
  - Bakersfield Condors Hockey (ECHL)
  - Bakersfield Jam Basketball (D-League)
- **College Sports:**
  - Bakersfield College Renegades (19 varsity sports, the most notable being football, in the Western State Conference)
  - California State University, Bakersfield Roadrunners (university with 15 varsity sports, the most notable being basketball, NCAA division I)
- **Facility:**
  - Rabobank Arena

**Chambers of Commerce**

- Greater Bakersfield Chamber of Commerce
- Kern County Hispanic Chamber of Commerce
**Convention and Visitors Bureau**
- Greater Bakersfield Convention and Visitors Bureau

**Government Agencies**
- Edwards Air Force Base, 11,500 employees
- County of Kern, 7,475 employees
- City of Bakersfield: 1,300 employees
  
  Note: These numbers came from the Bakersfield Chamber of Commerce website

**Commuter Services**
- Golden Empire Transit District (GET Bus)
- Commute Kern (ride share)
- Kern Regional Transit Division

**Major Employers**
- Giumarra Farms, 4,200 employees
- Grimmway Farms, 3,500 employees
- Bolthouse Farms, Inc., 2,000 employees
- Bakersfield Memorial Hospital, 1,400 employees
- Mercy Hospital, 1,200 employees
  
  Note: These numbers came from the Bakersfield Chamber of Commerce website

**AAA Offices**
- AAA Auto Club of Southern California (located in Bakersfield)
AMENDMENT NO. 3
TO CONTRACT BETWEEN THE KERN COUNCIL OF GOVERNMENTS (KCOG)
ACTING AS THE KERN MOTORIST AID AUTHORITY
AND
SCIENCE APPLICATIONS INTERNATIONAL CORPORATION (SAIC)
FOR
511-TRAVELER INFORMATION SYSTEM FOR KERN COUNTY, CALIFORNIA
OPERATION AND MAINTENANCE (O&M)

EXHIBIT B – PRICING

<See Attached Amendment # 3 Pricing File>
<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Estimated Hours</th>
<th>Rate</th>
<th>TOTAL</th>
<th>OPTION 2</th>
<th>OPTION 3 - Marketing A</th>
<th>OPTION 3 - Marketing B</th>
<th>TOTAL PROGRAM</th>
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</thead>
<tbody>
<tr>
<td>SAIC Project Manager</td>
<td>35</td>
<td>$127.67</td>
<td>$4,486</td>
<td>Marketing (A)</td>
<td>$41,928</td>
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<td>SAIC Backend Developer</td>
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<td>SAIC Project Controller</td>
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<tr>
<td>SAIC Senior Systems Engineer</td>
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<tr>
<td>Iteris Sr S/W Engineer</td>
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<td>$202.76</td>
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<td>Iteris Sr Systems Engineer</td>
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<td>Iteris Systems Engineer</td>
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<td>AR Translator Services</td>
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<td>IMS Systems Architect</td>
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<td>$110.84</td>
<td>$1,108</td>
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</tr>
</tbody>
</table>

| Total Labor Hours & Dollars          | 525             | $81,464.16 | $41,928.26 | $80,183.14 | 2,680 |
| Materials                            | 32,429.21       | $32,429.21 | $41,928.26 | $80,183.14 | $399,520.18 |
| ODCs                                 | 9,909.48        | $9,909.48  |   |   | $149,175.43 |
| Travel                               | 369.44          | $369.44    |   |   | $55,702.76   |
| **TOTAL**                            | **$124,172.28** | **$41,928.26** |   |   | **$80,183.14** |

Use or disclosure of the data on this page is subject to the restrictions on the title page of this proposal.
TO: Kern Council of Governments  
FROM: Ahron Hakimi,  
Interim Executive Director  
   By: Robert Phipps,  
Administrative Services Director  
SUBJECT: COG AGENDA NUMBER IV. A.  
2013-14 FINAL OVERALL WORK PROGRAM  

DESCRIPTION:  
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 2013-2014 OWP includes a number of programs and projects at a projected funding level of $5,248,493. This item has been reviewed by the Transportation Technical Advisory Committee and the Regional Planning Advisory Committee.  

DISCUSSION:  
The Overall Work Program is a federally required document designed to outline the work to be accomplished by a metropolitan planning organization during a budget period. A Draft of this document was presented to the Kern COG Board at the January 2012 meeting.  

Kern Council of Governments' 2013-14 Overall Work Program consists of 48 work elements focused in seven (7) program areas (see attached diagram).  

2014 Regional Transportation Plan (49.2%)  
Regional/Federal Transportation Improvement Program (6.8%)  
Kern COG Support Activities (7.7%)  
Kern Motorist Aid Authority (0.7%)  
Kern Commuter Connection (4.0%)  
Kern Energy Program (7.4%)  
Member Services and Programs (24.2%)  

The Overall Work Program’s primary goal is to continue Federal certification by maintaining a “comprehensive, coordinated and cooperative” transportation planning process.  

For 2013-14, the OWP proposes nine planning studies totaling $1.0 million supporting development of the 2014 Regional Transportation Plan/Congestion Management Program/Environmental Document/Air Quality Conformity/Regional Housing Needs Assessment.  

In support of Kern COG’s other programs and activities the 2013-14 OWP proposes eight studies/audits totaling $1.1 million in consultant contracts (see Table 1).  

The work included in the overall work program receives input from one or more of the six advisory committees established by the Kern COG Board of Directors.
Transportation Technical Advisory Committee
Regional Planning Advisory Committee
Transportation Modeling Committee
Public Transit Advisory Committee
Social Service Transportation Advisory Committee
Transportation Planning and Policy Committee

TRANSPORTATION PLANNING  
(49.2%)

The regional transportation planning process has two major components: Federal transportation planning requirements; and State transportation planning/sustainable communities strategy requirements.

**Federal Transportation Planning Process**

The Federal transportation planning process requires “metropolitan planning organization” (MPO) such as Kern COG to address the transportation and air quality concerns for their region. The Federal surface transportation act (SAFETEA-LU) provides funding for a unified metropolitan transportation planning program that integrates into a single metropolitan transportation plan and programs for all transportation modes including rail, airports, seaports, intermodal facilities, public highways and transit, bicycle and pedestrian.

The metropolitan transportation plan must be “comprehensive, coordinated and cooperative.”

**Comprehensive:** A plan must include all transportation modes identified within a region. Each mode must be described in sufficient detail to accurately reflect the existing system; the deficiencies of the system; and the required improvements and available funding to improve the system. Kern COG must use the latest planning assumptions when developing the RTP. These assumptions include the latest population estimates, vehicle counts, transit ridership, local general plans land use and circulation elements, and freight/goods movement information.

- The 11 cities, County of Kern County and Caltrans each have public streets, roads and highway systems
- The 11 cities, County of Kern County and Caltrans each have bicycle plans
- Ten cities and the County of Kern have public transit systems that serve 16 communities
- The region is also served by San Joaquin Amtrak service and potential high speed rail service
- There are 12 social service transit systems that provide service to 12 communities
- Truck Count and commodity studies for Routes 58, 65, 119,166, 46, 99, 223 and Interstate 5.

**Coordinated:** The MPO must consider the planning process of transportation and land use agencies when developing its plan and program. The Regional Transportation Plan must use the latest planning assumptions.

- Eleven cities and County of Kern General Plan land use elements
- Eleven cities and County of Kern General Plan circulation elements, Caltrans Corridor Management System Plans
- Public transit fixed routes and schedules
- Local and state traffic counts

**Cooperative:** The planning process must be open to all the residents, organizations and local agencies in the region.

The MPO is required to adopt a public outreach program that encourages the residents, community organizations and local agencies to be involved in the development of the regional transportation plan.
Kern COG will host up to 40 workshops throughout the region, including six roundtable meetings that include representatives from business, environmental, social service, and local governments.

**State Transportation Planning/Sustainable Communities Process**

The California Transportation Commission (CTC) maintains Guidelines for the Regional Transportation Plan, which is required to contain four elements. California Government Code Section 65080 states RTPs shall contain the following:

- **Policy Element**
  - Sustainable Communities Strategy (SCS)

- **Action Element**
  - Financial Element

The guidelines identify five core functions of an MPO:

- Maintain a setting for regional decision-making;
- Prepare an Overall Work Program (OWP);
- Involve the public in this decision-making;
- Prepare an RTP; and,
- Develop a Transportation Improvement Program (FTIP).

As the MPO, Kern COG is responsible for preparing the Regional Transportation Plan which contains a minimum 20-year expenditure plan of transportation projects in accordance with state and federal regulations.

The newest of these elements is the SCS. Kern COG is scheduled to adopt its first RTP with an SCS in 2013. As required by Government Code Section 65080(b)(2)(B), the SCS is statutorily required to:

- Identify the general location of uses, residential densities, and building intensities within the region.
- Identify areas within the region sufficient to house all the population of the region, including all economic segments of the population taking into account migration, population growth, household formation and employment growth.
- Identify areas within the region sufficient to house an eight-year projection of the regional housing needs for the region pursuant to Government Code Section 65584.
- Identify a transportation network to service the transportation needs of the region.
- Gather and consider the best practically available scientific information regarding resource areas and farmland in the region in Government Code Section 65580.01.
- Consider the state housing goals specified in Sections 65580 and 65581.
- Utilize the most recent planning assumptions, considering local general plans and other factors (see Section 6.25 for additional guidance).
- Set forth a forecast development pattern for the region, which, when integrated with the transportation network, and other transportation measures and policies, will reduce the greenhouse gas emissions from automobiles and light trucks to achieve greenhouse gas emission reduction targets approved by the ARB.
- Provide consistency between the development pattern and allocation of housing units within the region (Government Code 65584.04(i)(1)
- Allow the regional transportation plan to comply with Section 176 of the federal Clean Air Act (42 U.S.C. Section 7506)

The preparation of Kern COG’s first RTP with an SCS created a surge in Kern COG consulting activity that is necessary to meet these new requirements. Underscoring the importance of the activity is the recent settlement of a lawsuit on the environmental document for the 2011 RTP.
In order to address the complex Federal and new State regional planning requirements, Kern COG has updated and/or developed a set of studies that examine various transportation modes. These studies include the following:

- RTP Outreach
- Sustainable Communities Centers Study
- Household Travel Survey
- Managed Lane System/Bus Rapid Transit Study
- Transit Security Study
- High Speed Rail Station Area Study
- Federal Small Starts Study
- Kern Regional Bicycle and Complete Streets Study
- Freight Study Final Report
- Short Haul Rail Study, Phase II

**REGIONAL TRANSPORTATION PROGRAM**

**FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM** (6.8%)  

**Federal Transportation Improvement Program**

The federal surface transportation act (MAP-21) requires that each Metropolitan Planning Organization (MPO) prepare a Transportation Improvement Program (TIP). The TIP is a financially constrained multimodal transportation planning program, developed by the MPO through its member agencies and in cooperation with state and federal agencies. The TIP is the incremental implementation of the long-range Regional Transportation Plan. The TIP serves to present to federal funding agencies manageable components for the funding of long-range plans.

The Federal TIP is a compilation of project lists from the State Transportation Improvement Program (STIP), State Highway Operations and Protection Program (SHOPP), transit and other federal-aid programs. The TIP comprises two parts: First is a priority list of projects and project segments to be carried out in a five-year period. Second is a financial plan that demonstrates how the TIP can be implemented. The financial plan is also required to indicate all public and private resources and financing techniques that are expected to carry out the program. SAFETEA-LU further defined the TIP process focusing on enhanced public and private agency participation.

**Regional Transportation Improvement Program**

The Regional Transportation Improvement Program (RTIP) is a multi-modal listing of capital improvement programs to be implemented over a five-year period. The RTIP is prepared in cooperation with the 11 incorporated cities, County of Kern, Golden Empire Transit District, and the California Department of Transportation (Caltrans). The Regional Transportation Improvement Program is prepared for all highway, street and road, and transit projects in Kern County that utilizes state and federal funding.

Biennially the California Transportation Commission adopted a statewide fund estimate that identifies regional shares for each region in the state. The “programming” of projects in the RTIP must be based on the regional share identified for the Kern region. The RTIP is submitted to the California Transportation Commission for approval and is included in the State Transportation Improvement Program (STIP) with the other regions of the state.

**Local Assistance and Project Monitoring**

Projects are monitored to ensure that projects are delivered in the year that they have been programmed by Kern COG and approved by the California Transportation Commission. Funding for projects is allocated both by funding type and by specific years for project implementation. Projects that incur delays require RTIP/FTIP amendments or the funding could be lost to the Kern region.
KERN COG also acts as the Kern Motorist Aid Authority (KMAA), which operates roadside call boxes for drivers who require assistance after a vehicle breakdown or other, non-emergency situation.

KMAA maintains 574 call boxes on highways and freeways throughout the county, at a range of one mile apart in urban areas and no more than two miles in rural regions. The phones are directly connected to California Highway Patrol dispatch centers. Any motorist requiring assistance can be connected to a dispatcher who can radio a patrol car or tow truck for help.

Since they were first installed in 1992, annual calls on the network continue to decline, largely due to the proliferation of cellular phones. In 2007, KMAA participated in a community survey to determine whether motorists still wanted the call boxes in lieu of other motorist aid services, such as a freeway tow truck patrol; changeable message signs; or additional law enforcement patrols. The public strongly indicated its desire to maintain the call box network. Based on that information, KMAA Board members committed to spend $1.3 million for technology upgrades and Americans with Disabilities Act compliance.

More recently, staff has been investigating the potential for Motorist Aid funds to be used for litter pick-up and enforcement on state highways.

Kern Energy Watch is a joint partnership among Kern Council of Governments (as designated by the County of Kern) and utility providers Pacific Gas and Electric, Southern California Edison and Southern California Gas Company. Energy Watch partnerships improve energy efficiency programs and provide information about demand response programs, renewable energy, and self-generation opportunities.

Kern Energy Watch manages the administration, marketing, integration and implementation components of this partnership program. Outreach to cities and special districts within the Kern region are emphasized to help improve energy efficiency in their facilities and integrate energy efficiency standards throughout local communities. Program goals and activities include:

Reduce greenhouse gas emissions
Outreach and education
Municipal and Special District Direct Install Program
Technical assistance
Funding for this program is provided by the independent owned utilities in accordance with California Public Commission requirements.

Kern Commuter Connection

Kern Council of Governments overhauled its transportation demand program Kern Commuter Connection in July 2007. Staff launched a new website, www.CommuteKern.org to help Kern County residents find information on carpools, vanpools, public transportation, bicycling, teleworking, flexible scheduling, locating park-and-ride lots, walking, weather, air quality, and traffic. The site also has resource links for commuters, such as Amtrak, vanpool companies, Community Connection for Childcare, and social service transportation providers.
GreenRide, an online carpool matching and vanpool management software program, has been customized to provide: certified Spanish translation for key information and results pages; an air quality emissions reduction calculator; adjustments to the mile tracking program that allow administrators to edit past data; a training manual for worksite employer transportation coordinators; and a local photo and the Kern Commuter Connection logo placed on the homepage. Kern COG staff provided the maps to add local transit fixed routes, Bakersfield bike routes, and Caltrans park-and-ride lots operated in Kern County. Staff also developed a Kern Commuter Connection promotion campaign encompassing radio, television, and print media to run throughout Kern County.

**Kern COG Support Activities (7.7%)**

Support services are generally administrative functions required to support Kern COG’s transportation planning program. The legislative, environmental, information and data management and information services are all directly in support of Kern COG’s programs.

Kern COG was designated the local clearinghouse program for the Kern region in the early 1970s. As the clearinghouse, it provides certain Federal grant requests by local government and community organizations. These grant requests are posted on the Kern COG agenda as one way to inform the public that a grant is being requested.

The Kern COG Board expressed interest in monitoring water issues, primarily in Southern California. Kern COG became a member of the Southern California Water Committee. This work element was created in order to identify the program and funding required in support of those activities.

The Eastern Sierra Regional Blueprint Program is a special partnership program with Inyo and Mono county local transportation commission’s and Caltrans to develop a Regional Blueprint for the Route 14/395 corridor for east Kern, Inyo and Mono counties.

**Member Services and Programs (24.2%)**

Member services and programs were developed to support member agencies either directly or indirectly. Regional technical assistance, transit grant program management, grant writing, mapping support and technical assistance and the transportation development act programs are in support of Kern COG’s member agencies.

Community Design Concepts and aerial imagery are programs that support Kern COG sustainability requirements and also support our member agencies.

**ACTION:**

Adopt the FY 2013-2014 Overall Work Program and authorize Chair to sign Resolution No. 13-01. ROLL CALL VOTE.
RESOLUTION 13-01

In the matter of:

ADOPTION OF THE FINAL OVERALL WORK PROGRAM FOR FISCAL YEAR 2012-2013

WHEREAS, each Metropolitan Planning Organization (MPO) is required to develop a detailed Overall Work Program (OWP); and

WHEREAS, the OWP is designed to meet the comprehensive planning requirements of the U.S. Department of Transportation, Housing and Urban Development, and the Environmental Protection Agency, and state agencies; and

WHEREAS, the documents developed through this planning process have been found to conform to the requirements of the Clean Air Act, as amended in November 1991; and

WHEREAS, the OWP has been developed in accordance with guidelines established by the Intermodal Planning Group (IPG); and

WHEREAS, the IPG, the California State Department of Transportation (Caltrans) and local agency comments, views and recommendations have been accommodated and incorporated into the Final OWP to the maximum extent possible; and

WHEREAS, 23 CFR 450.334 requires that the Kern Council of Governments, the designated MPO for the Kern region, certify each year that the planning process is being conducted in conformance with the applicable requirements.

NOW, THEREFORE, BE IT RESOLVED THAT the FY 2012-13 OWP is adopted and the Executive Director is authorized to submit the final document to the Intermodal Planning Group.

BE IT FURTHER RESOLVED THAT the MPO does hereby approve the Fiscal Year 2005-06 Overall Work Program and certifies that its planning process will be implemented throughout this document in accordance with:

1. Section 134 of Title 23, U.S.C.; FTA 49 U.S.C., Chapter 53, Section 5303; and Title 23, CFR 450, Subpart C;

2. Sections 174 and 176 (c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506 (c) and (d));

3. Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each state under 23 U.S.C. 324 and 29 U.S.C. 794;

4. Section 1003(b) of the Transportation Equity Act for the 21st Century regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded planning projects (Pub.L. 97-242, section 105(f), 96 Stat. 2100;49 CFR Part 23); and

AUTHORIZED AND SIGNED THIS 16th DAY OF MAY 2013.

AYES:

NOES:

ABSTAIN:

ABSENT: __________________________

Harold W. Hanson, Chair
Kern Council of Governments

ATTEST:

I hereby certify that the foregoing is a true copy of a resolution of the Kern Council of Governments, duly authorized at a regularly-scheduled meeting held on the 16th day of May 2013.

Ahron Hakimil, Executive Director
Kern Council of Governments

Date: ____________________________
2013-2014
OVERALL WORK PROGRAM
The Kern Council of Governments is the regional planning agency as well as the technical and informational resource, and rideshare administrator for the area's 11 incorporated cities and the County of Kern. Following Board direction, staff coordinates between local, state, and federal agencies to avoid overlap or duplication of programs. This intergovernmental coordination enables staff to work with many public agencies to ensure that planning and implementation of programs proceed in a coordinated manner.

Chairman: Harold Hanson
Vice Chairman: Paul Linder
Executive Director: Ahron Hakimi

City of Arvin
Jose Flores

City of Bakersfield
Harold Hanson

City of California City
Jennifer Wood

City of Delano
Joe Aguirre

City of Maricopa
John Wilke

City of McFarland
Manuel Cantu

City of Ridgecrest
Chip Holloway

City of Shafter
Jon Johnston

City of Taft
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City of Wasco
Cherylee Wegman

County of Kern
David Couch

County of Kern
Zack Scrivner

Military Joint Planning Policy Board
Scott Kiernan

Golden Empire Transit District
Howard Silver

Caltrans District 6
Gail Miller
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I. INTRODUCTION

Kern Council of Governments' (Kern COG's) areawide planning program is a continuous, comprehensive and coordinated process involving Kern COG member agencies as well as various state and federal agencies. The program is designed to address regional planning concerns, state and federal funding priorities and state and local comprehensive planning requirements.

Kern COG's Joint Powers Agreement states that Kern COG was established to:

- Provide a forum for the discussion and study of regional problems of mutual concern to the various governmental agencies in Kern County;
- Provide for efficiency and economy in governmental operations through the cooperation of member governments and the pooling of common resources;
- Provide for the establishment of an agency responsible for identifying, clarifying and planning for solutions to regional problems;
- Provide for the establishment of an agency capable of developing regional plans and policies and performing area wide planning duties; and
- Facilitate cooperation and agreement among local government bodies for specific projects, interrelated developmental action and the adoption of common policies with respect to issues and problems that are shared by its members.
II. STATE AND FEDERAL PROGRAM REQUIREMENTS AND POLICIES

Kern COG was created in response to the need for a coordinated approach to addressing multi-jurisdictional issues, such as land use, housing, energy, air quality, water quality, transportation, as well as community and economic development. These issues cross jurisdictional boundaries. The regional approach offered by Kern COG provides the comprehensive planning and intergovernmental coordination necessary to address such complex issues.

Intergovernmental Coordination

The 11 incorporated cities and the County government coordinate and cooperate among each other, as well as with other local special district agencies, Kern COG and affected agencies of the state and federal governments. Cooperation in developing general and specific plans is ensured by the joint powers agreement establishing Kern COG. Kern COG members from each jurisdiction are a link between Kern COG staff and the chief administrative officer of each jurisdiction. City and county staff participate fully in functional planning that affects their jurisdiction. Involvement of local staffs in planning projects helps ensure an orderly transition from plan to implementation.

To enhance intergovernmental coordination, Kern COG has entered into myriad memorandums of understanding and other cooperative agreements that specify responsibilities of each party, including: San Luis Obispo Council of Governments, Inyo County Local Transportation Commission, Mono County Local Transportation Commission, Southern California Association of Governments, and San Bernardino Associated Governments.

Public Participation

Kern COG’s public participation process is designed to encourage both individual and organizational participation in the comprehensive planning process. Early consultation during the planning process is a key element in the development and implementation of an effective regional plan.

Kern COG has agreements with several community-based organizations to encourage participation in the planning process. The Golden Empire Transit District, Consolidated Transportation Service Agency, Social Services Technical Advisory Committee and the Kern Transportation Foundation, for example, were created to address transportation issues and funding options and to educate the community. Kern COG staff serves on these committees.

Consultation in Kern COG’s plan development process requires continual communication. The multi-district county and geographic separation of communities creates difficulty in fostering public participation. Despite the hurdles, staff is dedicated to encouraging public participation at every level of project development.
Expanded outreach to nontraditional groups, such as minority and low-income populations (i.e. African-American, Latino, Asian-American, American Indian/Alaskan Native, and Pacific Islander), is a cornerstone of Kern COG's mission. This expanded effort includes many advertising efforts, including newspaper display ads; direct mailings and phone and electronic correspondence.

Faced with geographical and district boundary hurdles, a dual level public participation program has been developed. The communication needs of special interest groups, media, communities, department of transportation districts and air districts is tailored for each geographic area of the region. Kern COG encourages participation from all interested parties, seeks participation from underserved communities and furnishes appropriate auxiliary aids and services when necessary to afford individuals with special needs an equal opportunity for participation.

Kern COG’s public participation program, documented in a Council adopted policy statement, is periodically reviewed and updated and may be found at http://www.kern cog.org/images/docs/pubinfo/public_involvement_procedure_20090121.pdf

To get involved in the public participation process, contact Kern COG at 1401 19th Street, Suite 300; Bakersfield, CA 93301. Phone: (661) 861-2191 Fax: (661) 324-8215 E-mail: kerncog@kerncog.org Home Page: kerncog.org.
III. LOCAL, STATE AND FEDERAL DESIGNATIONS

Regional Transportation Planning Agency

Pursuant to state law, Kern COG is the designated Regional Transportation Planning Agency (RTPA) for the Kern region. Acting in this capacity, Kern COG is responsible for adopting a regional transportation plan and a regional transportation improvement program.

Metropolitan Planning Organization

As the federally designated Metropolitan Planning Organization (MPO), Kern COG is a forum for cooperative transportation decision-making. Kern COG receives state and federal transportation funds to accomplish regional transportation planning objectives through the activities detailed in the Overall Work Program (OWP).

Transportation Management Area

The Moving Ahead for Progress in the 21st Century Act (MAP-21) designates urbanized areas (as defined by the Bureau of the Census) with populations of over 200,000 as Transportation Management Areas (TMAs). Kern COG is the TMA responsible for designing a congestion management system that provides for effective management and operation of new and existing transportation facilities through the use of travel demand reduction and operational management strategies.

Area-wide Planning Organization

In accordance with federal law, Kern COG is designated the Areawide Planning Organization (APO) for the Kern region. The Department of Housing and Urban Development (HUD) requires that an APO develop and maintain area-wide land use, housing and open space plans.

Local Clearinghouse

In accordance with Executive Order 12372, Kern COG is designated the Local Clearinghouse for the Kern region. Kern COG's primary responsibility is to review and comment on local applications for state and federal funding assistance.

Affiliate Data Center

The California Department of Finance has designated Kern COG as the Affiliate State Census Data Center for the Kern region. Kern COG provides assistance to census data users, maintains a publicly accessible collection of Census Bureau reference and determines the need for census workshops within Kern region.
**Home Mortgage Disclosure Depository**

The Federal Reserve Board has designated Kern COG as the central depository for bank mortgage residential loan reports. Kern COG is required to provide public access to the Home Mortgage Disclosure Act information.

**Kern County Transportation Authority**

On May 31, 1988, the Kern County Board of Supervisors by Resolution No. 88-466 appointed Kern COG as the Local Transportation Authority, in accordance with Division 19 of the Public Utilities Code (Section 180000 et seq.). Prior to a sales tax initiative for transportation projects being placed on a ballot, Kern COG is to adopt an ordinance that outlines an expenditure plan of transportation projects and a proposed increase in transactions and use taxes.

**Kern Motorist Aid Authority**

In accordance with Sections 2550, et seq. of the California Streets and Highways Code, the County of Kern and the incorporated cities, the Kern Motorist Aid Authority (KMAA) was created on May 19, 1988. KMAA is authorized to finance, implement, operate and maintain a motorist aid call box system and other services in coordination with the California Department of Transportation and the California Highway Patrol.

**Kern Congestion Management Agency**

Pursuant to California Government Code Section 65089(a), Kern COG is the designated the Congestion Management Agency (CMA).
IV. PROGRAMS, PROCESSES AND PLANS

Transportation Planning Process

Transportation planning within the Kern region is a continuous, comprehensive and cooperative process designed to meet state and federal planning guidelines. Kern COG has been involved in transportation planning since its inception in 1970.

The Moving Ahead for Progress in the 21st Century Act (MAP-21):

encourages and promotes the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between States and urbanized areas, while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes.

Environmental Justice, addressed in Title VI of the 1964 Civil Rights Act, and later reinforced by Executive Order 12898 in 1994, helps to ensure nondiscrimination in federally funded activities.

Also Executive Order 13175--Consultation and Coordination with Indian Tribal Governments helps "to establish regular and meaningful consultation and collaboration with tribal officials."

SB 45 requires that the California Department of Transportation prepare a State Transportation Improvement Program (STIP). State regulations require that the Regional Transportation Plan (RTP) include a transportation system management element that describes how the region intends to guide the movement of goods and people by improving the operation of the transportation system. Kern COG must prepare and adopt a Regional Transportation Improvement Program (RTIP).

An important element of the transportation planning process is the development of transportation policy. Transportation policy is set by the COG Board and is based on technical and policy advice from the following committees:

Transportation Planning Policy Committee (TPPC)
Transportation Technical Advisory Committee (TTAC)
Social Service Transportation Advisory Committee (SSTAC)
Transit Operators Committee (TOC)
Regional Planning Advisory Committee (RPAC)

A discussion of each committee may be found at www.kernCog.org.
Disadvantaged Business Enterprises

MAP-21 maintains the Disadvantaged Business Enterprises (DBE) program, designed to ensure equal opportunity in transportation contracting markets and to address the effects of discrimination in transportation contracting. The program establishes a flexible goal for the participation of disadvantaged business enterprises, including small firms owned and controlled by women and minorities.

Regional Plans

A list of and web link for the major transportation documents that are developed and adopted by Kern COG follows:

Regional Transportation Plan (RTP)
http://www.kerncog.org/regional-transportation-plan

Regional Transportation Improvement Plan (RTIP)
http://www.kerncog.org/regional-transportation-improvement-program

Federal Transportation Improvement Program (FTIP)
http://www.kerncog.org/federal-transportation-improvement-program

Congestion Management Program (CMP)
Part of RTP

Regional Housing Allocation Plan
http://www.kerncog.org/images/docs/housing/RHNA.pdf

Other Transportation-Related Planning Reports and Documents
http://www.kerncog.org/transportation.php

Certification Process and Criteria

Pursuant to joint urban transportation planning regulations published in the United States Federal Register on October 28, 1993, Kern COG is required to certify that its planning process is executed in conformance with all applicable federal requirements. Based on the certification review conducted by FHWA and FTA on March 28-29, 2007, the Kern COG transportation planning process is certified as meeting transportation planning requirements.
V. FEDERAL PLANNING FACTORS & EMPHASIS AREAS, STATE
EMPHASIS AREAS AND REGIONAL PLANNING PRIORITIES

Federal Planning Factors

Federal Planning Factors in Title 23 of the United States Code, Section 134(f) should also be incorporated in the OWP. The Federal Planning Factors issued by Congress emphasize planning from a national perspective. The Federal Planning factors as revised with new reauthorization. MAP-21 continues the eight federal planning factors included under the prior bill, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The eight planning factors (for both metro and statewide planning) are as follows:

1. Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency. These values are found in work elements; 601.1 Regional Transportation Plan/Congestion management Process and 602.1 – Transportation Improvement Program.

2. Increase safety of the transportation system for motorized and non-motorized users, as reflected in work element; 606.1 – Transit Planning and 606.5 – Transit Security Plan;

3. Increase security of the transportation system for motorized and non-motorized users, found in 606.1 – Transit Planning and 606.5 – Transit Security Plan;

4. Increase accessibility and mobility of people and for freight, found in 606.1 – Transit Planning; 606.2 and 606.3 – Transportation Development Plans for Kern River Valley and Mojave; 606.6 – Passenger Rail Program; 610.1 and 610.4 – Freight and Freight Rail Planning;

5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns. These values are the basis for 102.1 – Water Monitoring Program; 203.4 – Community Design Concepts; 204.1 – Climate Change Program; 601.1 – Regional Transportation Plan/Congestion Management Process; 601.5 – Environmental Justice; 609.1 – Transportation Demand Management; 3001.2 – Kern Region Energy Action Plans; and 3002.1 Kern Energy Watch Program.

6. Enhance integration and connectivity of the transportation system, across and between modes, people and freight. Examples may be found in 601.1 – Regional Transportation Plan/Congestion Management Process; 601.2 – RTP/CLP – Financial Element; 603.1 Transportation Systems Monitoring and Coordination; 606.1 – Transit Planning; 610.1 and 610.4 – Freight and Freight Rail Planning; and others.
7. Promote efficient system management and operation, as reflected in 601.1 – Regional Transportation Plan/Congestion Management Process; 601.2 – RTP/CIP – Financial Element; 605.1, Corridor/Major Investments Studies; 605.1 – Transit Planning; 609.1 – Transportation Demand Management; 610.1 and 610.4 – Freight and Freight Rail Planning; and others.

8. Emphasize preservation of the existing transportation system. System preservation is a major value in 601.1 – Regional Transportation Plan/Congestion Management Process; 601.2 – RTP/CIP – Financial Element; 605.1, Corridor/Major Investments Studies; 606.1 – Transit Planning; 609.1 – Transportation Demand Management; 608.1 Bicycle Planning; 608.2 Pedestrian Transportation Planning; 610.1 and 610.4 – Freight and Freight Rail Planning; and others.

**California Planning Emphasis Areas (CA PEAs)**

The FHWA California Division and Federal Transit Administration (FTA) Region IX have determined that the areas of emphasis for California’s transportation planning and air quality program in Federal FY 2014 are:

- Core Planning Functions
- Performance Management
- Safety
- Livability/Sustainability
- State of Good Repair

**Core Planning Functions**

Core Planning Functions may be found in 23 CFR 450, Subpart C, and typically include:

- Overall Work Program
- Public Participation and Education
- Regional Transportation Plan
- Federal Transportation Improvement Program
- Congestion Management Process
- Annual Listing of Projects

The Moving Ahead for Progress in the 21st Century (MAP-21) legislation provides metropolitan transportation planning program funding to integrated transportation planning processes in the MPA (e.g. rail, airports, seaports, intermodal facilities, public highways and transit, bicycle and pedestrian, etc.) into a unified metropolitan transportation planning process, culminating in the a multimodal transportation plan for the MPA. Kern COG has reviewed the OWP to ensure all activities and products mandated by the metropolitan transportation planning regulations in 23 CFR 450 are a priority for FHWA and FTA combined planning grant funding available to the region.
Kern COG's OWP work elements and subsequent work tasks have been developed to clearly explain the purpose and results of the work to be accomplished, including how they support the Federal transportation planning process (23 CFR 420.111).

**Performance Management**

MAP-21 establishes a performance-and outcome-based program. The program's objective is for states and MPOs to invest resources in projects that collectively will make progress toward the achievement of the national goals. MAP-21 requires the DOT, in consultation with states, metropolitan planning organizations and other stakeholders, to establish performance measures in the areas listed below.

- Pavement condition on the Interstate System and on the remainder of the National Highway System (NHS).
- Performance of the Interstate System and the remainder of the NHS.
- Bridge condition on the NHS
- Fatalities and serious injuries – both number and rate per vehicle mile traveled – on all public roads.
- Traffic congestion
- On-road mobile source emissions
- Freight movement on the Interstate System.

USDOT is planning to provide opportunities for stakeholders to contribute their input regarding the measures. FHWA and FTA encourage each MPO as well as Caltrans to provide their input to DOT Performance Management Rule Making Process. Once the performance measures are established by DOG, Caltrans should coordinate with MPOs and to develop and implement performance targets for each measure within the Statewide and Metropolitan Planning Process.

**Safety**

MAP-21 continued the Highway Safety Improvement Program (HSIP) as a core federal-aid program. The program's intent is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the infrastructure-related highway safety improvements.

The specific provisions pertaining to the HSIP are defined in Section 1112 of MAP-21. These requirements include development of a Strategic Highway Safety Plan (SHSP) in consultation with other key state and local highway safety stakeholders.

23 CFR 450.206 and 23 CFR 450.306 requires the State and Metropolitan transportation planning process be continuous, cooperative, and comprehensive, and provide consideration and implementation of projects, strategies, and services that will increase the safety of the transportation system for motorized and non-motorized users. 23 CFR 450.306 also requires the metropolitan transportation planning process to be
consistent with the Strategic Highway Safety Plan, as specified in 23 U.S.C. 148, and other transit safety and security planning and review processes, plans, and programs, as appropriate. Furthermore 23 CFR 450.216 requires that the Federal Transportation Improvement Program (FTIP)/Federal Statewide Transportation Improvement program (FSTIP) include all safety projects included in the State’s SHSP.

**Livability/Sustainability**

Livability/Sustainability is about tying the quality and location of transportation facilities to broader opportunities such as access to good jobs, affordable housing, quality schools, and safe streets. This includes addressing safety and capacity issues on all roads through better planning and design, maximizing and expanding new technologies such as ITS and the use of quiet pavements, using Travel Demand Management approaches to system planning and operations, etc. Kern COG is working to ensure its Regional Transportation Plan incorporates the following livability/sustainability principles:

- Provide more transportation choices
- Promote equitable, affordable housing
- Enhance economic competitiveness
- Support existing communities
- Leverage federal policies & investment
- Value communities and neighborhoods

**State of Good Repair**

The President has called for new state-of-good-repair (SGR) investments in our nation’s transit systems, sounding the call to reinvest and modernize our assets. MAP-21 places new emphasis on restoring and replacing aging transportation infrastructure by establishing a new needs-based formula program, with a new tie for high-intensity bus needs. The new program defines eligible recapitalization and restoration activities, with a goal of bringing all systems into a state of good repair. Grantees are required to establish and use an asset management system to develop capital asset inventories and condition assessments and report on the condition of their system as a whole.

Maintaining transit systems in a high state-of-good repair is essential for the provision of safe and reliable service. SGR is the effective recapitalization of transit assets, identifying critical timing for preventative maintenance and increasing the focus on asset management practices. It also includes the assessment of capital asset condition, strategies to obtain additional local reinvestment including innovating financing strategies and additional identification of preventative maintenance practices. Kern COG supports planning strategies for the effective recapitalization of transit assets that would include:

- Asset management, assessment and replacement planning;
- Planning and programming for effective preventative maintenance; and
• Planning innovative financing strategies for system repair and expansion.

**Regional Planning Priorities**

The Overall Work Program (OWP) addresses issues and concerns identified by the state and federal agencies providing resources to Kern COG. In addition, the OWP addresses concerns identified by Kern COG and its member agencies during program development. The following projects and programs are deemed regional priorities for FY 2013/2014:

1) Regional Transportation Plan
2) Freight Movement
3) Climate Change
VI. WORK ELEMENTS
Recognition of the vital relationship between the environment and all living things has triggered planning and environmental concerns. A special emphasis has been placed on air quality and the problems of pollution control. Air and water quality must be protected. Land uses are related to every human activity and are intricately interwoven with environmental issues. Identifying and analyzing problems, which adversely affect the environment, and developing solutions to mitigate causes, is a part of the comprehensive planning process.

Conservation of natural resources is as important to the Kern region as it is to the rest of the world. This issue is recognized as a critical element in the planning process.
Purpose & Goal
Maintain an active planning program to reduce transportation emissions and improve regional air quality through transportation system management.

Previous Work
1. Conformity analyses for Regional Transportation Plan and Federal Transportation Improvement Program since 1990;
2. Transportation/air quality consultation procedures updates;
3. Use of EMFAC emissions modeling;
4. Development of latest planning assumptions for conformity; and
5. Identification and tracking of transportation system management strategies.

Study Design (Tasks and Responsible Agencies)
1. Administer Air Quality Modeling/Transportation Management Program;
2. Coordinate activities and provide staff support for Transportation Air Quality, as required for the Air Quality Attainment Plans in Kern County;
3. Participate with SJVAPCD/Kern APCD in preparing transportation components of the State Implementation Plan (SIP);
4. Maintain a conformity program for transportation plans, programs, and projects with the State Implementation Plan (SIP), as required by the Federal Clean Air Act Amendments of 1990;
5. Monitor and implement federal air quality regulations;
6. Monitor transportation/air quality programs to determine needs for transportation and air quality modeling;
7. Review plans and programs for conformity with state and federal clean air acts, conduct necessary modeling, and maintain data and documentation;
8. Assist air districts in developing mobile source emission inventories;
9. Attend interregional model coordinating meetings and statewide air quality meetings;
10. Participate in air quality working groups as required;
11. Provide modeling of transportation programs, plans, and projects; and
12. Meet and consult with various agencies during updates of EMFAC, CUBE, and other modeling software.

End Products (Schedule)
1. Air Quality Conformity Analysis for plans, programs, and amendments.
2. RTP/FTIP, document updates and associated conformity analyses and determinations. (even-numbered year as required)
3. Conformity SIP program. (as required by Air District schedules)
4. Air Quality Modeling Output Using EMFAC. (as required for RTP/FTIP amendments & updates)

**Revenue Budget**

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Purpose & Goal
Implement an air quality improvement public outreach campaign that conforms to adopted reasonably available control measures. Provide education and outreach to elementary school students in Kern County regarding transportation and air quality that conforms with the California State Science Content Standards.

Previous Work
1. Produce The Road to Discovery – Cleaner Air DVD for use by sixth grade science teachers. (2008-2009)
2. Produce accompanying materials including worksheets for students with a Teachers’ version, certificate and gold seal for recognition of science fair entries, book covers, introductory letter, and a web page for the Kern Council of Governments website (2009-2010)
3. Distribute The Road to Discovery classroom materials to each sixth grade teacher in Kern County (2010-2012).
4. Create, produce, and distribute a Road to Discovery spring activity for Clean Air Month (May 2013)

Study Design (Tasks and Responsible Agencies)
1. Update the website, www.kerncog.org/science as appropriate with new information, schedules, and participant recognition;
2. Distribute Certificates of Recognition to eligible science fair participants at school sites. Award ribbons or medals as appropriate at the Kern County Science Fair (Spring 2014); and
3. Clean Air Month Activity: Offer a science project for voluntary school site participation that involves each site collecting the same type of air quality data at the same time, integrating transportation into the sample locations. Post the results from the entire region to our website in the form of a GIS map. Gather health data as well, such as absences due to asthma.
4. Distribute, retain, or discard as appropriate, any remaining Road to Discovery classroom materials, such as book covers, work sheets, boxes, and DVDs.
5. Investigate opportunity for creating a new Road to Discovery curriculum related to air quality and energy (December 2013)

End Products (Schedule)
1. Road to Discovery – Cleaner Air program updates to website. (August 2013– May 2014)
2. Road to Discovery – Cleaner Air recognition items presented to school sites and at the Kern County Science Fair; media release. (Dec. 2013 – April 2014)
3. Road to Discovery – Cleaner Air Clean Air Month (May 2014) materials distributed to school sites (April 2014)
### Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 102.1 – WATER MONITORING PROGRAM

Purpose & Goal
Monitor ongoing programs of the Kern County Groundwater Committee and other entities to provide assistance or data as needed. Monitor the development of the Kern Integrated Regional Water Management Plan (IRWMP) and its relationship with the Kern Regional Blueprint Project and the Regional Transportation Plan/Sustainable Communities Strategy.

Previous Work
1. West Bakersfield Groundwater Toxics Management Study undertaken by California State University, Fresno in 1988-89.
2. Integrated Regional Water Management Plans.

Study Design (Tasks & Responsible Agency)
1. Monitor activities of the Kern County Groundwater Committee and provide assistance upon request.
3. Maintain Kern COG repository of southern San Joaquin Valley region water quality studies and documents.
4. Participate in the activities of the Southern California Water Committee, Inc.

End Products (Schedule)
1. Document water quality monitoring activities. (quarterly)
2. Integrate water quality monitoring into the 2014 Regional Transportation Plan/Sustainable Communities Strategy.

Revenue Budget

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Work Element #103.1 – ENVIRONMENTAL REVIEW PROGRAM

Purpose & Goal
Streamline local government agency review process using California Environmental Quality Act statute and guidelines to convey regional planning impacts. This pertains to discretionary development projects requiring general plan amendment and/or zone change, General Plan updates, and other master plan updates.

Previous Work
1. Review and comment on environmental documents that affect the Kern region.

Study Design (Tasks & Responsible Agency)
1. Review and comment on regionally significant environmental documents; and
2. Develop environmental review policy.

End Products (Schedule)
1. Documentation of regionally significant environmental document review activities.

Revenue Budget

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Development of communities that are compact, energy efficient and designed to reduce air and noise pollution, pose problems for both government agencies and development interests. Land management and livable community concepts address many of these issues and contribute to a new perspective on housing and land use as they relate to the environment and quality of life in the Kern region.
Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 201.1 - COMMUNITY AND ENVIRONMENTAL INVENTORY MAPPING SYSTEM

Purpose & Goal
To prepare and consolidate a comprehensive community and environmental planning inventory and quickly identify environmental factors in plans, programs, and studies through Geographic Information Systems (GIS).

Previous Work
1. San Joaquin Valley Regional GIS Standards Project
2. Kern Geographic Information Network (Kern GEONET) MOU
3. Kern GEONET Work Plan
4. Kern COG GIS Program
5. ValleyWide GIS Project
6. Kern GEODATA Catalog
7. Kern County Street Centerline File Project
8. Kern Master Environmental Assessment Resources (MEAR)
9. Kern Airport Safety Zones
10. Kern Blueprint Subregional Planning Areas

Study Design (Tasks & Responsible Agency)
1. Identify, compile and maintain Environmental Map data in a single database;
2. Provide assistance to the Geographic Information Advisory Committee (GIAC)
3. Compile updated General Plan land-use information from member agencies for land-use modeling
4. Continued implementation of Enterprise GIS database
5. Provide assistance in updating the Traffic Demand Model

End Products (Schedule)
1. Expand Enterprise GIS database implementation. (June 2014)
2. GIS analysis of the RTP/environmental document update for mapping transportation projects, location, safety, environmental justice, and congestion management. (on even-numbered years Dec. 2014)
3. GIS Studies (Consultant, as needed)
## Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 201.2 - MULTI-AGENCY AERIAL IMAGERY PROGRAM

Purpose & Goal
To efficiently provide and distribute high-resolution aerial imagery required to prepare transportation project study reports and environmental impact reports while eliminating overlapping purchases of aerial photography by agencies in the Kern region.

Previous Work
2. Kern GEONET multi-agency budget
3. Kern multi-agency aerial imagery memorandum of understanding
4. Shared Kern County imagery server

Study Design (Tasks and Responsible Agencies)
1. Provide oversight and coordinate partnership activity
2. Distribute current and historical aerial imagery
3. Evaluate and accept delivery for 2013 imagery

End Products (Schedule)
1. Receive countywide color imagery (August 2013)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 201.3 – MAPPING SERVICES AND TECHNICAL SUPPORT

Purpose & Goal
To collaborate and coordinate on comprehensive mapping projects, services, training and technical support to local agencies and other entities as needed and to enhance transportation planning and security in the region.

Previous Work
1. Maricopa mapping project;
2. Kern Geographic Information Network (Kern GEONET) MOU;
3. Kern multi-agency aerial imagery project;
4. Kern GEONET work plan;
5. Valleywide GIS project;
6. Kern County Street Centerline project;
7. Wasco, Shafter, and Ridgecrest mapping agreements;
8. Eastern Kern Resource Conservation District project;
9. Kern County Water Agency project; and
10. Special district and community mapping services.

Study Design (Tasks & Responsible Agency)
1. Participate in and provide input on local, statewide and federal GIS coordination (CGIA);
2. Coordinate with local emergency response agencies and public transportation providers for transportation security;
3. Develop and support mapping agreements with member agencies;
4. Generate maps in response to community/public requests;
5. Coordinate the Kern Geographic Information Network (Kern GEONET);
6. Assist in identifying natural hazard and security mapping.

End Products (Schedule)
1. Member agency mapping service agreements. (as requested)
2. Online member agency mapping application. (ongoing)
3. Regional training event. (November 2013)
4. Digital consolidated land use map update. (ongoing)
5. Compile or verify mapping information for public use airports. (June 2014)
### Revenue Budget

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Purpose & Goal
To demonstrate how new community design concepts and transit contribute to improving the quality of life in communities through an active and participatory planning process resulting in transit facilities that are customer friendly and community-oriented and promote local land use and transportation policies supportive of transit.

Previous Work
2. City of Bakersfield and County of Kern Land Use Plans;
3. Kern Transportation Foundation Transportation Forum; and
4. Analysis of Impediments to Fair Housing Choices.

Study Design (Tasks & Responsible Agency)
1. Incorporate Livable Communities elements into ongoing planning work programs, such as the Regional Transportation Plan, and other planning, MTIS and corridor studies;
2. Assist local agencies in exploring opportunities available through Livable Communities;
3. Assist local agencies in development of Sustainable Communities Strategy scenarios;
4. Attend Smart Growth, Sustainable and/or Livable Communities and Clean Cities Coalition workshops and conferences; and
5. Develop a Kern Regional Housing Data Report to incorporate into the Regional Housing Needs Assessment (RHNA).

End Products (Schedule)
1. Workshops and public information reports. (as needed)
2. Update to Kern Regional Housing Data Report (June 2014)
3. Community visualizations (as needed)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element #204.1 – CLIMATE CHANGE PROGRAM

Purpose & Goal
To position Kern COG and its member agencies to meet the goals and objectives of California Senate Bill 375 within the prescribed time frame.

Previous Work
1. Established Kern Climate Change Task Force (KCCTF) (Oct. 2008); and
2. Kern Climate Change Summit (Feb. 2009).
3. Participated in the CARB-prescribed SB 375 implementation process;
4. Propose climate change budget to California Air Resources Board (ARB)

Study Design (Tasks & Responsible Agency)
1. Prepare the planning structure to meet placeholder targets;
2. Coordinate with other San Joaquin Valley Counties/MPOs on meeting placeholder targets;
3. Track and provide comments on SB 375 clean-up legislation;
4. Meet with member agencies and stakeholder group to determine implementation issues and interests;
5. Maintain a climate change webpage on the Kern COG website;
6. Develop and evaluate GHG measurement indicators;
7. Review and comment on CARB technical information regarding targets;
8. Prepare staff reports providing updates on GHG targets;
9. Conduct public meetings and hearing as required;
10. Conduct modeling as required.

End Products (Schedule)
1. Kern Climate Change Webpage.
2. Report on meeting recommended targets.

Revenue Budget

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The economic climate of the Kern region is a vital element in the well-being of the area. Housing, land use and transportation are directly related to the economic condition of the area.

The strengthening of the economic climate will assist in developing a balanced multi modal transportation system that is designed to contribute to the attainment of air quality and other environmental goals; to provide reasonable transportation for the elderly and handicapped and disadvantaged.

No projects are programmed in FY 2013-2014.
Kern COG is concerned about any adverse effects its policies and programs might have on community health and related issues. All activities are carefully reviewed for potential impacts on community health. In addition, Kern COG attempts to take advantage of all opportunities to improve and protect public health through its environmental and other projects.

Kern COG also considers health and related issues in its role as area wide clearinghouse.

No projects are programmed in FY 2013-2014.
Kern COG has a responsibility to ensure its programs and policies protect public safety and promote justice. These general goals are an integral part of each of Kern COG’s programs.

Kern COG is responsible for ensuring that land use policies in the vicinity of public use airports protect public safety. The area-wide housing plan is intended to promote policies that encourage the provision of a safe and pleasant community environmental for all. Kern COG’s transportation planning policies promote a safe means of travel for all segments of society.

No projects are programmed in FY 2013-2014.
Kern COG is responsible for managing a continuous, cooperative and comprehensive transportation planning process and program. The Regional Transportation Plan is the key long-range planning document for ensuring integrated transportation system improvements meets the challenge of a mobile society today and in the future.

The Kern regional transportation program addresses all modes and unique needs of a vast and diverse region. Transportation is related to land use, housing, recreation, open space and resource conservation. The elements are a part of both the process and plan. The regional transportation planning process places emphasis on service level improvement for all modes and refinement of the relationship of each mode to the overall transportation plan.
Purpose & Goal
On a four-year cycle, amend and update the Regional Transportation Plan (RTP) to address short- and long-term multi-modal transportation needs over a 20-year timeframe in compliance with applicable federal and state requirements, using an integrated document approach. Some of the requirements addressed by the RTP include Federal Code Title 23 Part 450.320 congestion management process (CMP), and California Government Code Sec. 65080(b)(2) sustainable communities strategy (SCS).

Previous Work
5. 2002, Metro Bakersfield System Study; Thomas Roads Improvement Program
6. San Joaquin Valley Goods Movement Plan (Phases I-III); Kern Truck Origin/Destination Study Series (Phases I-III)

Study Design (Tasks & Responsible Agency)
1. Implement the four-year cycle update process for the RTP/SCS, including revise modeling, public workshops, Capital Improvement Program (CIP) list development, mapping, visualization and element updates (Kern COG 10%).
2. Comply with the provisions of the California Environmental Quality Act including applicable sections of federal laws such as Section 404 of the Federal Clean Water Act. (Consultant);
3. Review and revise conformity analysis, as necessary, and re-adopt resolution documenting air quality conformity (Kern COG 2%);
4. Conduct ongoing public outreach activities to identify public and private local transportation issues, transportation options, recommended actions, and implementation programs (Kern COG 5%);
5. Review current RTP guidelines and its updates to maintain compliance with state and federal mandates in order to ensure currency of goals, policies and implementing actions of the RTP (Kern COG 5%);
6. Review local agencies' plans and programs to update regional transportation management systems' inventories (Kern COG 5%);
7. Assess plans for transportation-related energy conservation measures that meet Climate Action Plan goals and objectives (Kern COG 10%);
8. Maintain information and forecasts of regional transportation facilities and corridors to preserve rights-of-way and existing transportation facilities (Kern COG 3%);
9. Assess the intermodal feasibility of proposed aviation, highway, public transit, goods movement and non-motorized transportation projects. Continue to monitor and update proposed at-grade and grade-separated rail safety projects (Kern COG 4%);
10. Assess connectivity of transit services to regional Amtrak stations and high-speed rail service.
11. Identify short- and long-range strategies and actions to meet projected demands (Kern COG 4%);
12. Address the planning factors identified in federal surface transportation funding regulations (Kern COG 4%);
13. In collaboration with safety officials and law enforcement, assess the safety and security issues related to the transportation network (Kern COG 2%);
14. In collaboration with transit operators, evaluate transit issues when amending and/or updating the RTP (Kern COG 2%);
15. Amend findings of the Freight Movement analyses, as well as ITS studies, into the RTP (Kern COG 6%);
16. Evaluate the federal congestion management process for consistency with the Regional Transportation Plan (Kern COG 4%);
17. Coordinate the system planning process with Caltrans (Kern COG 4%);
18. Assist local agencies and Caltrans in evaluating the management and operations of existing transportation facilities (Kern COG 3%); and
19. Determine means to address federal surface transportation funding requirements for ground access improvements (Kern COG 2%); and
20. If required, revise, amend, and update the 2011 Regional Transportation Plan, assure compliance with requirements of state and federal air quality laws (California Clean Air Act, Federal Clean Air Act Amendments of 1990, and State Implementation Plan) as well as the Air Quality Attainment Plan adopted by the Kern APCD (Kern COG 25%).

End Products (Schedule)
1. 2014 Regional Transportation Plan Update/Sustainable Communities Action Element (October 2013)
2. 2014 Regional Transportation Plan Environmental Impact Report (October 2013)
3. Regional Transportation Plan Amendment including Environmental Document as required (June 2014)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 601.2 – RTP/CIP FINANCIAL ELEMENT

Purpose & Goal
Revise, amend and implement the action and financial elements (Capital Improvement Program) of the 2014 Regional Transportation Plan (RTP) to address short and long-term financial planning over a minimum 20-year timeframe.

Previous Work
1. 2004, 2007 and 2011 RTPs, inclusive of program environmental impact reports;
2. 2007, 2009, and 2011 Federal Transportation Improvement Programs;
3. San Joaquin Valley Transportation Control Measures Program, January 1994;
5. Kern Data publication;
6. Metropolitan Transportation Investment Study;
7. Central California Aviation System Plan (CCASP); and
8. Other Kern COG planning studies.

Study Design (Tasks & Responsible Agency)
1. Revise, amend and update the 2014 financial element/Capital Improvement Program (CIP) to assure compliance with state and federal air quality laws (California Clean Air Act, Federal Clean Air Act Amendments of 1990, and State Implementation Plan) as well as the Air Quality Attainment Plan adopted by the San Joaquin Valley Air Pollution Control District;
2. Expand financial element (CIP) narrative component to better define the process for the readers’ and decision makers’ benefit;
3. Refine CIP analysis to support transportation demand management and transportation control measures;
4. Coordinate transportation demand management actions and transportation control measures to meet needs of major capital improvements;
5. Enhance funding strategies and actions to meet projected financial demand and shortfall;
6. Maintain a prioritized list of aviation, highway, street and road, public transit, goods movement and non-motorized projects, as well as intermodal options, for the region;
7. Develop data for available transportation funding options with private sector participation;
8. Develop financial nexus for future corridor and subarea studies, such as Bakersfield System Study and high speed rail analysis; and
9. Develop the CIP based on updated lists of transportation projects.

End Products (Schedule)
1. Amend financial element/Capital Improvement Program as necessary to maintain compatibility with other elements of the 2014 RTP. (June 2014).

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 601.3 – REGIONAL TRANSPORTATION PLAN OUTREACH

Purpose & Goal
To gain public input on the Regional Transportation Plan/Sustainable Community Strategy process.

Previous Work
1. Public workshops;
2. Radio and newspaper advertising;
3. Community meetings; and
4. Regional community survey.

Study Design (Tasks & Responsible Agency)
1. Develop and design public workshop content;
2. Develop materials to advertise workshops as needed;
3. Attend workshops;
4. Survey workshop attendees;
5. Regional community survey;
6. Continue coordination with tribal communities for the RTP development process; and
7. Continue coordination of the Environmental Justice Task Force as part of the RTP development process.

End Products (Schedule)
2. Newspaper advertising. (July 2013 – June 2014)
4. Regional community survey. ($65,000) (Consultant) (May 2014)

Revenue Budget

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Purpose & Goal
Integrate Title VI Environmental Justice requirements into Kern COG’s planning processes.

Previous Work
1. Public Involvement Program (2011);
2. GET Title VI Update FY 97-98; and
4. California Central Valley Tribal Transportation Environmental Justice Collaborative Project (FY 2008-09)
5. Tribal Notification Area Map for San Joaquin Valley (GIS map)

Study Design (Tasks & Responsible Agency)
1. Review and revise as needed existing analytical techniques and public involvement approaches to ensure that the planning process successfully integrates environmental justice into decision making;
2. Reconvene as needed the Environmental Justice Task Force to review and revise the process with which to assess and ensure compliance of Kern COG’s transportation planning efforts with environmental justice requirements of Title VI;
3. Update and map locations of low-income, minority, tribal communities, and senior populations using latest Census information;
4. Identify transportation needs of target populations;
5. Document and evaluate Kern COG’s public involvement process;
6. Quantitatively assess benefits and burdens of transportation plans with respect to target populations;
7. Incorporate above information into a travel-demand forecasting model to assess the benefits and burdens of existing and planned transportation system investments on target populations;
8. Identify measures with which to compare the respective treatment of target and non-target populations in the planning process, such as population-based measures, geographic-based measures, and visual-based measures;
9. As part of the RTP, update the *Environmental Justice Report on Performance Measures* for public review and comment. The document should address: (a) demographic profile; (b) transportation needs; (c) public involvement efforts; and (d) benefits and burdens of transportation system;
10. Upon completion of the update hold public meetings in each planning area to introduce and discuss *Draft Environmental Justice Report*;
11. Compare investments across different modes to identify and minimize disparate impacts to traditionally underserved populations;
12. Identify additional funding opportunities to assist in implementing typically infeasible environmental justice procedures, such as Caltrans' Environmental Justice Grants through its Office of Community Planning;
13. Develop, maintain and evaluate environmental justice policies and procedures as established by Kern COG's EJ task force;
14. Evaluate environmental justice policies in the planning process for the RTP and RTIP.
15. Compile and update the database of Environmental Justice contacts and organizations representing the disabled, low-income, minorities, and tribal government communities.
16. Improve environmental justice modeling capabilities.
17. Reach out to new federally recognized tribe in Kern County for environmental justice coordination.

End Products (Schedule)
1. GIS maps of minority, low-income and senior populations. (ongoing)
2. Produce environmental justice report examining progress in process integration. (June 2014)
3. Revised environmental justice modeling scripts. (June 2014)

Revenue Budget

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Purpose & Goal
Develop a multimodal transportation system and implement long-range transportation plans in the Kern County area.

Previous Work
1. 2007, 2009 and 2011 Regional Transportation Plan;
2. 2007, 2009 and 2011 Regional/Federal Transportation Improvement Program;
3. Amendments to the 2011 Federal Transportation Improvement Program;
4. Bakersfield System Study; and
5. California Transportation Improvement Program System (CTIPS).

Study Design (Tasks & Responsible Agency)
1. Develop and manage the Federal Transportation Improvement Program (20%);
2. Develop and manage the Regional Transportation Improvement Program (30%);
3. Conduct outreach meetings and workshops to develop Transportation Improvement Programs and lists of capital projects (15%);
4. Coordinate state and federal-aid capital improvement programs including ranking and development, review and approval for project applications (Kern COG 5%);
5. Conduct conformity analysis, adopt resolution to accept conformity findings, and document conformity with various air quality strategies (Kern COG 5%);
6. Monitor proposed at grade and grade separated rail projects (Kern COG 5%);
7. Evaluate compliance with Air Quality Conformity, State Implementation Plan, NEPA and Title VI in project delivery process (Kern COG 5%);
8. Monitor California Transportation Commission and legislative proposals related to transportation financing (Kern COG 5%);
9. Continue use of CTIPS and participate in statewide programming coordination meetings (Kern COG 5%);
10. Update Transportation Improvement Project Selection Policy as needed to include new state and federally mandated air quality and planning policies. (Kern COG 5%)

End Products (Schedule)
1. 2013 FTIP Amendments. (June 2014)
2. 2015 FTIP Draft. (June 2014)
3. 2014 RTIP. (June 2014)
### Revenue Budget

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Purpose & Goal
Assist local agencies with the federal aid application process required when using state or federal dollars. Work cooperatively with Caltrans Office of Local Assistance, Caltrans Planning, Federal Highway Administration and Federal Transit Administration to facilitate construction and reimbursement of federal aid projects.

Previous Work
1. 2007, 2009, and 2011 Regional Transportation Plan and amendments;
2. Short-range transit plans;
3. Use of CTIPS database; Congestion Management Program; and

Study Design (Tasks & Responsible Agency)
1. Assist local agencies and Caltrans with State Transportation Improvement Program project development;
2. Host local assistance training opportunities and promote federal-aid training opportunities off-site;
3. Monitor RIP, IIIP, RSTP, CMAQ, TE and other federal-aid projects. Report status of projects to Caltrans, CTC and member agencies annually;
4. Participate with Caltrans in state highway project development, coordination and programming;
5. Monitor Caltrans’ expenditures and activities to assure Kern regional projects are timely and budget constrained; and
6. Develop and submit responses to project delivery inquiries to local agencies, Caltrans Local Assistance and Planning staff.

End Products (Schedule)
1. Project status reports (CMAQ/RSTP/TA/TDA/Article 3) to local agencies for their use. (annually) (monthly meetings and reports)
2. Progress Report for Projects of Regional Significance (quarterly)

Revenue Budget

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Purpose & Goal
To monitor and coordinate transportation planning, the transportation plan implementation process and management system requirements of the Moving Ahead for Progress in the 21st Century Act (MAP-21).

Previous Work
1. 1997 Intelligent Transportation System Early Deployment Plan;
2. 2001 San Joaquin Valley Strategic Deployment Plan; and

Study Design (Tasks & Responsible Agency)
1. Participate in the implementation of transportation monitoring systems;
2. Provide technical assistance and transportation-related assistance to member agencies;
3. Analyze, update and integrate new population estimates and other demographic information to provide consistent population, economic and employment projections for a comprehensive areawide planning process;
4. Prepare project reports and annual transportation reports, including summaries of elderly and handicapped transportation, airport planning, non-motorized transportation, air quality, citizen participation and public hearings;
5. Coordinate and cooperate with Caltrans in developing system planning studies;
6. Encourage and coordinate public involvement in transportation planning services at state, regional and local levels;
7. Coordinate regional transportation planning activities with local land use agencies and local system planning studies;
8. Monitor the operational and physical continuity of transportation system within the region with those outside the region;
9. Monitor local planning activities for transportation related energy conservation measures that meet federal, state and local goals and objectives;
10. Continue to monitor and update proposed at-grade and grade-separated rail safety projects for Kern County;
11. Review each transportation proposal, short-range transit plan or social service requests to be included with or measured against, the Regional Transportation Plan; and
12. Monitor and review Intelligent Transportation Systems (ITS) activity at the federal, state, valley, and local level.
End Products (Schedule)
1. ITS database (June 2015).

Revenue Budget

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Purpose & Goal
Provide the data to accurately assess the performance of existing and planned transportation systems as required by the Clean Air Act and for transportation planning management system requirements of the federal Moving Ahead for Progress in the 21st Century (MAP-21) law; and to avoid duplication of traffic count effort among local jurisdictions.

Previous Work
1. Federally mandated Highway Performance Monitoring system (HPMS);
2. 1984-Present, local agency traffic counts;
3. Annual transportation report;
4. Kern Regional Transportation Modeling Committee;
5. Calibration of the Kern COG regional transportation model;
6. Monitor directional splits for calibration of the Kern COG peak hour model;
7. Predict commodity flow and freight movements;
8. Monitor speed data for posted speed limit change analysis;
9. Monitor recurring unsafe speed locations additional speed enforcement activity signalization safety improvement analysis;
10. Planning, design and construction of federal aid projects;
11. Apportionment or allocation of federal funds;
12. Air Quality, Environmental impact analysis; and
13. The undertaking of pavement maintenance and research and the supporting of Strategic Highway Research Program (SHRP).

Study Design (Tasks & Responsible Agency)
1. Participate in the Highway Performance Monitoring System Program, including traffic counts on designated segments (5%);
2. Coordinate the installation of HPMS information into the Kern GeoNet system (10%);
3. Oversee a Regional Traffic Count Program;
4. Hold bi-monthly meetings of the Kern Regional Transportation Modeling Committee (10%);
5. Oversee Contract for Regional Traffic Count Service and perform Quality assurance Testing for all deliverables (60%); and
6. Maintain Regional Speed Survey program (10%).

End Products (Schedule)
1. Annual HPMS Survey. (May 2014)
2. Annual traffic count resource. (June 2014)
3. Traffic Count Program. ($79,677) (consultant) (June 2014)
## Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 604.1 – REGIONAL TRAVEL DEMAND MODEL MAINTENANCE

Purpose & Goal
To develop and maintain the regional travel demand model.

Previous Work
1. Acquired training, computer software and hardware for Regional Transportation Model;
2. Migrated model from EMME2 to MinuTP to TP+ to Cube transportation modeling software;
3. Maintained travel network, model scripts and planning assumptions in support of modeling for Federal Air Quality Conformity, Regional Transportation Planning and Programming, Environmental Analysis, Cumulative effects analysis, impact fee analysis; and
4. Major transportation investment studies for analysis of transit and non-single occupancy vehicle use.

Study Design (Tasks & Responsible Agency)
1. Maintain TAZ boundaries as needed (5%);
2. Maintain transit network in Cube (10%);
3. Maintain transit access file using GIS (15%);
4. Calibrate & validate outlying communities in Cube model to base year 2006 (5%);
5. Develop milestone years to check for reasonableness (15%);
6. Bring network and modeling assumptions for the base (existing) and future (2035) years into conformance with existing general plans and assumptions (25%);
7. Conduct Title VI environmental justice analysis of the short-range program and long-range plans to evaluate and determine transportation impacts (15%); and
8. Coordinate modeling assumptions and cumulative effect modeling through Regional Transportation Modeling Committee (10%).

End Products (Schedule)
1. Model Enhancement. (Fall 2013)
2. Model Update Contract. (Ongoing)
3. Model maintenance Contract. (Ongoing)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 604.2 – GROWTH FORECAST MODEL

Purpose & Goal
Provide growth forecast information to develop and maintain the regional travel demand model.

Previous Work
1. Adopted Regional Growth Forecast every 3-5 years;
2. Redistributed socio-economic data based on latest assumptions to transportation analysis zones (TAZs);
3. Acquired land use modeling software for distribution of regional growth forecast; and
4. Supported the regional transportation model.
5. Updated forecast base-year population with 2010 Census data.

Study Design (Tasks & Responsible Agency)
1. Increase number of TAZs as needed;
2. Purchase and correct employment data and add employment types;
3. Use GIS to calculate a build-out analysis of all general plans in Kern County by the new TAZs;
4. Revise School Enrollment Forecast;
5. Revise Income Forecast;
6. Revise Group Quarters Forecast;
7. Revise Household and Household size Forecasts;
8. Map data forecasts for visual verification;
9. Coordinate modeling assumptions through Regional Transportation Modeling Committee;
10. Refine UPLAN land use model for distribution of regional growth forecast;
11. Administer the Kern Regional Transportation Modeling Committee; and

End Products (Schedule)
1. Countywide growth forecast totals. (June 2014)
2. Census Transportation Planning Package. (unfunded) (consultant) (June 2014)
Revenue Budget

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Purpose & Goal
Kern COG’s transportation model assists in regional transportation and land use planning decisions.

Previous Work
1. Highway 178 Corridor Study;
2. Westside Parkway Highway Study;
3. Metro Bakersfield Land Use/Circulation Plan;
4. West Beltway Corridor Study;
5. Morning Drive Corridor Study;
6. Route 58 Study;
7. GET Public Transportation Study;
8. GET Metropolitan Transportation Investment Strategy;
9. South Beltway Study;
10. Downtown Delano Study;
11. SE Kern Transportation Study Tier I EIR specific requests; and
12. 2006 Transportation Model Update
13. Cube Land integrated Land use and Transportation model Pilot Project
14. Centennial Corridor Study

Study Design (Tasks and Responsible Agencies)
1. Provide modeling/support for regional transportation decision-making;
2. Provide modeling/support for air quality conformity modeling;
3. Provide modeling/support for local transportation impact fees;
4. Provide modeling/support for regional and member agency requested corridor studies; and
5. Conduct Title VI environmental justice analysis of the short-range program and long-range plans to evaluate and determine transportation impacts.
6. Develop modeling methodology to meet SB 375 requirements.
7. Participate in San Joaquin Valley Model Improvement Program.
8. Maintain airport ground access routes in the travel demand model.

End Products (Schedule)
1. Model support for regional air quality conformity analysis and amendments. (quarterly)
2. Modeling to support development of local transportation impact fees. (as requested)
3. Transportation modeling. (as requested)
4. Modeling to support development of the Sustainable Communities Strategy
## Revenue Budget

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Kern Council of Governments
OVERALL WORK PROGRAM – FY 2013/2014
Work Element # 605.1 - CORRIDOR/MAJOR INVESTMENT/IMPACT STUDIES

Purpose & Goal
To study transportation corridors, interchanges and proposed roadway system improvements throughout the region.

Previous Work
1. 2006, 2007 and 2011 Regional Transportation Plan;
2. 2008, 2009 and 2011 Regional/Federal Transportation Improvement Program;
3. Highway 178 “M” Street to Highway 99 Study;
4. Kern River Canyon Highway Study;
5. Fairfax Road Interchange Study;
6. Tehachapi Railroad Crossing Study;
7. Metro Bakersfield General Plan;
8. Delano Superblock 8 Transportation Impact analysis;
9. Route 33 Traffic analysis;
10. Morning Drive Corridor Study;
11. Highway 58 to Alfred Harrell Highway Study;
12. Mojave Corridor Study and the South Beltway Corridor Study;
13. Routes 46 and 65 Safety Task Force Studies;
14. Route 65 TCRP Study;
15. 7th Standard Road and Cecil Avenue Studies; and

Study Design (Tasks & Responsible Agency)
1. Analyze Traffic Count and Traffic Accident Data;
2. Conduct detailed roadway analyses in areas affected by planned developments;
3. Conduct detailed roadway analyses in areas experiencing increasing traffic congestion;
4. Provide technical assistance to local agencies upon request;
5. Assist Caltrans with system planning activities;
6. Comply with the provisions of the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA);
7. Conduct detailed analyses of impacts of development on air quality;
8. Coordinate with other agencies to document environmental factors that support project level NEPA and Section 404 requirements;
9. Assess the intermodal feasibility of proposed transportation projects, strategies and actions;
10. Identify corridor and subarea studies to support decisions on the design concepts and scope of proposed major transportation investments;
11. Ensure the Title VI, environmental justice criteria is applied to all corridor plans;
12. Attend Advisory Committee Transportation Concept Report meetings to provide direction and comment on TCR documents;
13. Attend California Highway Patrol Corridor Safety Task Force meetings;
14. In collaboration with safety officials and law enforcement, encourage the integration of safety and security in the transportation planning process; and
15. Work with local agencies and Caltrans to better link NEPA and transportation project development.

End Products (Schedule)
1. HOV/Managed Lane Study (Dec 2014).

Revenue Budget

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Purpose & Goal
To identify existing impact fee resources to meet transportation needs of the region and the development of an implementation strategy for agencies that do not have an established impact fee program.

Previous Work
1. 2004, 2006 and 2007 Regional Transportation Plan;
3. Metropolitan Bakersfield MTIS;
4. 1998-2005 MTIS Updates; and
5. South East Kern Transportation Impact Fee Study.
6. Regional Impact Fee Study.

Study Design (Tasks & Responsible Agency)
1. Provide technical support to member agencies developing or updating Impact Fees.
2. Develop appropriate socio-economic data for nexus analysis (Kern COG);
3. Develop project list for Impact Fee Program (Member Agencies/Kern COG);
4. Develop impact fee schedules (Member Agencies/Kern COG);
5. Conduct stakeholder meetings and public workshops (Member Agencies);
6. Prepare and circulate draft and final report (Member Agencies); and
7. Adopt new Impact Fee Program(s) Ordinance (Member Agencies).

End Products (Schedule)
1. Impact Fee Study Updates (July 2014).

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element #606.1 – TRANSIT PLANNING

Purpose & Goal
To provide comprehensive long-range transit planning for the Kern region.

Previous Work
1. Social Service Action Plan (1982);
2. Metro Bakersfield Social Service Action Plan (1985);
3. Rural Transportation Inventory (1987);
4. Regional Transit Guide (1987 and 1990);
5. 1990 Short Range Transit Plan;
6. Metropolitan Bakersfield Major Investment Strategy (1997);
8. 2004 Regional Rural Transit Strategy;
9. 2004 Regional Transportation Improvement Program;
10. 2005 Eastern Sierra Public Transportation Plan;
11. Metropolitan Bakersfield Fixed Guideway Passenger System, Phase I;
12. Metropolitan Bakersfield Transit System Long-Range Plan 2012; and
13. Transit Development Plans (TDPs) for:
   - Taft/Maricopa 1994 2009
   - California City 1991 1997 2012
   - Tehachapi 1993 1999 2012
   - Kern River Valley 1995
   - Lamont 1995 2009
   - Mojave 1995
   - Kern County 2003
   - East Kern 2005

Study Design (Tasks & Responsible Agency)
1. Monitor transit activities of public and private transit providers, including vehicle inventory updates, patronage and ridership data, financial and operational data, and evaluation of transit services to the general public and transit dependent;
2. Work with Golden Empire Transit District and CTSA to address service planning, ADA compliance and services for the elderly and disabled;
3. Coordinate long-range transit and land use planning efforts for GET, Kern County and the cities;
4. Monitor and/or conduct public workshops to identify local transportation issues, transportation options, recommended actions, and implementation programs;
5. Identify corridor and subarea studies to be performed;
6. Review and monitor existing financial capabilities, identify future financial requirements, and new revenue sources;
7. Implement Kern COG’s Public Transportation Modernization, Improvement, and Service Enhancement Act (PTMISEA) (Policy);
8. Implement Kern COG’s Transit System Safety, Security & Disaster Response Account (TSSSDRA) (Policy);
9. Provide technical assistance to transit providers in transit planning, marketing, coordination and other related issues;
10. Monitor and report on legislation;
11. Collect monthly transit operating statistics from public transit operators, and maintain a transit performance data base;
12. Conduct quarterly meetings of transit operators to discuss issues relevant to operations and planning;
13. Work to coordinate public transit and human service transportation programs;
14. Assist jurisdictions with implementing the transit policies and actions of the Regional Transportation Plan;
15. Analyze and identify transportation needs of people in transition from welfare to work, and recommend improvements in the transit system in order to better serve the identified needs;
16. Ensure that environmental justice criteria are applied to transit plans; and
17. Assess the need for farm-worker transportation in Kern County.

End Products (Schedule)
1. FTA Section 5311 Program of Projects. (March 2014)
2. Transit Operators Meeting Minutes. (quarterly)
3. Scoring FTA Section 5310 Grant Applications. (October 2013)
4. Prop. 1B PTMISEA Program of Projects (March 2014)
5. Prop. 1B TSSSDRA Program of Projects (March 2014)
6. FTA Section 5316 and 5317 Program of Projects (March 2014)
7. Kern County Transit Guide update (June 2014)

Revenue Budget

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Purpose & Goal
Prepare a Transportation Development Plan for the Kern River Valley – This work element is contingent upon grant selection and award.

Previous Work
Kern River Valley 1995

Study Design (Tasks & Responsible Agency)
1. Develop and distribute RFP and select consultant (Kern COG);
2. Inventory of existing transit services (consultant);
3. Survey of ridership potential for the Kern River Valley area (consultant);
4. Surveys of riders and general population (consultant);
5. Develop goals and objectives (Kern COG, consultant);
6. Develop alternatives, and estimate costs and benefits (Kern COG, consultant);
7. Develop a plan for short-term improvement of existing services (consultant);
8. Develop a five-year capital investment plan (consultant); and
9. Present study to the Kern Council of Governments (Kern COG, consultant).

End Products (Schedule)
1. Transportation Development Plan – Kern River Valley. (June 2014)

Revenue Budget

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Purpose & Goal
Prepare a Transportation Development Plan for Mojave – This work element is contingent upon grant selection and award.

Previous Work
Mojave 1995

Study Design (Tasks & Responsible Agency)
1. Develop and distribute RFP and select consultant (Kern COG);
2. Inventory of existing transit services (consultant);
3. Survey of ridership potential for the Kern River Valley area (consultant);
4. Surveys of riders and general population (consultant);
5. Develop goals and objectives (Kern COG, consultant);
6. Develop alternatives, and estimate costs and benefits (Kern COG, consultant);
7. Develop a plan for short-term improvement of existing services (consultant);
8. Develop a five-year capital investment plan (consultant); and
9. Present study to the Kern Council of Governments (Kern COG, consultant).

End Products (Schedule)
1. Transportation Development Plan – Mojave. (June 2014)

Revenue Budget

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Purpose & Goal
The Transit Security Plan will enhance the safety of all transit riders within and through Kern County.

The Transit Security Plan’s purpose will be to develop, implement and maintain a security system for all local transit providers that demonstrates the following:

- Transit providers' commitment and policy regarding security;
- Goals, policies and actions established for a system-wide security program, as well as determining how the TSP will be implemented, evaluated and periodically updated;
- Responsibilities assigned to the regional transportation planning agency, emergency management agency, and all local transit providers;
- A process provided by which threats and vulnerabilities can be identified, assessed, and resolved.

Previous Work
1. Kern Regional Blueprint (2006-2012);
2. Regional Transportation Plan (2007) (2011);
3. Regional Rural Transit Strategy (2004);
4. Eastern Sierra Public Transportation Plan (2005); and

Study Design (Tasks & Responsible Agency)
1. Conduct meetings and coordinate study information;
2. Analyze existing conditions, identified needs, and coordinate possible solutions

End Products (Schedule)

Revenue Budget

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Toll Credits: $416
Purpose & Goal
To monitor and participate in planning and programming of Amtrak and high-speed rail projects and studies.

Previous Work
1. Bakersfield Intermodal Transit Facility Plan (1988);
2. High-Speed Ground Transportation system Terminal Study (1994);
3. Metropolitan Bakersfield Major Transportation Investment Strategy (1997);
4. California High-Speed Ground Transportation Study (ongoing);
5. Amtrak Station Project Study Report (1997);
6. Metropolitan Bakersfield High-Speed Rail Terminal Analysis and Evaluation (2001);
7. Metropolitan Bakersfield High-Speed Rail Terminal Impact Analysis (2003);
8. 3D Visualizations of proposed HSR Heavy Maintenance Facility (2011);
9. High-Speed Rail proposed Bakersfield Station Area Plan and Land Use; and

Study Design (Tasks & Responsible Agency)
1. Monitor monthly California High-Speed Rail Authority meetings (Kern COG);
2. Monitor activities of the Regional Governance Group in its efforts to create a JPA to oversee the San Joaquin Amtrak service;
3. Coordinate activities with the Caltrans Division of Rail (Kern COG);
4. Attend quarterly meetings of the San Joaquín Valley Rail Committee (Kern COG);
5. Provide local support and outreach for planning efforts (Kern COG);
6. Review guidelines and funding application from the High Speed Rail Authority for Station Area Planning (Kern COG);
7. Coordinate Bakersfield Station Area plan with City of Bakersfield and High-Speed Rail Authority (Kern COG and City of Bakersfield); and
8. Monitor San Joaquin Valley Passenger Rail Authority.
9. Commuter Rail Feasibility Study – Phase II (June 2014)
10. Assess transit connectivity to existing Amtrak station and future High-Speed Rail station to all funded transportation development plans.

End Products (Schedule)
1. Conceptual Bakersfield HSR station design and preliminary Station Area Plan (suspended)
2. 2D/3D HSR visualizations
## Revenue Budget

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Work Element # 607.1 – AVIATION TRANSPORTATION PLANNING

Purpose & Goal
Maintain the Kern Regional Aviation System Plan and related aviation system data, review airport master plans, assist airports and Caltrans Aeronautics Program in preparing biennial Aviation Capital Improvement Program, and participate in the California Aviation System Plan Program.

Previous Work
1. 1984 Regional Airport System Plan;
2. 1994 Kern County airport Land Use Compatibility Plan;
3. 1998 Central California Aviation System Plan;
4. 1998 Kern Regional Aviation System Plan; and
5. Local airport master plans.

Study Design (Tasks & Responsible Agency)
1. Participate in Kern Regional Airports Master Plans TAC;
2. Review the activities of airports and local agencies as they relate to the regional aviation system (Kern COG);
3. Provide aviation technical assistance to local jurisdictions upon request (Kern COG);
4. Assess the intermodal feasibility of proposed transportation projects, strategies and actions (Kern COG);
5. Maintain an aviation system database in support of the regional aviation system and aviation capital improvement programs (Kern COG);
6. Coordinate airport operator updates of Aviation Capital Improvement Program (CIP) project lists for the Caltrans Aeronautics Program (Kern COG); and
7. Coordinate with County of Kern to implement the 2009 Joint Land Use Study (JLUS) for R-2508 Airspace.

End Products (Schedule)
1. Aviation Database. (ongoing)
2. Updated aviation data for the Regional Transportation Plan (ongoing)
3. Regional Aviation Capital Improvement Program (CIP) project lists. (biennial)
## Revenue Budget

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Purpose & Goal
To conduct planning studies for non-motorized transportation facilities that encourage non-motorized transportation modes of transportation as a viable, safe and economical alternative to motorized travel within Kern County.

Previous Work
1. 1984 Metropolitan Bakersfield Bicycle Plan;
2. 1989 Kern River Bikepath Alignment Study;
3. 1994 Kern River Bikepath Extension Alignment Study Update;
4. 1994 Environmental Assessment of Kern River Bikepath between Hart Park and California Living Museum
5. 2009 Kern River Bikepath Extension Study: SR 43 to Taft.
6. 2012 Kern Regional Bicycle Plan and Complete Streets Recommendations

Study Design (Tasks & Responsible Agency)
1. Review existing bicycle plans from member agencies;
2. Determine the extent of planned facilities that have been constructed;
3. Develop mapping of current facilities;
4. Receive comments and suggestions from Bicycle Technical Advisory Committee as to route selection and facility construction priority scheduling;
5. Identify funding stream anticipated over period of time covered by the planning document;
6. Complete environmental assessment of recommended non-motorized transportation facilities;
7. Submit plans for public review;
8. Receive public comments and respond to comments; and
9. Adoption of plans by Kern COG.

End Products (Schedule)
## Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 608.2 – PEDESTRIAN TRANSPORTATION PLANNING

Purpose & Goal
To conduct a planning study related to the development of pedestrian transportation facilities which will encourage and allow pedestrian modes of transportation as a viable, safe and economical alternative to motorized travel within Kern County.

Previous Work
1. 1984 Metropolitan Bakersfield bicycle Plan;
2. 1989 Kern River Bikepath Alignment Study;
3. 1994 Kern River Bikepath Alignment Study Update; and

Study Design (Tasks & Responsible Agency)
1. Within Metropolitan Bakersfield, incorporated cities and unincorporated communities determine the extent of facilities that have been constructed;
2. Develop mapping of current facilities;
3. Identification of funding stream anticipated over period of time covered by the planning document;
4. Complete environmental assessment of recommended pedestrian transportation facilities;
5. Submit plan to public review;
6. Receive public comments and respond to comments; and
7. Adoption of plan by Kern COG.

End Products (Schedule)
1. Pedestrian Transportation Plan.

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 609.1 – TRANSPORTATION DEMAND MANAGEMENT

Purpose & Goal
To manage a Transportation Demand Management (TDM) Program that encourages alternatives to single occupant vehicle commuting throughout Kern County.

Previous Work
1. Transportation Demand Management Element;
2. Annual Rideshare Work Plan;
3. Rideshare Week 2006-2012;
4. Clean Air Month promotion and coordination;
5. Presentations to employers and schools;
6. Assistance to employers in developing rideshare programs;
7. Update and maintenance of ride match database;
8. Vanpool, bus, telework, pedestrian, and bicycling promotion; and

Study Design (Tasks & Responsible Agency)
1. Provide TDM outreach services (called CommuteKern) to individuals, employers and educational institutions. Service includes training, educating and working with Employee Transportation Coordinators (ETCs) (20%);
2. Provide rideshare matching, vanpool management, GIS maps of transit routes, and mile tracking services via GreenRide, a software program licensed from Ecology and Environment, Inc. The system may be accessed by clients online or via telephone. Services are accessible to non-English speaking residents through a telephone translation service (20%);
3. Respond to inquiries related to alternate forms of commuting (5%);
4. Develop and distribute TDM promotional items and materials (10%);
5. Coordinate local activities for California Rideshare Week, Clean Air Month and other special promotional events. Partner with local agencies as appropriate (10%);
7. Promote CommuteKern services and events through media releases, advertising, and public outreach (20%);
8. Create and manage the Emergency Ride Home program (5%); and
9. Support efforts to expand park-and-ride capacity throughout Kern County through planning, outreach, and response to requests for assistance (5%).
End Products (Schedule)
1. Promotional items and materials. (as needed)
3. Rideshare Week. (October 2013)
4. Public service announcements highlighting company employees who rideshare. (monthly)
5. Clean Air Month. (May 2014)
6. Electronic newsletter. (monthly)
7. Employer Site Rideshare Coordinator Meetings – Et Cetera. (quarterly)

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Purpose & Goal
To manage FTA Sections 5316 Job Access and Reverse Commute (JARC) and 5317 New Freedom (NF) for eligible applicants within metropolitan Bakersfield.

Previous Work
1. Coordinated Human Services Transportation Plan (CHSTP) 2007
2. JARC funding – Arvin 2009
3. JARC funding – Taft 2009
4. JARC funding – GET 2009
5. NF funding – GET 2009
6. JARC funding – Arvin 2010
7. JARC funding – GET 2011
8. NF funding – GET 2011
9. JARC funding Delano (2012)
10. JARC funding – GET/Tejon Ranch/Kern COG 2012
11. NF funding – GET 2012

Study Design (Tasks & Responsible Agency)
1. Administer Metro-Bakersfield JARC/NF grants; and
2. Administer quarterly reporting and distribution of funds through FTA’s TEAM/ECHO system until September 2013.

End Products (Schedule)

Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 610.1 – FREIGHT PLANNING

Purpose & Goal
Facilitate commercial vehicle operations (CVO) and interregional freight movement to ensure representation from all modes of the freight industry.

Previous Work
1. 1994 Sunset Rail Line Study;
2. 2000 San Joaquin Valley Goods Movement Study;
3. April 1999 Kern COG Freight Survey;
4. Caltrans 2000 Statewide Freight Study;
5. San Joaquin Valley Movement Studies, Phase I (2000) and Phase II (2002);
6. Caltrans Goods Movement Study for US-395 Corridor (June 2006);
7. SR-58 Origins and Destinations Truck Study (February 2009); and

Study Design (Tasks & Responsible Agency)
1. Contact other agencies involved in freight programs for review and application to Kern County;
2. Coordinate with Caltrans on further statewide truck travel studies;
3. Coordinate with other ongoing studies such as the Southern California Freight and Port Study and State Freight Plan Development;
4. Evaluate goods movement and truck study data to propose improvement projects for freight movement and connectivity, e.g. truck lanes, off-ramp improvements etc.

End Products (Schedule)
1. Analyses and recommendations for Goods Movement and Connectivity Projects.

Revenue Budget

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Purpose & Goal
Study commercial vehicle operations (CVO) for interregional freight movement to ensure representation from all modes of the freight industry.

Previous Work
1. 1994 Sunset Rail Line Study;
2. 2000 San Joaquin Valley Goods Movement Study;
3. April 1999 Kern COG Freight Study; and
4. Caltrans 2000 Statewide Freight Study;
5. San Joaquin Valley Movement Studies, Phase I (2000) and Phase II (2002);
6. SR-58 Origin and Destination Truck Study (Feb. 2009); and
9. Railroad Grade Separation Study (Jan. 2011)
10. Short-Line Rail Study Phase II (March 2012)

Study Design (Tasks & Responsible Agency)
1. Contact agencies involved in freight programs for review and application to Kern County;
2. Coordinate with Caltrans on further studies;
3. Coordinate with other ongoing studies such as the Southern California ITS Priority Corridor, Commercial Vehicle Operations committee and San Joaquin Valley Goods Movement;
4. Analyze future use of short-line rail for goods movement;
5. Prioritize safety improvements for goods movement along railroads; and
6. Assist in establishing Central California Railroad Authority itself and developing/achieving annual goals.

End Products (Schedule)
1. Develop joint powers agreement with Central California Railroad Authority (Fall 2013).

Revenue Budget

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Planning for recreational opportunities and open space is an integral part of the regional planning process, with particular emphasis on housing, environmental and transportation issues. The non-motorized element of the Regional Transportation Plan addresses recreational aspects of bicycling and pedestrian circulation.

No projects are programmed in FY 2013-2014.
Continuing education is an important aspect of the planning profession in order to facilitate effective responses to changing community needs and desires. Kern COG encourages staff members to take advantage of available education opportunities. Kern COG also encourages staff members to make full use of FHWA, FTA and other public agency sponsored workshops and training courses.

Professional development is another important aspect of the planning profession. Kern COG frequently hires interns from local college programs and provides them with hands-on professional planning experience.
Purpose & Goal
Kern COG staff will provide grant writing services to Kern COG member agencies as well as other public agencies. Staff will also provide a directory of grant resources through the Kern COG website.

Previous Work
Kern COG has provided leadership and technical assistance to member agencies to address regional and subregional issues.

Study Design (Tasks & Responsible Agency)
1. Evaluate potential grants for eligibility; notify member agencies of relevant new grant opportunities (ongoing)
2. Research, schedule, prepare, and collaborate on grant applications (ongoing)
3. Provide oral and written grant descriptions and progress reports to senior staff and public officials (quarterly)
4. Provide a directory of available grants on the Kern COG website with a goal of initially posting three new grant opportunities per month (monthly)
5. Attend meetings of the Governing Board and Technical Planning Committees as needed;
6. Prepare Quarterly Progress reports for meetings of the Governing Board and Technical Planning Committees as needed;
7. Assist with the preparation of the FY 14-15 Kern COG Overall Budget and Work Program; (Jan-May 2013)
8. Monitor and prepare amendments to FY 13-14 Kern COG Overall Work Program as needed

End Products (Schedule)
1. Conduct searches for grants for each jurisdiction’s priority project lists (monthly)
2. Post new grant funding opportunities on the Kern COG website (monthly)

Revenue Budget

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INTEGOVERNMENTAL COORDINATION

The Clearinghouse function requires an extensive program of review and comment involving many agencies and organizations within the region. These activities assure that proposed projects can be evaluated in relation to existing development, socioeconomic impact, transportation impact and local plans of environmental concerns.

The comprehensive planning process requires an ongoing and intensive coordination effort. Each planning element and planning jurisdiction is involved. This program is designed to provide technical assistance to the member agencies that have special needs. Proposed planning activity and demographic information is provided to the public, and citizens are offered an opportunity to assist in evaluating the appropriateness of plans that affect them.
Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element #902.1 – REGIONAL TECHNICAL ASSISTANCE

Purpose & Goal
To improve coordination among local jurisdictions on issues of common concern. Provide transportation-related leadership and technical assistance to member agencies to address regional and subregional issues.

Previous Work
1. Workshops
2. Technical assistance publications
3. General plans
4. Other planning and management projects
5. Rosamond Visioning Process
6. Tehachapi Bicycle Master Plan
7. Arvin Jewett Square Bicycle Plan
8. California City, Tehachapi Circulation Element updates

Study Design (Tasks & Responsible Agency)
1. Provide planning and management services to meet special transportation needs of Kern COG member agencies. (2%)
2. Provide assistance in land use and transportation planning, programming and budgeting to cities with limited staffing capabilities. (2%)
3. Prepare Land Use and Circulation Element Updates/urban development strategies and master environmental assessments. (90%)
4. Assist member agencies with development and analysis of land use information as it relates to transportation, housing and jobs (Kern COG/consultant) (2%)
5. Assist member agencies with development and analysis of transportation and circulation information. (2%)
6. Assist member agencies with “Quick Response” Transportation Plan Analysis. (1%)

End Products (Schedule)
1. Bakersfield Habitat Conservation Plan ($100,000) (consultant) (June 2014)
2. California City Blvd. Feasibility Study ($60,000) (consultant) (June 2014)
3. Cal City Payment Management System ($45,000) (June 2014).
4. County of Kern – Boron Visioning Process ($40,000) (consultant) (June 2014)
5. County of Kern-Grade Separation Study ($95,000) (consultant) (June 2014)
6. Kern County Valley Floor Habitat Conservation Plan ($175,000) (June 2014).
7. McFarland circulation element updates ($30,000) (consultant) (June 2014)
8. McFarland –Kern Street Specific Plan ($30,000) (consultant) (June 2014)
9. Wasco Bicycle Master Plan ($30,000) (consultant) (June 2014)
## Revenue Budget

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 903.1 – INFORMATION AND DATA MANAGEMENT

Purpose & Goal
To provide socio-economic information concerning the Kern County region.

Previous Work
1. Database of socio-economic information related to Kern County;
2. Federal Home Mortgage Disclosure Repository;
3. State Census Data Center Affiliation certification;
4. Assist governmental agencies, business interests and the general public with accessing and interpreting socio-economic information; and
5. Assist in the development of Kern COG’s regional transportation model.

Study Design (Tasks & Responsible Agency)
1. Develop and maintain socio-economic information for support of the Kern COG travel demand and air quality planning programs;
3. Maintain California State Census Data Center Affiliate status;
4. Prepare California State Census Data Center reports;
5. Host workshops related to socio economic information in the Kern Region;
6. Maintain collection of U.S. Census reports and provide library space for public inspection of the documents, including Home Mortgage Disclosure information;
7. Respond to and assist users of socio-economic information related to the Kern County region, including requests from member agencies, non-member agencies, private businesses and the general public; and
8. Attend related workshops and training sponsored by the California State Census Data Center and the U.S. Bureau of the Census.

End Products (Schedule)
1. Update Community Profiles for inclusion in Kern COG website (Dec. 2013)
2. Socio-economic information database related to the Kern County area (Ongoing).

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Purpose & Goal
Coordinate Decennial Census Activity within the Bakersfield-Delano Metropolitan Statistical Area.

Previous Work
1. Executive Director designated as “Key Person” for Year 2020 Census; and
2. California State Census Data Center Affiliate.

Study Design (Tasks & Responsible Agency)
1. Maintain coordination between Census Bureau and “Key Person”; and
2. Respond to requests for information related to year 2010 Census.
3. Develop Census profiles for cities and communities within Kern County

End Products (Schedule)
1. Distribution of 2010 Census data to information users
2. Maintain Census publications for public use
3. Assist information users with data access and interpretation

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Purpose & Goal
To coordinate transportation and air quality planning activities among the eight San Joaquin Valley transportation planning agencies (SJVTPA); California Department of Transportation (Caltrans); the San Joaquin Valley Air Pollution Control District (SJVAPCD), Inyo and Mono Counties and the Southern California Association of Governments (SCAG).

Previous Work
1. San Joaquin Valley Regional Planning Agency MOU, Eastern Sierra MOU, and San Luis Obispo Council of Governments MOU;
2. San Joaquin Valley Transportation Modeling Committee;
3. Federal Transportation Improvement Program coordination;
4. California State Implementation Plan with SJVAPCD and Kern APCD;
5. SCAG/Kern COG Planning Coordination.

Study Design (Tasks & Responsible Agency)
1. Attend SJVTPA meetings on transportation issues;
2. Meet and confer with Caltrans Districts 6 and 10, and the San Joaquin Valley Air Pollution Control District on transportation and air quality planning processes;
3. Coordinate with Inyo, Mono, San Bernardino Counties, SCAG, Caltrans District 6 and District 8 to discuss transportation issues and participate in long-range planning activities to address transportation models;
4. Attend Eastern Sierra Aviation Association meetings;
5. Coordinate and attend policy meetings with SCAG; and
6. Coordinate long-range planning activities with SCAG.

End Products (Schedule)
1. San Joaquin Valley transportation/air quality planning process. ($42,000) (consultant) (ongoing)
2. San Joaquin Valley transportation planning agencies work plan/Policy Council coordination ($21,000) (consultant) (ongoing)
3. Air quality planning study (as needed).

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Purpose & Goal
To make federal, state and local program and project proposals available for public review; determine consistency with regional comprehensive plans; and ensure adequate mitigation is proposed for impacts.

Previous Work
Areawide clearinghouse; grant applications.

Study Design (Tasks & Responsible Agency)
1. Review of federal programs and proposals, including urban impact assessment and review of all transportation related proposals.
2. Review of state plans, environmental documents and local plans and programs.
3. Update and implement MOUs and agreements.
4. Forward appropriate documents and proposals to interested individuals and agencies.
5. Obtain and file copies of grant applications and project/program proposals.

End Products (Schedule)
1. Summary of grants and reviews. (As requested)

Revenue Budget

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The regional planning process, in order to successfully coordinate the integration of programs and encourage comprehensive planning, requires complex internal functions. Compliance with local, state and federal governmental programs, identifying area-wide needs, directing programs to meet those needs and coordinating programs from each level to complement the comprehensive planning efforts of the area requires extensive management and financial support.
Purpose & Goal
To provide local reimbursement for travel and promotional costs that are not eligible for federal reimbursement.

Previous Work
1. Kern COG related travel, attend and distribute promotional items at community events.

Study Design (Tasks & Responsible Agency)
1. To provide local funding for travel costs which exceed those allowed to employees of the State of California; and
2. To provide local funding for the purchase of Kern COG promotional items.

End Products (Schedule)
1. Kern COG promotional items. (As needed)

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Purpose & Goal
To improve the Kern region’s potential for future state and federal transportation, housing, water, air quality and/or energy-related funding.

Previous Work
1. Kern regional federal lobbying trip;
2. San Joaquin Valley COGs federal lobbying trip;
3. Kern regional state lobbying trip; and
4. San Joaquin Valley COGs state lobbying trip.
5. SB 325 (2011) Central California Rail Authority
6. ACA 23 (2012) Transportation Sales Tax Measures—Voter Threshold

Study Design (Tasks & Responsible Agency)
1. Meetings, correspondence with lobbying consultants;
2. Craft legislative proposals and amendments;
3. Coordinate regional and Valleywide lobbying trips; and
4. Develop white papers, fact sheets, talking point summaries, etc. for regional and Valleywide lobbying trips.

End Products (Schedule)
1. New legislation related to transportation, housing, water, air quality and/or energy. (as required)
2. Legislative amendments regarding transportation, housing, water, air quality and/or energy-related bills. (as required)
3. San Joaquin Valley COGs federal lobbying trip. (September 2013)
4. San Joaquin Valley COGs state lobbying trip. (March 2014)

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Purpose & Goal
To effectively manage programs and funds developed pursuant to the Transportation Development Act (TDA), California Public Utilities Code Sections 99200, et. seq.

Previous Work
1. Prior-year records and reports including financial transactions, claims, applications, resolutions, financial/compliance audits and performance audits.

Study Design (Tasks & Responsible Agency)
1. Create and manage the Local Transportation Fund and the State Transit Assistance Fund in accordance with state statutes and regulations and Kern COG program policy;
2. Maintain local program rules and regulations manual;
3. Prepare an annual estimate of area apportionments; advise claimants of quarterly trust fund subsidiary account activity and balances;
4. Assist prospective claimants with annual claims, project lists, and local program administration;
5. Provide for the review, approval and processing of all claims and financial transactions;
6. Maintain general and subsidiary ledgers and books of original entry in accordance with generally accepted accounting principles; and prepare periodic account reconciliations;
7. Prepare periodic financial statements and claim status reports;
8. Conduct annual financial and compliance audit of Kern COG and each claimant contract for and appropriate financial reports by an independent certified public accountant or public accountant (consultant);
9. Conduct a triennial performance audit of Kern COG and each transit claimant and contract appropriate reports by a qualified firm (consultant);
10. Coordinate the activities of the Kern Social Service Transportation Advisory Committee and social services transit providers; oversee the activities of the Consolidated Transportation Service Agency;
11. Provide for the annual determination, analysis and resolution of unmet transit needs;
12. Prepare and approve the Annual Pedestrian and Bikeway Program of Projects; review projects as necessary;
13. Attend TDA administration seminars;
14. Monitor transit ridership and performance data monthly; conduct quarterly meetings of transit service operators; and
15. Prepare the biennial update of Social Service Action Plan and inventory; monitor plan implementation.

End Products (Schedule)
1. Source journals, including cash receipts, cash disbursements, accounts receivable and claims payable. (monthly)
2. Financial statements and status reports, including a balance sheet and statement of revenues and disbursements. (monthly)
3. Annual estimate of area apportionments. (March 2014)
4. Subsidiary trust account statements. (quarterly)
5. Annual claims and applications. (Transit April 2014; Pedestrian/Bike September 2013; streets/roads September 2013)
6. Annual financial and compliance audit reports. (December 2013) (Consultant = $130,000)
7. Triennial performance audit reports. (N/A) Functional audits. (as required) (Consultant = $0)
8. Metro CTSA monitoring and evaluation report. (ongoing)
9. Annual TDA Pedestrian and Bikeway Program of Projects. (July 2013-September 2014)
10. Countywide ridership report. (January 2014)
11. Unmet transit needs finding and documentation. (January 2014- June 2014)
12. Biennial Social Service Action Plan and Inventory Update. (December 2013)
13. Social Service Transportation Advisory Committee meetings. (quarterly)
14. Special Transit Studies (as required) (Consultant = $75,000)
15. CTSA Advisory Committee meetings. (quarterly)
16. Monitor and evaluate the Social Service Transit Program in the Metro Bakersfield area. (Ongoing)

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 1001.4 – INFORMATION SERVICES AND TRIBAL CONSULTATION

Purpose & Goal
To inform and involve the public, member agencies and tribal governments in the decision-making process on issues affecting the Kern region, and to comply with Federal MAP-21 public participation requirements.

Previous Work
1. Public Involvement Procedures;
2. Kern COG Quarterly Newsletter; news releases;
3. Informational brochures;
4. Public meetings and workshops coordination;
5. Meeting Briefs;
6. Kern COG webpage and Areawide Directory;
7. Legislative tracking and reporting;
8. Policy development and analysis;
9. Attend community events;
10. Community flier development and distribution;
11. Multi-media advertising development and distribution, including radio and television;
12. Regional Awards of Merit program; and

Study Design (Tasks & Responsible Agency)
1. Compose, publish and distribute the Kern COG Quarterly, Legislative Watch, Kern COG Express (10%);
2. Compose and update various brochures, letters, memos, news releases and publications, including the Annual Report; Board Actions; Outreach Efforts and Areawide Directory, providing information regarding Kern COG, its member agencies and its activities (10%);
3. Provide staff support for public participation efforts concerning regional issues (5%);
4. Maintain and contribute to electronic and postal contact database for correspondence with member agencies and the public (5%);
5. Maintain a public involvement program that complies with state open meeting laws and MAP-21 provisions (5%);
6. Maintain involvement with community groups including the Greater Bakersfield Chamber of Commerce, Kern Transportation Foundation, and others (5%);
7. Engage, consult and coordinate with tribal governments regarding the transportation planning process (5%);
8. Implement public involvement procedures, including legal notices, announcements, advertisements and product/project specific newsletter publication and conduct related workshops and meetings (10%);
9. Compose, publish and maintain the Kern COG Internet website (www.kerncog.org) (10%);
10. Track and report on relevant legislation (10%);
11. Develop and implement public involvement procedures evaluation methodology to assess strengths and weaknesses (5%);
12. Develop, distribute and evaluate community transportation surveys (5%);
13. Document and evaluate Kern COG’s environmental justice process (5%); and
14. Broadcast Kern COG Board meetings on local government channel (5%)

**End Products (Schedule)**
2. Informational brochures and news releases. (as required)
3. Kern COG internet website. (KCSOS=$12,000) (ongoing)
4. Public involvement forums. (Kern Trans. Foundation = $24,000) (June 2014)
5. Board Meeting and other broadcasts. (KGOV = $45,500) (ongoing)
6. Regional Awards Program. ($10,000) (Mar. 2014)
7. Kern COG Art Contest ($2,500) (November 2013)

**Revenue Budget**

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The Kern Motorist Aid Authority (KMAA) was created on May 19, 1988. The Authority imposes a fee, not to exceed $1.00 per year, on non-exempt motor vehicles registered within the county. The additional fee is collected by the California Department of Motor Vehicles (DMV) at the time of vehicle registration or renewal.

The purpose of the Authority is to finance, implement, operate and maintain a motorist aid system pursuant to California Streets and Highways Code Sections 2550-2560. The system may include call boxes located on the California freeway and expressway system, and on county routes which connect segments of the California freeway and expressway system that are under the jurisdiction of the California Highway Patrol (CHP).
Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 2001.1 – KMAA SYSTEM IMPLEMENTATION AND OPERATIONS

Purpose & Goal
To design and operate a comprehensive network of roadside motorist aid call boxes within Kern County.

Previous Work
1. Existing roadside call box service along all state and interstate routes;
2. The KMAA “Ten-Year Strategic Plan” (1998-2008);
3. The CalSAFE “Call Box Crash Worthiness Study” (June 2004);
4. The Call Box Program Evaluation & Needs Assessment (June 2006); and
5. The Call Box Retrofit & Upgrade Project. (September 2009)

Study Design (Tasks & Responsible Agency)
1. Investigate call box network modifications and expansions;
2. Evaluate new technological capabilities developed for call boxes;
3. Identify and define local issues related to network design and operation;
4. Develop site plans and standards for locating and installing call boxes on approved routes;
5. Provide for call box installation pursuant to approved plans;
6. Survey call box sites for ADA compliance;
7. Provide for the periodic preventive, corrective maintenance of network hardware;
8. Provide for regular and reliable radio, cellular or other communication services; and
9. Provide for and analyze periodic statistical reports regarding call box usage.

End Products (Schedule)
1. Call Box Use Statistical Reports. (quarterly)
2. Knockdown and vandalism report. (quarterly)
3. Special studies. (as developed)

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Kern Council of Governments

OVERALL WORK PROGRAM – FY 2013/2014

Work Element # 2002.1 – KMAA ADMINISTRATION

Purpose & Goal
Provide effective and efficient operation of the Kern Motorist Aid Authority through management oversight and control of services and operations.

Previous Work
1. Participate in the California Service Authority for Freeways and Expressways Committee (CalSAFE);
2. Maintain a financial accounting system in accordance with GAAP and enterprise fund accounting, including a general ledger and books of original entry; prepare quarterly financial statements; and process monthly reconciliations; and

Study Design (Tasks & Responsible Agency)
1. Review proposed legislation, regulations and guidelines regarding call box services;
2. Develop and maintain an ongoing public education program;
3. Prepare an annual KMAA work program and budget;
4. Review and approve for payment invoices for purchases & contractual services;
5. Receive and process cash receipts and payments on account;
6. Process the allocation of all costs incurred in accordance with an approved cost allocation plan;
7. Maintain a financial accounting system in accordance with GAAP and enterprise fund accounting, including a general ledger and books of original entry; prepare quarterly financial statements; and process monthly reconciliations; and
8. Provide for an annual financial and compliance audit by an independent certified public accountant for the purpose of attesting to and certifying records, internal control procedures and results of operations.

End Products (Schedule)
1. Annual work plan and budget.
2. Financial statements. (quarterly)

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Purpose & Goal
To design and operate a comprehensive 511 system for traveler information.

Previous Work
1. Integrate with other motorist aid and transportation demand management programs;
2. Integrate the Kern 511 Traveler Information System with the San Joaquin Valley Regional Transportation Planning Agencies 511 system;
3. Identify and define local issues related to network design and operation;
5. Conduct bi-weekly meetings with 511 consultant; and
6. Perform quality assurance testing of Kern 511 Traveler Information System i.e. functional testing, integration testing and user acceptance testing.

Study Design (Tasks & Responsible Agency)
1. Investigate 511 network modification and expansion possibilities;
2. Evaluate new technological capabilities developed for 511 systems;
3. Coordinate with 511 consultant to develop a system hosting and maintenance plan providing for routine updates and quality analysis of data;
4. Provide for the periodic preventive and corrective maintenance of network hardware;
5. Develop a marketing plan for Kern 511 Traveler Information System; and
6. Provide for and analyze periodic statistical reports regarding 511 usage.

End Products (Schedule)
1. Update Kern 511 Traveler Information System including interactive voice recognition and website capabilities. (ongoing)
2. Kern 511 Traveler Information System Marketing Plan (June 2014); and
3. Identify potential modifications and/or expansions to the 511 network. (ongoing)

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3000 Energy

The Regional Energy Plan Program is a collaborative effort to create a comprehensive energy efficiency plan for Kern County. Kern COG has taken a lead role for developing and coordinating the implementation of the Kern Regional Energy Plan and integrating transportation and energy planning efforts in the Kern Region.

Kern COG is responsible for expanding participation in a utility local government partnership program for the purpose of increasing energy conservation and efficiency within the units of local government in the Kern region. Public utility partners include: Pacific Gas & Electric, Southern California Edison and Southern California Gas (Sempra Energy).
Purpose & Goal
To develop the Kern Regional Energy Plan; integrate transportation and energy planning efforts in the Kern region.

Previous Work
1. Kern Energy Watch Program
2. Kern Region Energy Action Plans
3. PG&E Green Communities Local Government Operations Inventories

Study Design (Tasks & Responsible Agency)
1. Define the scope of the Kern Regional Energy Plan;
2. Identify funding sources if additional funding is required to accomplish the plan;
3. Compose and circulate a Request for Proposals for professional services in designing a comprehensive and integrated Kern Regional Energy Plan; and
4. Hire a consultant and manage the contract.

End Products (Schedule)

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Purpose & Goal
To coordinate the Local Government Operations Greenhouse Gas Inventory and the draft, completion, and public workshops on Kern Region Energy Action Plans (Kern REAP) on behalf of Kern County, California City, Delano, McFarland, Ridgecrest, and Tehachapi.

Previous Work
1. Kern Energy Watch Program
2. In 2010, on behalf of the Kern COG member agencies in the Southern California Edison Service Area, Kern COG sought and was granted funding from Southern California Edison to carry out this program of work.
3. Kern COG programs that will integrate with this program include the Regional Transportation Plan and Sustainable Communities Strategy Outreach Program, air quality conformity modeling, and the Regional Planning Advisory Committee.
4. Tasks completed (including the Local Government Operations GHG Inventories) and deliverables received for Kern REAP from July 2011 to June 2012.

Study Design (Tasks & Responsible Agency)
2. Finalize the Draft Energy Action Plans created in 2011-2012 for Kern County and each participating city;
3. Incorporate the input collected during the RTP/SCS/KernREAP Public Outreach process into the Final Energy Action Plans;
4. Circulate and complete greenhouse gas energy efficiency analyses plans;
5. Plan for a first-year energy efficiency savings analyses and greenhouse gas inventory update for each community in October 2013, following the Final Energy Efficiency Assessment and Plan completed in task 5.

End Products (Schedule)
1. Kern Region Energy Action Plans Information-Sharing Plan (July 2013)
2. Local Government Operations GHG inventory energy efficiency analyses plans incorporated into the Energy Action Plans (July 2013)
3. Energy Action Plans created for Kern County, California City, McFarland, Ridgecrest, Delano, and Tehachapi
4. Community workshops planned, advertised, held and summary documents completed (Feb. 2013 through July 2013)
## Revenue Budget

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Purpose & Goal
To expand participation in a utility/local government partnership program that increases energy efficiency and strategic planning within in the Kern region.

Previous Work
1. County of Kern Resolution #2008-367 declaring support for an energy partnership; and
2. Kern COG Resolution #09-08 authorizing Kern COG to serve as the lead in the Kern Energy Watch Program; and
3. Resolutions passed in 2009 and 2012 (City of Ridgecrest) by participating cities and earlier by the City of Bakersfield and the County of Kern demonstrating a commitment to the Kern Energy Watch program; and
4. Contracts with Southern California Edison, Southern California Gas, and Pacific Gas & Electric to provide administration, outreach, and some marketing services for the program cycle 2010-2012.
5. Completion of program tasks and deliverables for the Kern Energy Watch Program in the 2009 bridge period and 2010-2012 program cycle.

Study Design (Tasks & Responsible Agency)
1. Administer Energy Leader Partnership Program (SCE) and the Local Government Partnership Programs (SCG & PGE).
2. Organize and coordinate the Kern Energy Watch Program Coordinators Committee and the Kern Energy Watch Partnership meetings including the preparation of meeting agendas, project status reports, supporting documents, guest speakers, & minutes;
3. Prepare monthly and quarterly program reports and monthly Strategic Plan reports for the utilities’ submission to the CPUC;
4. Design and implement an outreach program to provide program information to the local government partners and to their respective communities;
5. Communicate and coordinate with local government partners regarding energy assessments and audits as well as funding opportunities to support project implementation;
6. Coordinate technical support and services for energy efficient retrofit projects;
7. Coordinate and/or conduct outreach for energy efficiency workshops & seminars;
8. Carry out strategic planning with local government partners leading to strategies under the California Long-Term Energy Efficiency Strategic Plan Goals One, Two, Three, and Four; and
9. Participate in utility-hosted training seminars and peer gatherings for local government partners.

End Products (Schedule)
1. Documentation of Kern Energy Watch Partnership progress toward meeting the program goals set by the CPUC, including reports from members, agendas and minutes.
2. Marketing and outreach materials, monthly and quarterly reports.

Revenue Budget

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VII. SUMMARY FINANCIAL TABLE/FOOTNOTE LEGEND
## FY 2013-2014 Overall Work Program

### SUMMARY FINANCIAL TABLE

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<th>Funding Source</th>
<th>FHWA</th>
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<th>FTA</th>
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### Cost Sharing (grantor % / KCOG %)

- Footnotes: (2) (4) (5) (6) (7) (9) (10) (11b) (11c) (13) (14)
<table>
<thead>
<tr>
<th>Grantor Agency</th>
<th>Designated Recipient</th>
<th>Program</th>
<th>WorkElement</th>
<th>Funding</th>
<th>Grantor</th>
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<th>WorkElement</th>
<th>Funding</th>
<th>Grantor</th>
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<td>(2)</td>
<td>Federal Highway Administration</td>
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<td>Safe Routes to School (SRTS)</td>
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|              | Grantor Agency | Designated Recipient | Program | WorkElement | Funding | Grantor | Local Match |
|              |                |                      |         |             |         | $       | $           |
| (3a)         | Federal Highway Administration | California Department of Transportation | FHWA-FAP | 607.1       |         | $       | $           |

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<thead>
<tr>
<th>Grantor Agency</th>
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<th>Program</th>
<th>WorkElement</th>
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<td></td>
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<td>(3b)</td>
<td>San Joaquin Valley Unified Air Pollution Control District</td>
<td>REMOVE (ab2766/DMV fees)</td>
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</table>
### Kern Council of Governments

#### FY 2013-2014 Overall Work Program

#### Financial Summary Chart

**FOOTNOTE LEGEND**

(4) **Grantor Agency:** Federal Transit Administration  
**Designated Recipient:** California Department of Transportation Division of Transportation Planning  
**Program:** Section 5304 Technical Planning Assistance (Rural)  
**WorkElement:** 606.2, 606.3, 606.4

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<td>2013-2014 Allocation</td>
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<td>Unprogrammed</td>
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<td><strong>TOTAL</strong></td>
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(5) **Grantor Agency:** Federal Transit Administration  
**Designated Recipient:** California Department of Transportation Division of Transportation Planning  
**Program:** Section 5303 Metropolitan Planning Assistance (Urban)  
**WorkElement:** 601.1A, 601.1B, 601.2A, 603.1

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(6) **Grantor Agency:** Federal Transit Administration  
**Designated Recipient:**  
**Program:** Section 5316 Job Access Reverse Commute/New Freedom  
**WorkElement:** 603.3C

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<tr>
<td><strong>TOTAL</strong></td>
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(7) **Grantor Agency:** Federal Highway Administration  
**Designated Recipient:** California Department of Transportation  
**Program:** FHWA-PL (Formula Planning)  
**WorkElement:**

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### Kern Council of Governments
#### FY 2013-2014 Overall Work Program
#### Financial Summary Chart

**FOOTNOTE LEGEND**

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<tr>
<td>(8) Federal Highway Administration</td>
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| (8a) Federal Highway Administration | California Department of Transportation | Demonstration Surface Transportation Program | | PY Carryover | $ | - |
| 2013-2014 Allocation | $ | - | $ | - |
| TOTAL | $ | - | $ | - |

| (9) Federal Highway Administration | California Department of Transportation | Regional Surface Transportation Program | 601.3C | PY Carryover | $ | - |
| 2013-2014 Allocation | $ 79,677 | - | $ 10,323 |
| Unprogrammed | $ | - |
| TOTAL | $ 79,677 | - | $ 10,323 |

| (10) Federal Highway Administration | California Department of Transportation | Congestion Mitigation Air Quality (CMAQ) | 101.2, 607.1 | PY Carryover | $ | - |
| 2013-2014 Allocation | $ 167,321 | - | $ 21,679 |
| Unprogrammed | $ | - |
| TOTAL | $ 167,321 | - | $ 21,679 |
(11) Grantor Agency: California Department of Transportation  
Designated Recipient:  
Program: Formula Planning Subventions  
WorkElement: N/A  
Funding: Grantor | Local Match  
--- | ---  
TOTAL | $ - | $ -  

(11a) Grantor Agency: California Department of Transportation  
Designated Recipient:  
Program: Environmental Justice  
WorkElement: 601.5  
Funding:  
| Grantor | Local Match  
--- | ---  
PY Carryover | $ - | $ -  
2013-2014 Allocation | $ - | $ -  
Unprogrammed | $ - | $ -  
TOTAL | $ - | $ -  

(11b) Grantor Agency: California Department of Transportation  
Designated Recipient:  
Program: STIP PPM  
WorkElement: 601.1A, 601.2A, 601.2B  
Funding:  
| Grantor | Local Match  
--- | ---  
PY Carryover | $ - | $ -  
2013-2014 Allocation | $ 465,000 | $ -  
Unprogrammed | $ - | $ -  
TOTAL | $ 465,000 | $ -  

(12) Grantor Agency: Federal Highway Administration  
Designated Recipient: California Department of Transportation  
Program: State Planning and Research  
WorkElement: 203.3  
Funding:  
| Grantor | Local Match  
--- | ---  
PY Carryover | $ - | $ -  
2013-2014 Allocation | $ - | $ -  
Unprogrammed | $ - | $ -  
TOTAL | $ - | $ -  

Page 105
### Footnote Legend

13. Grantor Agency: Kern COG Member Agencies  
   Designated Recipient: Kern COG Member Agencies  
   Program: TDA, Administration & Regional Planning Contribution  
   WorkElement: Various  
   
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<td>$357,426</td>
<td>$1,070,461</td>
<td>$1,427,887</td>
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14. Grantor Agency: Kern COG Member Agencies  
   Designated Recipient: Kern COG Member Agencies  
   Program: Service Contracts and Sales  
   
<table>
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<th>Funding</th>
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15. Grantor Agency: California Department of Transportation  
   Designated Recipient: California Department of Transportation  
   Program: San Joaquin Valley Regional Planning Blueprint  
   WorkElement: 203.1  
   
<table>
<thead>
<tr>
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<th>Local Match</th>
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<td>2013-2014 Allocation</td>
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<tr>
<td><strong>TOTAL</strong></td>
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VIII. INFORMATION ELEMENT/OTHER ENTITIES PLANNING ACTIVITIES
### ATTACHMENT A

**KERN COUNCIL OF GOVERNMENTS**

**OTHER PLANNING ACTIVITIES WITHIN THE REGION**  
**FY 2013 - 2014**

#### Informational Element Matrix

The following is a list of planning activities for which Caltrans is involved in for within the MPO metropolitan planning area.

<table>
<thead>
<tr>
<th>Activity Description</th>
<th>MPO Work Element Number</th>
<th>Funding Type</th>
<th>Product(s)</th>
<th>Work Performed By</th>
<th>Due Date</th>
<th>FSTIP Prgmng.</th>
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<tbody>
<tr>
<td>Caltrans work elements for OWP, progress reports, reimbursement and monitoring</td>
<td>N/A</td>
<td>FED/STATE</td>
<td>OWP Management</td>
<td>Caltrans</td>
<td>On-going</td>
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<tr>
<td>IGR/local development reviews</td>
<td>N/A</td>
<td>STATE</td>
<td>Recommended mitigation for development impacts on State facilities</td>
<td>Caltrans</td>
<td>On-going</td>
<td>No</td>
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<tr>
<td>Update Various System Planning Documents</td>
<td>N/A</td>
<td>STATE</td>
<td>Various System Planning Documents</td>
<td>Caltrans</td>
<td>On-going</td>
<td>No</td>
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<tr>
<td>Valley-wide GIS</td>
<td>N/A</td>
<td>STATE</td>
<td>Coordinate Integration of Valley-wide GIS into Caltrans GIS</td>
<td>Caltrans</td>
<td>On-going</td>
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<tr>
<td>California Interregional Blueprint &amp; California Transportation Plan</td>
<td>N/A</td>
<td>STATE</td>
<td>The Final California Interregional Blueprint (CIB) Interim Report was completed in December 2012. The CIB is the initial step in developing the California Transportation Plan (CTP) 2040, scheduled to be approved by BTH in December 2015. The CTP will assess how MPO's Sustainable Communities Strategies will influence the Statewide Multimodal transportation system.</td>
<td>Caltrans</td>
<td>Dec. 2015</td>
<td>No</td>
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<tr>
<td>Update District 6 Bicycle Map</td>
<td>N/A</td>
<td>STATE</td>
<td>Current State Highway Bicycle Map</td>
<td>Caltrans</td>
<td>In Progress</td>
<td>No</td>
</tr>
<tr>
<td>Tribal Consultation and Coordination</td>
<td>N/A</td>
<td>FED/STATE</td>
<td>Coordinating projects that impact the State Route and the Tejon Indian Tribe, including Indian Reservation Roads Inventory Program</td>
<td>Caltrans, Tribal Governments</td>
<td>On-going</td>
<td>No</td>
</tr>
<tr>
<td>Activity Description</td>
<td>MPO Work Element Number</td>
<td>Funding Type</td>
<td>Product(s)</td>
<td>Work Performed By</td>
<td>Due Date</td>
<td>FSTIP Prgmng.</td>
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<tr>
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<tr>
<td>City of Taft Community Outreach and Involvement Plan</td>
<td>N/A</td>
<td>STATE</td>
<td>Caltrans Environmental Justice Transportation Planning Grant Project - Community Mobility Outreach and Involvement Program to increase community support for/ awareness of existing transit services</td>
<td>Caltrans, City of Taft, consultant</td>
<td>Feb. 2015</td>
<td>No</td>
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<tr>
<td>California Partnership for Sustainable Communities Work Group</td>
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<td>STATE</td>
<td>Participation in the Sustainable Communities Work Group on issues related to Highway 99</td>
<td>Caltrans, CTC, SJV MPO's Local Governments</td>
<td>In Progress</td>
<td>No</td>
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<tr>
<td>San Joaquin Valley Regional Blueprint</td>
<td>N/A</td>
<td>FED</td>
<td>Developing tools to shape a regional vision for the SJ Valley land use, transportation needs</td>
<td>Caltrans, Tulare, Fresno Madera, Kings, Kern, Merced, Stanislaus, SanJoaquin</td>
<td>On-going</td>
<td>No</td>
</tr>
<tr>
<td>Valley Wide Goods Movement Study</td>
<td>N/A</td>
<td>STATE</td>
<td>SJV Interregional Goods Movement Plan Administrative draft for executive director review, consultant finalizing draft</td>
<td>Consultant, SJV MPO's</td>
<td>On-going</td>
<td>No</td>
</tr>
</tbody>
</table>
IX. APPENDICES
FY 2013/2014 FHWA Metropolitan Transportation Planning Process Certification

In accordance with 23 CFR 450.334 and 450.220, Caltrans and Metropolitan Planning Organization for the urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:


II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;


IV. Section 1003(b) of the Intermodal Surface Transportation Efficiency Act of 1991 (Pub. L. 102-240) regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded planning projects (sec. 105(f), Pub. L. 97-424, 96 Stat. 2100; 49 CFR part 23);

V. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;

VI. The provision of the Americans With Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat 327, as amended) and the U.S. DOT implementing regulations (49 CFR 27, 37 and 38);

VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;

VIII. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;

IX. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;

X. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;

XI. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and

XII. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

MPO Authorizing Signature

[Signature]

Caltrans District Approval Signature

[Signature]

Title

Title

Date

Date
FTA FISCAL YEAR 2013 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2013 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS
(Signature page alternative to providing Certifications and Assurances in TEAM-Web)

Name of Applicant: 

The Applicant agrees to comply with applicable provisions of Groups 01 – 24. ____

OR

The Applicant agrees to comply with applicable provisions of the Groups it has selected:

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FTA FISCAL YEAR 2013 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2013 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for FTA funding and all FTA Grantees with an active Capital or Formula Project)

AFFIRMATION OF APPLICANT

Name of Applicant: ________________________________________________________________

Name and Relationship of Authorized Representative: ________________________________

BY SIGNING BELOW, on behalf of the Applicant, I declare that the Applicant has duly authorized me to make these Certifications and Assurances and bind the Applicant’s compliance. Thus, the Applicant agrees to comply with all Federal statutes and regulations, and follow applicable Federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its authorized representative makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2013, irrespective of whether the individual that acted on its Applicant’s behalf continues to represent the Applicant.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply, as provided, to each Project for which the Applicant seeks now, or may later seek FTA funding during Federal Fiscal Year 2013.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 et seq., and implementing U.S. DOT regulations, “Program Fraud Civil Remedies,” 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature_________________________________________ Date: __________________

Name______________________________________________

Authorized Representative of Applicant

AFFIRMATION OF APPLICANT’S ATTORNEY

For (Name of Applicant):

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA Project or Projects.

Signature_________________________________________ Date: __________________

Name______________________________________________

Attorney for Applicant

Each Applicant for FTA funding and each FTA Grantee with an active Capital or Formula Project must provide an Affirmation of Applicant’s Attorney pertaining to the Applicant’s legal capacity. The Applicant may enter its signature in lieu of the Attorney’s signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.
Fiscal Year 2013/2014 California Department of Transportation
Debarment and Suspension Certification

As required by U.S. DOT regulations on governmentwide Debarment and Suspension (Nonprocurement), 49 CFR 29.100:

1) The Applicant certifies, to the best of its knowledge and belief, that it and its contractors, subcontractors and subrecipients:
   a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
   b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
   c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
   d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.

2) The Applicant also certifies that, if Applicant later becomes aware of any information contradicting the statements of paragraph (1) above, it will promptly provide that information to the State.

3) If the Applicant is unable to certify to all statements in paragraphs (1) and (2) of this certification, through those means available to Applicant, including the General Services Administration’s Excluded Parties List System (EPLS), Applicant shall indicate so in its applications, or in the transmittal letter or message accompanying its annual certifications and assurances, and will provide a written explanation to the State.
In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature ___________________________ Date ____________________

Printed Name _______________________

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has the authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, these certifications and assurances have been legally made and constitute legal and binding obligations of the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances or of the performance of the described project.

AFFIRMATION OF APPLICANT’S ATTORNEY

For __________________________________________ (Name of Applicant)

Signature ___________________________ Date ____________________

Printed Name _______________________

of Applicant’s Attorney
<table>
<thead>
<tr>
<th>Acronym</th>
<th>Definition</th>
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<td>AA</td>
<td>Alternatives Analysis</td>
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<td>AADT</td>
<td>Annual Average Daily Traffic</td>
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<td>AASHTO</td>
<td>American Association of State Highway and Transportation Officials</td>
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<td>AB</td>
<td>Assembly Bill</td>
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<td>AC</td>
<td>Asphalt Concrete</td>
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<td>ACC/YR</td>
<td>Accidents/Year</td>
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<tr>
<td>AC/M/Y</td>
<td>Accident Cost/Mile/Year</td>
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<td>ADA</td>
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<td>ADAP</td>
<td>Airport Development Act Program</td>
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<td>ADIS</td>
<td>Advanced Driver Information System</td>
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<tr>
<td>AFB</td>
<td>Air Force Base</td>
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<td>AFC</td>
<td>Automatic Fare Collection</td>
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<td>AFV</td>
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<td>AHAR</td>
<td>Advanced Highway Advisory Radio</td>
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<td>AHS</td>
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<td>Airport Improvement Program</td>
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<td>AMTRAK</td>
<td>National Train Passenger Corporation</td>
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<td>Air Pollution Control Board</td>
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<td>APCD</td>
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<td>Assessor Parcel Map</td>
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<td>Assessor Parcel Number</td>
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<td>AQMP</td>
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<tr>
<td>AR</td>
<td>Accident Rate (Accidents averaged over 3 years)</td>
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<td>ARTS</td>
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<td>ATC</td>
<td>Automated Toll Collection</td>
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<td>ATIS</td>
<td>Advanced Traveler Information Systems</td>
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<td>Advanced Vehicle Control System</td>
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<td>AVL</td>
<td>Automated Vehicle Location System</td>
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<td>AVR</td>
<td>Average Vehicle Ridership</td>
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<tr>
<th>Acronym</th>
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<td>BAR</td>
<td>Bureau of Automotive Repair</td>
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<td>BARC</td>
<td>Bakersfield Association for Retarded Citizens</td>
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<td>BLM</td>
<td>Bureau of Land Management</td>
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<td>BSC</td>
<td>Bakersfield Senior Center</td>
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<td>BTV</td>
<td>Bus Ticket Validator</td>
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<td>CAA</td>
<td>Clean Air Act</td>
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<tr>
<td>CAAA</td>
<td>Clean Air Act Amendments</td>
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<td>Civil Aeronautics Board</td>
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<td>CESA</td>
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<td>Cargo Handling Cooperative Program</td>
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<td>CIR</td>
<td>Council on Intergovernmental Relations</td>
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<td>CL</td>
<td>Carload or Containerload</td>
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<td>CMS</td>
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<td>CMS</td>
<td>Changeable Message Signs</td>
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<td>CMV</td>
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<td>CNG</td>
<td>Compressed Natural Gas</td>
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<td>Carbon Monoxide</td>
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<td>COG</td>
<td>Council of Governments</td>
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<td>CTC</td>
<td>California Transportation Commission</td>
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<td>CTP</td>
<td>California Transportation Plan</td>
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<td>CTPP</td>
<td>Census Transportation Planning Package</td>
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<td>CTR</td>
<td>Commuter Trip Reduction</td>
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<td>Consolidated Transportation Services Agency</td>
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<td>CVO</td>
<td>Commercial Vehicle Operations</td>
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<td>CVWP</td>
<td>Central Valley Water Project</td>
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| DADD | Delano Association for Developmentally Disabled |
| DB | Decibel |
| DBE | Disadvantaged Business Enterprise |
| DEIR/DEIS | Draft Environmental Impact Report/Draft Environmental Impact Statement (See EIR/EIS) |
| DFG | Department of Fish and Game |
| DHS | Department of Health Services |
| DOC | Department of Commerce |
| DOD | Department of Defense |
| DOE | Department of Energy |
| DOI | Department of the Interior |
| DOT | Department of Transportation |
| DPM | Downtown People Mover |
| DWR | Department of Water Resources |
E

EEOC  Equal Employment Opportunity Commission
EIR  Environmental Impact Report
EIR/EIS  Environmental Impact Report/Environmental Impact Statement
EIS  Environmental Impact Statement
EPA  Environmental Protection Agency
ESA  Endangered Species Act
ETC  Electronic Toll Collection
ETC  Employee Transportation Coordinator
ETMS  Enhanced Traffic Management System
ETR  Employers Training Resource
ETTM  Electronic Toll and Traffic Monitoring

F

FAA  Federal Aviation Administration
FCAA  Federal Clean Air Act
FCC  Federal Communications Commission
FCR  Flexible Congestion Relief
FCS  Functional Classification System
FETSIM  Fuel Efficient Traffic Signal Management
FFV  Flexible Fuel Vehicle
FmHA  Farmers' Home Administration
FHwA  Federal Highway Administration
FIP  Federal Implementation Plan
FOCAS  Federal Railroad Administration
FS  Forest Service
FSP  Freeway Service Patrol
FTA  Federal Transit Administration
FWS  Fish and Wildlife Service

G

GET  Golden Empire Transit District
GIS  Geographical Information Systems
GPS  Global Positioning Systems
GSA  General Services Administration

H

HAR  Highway Advisory Radio
HAZMAT  Hazardous Materials
HCD  Housing and Community Development
HHS  Health and Human Services
HOV  High Occupancy Vehicle
HOV lane  High Occupancy Vehicle Lane
HPMS  Highway Performance Monitoring System
HSGT  High-speed Ground Transportation
HSOPP  Highway Systems Operation and Protection Plan
HSR  High Speed Rail
HUD  Department of Housing and Urban Development (federal)
ICC  Interstate Commerce Commission
ICMA  International City Managers' Association
IMS  Intermodal Management System
IPG  Intermodal Planning Group
IRRS  Interregional Road System
ISTEA  Intermodal Surface Transportation Efficiency Act
ITE  Institute of Transportation Engineers
ITS  Intelligent Transportation System
IVHS  Intelligent Vehicle Highway Systems
IVRG  In-Vehicle Route Guidance System

J

JPPB  Joint Planning Policy Board (Military)

K

KCAPCD  Kern County Air Pollution Control District
KCEOC  Kern County Economic Opportunity Corporation
KCWA  Kern County Water Agency
KMAA  Kern Motorist Aid Authority

L

LAFCO  Local Agency Formation Commission
LEV  Low Emission Vehicle
LNG  Liquid Natural Gas
LOS  Level of Service
LPG  Liquefied Petroleum Gas
LRRT  Light Rail Rapid Transit
LRT  Light Rail Transit
LRV  Light Rail Vehicle
LTF  Local Transportation Fund

M

MAGLEV  Magnetic Levitation
MAOF  Mexican American Opportunity Foundation
MMS  Maintenance Management System
MOA  Memorandum of Agreement
MOU  Memorandum of Understanding
MPG  Miles Per Gallon
MPH  Miles Per Hour
MPO  Metropolitan Planning Organization
MSA  Metropolitan Statistical Area
MTIS  Multimodal Traveler Information Systems
MTS  Metropolitan Transportation System
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<tr>
<td>NAAQS</td>
<td>National Ambient Air Quality Standard</td>
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<td>North American Free Trade Agreement</td>
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<td>NARC</td>
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<td>NASA</td>
<td>National Aeronautic and Space Administration</td>
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<td>NAWS</td>
<td>Naval Air Weapons Station (China Lake)</td>
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<td>NEPA</td>
<td>National Environmental Policy Act</td>
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<td>NHS</td>
<td>National Highway System</td>
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<td>NIMBY</td>
<td>Not In My Back Yard</td>
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<td>North of the River Recreation and Parks District</td>
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<td>OAA</td>
<td>Older Americans Act</td>
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<td>Office of Management and Budget</td>
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<td>OPR</td>
<td>Office of Planning and Research (state)</td>
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<td>Occupational Safety and Health Administration (federal)</td>
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<td>Overall Work Program</td>
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<td>Passenger Routing and Information System</td>
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<td>Reasonable Extra Efforts Program</td>
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<td>Request for Proposal</td>
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<td>Request for Qualifications</td>
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</table>
SAFE  Service Authority for Freeway Emergencies
SB    Senate Bill
SBA   Small Business Administration
SCAG  Southern California Association of Governments
SCHWA Southern California Hazardous Waste Authority
SIP   State Implementation Plan
SJVUAPCD San Joaquin Valley Unified Air Pollution Control District
SMSA  Standard Metropolitan Statistical Area
SOV   Single Occupant Vehicle
SRTP  Short Range Transit Plan
STA   State Transit Assistance
STAA  Surface Transportation Assistance Act
STAF  State Transit Assistance Fund
STIP  State Transportation Improvement Program
STP   Surface Transportation Program
STPP  Surface Transportation Policy Project
SWP   State Water Project
SWRCD State Water Resources Control Board

TAP   Target Area Program (Head Start)
TARG  Transportation Air Quality Review Group
TCC   Transportation Control Center
TCD   Traffic Control Devices
TCI   Transit Capital Improvement Program
TCM   Transportation Control Measure
TDA   Transportation Development Act
TDM   Transportation Demand Management
TDP   Transportation Development Plan
TEA-21 Transportation Equity Act for the 21st Century
TIC   Transportation Information Center
TIGER Topological Integrated Geographic Encoding & Referencing
TIP   Transportation Improvement Program
TMA   Transportation Management Area/Association
TMP   Transportation Management Plan
TMS   Traffic Management System
TMS   Traffic Monitoring System
TOC   Traffic Operations Center
TOS   Traffic Operations Systems
TP&D  Transportation Planning and Development
TP&D Account Transportation Planning and Development Account
TRB   Transportation Research Board
TRIPS Transportation Intelligent Planning System
TRO   Trip Reduction Ordinance
TSM   Transportation Systems Management
TTAC  Transportation Technical Advisory Committee
TV SAP Channel Television Second Audio Program
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<td>Urban Mass Transportation Administration</td>
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<td>URISA</td>
<td>Urban and Regional Information Systems Association</td>
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<td>U.S. Department of Transportation</td>
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May 16, 2013

TO:         Kern Motorist Aid Authority

FROM:      Ahron Hakimi,
           Executive Director

BY:        Becky Napier
           Regional Planner III

SUBJECT:  KMAA AGENDA NUMBER VII. ITEM A.
Special Enforcement of Violations of Litter and Debris Regulations

DESCRIPTION:
Memorandum of Agreement between the Kern Council of Governments (COG) acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office for dedicated enforcement of litter and debris regulations on state highways throughout Kern County. This item is being reviewed by County Counsel.

DISCUSSION:
The Kern COG Board at its meeting of March 21, directed staff to negotiate with the City of Bakersfield, the Kern County Sheriff’s Department and the California Highway Patrol for a comprehensive litter removal and enforcement program on state highways throughout Kern County. At its meeting of April 18, 2013, the Kern COG Board acting as the Kern Motorist Aid Authority approved a Memorandum of Agreement with the City of Bakersfield to provide litter removal on the shoulders and ramps of the state highways within the City of Bakersfield ($20,000).

Kern COG is still in discussions with the Kern County Sheriff’s Department to provide litter removal on the state highways throughout the County of Kern to include Arvin, California City, Delano, McFarland, McFarland, Ridgecrest, Shafter, Taft, Tehachapi and Wasco. Currently the Sheriff’s Department is negotiating a contract with Caltrans to allow this activity.

Attached for Board consideration is an Agreement between the Kern County Sheriff’s Department and the Kern COG Board acting as the Kern Motorist Aid Authority to use up to $100,000 in motorist aid funds to provide dedicated enforcement of litter and debris regulations on state highways throughout Kern County. The Kern County Sheriff’s Department will be required to provide monthly statistical reports on the number of violations issued by deputies under this program. The Kern COG Board will be able to determine on an ongoing basis whether the program is successful. The Agreement may be terminated by either party upon 30 days written notice.

ACTION

Approve the Memorandum of Agreement between the Kern Council of Governments acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office. VOICE VOTE.
MEMORANDUM OF AGREEMENT BETWEEN THE
KERN COUNCIL OF GOVERNMENTS ACTING AS THE
KERN MOTORIST AID AUTHORITY AND
THE KERN COUNTY SHERIFF’S OFFICE

THIS MEMORANDUM OF AGREEMENT ("Agreement"), made and entered into this 16th day of May, 2013, is by and between the Kern County Sheriff's Department ("COUNTY") and Kern Council of Governments acting as the Kern Motorist Aid Authority, a joint powers entity ("KERN COG"). City and Kern COG are referred to individually as a "Party" and collectively as the "Parties".

WITNESSETH

WHEREAS, KERN COG adopted the FY 2013-2014 Overall Work Program and Financial Plan; and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority adopted a Financial Plan for operation and maintenance of a call-box system; and

WHEREAS, California Streets and Highways Code Section 2557(d) states that monies that exceed the amount needed for full implementation and ongoing costs to maintain and operate the motorist aid system of call boxes, may be used for purposes of safety-related motorist aid projects: and

WHEREAS, studies show that litter and debris on the roadway creates a safety hazard and causes numerous accidents per year in North America: and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority is willing to provide funding to assist with dedicated enforcement of litter and debris regulations on state highways in Kern County by COUNTY.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. COUNTY shall be the lead agency for the operation of the enforcement of litter and debris regulations on state highways in the County of Kern.

2. COUNTY shall submit monthly invoices to KERN COG for hours spent by Deputies providing dedicated special enforcement for violation of litter and debris regulations on state highways in Kern County for Fiscal Year 2013-2014.

3. County shall provide such dedicated enforcement of litter and debris regulations in the amount of $55.71 per hour of enforcement.

4. KERN COG shall provide COUNTY up to $100,000 from funds programmed in the Kern Motorist Aid Financial Plan for costs incurred by COUNTY for enforcement of litter and debris regulations on state highways in Kern County.

5. COUNTY shall provide a monthly statistical report to the Kern COG Board on the number of violations issued by Deputies for violation of litter and debris regulations on state highways in Kern County.

6. This Agreement shall be deemed effective on July 1, 2013, shall end on June 30, 2014.

7. This Agreement may be modified or amended only by a written document executed by the COUNTY and KERN COG.

8. Either Party may, at its sole discretion, terminate this Agreement at any time by giving 30 days written notice to the other Party.
9. COUNTY shall indemnify, defend (upon written request of KERN COG) and save harmless KERN COG, its officers, agents and employees from any and all losses, damages, liability, claims or causes of action of every nature whatsoever for physical damage to or destruction of property, including the property of KERN COG, or physical injury to or death of any person or persons, including KERN COG's officers, agents and employees, which may arise out of any act or omission of the COUNTY, its officers, agents, independent contractors or employees during the performance of this Agreement.

10. No waiver of a breach of any provision of this Agreement shall constitute a waiver of any other breach, or of such provision. Failure of either Party to enforce at any time, or from time-to-time, any provision of this Agreement shall not be construed as a waiver thereof. The remedies herein reserved shall be cumulative and in addition to any other remedies in law or equity.

11. Should any part, term, portion, or provision of this Agreement be finally decided to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the agreement which the Parties intended to enter into in the first instance.

12. This Agreement contains the entire agreement of the Parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this Agreement shall be of no force or effect excepting a subsequent modification in writing, signed by the party to be charged.

13. The terms of this Agreement shall be construed and interpreted under, and all respective rights and duties shall be governed by, the laws of the State of California.

14. Any notice or notices required or permitted to be given pursuant to this Agreement may be personally served on the other Party by the Party giving such notice or may be served by certified mail, return receipt requested, to the following addresses:

TO KERN COG: Ahron Hakimi, Executive Director
Kern Council of Governments
1401 19th Street, Suite 300
Bakersfield, California 93301

TO COUNTY: Donny Youngblood, Sheriff
County of Kern
1350 Norris Road
Bakersfield, CA 93308

15. The individual executing this Agreement on behalf of each Party warrants that he/she is authorized to execute the Agreement on behalf of their agency and that the agency will be bound by the terms and conditions contained herein.

16. COUNTY acknowledges that COUNTY, and all subcontractors hired by COUNTY to perform services under this Agreement, are aware of and understand the Immigration Reform and Control Act ("IRCA"). COUNTY is and shall remain in compliance with the IRCA and shall ensure that any subcontractors hired by COUNTY to perform services under this Agreement are in compliance with the IRCA. In addition, COUNTY agrees to indemnify, defend and hold harmless KERN COG, its agents, officers and employees, from any liability, damages or causes of action arising out of or relating to any claims that COUNTY's employees, or the employees of any subcontractor hired by COUNTY, are not authorized to work in the United States for COUNTY or its subcontractor and/or any other claims based upon alleged IRCA violations committed by COUNTY or COUNTY's subcontractor(s).
17. COUNTY agrees to maintain and make available to KERN COG accurate books and records relative to all its activities under this Agreement. COUNTY shall permit KERN COG to audit, examine and make excerpts and transcripts from such records, and to conduct audits of all invoices, materials, records of personnel or other data related to all other matters covered by this Agreement. COUNTY shall maintain such data and records in an accessible location and condition for a period of not less than three years from the date of final payment under this Agreement, or until after the conclusion of any audit, whichever occurs last. The State of California and/or any federal agency having an interest in the subject of this Agreement shall have the same rights conferred upon KERN COG herein.

18. COUNTY shall observe and comply with all applicable state, federal, and local laws, ordinances, rules and regulations now in effect or hereafter enacted, each of which are hereby made a part hereof and incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have caused this MEMORANDUM OF AGREEMENT to be executed by their respective officers and agents thereunto duly authorized as of the Execution Date.

KERN COUNCIL OF GOVERNMENTS

Harold W. Hanson, Chair
"KERN COG"

APPROVED AS TO CONTENT:
Ahron Hakimi, Executive Director
Kern Council of Governments

APPROVED AS TO FORM:
Deputy, Kern County Counsel
KERN COG

COUNTY OF KERN

Mike Maggard, Chairman
County of Kern Board of Supervisors

APPROVED AS TO CONTENT:
Donny Youngblood, Sheriff-Coroner
Kern County Sheriff’s Office

APPROVED AS TO FORM:
Kendra L. Graham, Deputy County Counsel
Office of County Counsel
AGENDA
KERN COUNCIL OF GOVERNMENTS

KERN COG CONFERENCE ROOM                THURSDAY
1401 19TH STREET, THIRD FLOOR             JUNE 20, 2013
BAKERSFIELD, CALIFORNIA                   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: Flores, Hanson, Wood, Aguirre, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Wegman,
   Couch, Scrivner

   Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 16, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse: (None)
E. Kern Transportation Foundation (KTF) Memorandum of Agreement (Phipps)

Comment: A Memorandum of Agreement with the Kern Transportation Foundation to fund
$15,000 for public outreach to community groups, chambers of commerce, service clubs and
other organizations about the need for greater public investment in local transportation
infrastructure. County Counsel has reviewed this Agreement.

Action: Approve and authorize Chair to sign the 2013-14 Memorandum of Agreement between
Kern Council of Governments and the Kern Transportation Foundation. VOICE VOTE.
F. Amendment No. 1 to Contract between Kern Council of Governments and PMC for Facilitation Services for the 2014 Regional Transportation Plan (Napier)

Comment: Consideration of Amendment No. 1 to the Contract between the Kern Council of Governments and PMC for facilitation services for the 2014 Regional Transportation Plan. This item has been sent to County Counsel for review.

Action: Approve Amendment No. 1 to Contract Between the Kern Council of Governments and PMC for Community Participation Facilitator Services. VOICE VOTE.

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

IV. KERN COG:

A. Cost of Living Adjustment (Hakimi)

Comment: Proposal for 3.5 percent cost-of-living adjustment for Kern COG staff.

Action: Approve a 3.5% cost-of-living adjustment to be effective July 1, 2013. VOICE VOTE.

B. Final Kern Council of Governments FY 2013-2014 Financial Plan (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 2013-2014 Financial Plan that includes $5,089,618 in estimated operating revenues and $4,876,824 in estimated operating and capital expenditures.

OPEN PUBLIC HEARING RECEIVE COMMENTS CLOSE PUBLIC HEARING

Action: Adopt the Final Kern COG FY 2013-2014 Financial Plan. VOICE VOTE

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Final Kern Motorist Aid Authority (KMAA) FY 2013-14 Financial Plan (Palomo)

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 2013-2014 Financial Plan proposes operating revenues totaling $732,078, operating appropriations totaling $1,138,523 and a net operating deficit of $406,444.

OPEN PUBLIC HEARING RECEIVE COMMENTS CLOSE PUBLIC HEARING

Action: Adopt the Final KMAA FY 2013-2014 Financial Plan. VOICE VOTE

B. Agreement with the Kern County Sheriff’s Office for Litter and Debris Removal on State Highways for up to $100,000 (Napier)

Comment: Memorandum of Agreement between the Kern Council of Governments acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office for Litter and Debris Removal on State Highways. This item is being reviewed by County Counsel.

Action: Approve the Memorandum of Agreement between the Kern Council of Governments acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office and authorize the Chairman to sign the Agreement. 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. EXECUTIVE SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: EXECUTIVE DIRECTOR

XII. ADJOURNMENT: NEXT MEETING: July 18, 2013
KERN COUNCIL OF GOVERNMENTS
Minutes of Meeting of May 16, 2013

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

THURSDAY
MAY 16, 2013
6:30 P.M.

The meeting was called to order by Chair Harold Hanson at approximately 6:30 p.m.

I. ROLL CALL:
Members Present: Hanson, Wood, Wilke, Holloway, Johnston, Linder, Wegman, Couch, Scrivner
Members Absent: Flores, Aguirre, Cantu, Smith
Alternates: Gurrola
Congestion Management Agency Ex-Officio Members: Miller, Silver, Kiernan
Others: Approximately 20
Staff: Hakimi, Collins, Ball, Stramaglia, Pacheco, Snoddy, Banuelos, Invina, Heimer, Cambell, De Branch, Hightower and Hall

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.

Ms. Jeannette Berry said that in past meeting she has made statements concerning suppression with use of the Delphi technique by COGs across this nation in implementing predetermined outcomes using inaccurate climate hypotheses promoted by the UN with Agenda 21 which is about global politics rather than saving the environment. Another very recent example of suppression comes from the EPA who makes freedom of information act requests more difficult for conservative groups than extreme environmental groups, just as the IRS has done concerning tax exemptions. Closer to home, I suspect innocuous suppression may be occurring, she doesn’t know that for a fact but upon review of the February 2013 Kern COG minutes, she noticed that the public comments were incomplete, replaced by a synopsis for each. Just as broadcast of Kern COG meetings on KGOV TV is not edited, she believes that neither should be the written minutes. She request the Council consider including public comments in full in the minutes of all future Kern COG meetings including this evenings.

Chair asked staff to check into this.

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 – April 18, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse
E. Letter Requesting the California Public Utilities Commission to not Require the Tehachapi Renewable Transmission Project to be Routed Underground in the Chino Hills Area
F. Program Supplement Agreement – Rideshare Program
G. Kern COG and Kern Motorist Aid Authority (KMAA) Financial Plans – Continue Public Hearing

H. Program Supplement – Regional Traffic Count Program

I. Amendment No. 3 to Contract Between the Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California

Chair said that Counsel has asked that item I. be removed for discussion.

MOTION BY DIRECTOR JOHNSTON, second by Director Holloway, TO APPROVE THE CONSENT CALENDAR WITH ITEM I. REMOVED. Motion carried with a roll call vote, with Director Gurrola abstaining on Item A.

I. Amendment No. 3 to Contract Between the Kern Council of Governments Acting as the Kern Motorist Aid Authority and Science Applications International Corporation (SAIC) for 511-Traveler Information System for Kern County, California

Ms. Napier stated that Kern COG contracted with SAIC to develop the Kern 511 Traveler Information System. The System is now complete, staff negotiated a contract with SAIC for operation and maintenance of the Kern 511 system. Under the operation and maintenance plan, the SAIC team will provide continuous, uninterrupted 511 services for both the Interactive Voice Recognition (IVR) and web functions. The contract will commence on June 1, 2013 and continue until May 31, 2018, unless cancelled by either party with 30 days written notice.

County Counsel explained that it was listed on the consent calendar as an amendment to a previous agreement. For expediency it was determined that it was better to make a complete new agreement. The substance is still the same, it was pulled off because it was identified wrong. The consultant at this point has not approved the agreement, so we are asking for a motion, if so moved, to approve the agreement subject to nonsubstance changes and approval by counsel.

MOTION BY DIRECTOR HOLLOWAY, second by Director Johnston, TO APPROVE THE SAIC AGREEMENT AS APPROVED BY COUNTY COUNSEL. Motion carried with a voice vote.

IV. KERN COG:

A. Final FY 2013-14 Overall Work Program - Adoption

Mr. Ball stated that the adoption of the 2013-14 Overall Work Program (OWP) is before you tonight. The Program is effective July 1, 2013. We would like it to be approved tonight to give our Federal review agencies at least a month to review it before their final approval. He said he has a power point presentation that he could give if they would like to further cover the OWP. Chair said they will pass on seeing it since they have already read the report.

MOTION BY DIRECTOR COUCH, second by Director Holloway, TO ADOPT THE FY 2013-14 OVERALL WORK PROGRAM AND AUTHORIZE CHAIR TO SIGN RESOLUTION NO. 13-01. Motion carried with a roll call vote.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)
VII. KERN MOTORIST AID AUTHORITY:

A. Special Enforcement of Violations of Litter and Debris Regulations

Ms. Napier stated that on March 21st the Board directed staff to negotiate with the City of Bakersfield, the County of Kern and the California Highway Patrol for a comprehensive litter removal and enforcement program on state highways throughout Kern County. At the meeting of April 18th, this Board approved an Agreement in the amount of $20,000 with the City of Bakersfield to provide litter removal on the shoulders and ramps of the state highways within the City of Bakersfield. The Agreement before you tonight is with the Kern County Sheriff’s Department to use up to $100,000 of Motorist Aid funds to provide dedicated enforcement of litter and debris regulations throughout the County of Kern. Per the Agreement the Kern County Sheriff’s Department will provide to the Kern COG Board a monthly statistical report so that the Board can determine on an ongoing basis if the program is successful. The proposed action tonight is to approve the Memorandum of Agreement between the Kern Council of Governments acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Department and authorize the Chairman to sign the Agreement.

Chair said it sounds like we are going to pay the Sheriff’s Department a $100,000 for something that they should be doing anyway. Director Johnston said he would like an explanation as well. Director Scrivner said that several years back we used money from the Kern Motorist Aid Authority to the California Highway Patrol for enhanced enforcement on Highway 119 and that was in response to several accidents and fatalities that had happened at the time. He said believes this is for additional enforcement to concentrate on the litter problem. We need to do the pickup as we are but we need to get to the root of the problem which is people traveling in the area with uncovered loads. Mr. Hakimi said that Director Scrivner is correct, that if the Board decides to go with this contract the money will be spent on enhanced enforcement. The Chairman is also correct in that these laws are not being enforced now and this would be for enhanced enforcement. Chair said how are we ensured that they are going to enforce the law in a timelier manner, will there be an extra car out there, how does it work. Director Johnston asked will there be several delegated officers that will just do that? Ms. Napier said what the Sheriff’s Department will do is have an officer of deputy on overtime that will be dedicated to this specific issue. If they are called to another emergency, they will have to go to that. The Sheriff’s Department will be here to give a report every month so that the Board can review it every month and decide if they want to cancel the Agreement or not. Director Scrivner said that’s exactly what he was going to say is that this can be evaluated on a monthly basis to see if we are getting the results we want. Mr. Fox asked if the fines will be dedicated to the enforcement in our County? Ms. Michelle Carlin asked what happened to the fine signs that were supposed to go up. Chair said they are in progress. She said that’s a great deterrent.

MOTION BY DIRECTOR COUCH, and second by Director Scrivner, TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN KERN COUNCIL OF GOVERNMENTS, ACTING AS THE KERN MOTORIST AID AUTHORITY, AND THE KERN COUNTY SHERIFF’S DEPARTMENT AND AUTHORIZE THE CHAIR TO SIGN THE AGREEMENT. Motion carried with a voice vote.

VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR’S REPORT:

A. Warrant Register
B. Timeline

Mr. Hakimi stated that the Monday after our last meeting, it is his pleasure to report that we had our first meeting with Southern California Association of Governments in five years. Supervisor Couch, Vice Mayor Chip Holloway, Mayor Paul Linder, Councilmember Bob Smith and Mayor Dan Clark was there. He asked if any of them wanted to talk on it. He felt it was a very good meeting and he’s looking forward to the next meeting and partnering with the COG to the south just as much as we partner with the COGs in the Central Valley. As a reminder, the Washington DC Valley Voice trip will be September 10-13. If you would like to go, please let me know. April 24th was our annual meeting with Federal Highway Administration, Federal Transit Administration and Caltrans on our OWP. The meeting went very well and it also included a tour of the Westside Parkway, thanks to the City of Bakersfield, which Director Silver attended as well as the former Kern COG Director Mr. Brummett.
Some of you have been visited by staff at your Council meetings in the last few weeks and we are well under way with staff visiting each of the Councils in the County and the Board of Supervisors. He introduced Mr. Brad DeBranch, a new Planner I to Kern COG.

Director Holloway introduced Ridgecrest Mayor Dan Clark who is his alternate and is here tonight.

Director Wood said that California City is real appreciative of Mr. Phipps participation in Desert Tortoise Days, he had a nice booth and was able to talk with our citizens about regional transportation issues and they greatly appreciated it. Also their Westway Park and Ride is about to be completed and City would like to coordinate with Kern COG to have a ribbon cutting ceremony at some point.

Director Wegman thanked Supervisor Couch who did a citywide cleanup in Wasco last weekend. It was very well done and she appreciates having a Supervisor who actually comes out and works with the city. He did an excellent job and she truly wanted to thank him and his staff for the work they put into it. She attended the Tehacahapi Wine Walk and said that was a very nice event. City of Wasco Community Alliance is having a mile long yard sale June 1st. A community collaborative to get education on yard sales, animal control and trying to bring our community together.

Director Gurrola thanked staff for all the hard work they do in preparing these packets and making sure that we are well informed, and to the Board for making him feel welcome and to the members of the public to come here and let us know what your opinions are.

Chair said that Mr. Hakimi’s annual review is due from the Board, if you haven’t gotten your into me yet, please do so as soon as possible. He also wanted to share that his dear friend David Couch’s mother passed away last weekend.

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. EXECUTIVE SESSION: (None)

XII. ADJOURNMENT: Next meeting – June 20, 2013

There being no further business, the meeting adjourned at approximately 7:40 p.m.

Respectfully submitted,

ATTEST:

_____________________________
Ahron Hakimi, Executive Director

DATE:________________________

Harold W. Hanson, Chair
June 20, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi  
Executive Director

BY: Robert Phipps  
Administrative Services Director

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM E.  
KERN TRANSPORTATION FOUNDATION MEMORANDUM OF AGREEMENT

DESCRIPTION:
A Memorandum of Agreement with the Kern Transportation Foundation to fund $15,000 for public outreach to community groups, chambers of commerce, service clubs and other organizations about the need for greater public investment in local transportation infrastructure. County Counsel has reviewed this item.

DISCUSSION:
Kern COG and the KTF are seeking to renew the agencies’ MOA for the 2013-14 fiscal year to continue KTF’s mission of public outreach regarding the importance of greater public investment in local transportation infrastructure. The scope of work calls for KTF members to speak on transportation-related issues during 50 meetings of community groups, service clubs, chambers of commerce and other non-governmental organizations. Funding for this scope of work would be limited to $15,000 for the year.

ACTION:
Approve and authorize Chair to sign the 2013-14 Memorandum of Agreement between Kern Council of Governments and the Kern Transportation Foundation. VOICE VOTE.
MEMORANDUM OF AGREEMENT
BETWEEN
KERN COUNCIL OF GOVERNMENTS
AND
THE KERN TRANSPORTATION FOUNDATION

THIS MEMORANDUM OF AGREEMENT is made and entered into this 20th day of June 2013 by and between Kern Council of Governments, the regional planning agency for Kern County (hereinafter referred to as "KERN COG"), and the Kern Transportation Foundation (hereinafter referred to as "KTF").

W I T N E S S E T H:

WHEREAS, KERN COG has established Work Element 1001.4 to identify transportation funding to meet the needs of the region and the development of a public information strategy; and

WHEREAS, KERN COG proposes to provide funding for KTF to develop a community awareness program that identifies the transportation needs of the region; and

WHEREAS, KTF is a non-profit organization, founded in 1990 to promote a modern, balanced transportation system that enhances the quality of life and advances the economic vitality of the residents of Kern County; and

WHEREAS, KTF receives the majority of its annual operating revenue for its mission from Kern Council of Governments; and

WHEREAS, KTF’s 15-member Board comprises professionals from the fields of engineering, public works, land-use development, communications, transportation, public transit and other associated endeavors; and

WHEREAS, the KTF Board of Directors will provide the administrative direction and oversight of this program;

NOW, THEREFORE, be it understood and agreed by KERN COG and KTF that:

1. KERN COG shall provide a maximum of FIFTEEN THOUSAND DOLLARS ($15,000), to KTF to carry out the task(s) as described in Attachment A, which is attached hereto and incorporated herein by this reference.

2. KTF will invoice Kern COG on a quarterly basis. Invoices detailing work performed shall reference Kern COG Overall Work Program element 1001.4.

3. The Board of Directors of KTF shall provide for all administrative support and oversight direction including all final decisions on staffing and contracting.

4. All bills shall be supported by vouchers evidencing the nature of the charges and the eligibility for payment under Federal 2 Code of Federal Regulations (CFR) part 230, Grants and Agreements, Cost Principles for Non-profit Organizations. KERN COG shall make payment to KTF within thirty (30) days of its receipt and approval of each billing.
5. KTF shall establish and maintain within its accounting system a separate account for each work element and sub-element of its work program. All accounting records shall readily provide a breakdown of the cost charged to the project, together with supporting documents, and shall be kept separate from other documents and records and maintained for three years after the project has been completed and billed. KTF shall use the accounting practices stated in Federal 2 CFR Part 230, Cost Principles for Non-profit Organizations.

6. All of KTF’s financial, working, electronic and archived records will be subject to audit at Kern COG’s expense upon demand.

7. Either party may, at its sole discretion, terminate its work on any task at any time by giving thirty (30) days written notice to that effect to the other party. In such event, KTF shall be paid for any work satisfactorily completed prior to termination.

8. KERN COG agrees to provide planning assistance to and participation in the KTF during the course of this Memorandum of Agreement.

9. All work pursuant to this Memorandum of Agreement shall be completed no later than June 30, 2014, unless KERN COG grants a time extension in writing.

10. KTF shall indemnify, defend (upon written request of KERN COG) and hold harmless KERN COG, its officers, agents and employees from any and all losses, damages, liability, claims or causes of action of every nature whatsoever for physical damage to or destruction of property, including the property of KERN COG, or physical injury to or death of any person or persons, including KERN COG’s officers, agents and employees, during the performance of this Memorandum of Agreement. Acceptance of insurance certificates required herein does not relieve KTF from liability under this indemnity and hold harmless clause.

11. KTF shall procure and maintain the following insurance: a) Workers Compensation in the amount required by law; and b) Commercial General Liability and Automobile Liability Insurance covering all of KTF’s operations hereunder, including but not limited to, the operation of vehicles and liability assumed under the indemnification provision stated above, with limits of not less than (i) $1,000,000 for injury to or death of any person, (ii) $1,000,000 for injury to death of two or more persons, and (iii) $1,000,000 for property damage, or $2,000,000 as a combined single limit.

12. KTF shall file with KERN COG certificate(s) that confirm the above-described insurance is in effect. Said insurance shall not be reduced or canceled without thirty (30) days prior written notice to KERN COG.

13. No waiver of a breach of any provision of this Memorandum of Agreement shall constitute a waiver of any other breach, or of such provision. Failure of either party to enforce at any time, or from time-to-time, any provision of this Memorandum of Agreement shall not be construed as a waiver thereof. The remedies herein reserved shall be cumulative and additional to any other remedies in law or equity.

14. Should any part, term, portion, or provision of this Memorandum of Agreement be finally decided to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the Agreement which the parties intended to enter into in the first instance.
15. This Memorandum of Agreement contains the entire understanding of the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this Memorandum of Agreement shall be of no force or effect excepting a subsequent modification in writing, signed by the party to be charged.

16. The terms of this Memorandum of Agreement shall be construed and interpreted under, and all respective rights and duties shall be governed by, the laws of the State of California.

17. Any notice or notices required or permitted to be given pursuant to this Memorandum of Agreement may be personally served on the other party by the party giving such notice or may be served by certified mail, return receipt requested, to the following addresses:

To KERN COG:
Kern Council of Governments
1401 19th Street, Suite 300
Bakersfield, California 93301

To KTF:
Kern Transportation Foundation
P.O. Box 417
Bakersfield, California 93302

18. The individual executing this Memorandum of Agreement on behalf of each party warrants that he/she is authorized to execute the Memorandum of Agreement on behalf of their agency and that the agency will be bound by the terms and conditions contained herein.

IN WITNESS WHEREOF, the parties hereto have caused this MEMORANDUM OF AGREEMENT to be executed by their respective officers and agents thereunto duly authorized as the day and year first above written.

KERN COUNCIL OF GOVERNMENTS

Harold W. Hanson, Chair
"Kern COG"

APPROVED AS TO CONTENT:

Ahron Hakimi, Executive Director
Kern Council of Governments

KERN TRANSPORTATION FOUNDATION

Donna Carpenter, Chair
"KTF"

APPROVED AS TO FORM:

Phillip Hall
Deputy Kern County Counsel
ATTACHMENT A

KERN TRANSPORTATION FOUNDATION
WORK PROGRAM 2013-14

The Kern Transportation Foundation (KTF) will be the private entity participating in the public/private partnership that is necessary to solve the transportation problems and meet the demands on the Kern County transportation system associated with anticipated population growth. In this capacity and to this end, KTF will undertake the following work program.

1. TRANSPORTATION ISSUES:

   A. Address transportation infrastructure funding needs at a minimum of fifty (50) public speaking events, including but not limited to: conferences; workshops; seminars; public service organization meetings; professional organization meetings, etc.
June 20, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi  
Executive Director

BY: Becky Napier  
Regional Planner III

SUBJECT: KERN COG AGENDA NUMBER III. CONSENT CALENDAR ITEM F.  
Amendment No. 1 to Contract between Kern Council of Governments and PMC  
for Facilitation Services for the 2014 Regional Transportation Plan

DESCRIPTION:

Consideration of Amendment No. 1 to the Contract between the Kern Council of Governments and PMC for facilitation services for the 2014 Regional Transportation Plan. This item has been sent to County Counsel for review.

DISCUSSION:

Kern Council of Governments (COG) entered into a contract with PMC to provide facilitation services for the 2014 Regional Transportation Plan. When the original contract was awarded, it was anticipated that the 2014 RTP would be adopted in October 2013; therefore, the community outreach would need to be completed by June 30, 2013. That date has now been extended to March 2014. Due to the extension of time, Kern COG wishes to conduct additional public outreach meetings in the Metro Bakersfield area. Kern COG wishes to use the expertise of PMC to assist in the development of the content for those additional meetings.

This Contract Amendment will be accomplished at no additional cost to Kern COG.

ACTION

Approve Amendment No. 1 to Contract Between the Kern Council of Governments and PMC for Community Participation Facilitator Services. VOICE VOTE.
AMENDMENT NO. 1
TO CONTRACT BETWEEN THE KERN COUNCIL OF GOVERNMENTS
AND
PMC FOR
COMMUNITY PARTICIPATION FACILITATOR SERVICES

THIS AMENDMENT TO AGREEMENT (Amendment No. 1) effective the 20TH day of June, 2013, is made and entered into by and between Kern Council of Governments (hereinafter “Kern COG”), and PMC (hereinafter “Consultant”).

W I T N E S S E T H

WHEREAS, Kern COG and CONSULTANT entered into an agreement dated September 15, 2011 (“Agreement”), for the purpose of providing facilitation services for community meetings for the 2014 Regional Transportation Plan; and

WHEREAS, Kern COG desires to amend the Agreement to extend the completion date from June 30, 2013, to January 31, 2014; and

WHEREAS, Kern COG desires to conduct additional community meetings for the 2014 Regional Transportation Plan in the Metro Bakersfield area.

NOW, THEREFORE, KERN COG and CONSULTANT do mutually agree as follows:

1. Section III. Term of the Agreement is deleted and replaced with the following:

The term of this contract is September 16, 2011, through January 31, 2014, unless an extension of time is granted in writing by Kern COG. The various phases involved in this project shall be completed as indicated in Exhibit “D”, Project Schedule.

2. Except as expressly amended, all provisions of the Agreement shall remain in full force and effect.
IN WITNESS WHEREOF, this Amendment No. 1 to the Agreement has been executed as of the date herein above appearing.

APPROVED AS TO CONTENT:
Kern Council of Governments

__________________________   ________________________
Ahron Hakimi    Harold Hanson, Chairman
Executive Director     “KERN COG”
“KERN COG”

SAIC

________________________
Phillip O. Carter
President
PMC
“CONSULTANT”

APPROVED AS TO FORM

________________________
Phillip Hall
Deputy County Counsel

Page 2 of 2
EXHIBIT “B”
AMENDMENT NO. 1
SCHEDULE
511 TRAVELER INFORMATION SYSTEM FOR KERN COUNTY, CALIFORNIA
June 20, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi, Executive Director

SUBJECT: COG AGENDA NUMBER IV. ITEM A. COST OF LIVING ADJUSTMENT (COLA)

DESCRIPTION:
Proposal for 3.5 percent cost-of-living adjustment for Kern COG staff.

DISCUSSION:
Kern Council of Governments periodically reviews the salary and benefits of the agency employees. The Executive Director directed staff to survey other local agencies and has recommended a 3.5% cost of living adjustment to be effective July 1, 2013. This will result in an annual budget increase of $71,749. Kern COG staff has researched the consumer price index since the last agency-wide COLA in 2008 as well as COLA information from other agencies.

Consumer Price Index (November 2008 – April 2013)

- Los Angeles 8%
- United States 10.2%

Since 2009, the County of Kern and the City of Bakersfield received 6% salary adjustments. Since Kern COG’s last COLA in 2008, four other member agencies received increases ranging from 1% to 5%. Staff recommends a 3.5% cost-of-living adjustment.

ACTION:
Approve a 3.5% cost-of-living adjustment to be effective July 1, 2013. VOICE VOTE.
June 20, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

By: Gregory J. Palomo
Financial Services Officer

SUBJECT: COG AGENCA NUMBER IV. B.
FINAL KERN COG FY 2013-2014 FINANCIAL PLAN

DESCRIPTION:

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 2013-2014 Financial Plan that includes $5,089,618 in estimated operating revenues and $4,876,824 in estimated operating and capital expenditures.

DISCUSSION:

Attached is the final Kern COG FY 2013-2014 Financial Plan. This final plan serves as the presentation of detailed information regarding FY 2013-2014 budget issues and appropriations leading to the conduct of a public hearing and Council consideration for adoption. The final plan contains the following general provisions:

REVENUES -- Estimated total operating revenues of $5,089,618 representing a 22 percent decrease from the prior year budget. This includes carryover fund estimates, which will be further amended into the budget when confirmed after the first quarter of the fiscal year.

EXPENDITURES -- Appropriations totaling $4,876,824 to fund current operating expenditures, including all projects set forth in the Overall Work Program. This represents a 21.5 percent decrease in operating appropriations from the prior year budget. Within expenditures, professional services are decreasing by over 36 percent. We continue to use State Planning, Programming and Monitoring funds for consultant agreements.

CAPITAL OUTLAY -- Appropriations totaling $45,000 for the purchase of replacement servers, software, and a data storage update.

Please see the attached document for a more detailed presentation of FY 2013-2014 budget related issues and appropriations.

Staff recommends approval

OPEN PUBLIC HEARING RECEIVE COMMENTS CLOSE PUBLIC HEARING

ACTION:

Adopt the Final Kern COG FY 2013-2014 Financial Plan. VOICE VOTE
Kern Council of Governments

ANNUAL FINANCIAL PLAN

FISCAL YEAR 2013-2014

CHAIR

Harold Hanson, City of Bakersfield

VICE-CHAIR

Paul Linder, City of Taft

BOARD OF DIRECTORS

Jose Flores          City of Arvin
Harold Hanson       City of Bakersfield
Jennifer Wood       City of California City
Joe Aguirre         City of Delano
John Wilke          City of Maricopa
Manuel Cantu        City of McFarland
Marshall “Chip” Holloway City of Ridgecrest
Jon Johnston        City of Shafter
Paul Linder         City of Taft
Philip A. Smith     City of Tehachapi
Cherylee Wegman     City of Wasco
David Couch         County of Kern
Zack Scrivner       County of Kern

SUBMITTED BY:
Ahron Hakimi
Executive Director
June 20, 2013
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letter of Transmittal</td>
<td>1</td>
</tr>
<tr>
<td>Organization and Staffing</td>
<td>4</td>
</tr>
<tr>
<td>Statistics</td>
<td>11</td>
</tr>
<tr>
<td>Overall Work Program Summary</td>
<td>14</td>
</tr>
<tr>
<td>Financial Plan Summary</td>
<td>16</td>
</tr>
<tr>
<td>Revenue Detail</td>
<td>19</td>
</tr>
<tr>
<td>Expenditure Detail</td>
<td>23</td>
</tr>
</tbody>
</table>
LETTER OF TRANSMITTAL
June 20, 2013

The Honorable Board of Directors  
Kern Council of Governments

Dear Chairman and Board:

Kern Council of Governments (Kern COG) staff is pleased to submit for your review and approval the final Kern COG Annual Financial Plan for fiscal year 2013-2014. This plan is an estimate of the financial activity anticipated for the fiscal year stated in object, account and line item format. The plan provides sufficient appropriations to fund all programs and projects documented in the FY 2013-2014 Overall Work Program. In summary, the final plan includes revenues of $5,089,618 and expenditures of $4,876,824.

REVENUES

Kern COG staff anticipates FY 2013-2014 budgeted revenues totaling $5,089,618. Total budgeted revenues are estimated to decrease by 22 percent from the prior year budget.

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
<th>Percent of Total</th>
<th>Increase/Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td>$2,556,831</td>
<td>50.2</td>
<td>-(2.3%)</td>
</tr>
<tr>
<td>State</td>
<td>$465,000</td>
<td>9.1</td>
<td>-(82.1%)</td>
</tr>
<tr>
<td>Regional PL/Admin</td>
<td>$1,545,579</td>
<td>30.4</td>
<td>+(263.2%)</td>
</tr>
<tr>
<td>Local/miscellaneous</td>
<td>$522,208</td>
<td>10.3</td>
<td>-(42.1%)</td>
</tr>
</tbody>
</table>

Federal and local revenues remain stable, and Kern COG continues to maximize these funds, while state funding sources decline. When additional carryover amounts are certified in the second quarter, Kern COG will amend the budget.

EXPENDITURES

Kern COG staff proposes FY 2013-2014 expenditure appropriations totaling $4,876,824. This represents a decrease of 21.5 percent from the prior year budget. In terms of the four basic object classes, these appropriations are distributed as follows:

<table>
<thead>
<tr>
<th>Object Class</th>
<th>Amount</th>
<th>Percent of Total</th>
<th>Increase/Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>$2,238,341</td>
<td>45.9</td>
<td>(3.8%)</td>
</tr>
<tr>
<td>Professional Services</td>
<td>$2,145,542</td>
<td>44.0</td>
<td>(36.8%)</td>
</tr>
<tr>
<td>Services and Supplies</td>
<td>$447,941</td>
<td>9.2</td>
<td>(24.3%)</td>
</tr>
<tr>
<td>Capital</td>
<td>$45,000</td>
<td>0.9</td>
<td>(34.1%)</td>
</tr>
</tbody>
</table>

With respect to personnel related appropriations, Kern COG’s staffing level is recommended to remain constant at 22 full-time and 3 part-time positions. With respect to professional service related appropriations, staff recommends a decrease of almost 40 percent. We continue to use state Planning, Programming, and Monitoring (PPM) funds for
consultant agreements. For further details regarding subcontractors, please refer to the discussion under "Programs", which follows. With respect to appropriations for services and supplies, staff recommends a budgeted decrease of $144,128 for the 2013-2014 fiscal year.

Finally, staff recommends various capital acquisitions in the 2013-2014 fiscal year. These include replacement servers, software, and a data storage upgrade at a total cost of $45,000.

PROGRAMS

In addition to ongoing planning activities such as air quality conformity and public transit funding, staff recommends a variety of expanded program initiatives for the 2013-2014 fiscal year. These initiatives include the following:

1) RTP Outreach: a continuing program to garner public input to the 2014 Regional Transportation Plan process.
2) Corridor/Major Investment/Impact Studies: to provide for a Bicycle Master Plan, in addition to Project Selection Criteria Policy Update.
3) Regional Technical Assistance: to provide technical assistance to member agencies to address regional and subregional issues related to transportation planning.
4) Regional Energy Planning Program: To design and operate a local government partnership program for the purpose of increasing energy conservation and efficiency within the Kern region.

CONCLUSION

The proposed Kern COG Annual Financial Plan for the 2013-2014 fiscal year continues to provide for the achievement of two major underlying objectives. First, the plan fulfills the Council and staff obligation to maintain the region’s federal and state certifications. And, thereby, ensures the continued flow of resources to Kern COG member agencies. And second, the plan provides for extensive direct services to Kern COG member agencies in support of local efforts to serve the citizens of the Kern region. Staff recommends your Council’s favorable consideration.

Respectfully,

Ahron Hakimi
Executive Director
ORGANIZATION AND STAFFING
The Kern Council of Governments performs the following local governmental functions:

* Metropolitan Planning Organization (U.S.D.O.T.)
* Transportation Management Agency (U.S.D.O.T.)
* Areawide Planning Organization (U.S.H.U.D)
* Local Clearinghouse (U.S.E.O.)
* Home Mortgage Disclosure Depository (U.S.F.R.B.)
* Regional Transportation Planning Agency (State)
* Affiliate Data Center (State)
* Kern GeoNet (Local)
* Kern Motorist Aid Authority (Local)
* Kern County Transportation Authority (Local)
* Kern Congestion Management Agency (Local)
* Transportation Demand Management (Rideshare) Program
## Staff Allocation

### Fiscal Year 2013-2014

<table>
<thead>
<tr>
<th>Position</th>
<th>Number</th>
<th>Person-Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Director</td>
<td>1</td>
<td>2,080</td>
</tr>
<tr>
<td>Director of Admin. Services</td>
<td>1</td>
<td>2,080</td>
</tr>
<tr>
<td>Assistant Director</td>
<td>1</td>
<td>2,080</td>
</tr>
<tr>
<td>Financial Services Officer</td>
<td>1</td>
<td>2,080</td>
</tr>
<tr>
<td>Senior Planner</td>
<td>5</td>
<td>10,400</td>
</tr>
<tr>
<td>Regional Planner I/II/III</td>
<td>9</td>
<td>18,720</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>2</td>
<td>4,160</td>
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<tr>
<td>Executive Secretary</td>
<td>1</td>
<td>2,080</td>
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<tr>
<td>Office Services Assistant</td>
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<td>2,080</td>
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<tr>
<td>Part-time</td>
<td>3</td>
<td>3,000</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>25</strong></td>
<td><strong>48,760</strong></td>
</tr>
</tbody>
</table>

**Full-Time Positions:** 22  
**Part-Time Positions:** 3

Kern Council of Governments

**STAFF ALLOCATION**  
Fiscal Year 2013-2014

---

### Position Summary

- **Executive Director:** 1 position, 2,080 person-hours
- **Director of Admin. Services:** 1 position, 2,080 person-hours
- **Assistant Director:** 1 position, 2,080 person-hours
- **Financial Services Officer:** 1 position, 2,080 person-hours
- **Senior Planner:** 5 positions, 10,400 person-hours
- **Regional Planner I/II/III:** 9 positions, 18,720 person-hours
- **Administrative Assistant:** 2 positions, 4,160 person-hours
- **Executive Secretary:** 1 position, 2,080 person-hours
- **Office Services Assistant:** 1 position, 2,080 person-hours
- **Part-time:** 3 positions, 3,000 person-hours

**TOTAL:** 25 positions, 48,760 person-hours

---

Full-Time Positions: 22  
Part-Time Positions: 3
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Ahron Hakimi</td>
<td>Executive Director</td>
</tr>
<tr>
<td>Robert Phipps</td>
<td>Director of Administrative Services</td>
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<td>Robert R. Ball</td>
<td>Planning Division Director</td>
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<td>Peter W. Smith</td>
<td>Regional Planner</td>
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<tr>
<td>Joe Stramaglia</td>
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<td>Ed Flickinger</td>
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<td>Michael Heimer</td>
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<td>Susanne Campbell</td>
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<td>Angelica Banuelos</td>
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<td>Rochelle Invina</td>
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<tr>
<td>Bradford Debranch</td>
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POSITION CLASSIFICATIONS & SALARY SCHEDULE
**Kern Council of Governments**

**POSITION CLASSIFICATION & SALARY SCHEDULE**

*(EFFECTIVE February 16, 2012)*

**ANNUAL RANGE**

$107,000.00 TO $165,000.00

*(EFFECTIVE July 13, 2013, pay period #13-14)*

**BI-WEEKLY RATES**

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<th>Position/Class</th>
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<th>Admin Division Director</th>
<th>Planning Division Director</th>
<th>Fin Services Officer</th>
<th>Regional Planner</th>
<th>Admin Assistant</th>
<th>Executive Secretary</th>
<th>Planning Technician</th>
<th>Secretary</th>
<th>Office Serv Assistant</th>
<th>Student Intern</th>
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<td>$2,874.26</td>
<td>$2,494.26</td>
<td>$1,705.00</td>
<td>$1,621.29</td>
<td>$1,433.53</td>
<td>$1,483.44</td>
<td>$1,145.23</td>
<td>$989.78</td>
<td>$811.21</td>
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<tr>
<td>2</td>
<td>$3,510.16</td>
<td>$2,946.11</td>
<td>$2,946.11</td>
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<td>$1,747.63</td>
<td>$1,668.22</td>
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24
STATISTICS
Kern Council of Governments
Population

Source: U.S. Census Bureau & Calif. Dept. of Finance
### SUMMARY FINANCIAL TABLE

#### FY 2013-2014 Overall Work Program

<table>
<thead>
<tr>
<th>Cost Sharing (grantor % / KCOG %)</th>
<th>Footnotes</th>
<th>Regional Planning Contracts</th>
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<td><strong>FY 2013-14 ESTIMATED FUNDS</strong></td>
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#### Cost Sharing (grantor % / KCOG %)

- Air Quality Modeling/Transportation Management
- Air Quality Public Outreach Program
- Water Development Monitoring Program
- Environmental Review Program
- Community and Environmental Inventory Mapping System
- Kern Aerial Imagery Program
- Mapping Services and Technical Support
- Kern Regional Blueprint
- San Joaquin Valley Blueprint Coordination
- Eastern Sierra Regional Blueprint
- Community Design Concepts
- Community Design Concepts
- SB 375 Implementation
- 2030 Regional Transportation Plan/CMS
- RTP/CIF - Financial Element
- RTP Outreach
- Environmental Justice
- Transportation Improvement Program
- Local Assistance for Federal-Aid Projects
- Trans. System Monitoring and Coordination
- Traffic Count Program
- Regional Travel Demand Model Maintenance
- Growth Forecast Model
- Regional Travel Demand Model
- Corridor/Major Investment/Impact Studies
- Regional Transportation Impact Fee
- Transit Planning
- TDP - Kern River Valley
- TDP - Mojave
- TDP
- Transit Security Plan
- Passenger Rail Program
- Metropolitan Bakersfield Long-Range Transit Study
- Aviation Transportation Planning
- Bicycle Transportation Planning
- Pedestrian Transportation Planning
- Safe Routes to School Program
- Transportation Demand Management
- JARC/New Freedom Program
- TDP - Kern River Valley
- TDP - Mojave
- TDP
- Transit Security Plan
- Passenger Rail Program
- Metropolitan Bakersfield Long-Range Transit Study
- Aviation Transportation Planning
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- TDP - Kern River Valley
- TDP - Mojave
- TDP

#### Footnotes

- (5)
- (5)
- (7)
- (7)
- (9)
- (10)
- (11b)
- (13)
- (14)
FINANCIAL PLAN SUMMARY
### REVENUE

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<th>2010-11 Actual</th>
<th>2011-12 Estimated</th>
<th>2012-13 Estimated</th>
<th>2013-14 Proposed</th>
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### EXPENDITURES

**Personnel:**

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<td><strong>(26,518)</strong></td>
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REVENUE DETAIL
## REVENUE BUDGET WORKSHEET

**FY 2013-2014**

Revised: June 5, 2013

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## REVENUE BUDGET WORKSHEET
**FY 2013-2014**

Revised: June 5, 2013

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EXPENDITURE DETAIL
Kern Council of Governments
Expenditure History

Source: Kern Council of Governments
### Kern Council of Governments

**EXPENDITURE BUDGET WORKSHEET--PERSONNEL**  
**FY 2013-14**

(Revision Date: June 5, 2013)

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<tr>
<th>Account Title</th>
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<th>FY 2011-12 Budget</th>
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NOTE: Includes 22.0 full-time regular positions and 3 extra help part-time positions
<table>
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<tr>
<th>Account Number</th>
<th>Work Element/Project Description</th>
<th>Description or Subcontract</th>
<th>2013-2014 Proposed</th>
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## Kern Council of Governments

**EXPENDITURE BUDGET WORKSHEET--PROFESSIONAL SERVICES**

**FY 2013-2014**

<table>
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<th>Account Number</th>
<th>Work Element/Project Description</th>
<th>Description or Subcontractor</th>
<th>2013-2014 Proposed</th>
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<th>Amendment No. 2</th>
<th>Amendment No. 3</th>
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**TOTAL--PROFESSIONAL SERVICES**

| Amount          | $2,145,542 | $0 | $0 | $0 | $0 | $2,145,542 | $2,131,142 | $14,400 | $ - |

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1,118,902

$ 3,628,603

$ 3,901,328

3,224,977

$2,145,542
## Kern Council of Governments

### SUMMARY SCHEDULE OF SERVICES AND SUPPLIES

**FISCAL YEAR 2013-2014**

**Revision Date:** June 4, 2013

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## Kern Council of Governments

### EXPENDITURE BUDGET WORKSHEET--INSURANCE

**FY 2013-2014**

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## Kern Council of Governments

### EXPENDITURE BUDGET WORKSHEET--MAINTENANCE/STRUCTURES

**FY 2013-2014**

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**7001**

**TOTAL—MAINTENANCE—STRUCTURES $ 1,000**  

**Prior Year Comparisons**

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## Kern Council of Governments

**EXPENDITURE BUDGET WORKSHEET--OFFICE SUPPLIES**

**FY 2013-2014**

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**7450 TOTAL--OFFICE SUPPLIES** $ 66,116 $ - $ - $ - $ 66,116 $ 41,116 $ 25,000 $ -

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Prior Year Comparisons

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## EXPENDITURE BUDGET WORKSHEET—PUBLICATIONS/LEGAL NOTICES
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### Prior Year Comparisons

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## Kern Council of Governments

### EXPENDITURE BUDGET WORKSHEET--LEASES/EQUIPMENT

**FY 2013-2014**

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Kern Council of Governments

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**TOTAL--SPECIAL DEPARTMENT EXPENSE** $ 5,000 $ - $ - $ - $ 5,000 $ 5,000 $ - $ - $ - $ -

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## Kern Council of Governments

### EXPENDITURE BUDGET WORKSHEET--TRAINING/DEVELOPMENT

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## Kern Council of Governments

### EXPENDITURE BUDGET WORKSHEET--INDIRECT COUNTY CHARGES

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## EXPENDITURE BUDGET WORKSHEET--INDIRECT COUNTY CHARGES
### FY 2013-2014

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## EXPENDITURE BUDGET WORKSHEET--DEPRECIATION
### FY 2013-2014

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## Kern Council of Governments

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**FY 2013-2014**

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<td>7777.7--Nonallowable Costs</td>
<td>None</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>8888.8--Capital Costs</td>
<td>Desktop computers x 4</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
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</tr>
<tr>
<td>8888.8--Capital Costs</td>
<td>Desktop computers x 9</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>$</td>
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<tr>
<td>8888.8--Capital Costs</td>
<td>Software</td>
<td>$ 9,000</td>
<td>$ 9,000</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 9,000</td>
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<tr>
<td>8888.8--Capital Costs</td>
<td>Storage Upgrade</td>
<td>$ 15,000</td>
<td>$ 15,000</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 15,000</td>
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<tr>
<td>8888.8--Capital Costs</td>
<td>Servers x 3</td>
<td>$ 21,000</td>
<td>$ 21,000</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 21,000</td>
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<tr>
<td>9999.9--Indirect Costs</td>
<td>Backup System</td>
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<td>$</td>
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8000 TOTAL--CAPITAL ASSETS $ 45,000 $ - $ - $ - $ 45,000 $ - $ - $ - $ 45,000

Prior Year Comparisons:

<table>
<thead>
<tr>
<th>Year</th>
<th>Actual</th>
<th>Actual</th>
<th>Actual</th>
<th>Estimated</th>
<th>Proposed</th>
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</thead>
<tbody>
<tr>
<td>2009-10</td>
<td>$44,286</td>
<td>$16,521</td>
<td>$26,053</td>
<td>$68,300</td>
<td>$45,000</td>
</tr>
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</table>
June 20, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi
Executive Director

By: Gregory J. Palomo
Financial Services Officer

SUBJECT: COG AGENDA NUMBER VII. ITEM A.
FINAL KMAA FY 2013-14 FINANCIAL PLAN

DESCRIPTION:

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 2013-2014 Financial Plan proposes operating revenues totaling $732,078, operating appropriations totaling $1,138,523 and a net operating deficit of $406,444.

DISCUSSION:

Attached is the final KMAA FY 2013-2014 Financial Plan. This final plan serves as the presentation of detailed information regarding FY 2013-2014 budget issues and appropriations leading to the conduct of a public hearing and Council consideration for adoption. Staff recommends $1,138,523 in total appropriations.

The management team has reviewed this plan and recommends approval

OPEN PUBLIC HEARING           RECEIVE COMMENTS          CLOSE PUBLIC HEARING

ACTION:

Adopt the Final KMAA FY 2013-2014 Financial Plan. VOICE VOTE
Kern Motorist Aid Authority

ANNUAL FINANCIAL PLAN
for
Fiscal Year 2013-2014

CHAIR
Harold Hanson, City of Bakersfield

VICE-CHAIR
Paul Linder, City of Taft

BOARD OF DIRECTORS

Jose Flores City of Arvin
Harold Hanson City of Bakersfield
Jennifer Wood City of California City
Joe Aguirre City of Delano
John Wilke City of Maricopa
Manuel Cantu City of McFarland
Marshall “Chip” Holloway City of Ridgecrest
Jon Johnston City of Shafter
Paul Linder City of Taft
Philip A. Smith City of Tehachapi
Cherylee Wegman City of Wasco
David Couch County of Kern
Zack Scrivner County of Kern

SUBMITTED BY:
Ahron Hakimi
Executive Director
June 20, 2013
LETTER OF TRANSMITTAL
June 20, 2013

The Honorable Board of Directors
Kern Motorist Aid Authority

Dear Chairman and Board:

Kern Motorist Aid Authority (KMAA) staff is pleased to submit the Fiscal Year 2013-2014 Annual Financial Plan for your review and approval. The plan is a statement, by object or account classification and line item within each account, of the anticipated KMAA financial activity for the upcoming year. The plan includes estimated revenues totaling $732,078 and estimated expenses totaling $1,138,523. This represents a net operations deficit of $406,444 to be financed by fund reserves for implementation of a traveler information system.

MISSION STATEMENT

The KMAA Board has adopted the following mission statement to guide the operation of the Kern County roadside call box network:

1) To provide a dependable motorist aid communication system to areas of the county not heavily patrolled and where traditional communication services do not exist.
2) To provide a reliable motorist aid communication system that is well maintained with failures repaired within 24 hours of identification.
3) To provide a high level of assurance that a motorist’s call for assistance will receive a response.
4) To provide a public information program to ensure that the motorist understands what the call boxes are and how the call boxes are to be used.

REVENUES

The KMAA roadside call box program is financed by the assessment of a $1.00 fee upon each registered nonexempt motor vehicle within the County of Kern. The California Department of Motor Vehicles applies the fee as part of the vehicle registration program and returns the amount collected, less a processing fee, within the county. Over the past few years, fees collected have been relatively stable. Staff anticipates vehicle fees totaling $682,188 for the 2013-14 fiscal year; a 1.5 percent increase over the prior year budget.

In addition to fees, KMAA realizes non-operating revenues (interest) by investing cash balances through the Kern County Treasurers’ cash investment program. Staff anticipates interest revenue totaling $49,890 for the 2013-14 fiscal year. This is a increase of $6,318 from the prior year.
EXPENSES

KMAA budgetary appropriations are primarily focused on four areas: hardware maintenance, cellular service, dispatch services, depreciation and capital. Expenses are expected to increase this year due primarily to the design and implementation of a 511 traveler information program. Staff estimates total appropriations of $1,138,523 will be required to finance FY 2013-14 operations.

PROGRAM DESCRIPTION

The KMAA roadside call box program was initiated in August 1991. During the past 20 years the network has grown to include 574 call boxes. During the 2007-08 and 2008-09 fiscal years, KMAA completed a major upgrade to call box hardware, including conversion to digital cellular service and installation of TTY devises.

KMAA program services are delivered through an extensive public-private partnership. Partnership members and related responsibilities include the following:

<table>
<thead>
<tr>
<th>Agency</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kern Council of Governments</td>
<td>Program management and contract administration</td>
</tr>
<tr>
<td>California Dept. of Transportation</td>
<td>Installation guidelines and encroachment permitting</td>
</tr>
<tr>
<td>California Dept. of Highway Patrol</td>
<td>Operations guidelines and service dispatching</td>
</tr>
<tr>
<td>CASE Systems Inc.</td>
<td>Hardware manufacture, installation and maintenance</td>
</tr>
<tr>
<td>Verizon Wireless, AT&amp;T</td>
<td>Cellular service</td>
</tr>
</tbody>
</table>

CONCLUSION

The KMAA roadside call box program completed twenty (22) years of service to the motoring public during the 2012-2013 fiscal year. In addition to the call box network, KMAA anticipates the implementation of a traveler information program to further aid the residents of Kern County. The Board can take pride in the improvements to motorist safety and transportation system efficiency provided by the KMAA call box program.

Sincerely,

Ahron Hakimi
Executive Director
# KERN MOTORIST AID AUTHORITY

## SCHEDULE OF CALL BOX INSTALLATIONS

<table>
<thead>
<tr>
<th>Route</th>
<th>Call Boxes</th>
<th>Route Mileage</th>
<th>Date Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>I-5</td>
<td>107</td>
<td>87</td>
<td>11/21/91 &amp; 04/21/92</td>
</tr>
<tr>
<td>SR-14</td>
<td>47</td>
<td>65</td>
<td>11/21/91 &amp; 04/21/92</td>
</tr>
<tr>
<td>SR-33</td>
<td>33</td>
<td>74</td>
<td>12/16/92</td>
</tr>
<tr>
<td>SR-43</td>
<td>18</td>
<td>74</td>
<td>01/03/92</td>
</tr>
<tr>
<td>SR-46</td>
<td>26</td>
<td>58</td>
<td>01/03/92</td>
</tr>
<tr>
<td>SR-58</td>
<td>116</td>
<td>144</td>
<td>11/21/91 &amp; 04/21/92</td>
</tr>
<tr>
<td>SR-65</td>
<td>11</td>
<td>25</td>
<td>12/16/92</td>
</tr>
<tr>
<td>SR-99</td>
<td>70</td>
<td>58</td>
<td>01/03/92</td>
</tr>
<tr>
<td>SR-119</td>
<td>11</td>
<td>31</td>
<td>01/03/92</td>
</tr>
<tr>
<td>SR-155</td>
<td>27</td>
<td>71</td>
<td>05/19/94 &amp; 06/30/97</td>
</tr>
<tr>
<td>SR-166</td>
<td>12</td>
<td>25</td>
<td>12/16/92</td>
</tr>
<tr>
<td>SR-178</td>
<td>48 (1-County)</td>
<td>57</td>
<td>01/03/92 &amp; 06/30/97</td>
</tr>
<tr>
<td>SR-223</td>
<td>15</td>
<td>30</td>
<td>01/03/92</td>
</tr>
<tr>
<td>SR-395</td>
<td>21</td>
<td>36</td>
<td>06/09/92</td>
</tr>
<tr>
<td>Tehachapi/Willow Springs</td>
<td>12</td>
<td>24</td>
<td>06/30/00</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Installed</th>
<th>574</th>
<th>859</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scheduled</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Unprogrammed</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

---

Total Serviceable: 574

Proposed: 0

TOTAL: 574

---

Note: Call box spacing: Urban/one mile (Metro: 51 boxes or 8.9%); rural/two miles (Non-Metro-523 boxes or 91.1%), excepting major grades.
REVENUES
# Kern Motorist Aid Authority

**FY 2013-14 Budget Worksheet**

**SCHEDULE OF MONTHLY REVENUE**

<table>
<thead>
<tr>
<th>Description/Month</th>
<th>FY 2008-09 Actual</th>
<th>FY 2009-10 Actual</th>
<th>FY 2010-11 Actual</th>
<th>FY 2011-12 Actual</th>
<th>FY 2012-13 Estimated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DMV FEES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>59,008</td>
<td>57,172</td>
<td>53,823</td>
<td>51,337</td>
<td>59,883</td>
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<tr>
<td>August</td>
<td>52,571</td>
<td>62,858</td>
<td>59,997</td>
<td>40,325</td>
<td>53,351</td>
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<tr>
<td>September</td>
<td>53,184</td>
<td>56,589</td>
<td>56,238</td>
<td>64,771</td>
<td>53,973</td>
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<td>October</td>
<td>52,755</td>
<td>54,420</td>
<td>59,386</td>
<td>70,958</td>
<td>53,537</td>
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<tr>
<td>November</td>
<td>41,713</td>
<td>53,307</td>
<td>52,780</td>
<td>55,871</td>
<td>42,332</td>
</tr>
<tr>
<td>December</td>
<td>56,394</td>
<td>43,495</td>
<td>49,342</td>
<td>51,081</td>
<td>55,893</td>
</tr>
<tr>
<td>January</td>
<td>54,590</td>
<td>52,069</td>
<td>53,215</td>
<td>51,990</td>
<td>57,995</td>
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<tr>
<td>February</td>
<td>58,530</td>
<td>49,332</td>
<td>52,672</td>
<td>55,794</td>
<td>52,034</td>
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<td>March</td>
<td>59,342</td>
<td>52,432</td>
<td>54,945</td>
<td>58,220</td>
<td>64,223</td>
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<td>April</td>
<td>41,713</td>
<td>53,307</td>
<td>52,780</td>
<td>55,871</td>
<td>42,332</td>
</tr>
<tr>
<td>May</td>
<td>-</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>June</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL DMV FEES</strong></td>
<td>543,163</td>
<td>655,256</td>
<td>661,221</td>
<td>667,084</td>
<td>672,069</td>
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<tr>
<td><strong>INTEREST:</strong></td>
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<td></td>
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</tr>
<tr>
<td>July</td>
<td>-</td>
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<tr>
<td>August</td>
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<tr>
<td>September</td>
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<tr>
<td>October</td>
<td>14,487</td>
<td>10,495</td>
<td>-</td>
<td>-</td>
<td>$11,083</td>
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<td>November</td>
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<td>December</td>
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<tr>
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<td>10,382</td>
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<td>8,156</td>
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<td>$10,625</td>
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<td>May</td>
<td>2,607</td>
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<tr>
<td>June</td>
<td>10,495</td>
<td>5,858</td>
<td>17,566</td>
<td>7,857</td>
<td>$10,625</td>
</tr>
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<td><strong>TOTAL INTEREST</strong></td>
<td>53,249</td>
<td>33,127</td>
<td>17,566</td>
<td>7,857</td>
<td>$43,572</td>
</tr>
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<td><strong>OTHER:</strong></td>
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<tr>
<td>July</td>
<td>-</td>
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<tr>
<td>August</td>
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<td>October</td>
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<td>November</td>
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<td>December</td>
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<tr>
<td>January</td>
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<tr>
<td>February</td>
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<tr>
<td>March</td>
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<td>April</td>
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<tr>
<td>May</td>
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<tr>
<td>June</td>
<td>-</td>
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<td>-</td>
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<tr>
<td><strong>TOTAL OTHER</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>$596,412</td>
<td>$688,383</td>
<td>$678,787</td>
<td>$674,941</td>
<td>$715,641</td>
</tr>
</tbody>
</table>
EXPENSES
Kern Motorist Aid Authority-Annual Expenses

Expenses

- Communications
- Insurance
- Maintenance
- Professional Services
## Kern Motorist Aid Authority
### COMPARATIVE FINANCIAL PLAN

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2008-09 Actual</th>
<th>FY 2009-10 Actual</th>
<th>FY 2010-11 Actual</th>
<th>FY 2011-12 Actual</th>
<th>FY 2012-13 Estimated</th>
<th>FY 2013-14 Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BEGINNING FUND EQUITY</td>
<td>$3,203,305</td>
<td>$3,021,262</td>
<td>$3,016,990</td>
<td>$3,121,775</td>
<td>$2,926,929</td>
<td>$2,087,212</td>
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<tr>
<td>Contributed Capital (Assets)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>APPROPRIATION FOR CONTINGENCIES:</td>
<td></td>
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</tr>
<tr>
<td>Reserved for Asset Replacement</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>Reserved for ADA Compliance</td>
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<tr>
<td>Reserved for General Purposes</td>
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</tr>
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<td>FUND EQUITY AVAILABLE</td>
<td>$3,203,305</td>
<td>$4,331,134</td>
<td>$4,255,662</td>
<td>$4,190,361</td>
<td>$3,563,412</td>
<td>$2,470,042</td>
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<td>REVENUES:</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Vehicle Registration Fees</td>
<td>$543,163</td>
<td>$655,256</td>
<td>$661,221</td>
<td>$667,083</td>
<td>$672,069</td>
<td>$682,188</td>
</tr>
<tr>
<td>Interest</td>
<td>$53,250</td>
<td>$33,127</td>
<td>$17,566</td>
<td>$7,857</td>
<td>$43,572</td>
<td>$49,890</td>
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<td>-</td>
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<td>-</td>
<td>-</td>
</tr>
<tr>
<td>TOTAL REVENUES</td>
<td>$596,413</td>
<td>$688,383</td>
<td>$678,787</td>
<td>$674,940</td>
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<td>$732,078</td>
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<td>APPROPRIATIONS FOR EXPENSES:</td>
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<tr>
<td>Communications--</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A.T. &amp; T./Sprint</td>
<td>$70,540</td>
<td>$2,706</td>
<td>$2,960</td>
<td>$3,100</td>
<td>$3,100</td>
<td>$3,100</td>
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<tr>
<td>Verizon</td>
<td>$39,742</td>
<td>$47,181</td>
<td>$55,929</td>
<td>$61,800</td>
<td>$61,800</td>
<td>$61,800</td>
</tr>
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<td>Pacific Bell/SBC</td>
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June 20, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi
      Executive Director

BY: Becky Napier
    Regional Planner III

SUBJECT: KERN COG AGENDA NUMBER VII. ITEM B.
         Agreement – Litter and Debris Removal on State Highways

DESCRIPTION:

Memorandum of Agreement between the Kern Council of Governments (COG) acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office for Litter and Debris Removal on State Highways. This item is being reviewed by County Counsel.

DISCUSSION:

The Kern COG Board at its meeting of March 21, directed staff to negotiate with the City of Bakersfield, the Kern County Sheriff’s Department and the California Highway Patrol for a comprehensive litter removal and enforcement program on state highways throughout Kern County. At its meeting of April 18, 2013, the Kern COG Board approved a Memorandum of Agreement with the City of Bakersfield to provide litter removal on the shoulders and ramps of the state highways within the City of Bakersfield. At its meeting of May 16, 2013, the Kern COG Board approved a Memorandum of Agreement between Kern COG and the Kern County Sheriff’s Office for dedicated enforcement of litter and debris regulations on state highways throughout Kern County.

Attached for Board consideration is an Agreement between the Kern County Sheriff’s Department and the Kern COG Board acting as the Kern Motorist Aid Authority to use up to $100,000 in motorist aid funds to remove litter and debris from the state highways throughout the County of Kern to include Arvin, California City, Delano, Maricopa, McFarland, Ridgecrest, Shafter, Taft, Tehachapi and Wasco. The term of this agreement is from July 1, 2013 through June 30, 2014. The Kern County Sheriff’s Department will be required to provide monthly reports to the Kern COG Board on the status of the program. The Agreement may be terminated by either party upon 30 days written notice.

ACTION

Approve the Memorandum of Agreement between the Kern Council of Governments acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office and authorize the Chairman to sign the Agreement.
MEMORANDUM OF AGREEMENT BETWEEN THE
KERN COUNCIL OF GOVERNMENTS ACTING AS THE
KERN MOTORIST AID AUTHORITY AND
THE KERN COUNTY SHERIFF’S OFFICE

THIS MEMORANDUM OF AGREEMENT (“Agreement”), made and entered into this 20th day of June, 2013, is by and between the Kern County Sheriff’s Office (“COUNTY”) and Kern Council of Governments acting as the Kern Motorist Aid Authority, a joint powers entity (“KERN COG”). COUNTY and KERN COG are referred to individually as a “Party” and collectively as the “Parties.”

WITNESSETH

WHEREAS, KERN COG adopted the FY 2013-14 Overall Work Program and Financial Plan; and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority adopted a Financial Plan for operation and maintenance of a call-box system; and

WHEREAS, California Streets and Highways Code Section 2557(d) states that monies that exceed the amount needed for full implementation and ongoing costs to maintain and operate the motorist aid system of call boxes, may be used for purposes of safety-related motorist aid projects; and

WHEREAS, studies show that litter and debris on the roadway creates a safety hazard and causes numerous accidents per year in North America; and

WHEREAS, the COUNTY has access to inmate labor through the Lerdo Detention Facility; and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority is willing to provide funding to assist with litter and debris removal on state highways in Kern County by COUNTY inmates.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. COUNTY shall be the lead agency for the operation of the litter and debris clean-up program on state highways in the County of Kern.

2. COUNTY shall submit monthly invoices to KERN COG for hours spent by COUNTY to provide litter and debris removal on state highways in Kern County for Fiscal Year 2013-2014.

3. County shall provide litter and debris removal in the amount of $26.64 per hour.

4. KERN COG shall provide COUNTY up to one-hundred thousand dollars ($100,000) from funds programmed in the Kern Motorist Aid Financial Plan for costs incurred by COUNTY in litter and debris removal on state highways in Kern County.

5. COUNTY shall provide a monthly report to the Kern COG Board on the amount of litter and debris removed from state highways in Kern County.

6. This Agreement shall be deemed effective July 1, 2013, and shall end on June 30, 2014.

7. This Agreement may be modified or amended only by a written document executed by the COUNTY and KERN COG.

8. Either Party may, at its sole discretion, terminate this Agreement at any time by giving 30 days written notice to the other Party.
9. COUNTY shall indemnify, defend (upon written request of KERN COG) and save harmless KERN COG, its officers, agents and employees from any and all losses, damages, liability, claims or causes of action of every nature whatsoever for physical damage to or destruction of property, including the property of KERN COG, or physical injury to or death of any person or persons, including KERN COG’s officers, agents and employees, which may arise out of any act or omission of the COUNTY, its officers, agents, independent contractors or employees during the performance of this Agreement.

10. No waiver of a breach of any provision of this Agreement shall constitute a waiver of any other breach, or of such provision. Failure of either Party to enforce at any time, or from time-to-time, any provision of this Agreement shall not be construed as a waiver thereof. The remedies herein reserved shall be cumulative and in addition to any other remedies in law or equity.

11. Should any part, term, portion, or provision of this Agreement be finally decided to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the agreement which the Parties intended to enter into in the first instance.

12. This Agreement contains the entire agreement of the Parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this Agreement shall be of no force or effect excepting a subsequent modification in writing, signed by the party to be charged.

13. The terms of this Agreement shall be construed and interpreted under, and all respective rights and duties shall be governed by, the laws of the State of California.

14. Any notice or notices required or permitted to be given pursuant to this Agreement may be personally served on the other Party by the Party giving such notice or may be served by certified mail, return receipt requested, to the following addresses:

   TO KERN COG:           Ahron Hakimi, Executive Director
                           Kern Council of Governments
                           1401 19th Street, Suite 300
                           Bakersfield, California  93301

   TO COUNTY:              Donny Youngblood, Sheriff
                           County of Kern
                           1350 Norris Road
                           Bakersfield, CA 93308

15. The individual executing this Agreement on behalf of each Party warrants that he/she is authorized to execute the Agreement on behalf of their agency and that the agency will be bound by the terms and conditions contained herein.

16. COUNTY acknowledges that COUNTY, and all subcontractors hired by COUNTY to perform services under this Agreement, are aware of and understand the Immigration Reform and Control Act ("IRCA"). COUNTY is and shall remain in compliance with the IRCA and shall ensure that any subcontractors hired by COUNTY to perform services under this Agreement are in compliance with the IRCA. In addition, COUNTY agrees to indemnify, defend and hold harmless KERN COG, its agents, officers and employees, from any liability, damages or causes of action arising out of or relating to any claims that COUNTY’s employees, or the employees of any subcontractor hired by COUNTY, are not authorized to work in the United States for COUNTY or its subcontractor and/or any other claims based upon alleged IRCA violations committed by COUNTY or COUNTY’s subcontractor(s).
17. COUNTY agrees to maintain and make available to KERN COG accurate books and records relative to all its activities under this Agreement. COUNTY shall permit KERN COG to audit, examine and make excerpts and transcripts from such records, and to conduct audits of all invoices, materials, records of personnel or other data related to all other matters covered by this Agreement. COUNTY shall maintain such data and records in an accessible location and condition for a period of not less than three years from the date of final payment under this Agreement, or until after the conclusion of any audit, whichever occurs last. The State of California and/or any federal agency having an interest in the subject of this Agreement shall have the same rights conferred upon KERN COG herein.

18. COUNTY shall observe and comply with all applicable state, federal, and local laws, ordinances, rules and regulations now in effect or hereafter enacted, each of which are hereby made a part hereof and incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have caused this MEMORANDUM OF AGREEMENT to be executed by their respective officers and agents thereunto duly authorized as of the Execution Date.

KERN COUNCIL OF GOVERNMENTS

Harold W. Hanson, Chair
"KERN COG"

APPROVED AS TO CONTENT:

Ahron Hakimi, Executive Director
Kern Council of Governments

APPROVED AS TO FORM:

Deputy, Kern County Counsel
KERN COG

COUNTY OF KERN

Mike Maggard, Chairman
County of Kern Board of Supervisors

APPROVED AS TO CONTENT:

Donny Youngblood, Sheriff-Coroner
Kern County Sheriff’s Office

APPROVED AS TO FORM:

Kendra L. Graham, Deputy County Counsel
Office of County Counsel
AGENDA
KERN COUNCIL OF GOVERNMENTS

KERN COG CONFERENCE ROOM
1401 19TH STREET, THIRD FLOOR
BAKERSFIELD, CALIFORNIA
THURSDAY
JULY 18, 2013
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: Flores, Hanson, Wood, Aguirre, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner

Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 – June 20, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse: (None)

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

IV. KERN COG:

A. Update on San Joaquin Valley Air Quality Coordinator Consulting Contract

Comment: The San Joaquin Valley Air Quality Coordination Consultant has tendered their resignation and work is beginning on finding a replacement as well as identifying an interim solution.

Action: Information.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)
VII. KERN MOTORIST AID AUTHORITY:
   A. Agreement for Litter and Debris Removal on State Highways (Napier)

Comment: Consideration of a Memorandum of Agreement between Kern Council of Governments, Acting as the Kern Motorist Aid Authority, and the City of Bakersfield for litter and debris removal on state highways within the City of Bakersfield in the amount of $80,000. This item has been sent to County Counsel for review.

Action: Approve the Memorandum of Agreement between Kern Council of Governments, Acting as the Kern Motorist Aid Authority, and the City of Bakersfield and authorize the Chair to sign the Agreement. 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: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: EXECUTIVE DIRECTOR (Government Code section 54957)

XII. ADJOURNMENT: DARK IN AUGUST - NEXT MEETING: September 19, 2013
The meeting was called to order by Chair Harold Hanson at approximately 6:30 p.m.

I. ROLL CALL:
Members Present: Hanson, Wood, Pascual, Wilke, Holloway, Johnston, Linder, Smith, Scrivner
Members Absent: Flores, Cantu, Wegman, Couch
Alternates: Gurrola, McFarland
Congestion Management Agency Ex-Officio Members: Miller, Silver, Fox
Others: Approximately 20
Staff: Hakimi, Collins, Ball, Phipps, Pacheco, Snoddy, Napier, Invina, Heimer, Urata

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.

Ms. Jeannette Berry said that she read the minutes posted on Kern COG’s website, she noticed that her complete public statement was included in the minutes, which was her concern last month. She appreciates that and is wondering if that will continue that all public statements will be included in full in the minutes. Mr. Hakimi said that he has talked to our legal Counsel who is not here tonight and all comments will not be word for word, depending on their length. We will do our best to capture the facts of the comments, but not necessarily word for word. Ms. Berry said so in essence you do not edit what is broadcasted on KGOV, but it will be edited in written form in the minutes. Mr. Hakimi said that it will be reported as accurately as we can in writing and that is consistent with California and Federal law.

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 16, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse (None)
E. Kern Transportation Foundation (KTF) Memorandum of Agreement
F. Amendment No. 1 to Contract between Kern Council of Governments and PMC for Facilitation Services for the 2014 Regional Transportation Plan

Mr. Hakimi asked for item E. to be removed and continued it until next month.

MOTION BY DIRECTOR SMITH, second by Director Linder, TO APPROVE THE CONSENT CALENDAR WITH ITEM E.REMOVED. Motion carried with a roll call vote.
IV. KERN COG:

A. Cost of Living Adjustment (COLA)

Mr. Hakimi stated that the Executive Committee made up of Chairman Hanson, Vice Chairman Linder and Supervisor Scrivner met last month with him to discuss a potential cost-of-living adjustment and potential adjustments to health care for COG staff. The item before you is only to address a cost-of-living adjustment. Kern COG staff has researched the consumer price index since the last agency-wide COLA in 2008 as well as COLA information from other agencies. Since 2011, the County of Kern and the City of Bakersfield have received 6% salary adjustments. Since Kern COG’s last COLA, four other member agencies have received increases ranging from 1% to 5%. The Executive Committee recommends a 3.5% cost-of-living adjustment for Kern COG staff to be effective July 1, 2013. This will result in an annual budget increase of $71,749.

MOTION BY DIRECTOR SCRIVNER, second by Director Linder, TO APPROVE A 3.5% COST-OF-LIVING ADJUSTMENT TO BE EFFECTIVE JULY 1, 2013. Motion carried with a voice vote.

B. Final Kern Council of Governments FY 2013-14 Financial Plan

Mr. Phipps stated that before you is the third and final of Kern COG’s 2013-14 budget which anticipates $4.8 million in expenditures and $5 million in operating revenues. For explanation of what is in the staff report there is $45,000 for capital outlays to replace servers, and for software and data storage. The total expenditures represent a 21.5% decrease in operating appropriations from the prior year budget. Specifically, professional services are decreasing by over 36%. Please open, hold and close a public hearing for the adoption of the 2013-14 COG financial plan.

Chair opened public hearing, no comments heard, Chair closed public hearing.

MOTION BY DIRECTOR JOHNSTON, second by Director Smith, TO ADOPT THE FINAL KERN COG FY 2013-14 FINANCIAL PLAN. Motion carried with a voice vote.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Final Kern Motorist Aid Authority (KMAA) 2013-14 Financial Plan

Mr. Phipps stated that tonight we are also presenting you with the 2013-14 Kern Motorist Aid Authority Financial Plan. It includes funding provisions for recent litter removal and also for the upkeep, maintenance and operation of the 511 program. Operating revenues total $732,078 against appropriations that are estimated at $1.13 million for an operating deficit of $406,444 that is being covered by prior year surpluses. The program is healthy. This is also a public hearing, so please open, hold and close a public hearing and adopt the KMAA 2013-14 Financial Plan.

Chair opened public hearing, no comments heard, Chair closed public hearing.

MOTION BY DIRECTOR SMITH, second by Director Johnston, TO ADOPT THE FINAL KMAA FY 2013-14 FINANCIAL PLAN. Motion carried with a voice vote.
B. Agreement with the Kern County Sheriff’s Office for Litter and Debris Removal on State Highways for up to $100,000

Ms. Napier stated that she would like to add to the previous item that we did receive some information from Mr. Liu of Caltrans that we could remove some of our call boxes without having to remove an entire route. They do require that we come up with a removal plan; the Director of the call box portion at Caltrans is very open to a partial removal plan. Staff will be working on that in the next few months and come back to you in the fall with a removal plan.

Before you tonight is an Agreement for litter and debris removal on state highways. This Agreement is between the Kern County Sheriff’s Department and Kern Council of Governments acting as the Kern Motorist Aid Authority (KMAA) to use up to $100,000 of KMAA funds to remove litter and debris from state highways throughout Kern County to include Arvin, California City, Delano, Maricopa, McFarland, Ridgecrest, Shafter, Taft, Tehachapi and Wasco. The term of this Agreement is from July 1, 2013 through June 30, 2014. The Kern County Sheriff’s Department will be required to provide monthly reports to the Kern COG Board on the status of the program. The Agreement may be terminated by either party upon 30 days written notice. She thanked the Sheriff’s Department representatives that are here tonight.

Director Scrivner wanted to express his appreciation to the Sheriff’s Department. This has taken several months to get this put together, but he believes it will be a successful program.

Mr. John Enriquez spoke in support of this Agreement with the Sheriff’s Department. He is happy to report that the work with the Bakersfield Homeless Center is going well, they are doing an outstanding job, we are making some enormous progress. They picked up 136 bags of trash on highway 99 today south bound from Rosedale Highway to California Avenue off ramp. They average from 70 to 80 bags a day. Their schedule is from 9 am to 3 pm everyday Monday through Friday and they average about a mile stretch. We are making progress and he wanted to thank this Board for their support. He wanted to also recognize and thank the Sheriff’s Department for their community support. They have been doing an outstanding job on highway 58, they have been out there every Thursday and Friday. They are making a big difference.

Chair said it’s going to be interesting to see what happens in the next few weeks to see whether people continue to throw as much trash. It’s already looking a lot better. Thank you to everyone involved.

Ms. Berry said that the homeless are working very hard and she greatly appreciates it and hopes they are being compensated for it.

MOTION BY DIRECTOR SMITH, second by Director Scrivner, TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN KERN COUNCIL OF GOVERNMENTS ACTING AS THE KERN MOTORIST AID AUTHORITY AND THE KERN COUNTY SHERIFF’S OFFICE AND AUTHORIZE THE CHAIR TO SIGN THE AGREEMENT. Motion carried with a voice vote.

VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR’S REPORT:

A. Warrant Register
B. Timeline

Mr. Hakimi reminded the Board that he will be on military leave from July 8th until just before the next Board meeting July 18th. Remember that we are dark and will not meet in August. The San Joaquin Regional Policy Council meeting is tomorrow at the Fresno Council of Governments. Council member Wegman will be attending by phone.
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 Wood said that California City’s City Manager has asked her to inquire about the status of their feasibility study for the 140th Street extension. Mr. Hakimi said that the County of Kern is taking the lead on that project and he believes they have contracted with a company called Quincy Engineering and they have started and he will get you a more detailed report of the schedule.

XI. **EXECUTIVE SESSION:** PUBLIC EMPLOYEE PERFORMANCE EVALUATION: EXECUTIVE DIRECTOR As we have no counsel tonight we have to table this until next month.

XII. **ADJOURNMENT:** Next meeting – July 18, 2013

There being no further business, the meeting adjourned at approximately 7:30 p.m.

Respectfully submitted,

ATTEST: 

________________________________________ 
Harold W. Hanson, Chair ____________________________

Ahron Hakimi, Executive Director ____________________________

DATE: ____________________________
July 18, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

BY: Rob Ball, Director of Planning

SUBJECT: COG AGENDA NUMBER IV. ITEM A.
Update on San Joaquin Valley Air Quality Coordinator Consulting Contract

DESCRIPTION:

The San Joaquin Valley Air Quality Coordination Consultant has tendered their resignation and work is beginning on finding a replacement as well as identifying an interim solution.

DISCUSSION:

For approximately ten years, the eight Councils of Governments that contain the San Joaquin Valley air basin, have contracted with Cari Anderson Consulting to coordinate demonstration of the Federal Clean Air Act for our air quality planning area. The Act requires that COGs demonstrate that transportation improvements planned for the region will not delay efforts by the air districts to meet federal standards. The service includes oversight of the inter-agency consultation (IAC) process that includes representatives from U.S. EPA, FHWA, CARB, Caltrans, the San Joaquin Valley and East Kern Air Districts, as well as all eight COGs. The group determines how the demonstration will be achieved using best modeling practices. Failure to demonstrate conformity would cause projects in the region to not advance to the next phase (environmental to right of way, or right of way to construction) until the conformity demonstration was made by the IAC.

The consulting contract is governed by an Agreement among the eight COGs that was first adopted by Kern COG in 1992 and revised 2006. The Agreement formed the San Joaquin Valley Regional Planning Agencies Policy Council which approves an annual work program and budget that is to be reflected in each respective COGs budget and work program. Kern COG has two representatives (McFarland and Wasco) on the Policy Council. The San Joaquin Valley Air Quality Coordination consultant contract funding was approved as part of the SJV Planning Agencies Overall Work Program (OWP) on March 22, 2013 and approved by Kern COG as reflected in the Kern COG OWP on May 23, 2013 and the Kern COG budget on June 20, 2013. Kern COG’s pro rata share of the contract is budgeted at $42,000 per year.

Cari Anderson Consulting is scheduled to resign August 9, 2013. It may take three to six months to issue a new request for proposals and select a replacement. San Joaquin COG is the lead on the consulting contract.

In the interim, staff is considering hiring an interim consultant to assist with the conformity demonstration on an as needed basis. A conformity analysis demonstration is currently under development as part of the 2014 Regional Transportation Plan which is scheduled to be out for public review by November 2013. The Executive Director has discretion under the adopted Kern COG policy manual to hire consulting services not to exceed $10,000 with three quotes or by making a sole source finding. Staff will report back at the September COG Board meeting on this issue.

ACTION: Information.
July 18, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi
       Executive Director

BY: Becky Napier
       Regional Planner III

SUBJECT: KERN COG AGENDA NUMBER VII KMAA Item A
          Agreement for Litter and Debris Removal on State Highways

DESCRIPTION

Consideration of a Memorandum of Agreement between Kern Council of Governments, Acting as the Kern Motorist Aid Authority, and the City of Bakersfield for litter and debris removal on state highways within the City of Bakersfield in the amount of $80,000. This item has been sent to County Counsel for review.

DISCUSSION

On April 18, 2013, the Kern COG Board approved a Memorandum of Agreement (Agreement) between Kern Council of Governments and the City of Bakersfield for litter and debris removal. The term of the Agreement was from April 18 through July 31, 2013, in the amount of $20,000. The Board agreed in concept to contribute $100,000 toward the removal of litter, but the Overall Work Program for the 2013-2014 fiscal year had not been approved; therefore, the Board agreed to contribute $20,000 in a lump sum in April to allow the project to proceed and bring a second Agreement before the Board for the balance of $80,000 to be paid in the 2013-2014 fiscal year. That time could also be used to analyze the usefulness of the program.

To date, the City of Bakersfield using clients from the Bakersfield Homeless Center has cleaned 68 miles of freeway, collected 2,666 bags of debris equivalent to 53,320 lbs. The daily average for May and June was 70 bags per day or 1,400 lbs. per day.

Attached for Board consideration is an Agreement between the City of Bakersfield and the Kern COG Board, Acting as the Kern Motorist Aid Authority to contribute $80,000 in motorist aid funds to remove litter and debris from the state highways within the City of Bakersfield.

ACTION

Approve the Memorandum of Agreement between Kern Council of Governments, Acting as the Kern Motorist Aid Authority, and the City of Bakersfield and authorize the Chair to execute the Agreement. VOICE VOTE.
MEMORANDUM OF AGREEMENT BETWEEN  
KERN COUNCIL OF GOVERNMENTS ACTING AS THE  
KERN MOTORIST AID AUTHORITY AND  
THE CITY OF BAKERSFIELD

THIS MEMORANDUM OF AGREEMENT (“Agreement”), made and entered into this 18th day of July, 2013 (“Execution Date”), is by and between the City of Bakersfield, a charter city and municipal corporation, ("CITY") and Kern Council of Governments acting as the Kern Motorist Aid Authority, a joint powers entity ("KERN COG"). City and Kern COG are referred to individually as a “Party” and collectively as the “Parties”.

W I T N E S S E T H

WHEREAS, KERN COG adopted the FY 2013-14 Overall Work Program and Financial Plan; and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority adopted a Financial Plan for operation and maintenance of a call-box system; and

WHEREAS, California Streets and Highways Code Section 2557(d) states that monies that exceed the amount needed for full implementation and ongoing costs to maintain and operate the motorist aid system of call boxes, may be used for purposes of safety-related motorist aid projects; and

WHEREAS, studies show that litter and debris on the roadway creates a safety hazard and causes numerous accidents per year in North America; and

WHEREAS, the CITY has established a program for litter and debris clean-up on state highways traversing the CITY; and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority is willing to provide funding to assist with litter and debris removal on state highways traversing through the CITY.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. CITY shall be the lead agency for the operation of the litter and debris clean-up program on state highways traversing through the CITY.

2. CITY, beginning August 1, 2013, shall submit an invoice each month to KERN COG in the amount of seven thousand two hundred seventy two dollars and seventy three cents ($7,272.73) to be used for litter and debris removal on state highways traversing the CITY. The first invoice shall be dated after the Execution Date of this Agreement, and the final invoice shall be dated June 1, 2014.

3. KERN COG shall provide CITY up to eighty thousand dollars ($80,000) from funds programmed in the Kern Motorist Aid Financial Plan to pay for costs incurred by CITY in litter and debris removal on state highways traversing the CITY.

4. CITY shall provide a monthly report to the Kern COG Board on the amount of litter and debris removed from state highways traversing the CITY.

5. The term of this Agreement shall be from the Execution Date through June 30, 2014.

6. Either Party may, at its sole discretion, terminate this Agreement at any time by giving 30 days written notice to the other Party.
7. CITY shall indemnify, defend (upon written request of KERN COG) and save harmless KERN COG, its officers, agents and employees from any and all losses, damages, liability, claims or causes of action of every nature whatsoever for physical damage to or destruction of property, including the property of KERN COG, or physical injury to or death of any person or persons, including KERN COG’s officers, agents and employees, which may arise out of any act or omission of the CITY, its officers, agents, independent contractors or employees during the performance of this Agreement.

8. No waiver of a breach of any provision of this Agreement shall constitute a waiver of any other breach, or of such provision. Failure of either Party to enforce at any time, or from time-to-time, any provision of this Agreement shall not be construed as a waiver thereof. The remedies herein reserved shall be cumulative and in addition to any other remedies in law or equity.

9. Should any part, term, portion, or provision of this Agreement be finally decided to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the agreement which the Parties intended to enter into in the first instance.

10. This Agreement contains the entire agreement of the Parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this Agreement shall be of no force or effect excepting a subsequent modification in writing, signed by the party to be charged.

11. The terms of this Agreement shall be construed and interpreted under, and all respective rights and duties shall be governed by, the laws of the State of California.

12. Any notice or notices required or permitted to be given pursuant to this Agreement may be personally served on the other Party by the Party giving such notice or may be served by certified mail, return receipt requested, to the following addresses:

   TO KERN COG:  Ahron Hakimi, Executive Director
                   Kern Council of Governments
                   1401 19th Street, Suite 300
                   Bakersfield, California 93301

   TO CITY:  Raul Rojas, Public Works Director
              City of Bakersfield
              1501 Truxtun Avenue
              Bakersfield, CA 93301

13. The individual executing this Agreement on behalf of each Party warrants that he/she is authorized to execute the Agreement on behalf of their agency and that the agency will be bound by the terms and conditions contained herein.

14. CITY acknowledges that CITY, and all subcontractors hired by CITY to perform services under this Agreement, are aware of and understand the Immigration Reform and Control Act (“IRCA”). CITY is and shall remain in compliance with the IRCA and shall ensure that any subcontractors hired by CITY to perform services under this Agreement are in compliance with the IRCA. In addition, CITY agrees to indemnify, defend and hold harmless KERN COG, its agents, officers and employees, from any liability, damages or causes of action arising out of or relating to any claims that CITY’s employees, or the employees of any subcontractor hired by CITY, are not authorized to work in the United
States for CITY or its subcontractor and/or any other claims based upon alleged IRCA violations committed by CITY or CITY’s subcontractor(s).

15. CITY agrees to maintain and make available to KERN COG accurate books and records relative to all its activities under this Agreement. CITY shall permit KERN COG to audit, examine and make excerpts and transcripts from such records, and to conduct audits of all invoices, materials, records of personnel or other data related to all other matters covered by this Agreement. CITY shall maintain such data and records in an accessible location and condition for a period of not less than three years from the date of final payment under this Agreement, or until after the conclusion of any audit, whichever occurs last. The State of California and/or any federal agency having an interest in the subject of this Agreement shall have the same rights conferred upon KERN COG herein.

16. CITY shall observe and comply with all applicable state, federal, and local laws, ordinances, rules and regulations now in effect or hereafter enacted, each of which are hereby made a part hereof and incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have caused this MEMORANDUM OF AGREEMENT to be executed by their respective officers and agents thereunto duly authorized as of the Execution Date.

KERN COUNCIL OF GOVERNMENTS

Harold W. Hanson, Chair
"KERN COG"

Ahron Hakimi, Executive Director
Kern Council of Governments

APPROVED AS TO CONTENT:

Raul Rojas, Public Works Director
City of Bakersfield

APPROVED AS TO FORM:

Joshua H. Rudnick,
Deputy City Attorney
City of Bakersfield

COUNTERSIGNED:

Nelson Smith
Finance Director
August 5, 2013

TO: Transportation Planning Policy Committee/
Kern Council of Governments

FROM: Ahron Hakimi,
Executive Director

SUBJECT: MEETING OF AUGUST 15th – CANCELLATION NOTICE

The meeting of the Transportation Planning Policy Committee and Kern Council of Governments Board scheduled for August 15, 2013 has been cancelled. The next meeting is scheduled for September 19, 2013. Agenda materials will be mailed approximately one week prior to that date.

Thank you for your cooperation. If there are any questions, please call.
AGENDA
KERN COUNCIL OF GOVERNMENTS

KERN COG CONFERENCE ROOM  THURSDAY
1401 19TH STREET, THIRD FLOOR  SEPTEMBER 19, 2013
BAKERSFIELD, CALIFORNIA  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: Flores, Hanson, Wood, Aguirre, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner

Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 – July 18, 2013

B. Concurrence in Actions of TPPC

C. Response to Public Comments (None)

D. Local Clearinghouse: (None)

E. Second Amendment to the Kern Region Energy Action Plans (Kern REAP) Energy Action Plan Contract with Environmental Science Associates (ESA) (Urata)

Comment: Amend the Kern Region Energy Action Plans (Kern REAP) Energy Action Plan Contract between Kern Council of Governments and Environmental Science Associates (ESA) to create a natural gas strategy cost-benefit analysis tool and to incorporate natural gas energy efficiency measures into the Energy Action Plans at a cost not-to-exceed of $38,700. County Counsel has approved this amendment as to form.

Action: Approve Amendment No. 2 to the Kern Energy Action Plans (Kern REAP) Contract between Kern Council of Governments and ESA and authorize Chair to sign. VOICE VOTE

*** END CONSENT CALENDAR - ROLL CALL VOTE ***
IV. KERN COG:

A. **FY 2013-2014 Overall Work Program and Financial Plan Amendment No. 1 (Palomo)**

Comment: Pursuant to Kern COG policy, the Council shall review and approve amendments to the Overall Work Program (OWP) and Financial Plan (budget). Amendment No. 1 represents a net budgetary increase of $507,411. Administrative staff have reviewed this Amendment.

Action: Approve Amendment No. 1 to the FY 2013-2014 Overall Work Program and Financial Plan and authorize Chair to sign Resolution 13-37. ROLL CALL VOTE.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. **Special Enforcement of Violations of Litter and Debris Regulations (Napier)**

Comment: Memorandum of Agreement between the Kern Council of Governments (COG) acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office for dedicated enforcement of litter and debris regulations on state highways throughout Kern County. This item has been reviewed by County Counsel.

Action: Approve the Memorandum of Agreement between the Kern Council of Governments acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office for dedicated enforcement of litter and debris regulations on state highways throughout Kern County and authorize Chair to sign. 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. ADJOURNMENT: NEXT MEETING: October 17, 2013
The meeting was called to order by Chair Harold Hanson at approximately 6:30 p.m.

I. ROLL CALL:
   Members Present: Flores, Hanson, Pascual, Cantu, Johnston, Linder, Smith, Wegman, Couch, Scrivner
   Members Absent: Wood, Wilke, Holloway
   Alternates: Fuller
   Congestion Management Agency Ex-Officio Members: Miller, Silver, Kiernan
   Others: 3
   Staff: Hakimi, Collins, Ball, Pacheco, Snoddy, Napier, Hightower, Heimer, Stramaglia and Hall

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 – June 20, 2013
   B. Concurrence in Actions of TPPC
   C. Response to Public Comments (None)
   D. Local Clearinghouse (None)

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

IV. KERN COG:

   A. Update on San Joaquin Valley Air Quality Coordinator Consulting Contract

Mr. Ball stated that this is an information item regarding a contract that is led by our sister COG in Stockton. This consultant has been working ten years for us coordinating all eight COG’s air quality conformity demonstrations. We will have a period where we will be without a consultant so staff is considering hiring an interim consultant to assist us with our air quality conformity analysis demonstrations. A conformity analysis demonstration is currently under development as part of the 2014 RTP which is scheduled to be out for public review by November 2013. The Executive Director has discretion under the adopted Kern COG policy manual to hire consulting services not to exceed $10,000 with three quotes or by making a sole source finding. Staff will report back at the September Board meeting on the status of this at this critical time in the development of our RTP. This is for information purposes only.
V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Agreement for Litter and Debris Removal on State Highways

Ms. Napier stated that this item is a continuation of an agreement that we made with the City of Bakersfield on April 18th. The Board at that time agreed to contribute $100,000 toward the removal of litter, but the Overall Work Program for the 2013-14 fiscal year had not yet been adopted; therefore, the Board agreed to contribute $20,000 in a lump sum in April to allow the project to proceed. Attached for Board consideration tonight is an Agreement for the balance of the $100,000 or $80,000 in motorist aid funds. To date the City of Bakersfield uses clients from the Bakersfield Homeless Center and they have cleaned 68 miles of freeway, collected 2,666 bags of debris equivalent to 53,320 pounds. The daily average for May and June was 70 bags per day or 1,400 pounds per day. Staff’s recommendation is to approve the Memorandum of Agreement with the City of Bakersfield.

Mr. Hakimi said that thanks to this Board’s actions, our freeways are much cleaner and he’s really proud of both the Sheriff’s Department and the Homeless Center. Director Scrivner asked regarding bark stockpiling for weed abatement, could we look at expanding the program to include this as well as litter removal. He doesn’t know if this can be done with this particular funding, but it would contribute to a cleaner and safer roadway. Mr. Hakimi said yes we can expand the program. With his discussions with the County of Kern and the City of Bakersfield the first step is to clean it up, the next step is to start fixing some of the irrigation problems, getting rid of the weeds, and then put down some bark and better plant material and make sure the sprinklers are working. Eventually that is our goal to make the freeways look a lot better.

Chair said it would be interesting to know how many get ticketed for littering. Ms. Napier said they haven’t started the enforcement yet, but when they do they are required to send us statistics each month.

MOTION BY DIRECTOR COUCH, second by Director Scrivner, TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN KERN COUNCIL OF GOVERNMENTS, ACTING AS THE KERN MOTORIST AID AUTHORITY, AND THE CITY OF BAKERFIELD AND AUTHORIZE THE CHAIR TO SIGN THE AGREEMENT. Motion carried with a voice vote.

VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR’S REPORT:

A. Warrant Register
B. Timeline

Mr. Hakimi stated that Kern COG is hosting the next Kern County Association of Cities (KCAC) meeting Thursday, August 22nd at Benji’s French Basque Restaurant on Rosedale Highway. Call to RSVP by Friday, August 17th. There will be two additional workshops in metropolitan Bakersfield to gather public input on the 2014 Regional Transportation Plan. They are August 21st and 27th at the Rabobank arena. September 10-13th is the Valley Voice trip to Washington DC, Mayor Wegman will accompany Mr. Phipps and myself. Oct. 7-11 is Rideshare week. We are approaching Fair season, staff will be at the Kern County Fair in September and the Ridgecrest Desert Empire Fair in October. He wanted to recognize several members of your staff for their excellent work that they have done over the last two years with RPAC working on the 2014 RTP that benefits all of the communities in Kern County. They are: Mike Bevins from California City, Wayne Clauson from Shafter, Lorelei Oviatt with the County of Kern, Jim Eggert of the City of Bakersfield, Mike McCabe from Delano, Dennis McNamara from McFarland, Roger Mobely from Wasco and Dave James from Tehachapi.
He congratulated the City of Tehachapi on their newly adopted general plan that received an American Planning Association award for its cutting edge planning and policies.

Remember we will be dark in August, so we will not be 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.

XI. EXECUTIVE SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: EXECUTIVE DIRECTOR Went into closed session at 7:05 p.m.

XII. ADJOURNMENT: DARK IN AUGUST. Next meeting – September 19, 2013

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

Respectfully submitted,

ATTEST: Ahron Hakimi, Executive Director

Harold W. Hanson, Chair DATE: ________________________
September 19, 2013

TO:       Kern Council of Governments
FROM:    Ahron Hakimi
         Executive Director
         By: Linda Urata
         Regional Planner

SUBJECT: KERN COG AGENDA NUMBER III. CONSENT CALENDAR ITEM E.
Second Amendment to the Kern Region Energy Action Plans (Kern REAP) Energy Action
Plan Contract with Environmental Science Associates (ESA)

DESCRIPTION:
Amend the Kern Region Energy Action Plans (Kern REAP) Energy Action Plan Contract between Kern Council of Governments and Environmental Science Associates (ESA) to create a natural gas strategy cost-benefit analysis tool and to incorporate natural gas energy efficiency measures into the Energy Action Plans at a cost not-to-exceed of $38,700. County Counsel has approved this amendment as to form.

DISCUSSION:
In October 2011, Kern Council of Governments contracted with Environmental Science Associates (ESA) to prepare Energy Action Plans for the County of Kern (including up to eight Community Service Districts), and the cities of California City, Delano, McFarland, Ridgecrest and Tehachapi.

Kern REAP is funded by a program administered by Southern California Edison (SCE) specified to address strategies in the California Long-Term Energy Efficiency Strategic Plan (CEESP), funded by California utility ratepayers under the auspices of the California Public Utilities Commission. Therefore, the Energy Action Plans only included measures to address electrical energy efficiency in local government operations.

In February 2013, Kern Council of Governments contracted with the SCE, Pacific Gas & Electric, and Southern California Gas Company to implement the Kern Energy Watch Partnership through December 2014. The Kern Energy Watch Partnership funding also includes CEESP program monies administered by the utility partners. This new funding source for the Kern REAP program from PG&E and Southern California Gas provides the Kern Energy Watch Partnership the opportunity to add natural gas measures to the Energy Action Plan template.

This amendment will expand the Scope of Work in the agreement with ESA to (1) Develop a list of Natural Gas Reduction Strategies, (2) Revise the cost-benefit analysis tool to include natural gas strategies, and (3) Revise the regional Energy Action Plan template to include natural gas strategies at a cost not-to-exceed $38,700.

Staff requests that the contract Scope of Work and budget be amended as proposed. County Counsel has approved this amendment as to form.

ACTION:
Approve Amendment No. 2 to the Kern Energy Action Plans (Kern REAP) Contract between Kern Council of Governments and ESA and authorize Chair to sign. VOICE VOTE
AMENDMENT No. 2
TO CONTRACT BETWEEN THE KERN COUNCIL OF GOVERNMENTS
AND ENVIRONMENTAL SCIENCE ASSOCIATES FOR THE KERN REGION
ENERGY ACTION PLANS (KERN REAP) AGREEMENT

THIS AMENDMENT TO AGREEMENT (Amendment No. 2), effective the 20th day of
September 2013 is made and entered into by and between Kern Council of Governments
(hereinafter “Kern COG”), with its location at 1401 19th Street, Suite 300, Bakersfield, CA and
Environmental Science Associates (ESA) (hereinafter “Consultant”)

W I T N E S S E T H

WHEREAS, KERN COG and CONSULTANT entered into an agreement dated October
21, 2011 (“Agreement”), for the purpose of preparing Energy Action Plans (EAPs) for the
County of Kern (including up to eight Community Service Districts) and the communities of
California City, Delano, McFarland, Ridgecrest and Tehachapi to provide each community with
a policy framework for decision making regarding electrical energy efficiency measures that
result in the reduction of the formation of greenhouse gases that may lead to climate change in
an amount not to exceed $334,510 which terminated on November 30, 2012; and

WHEREAS, KERN COG AND CONSULTANT entered into Amendment No. 1 on
November 15, 2012 extending the term of the Agreement to November 30, 2014; and

WHEREAS, the parties to the Agreement again desire to amend the Agreement
(Amendment No. 2) to expand the Scope of Work to (1) Develop natural gas reduction
strategies, (2) Revise the cost-benefit analysis tool to include natural gas strategies, and (3)
Revise the Kern Region Energy Action Plan Template to include natural gas strategies as part
of a larger Kern REAP program for all of the incorporated cities in Kern County for an additional
$38,700 for a total not to exceed amount of $373,210 for the three year term of the Agreement;

NOW, THEREFORE, KERN COG and CONSULTANT, do mutually agree as follows:

1. Section VI. A. Contract Costs and Reimbursements, of the agreement is deleted and
replaced with the following:

A. Maximum Contract Amount/Budget Amendments

For services rendered, Consultant may bill and receive up to $373,210, to be billed in
accordance with Exhibit “C,” Costs. The total sum billed under this contract may not
exceed including all costs, overhead, and fixed fee expenses. Such billings, up to
the specified amount, shall constitute full and complete compensation for
Consultant's services. Any amendments to the individual categories within the
budget must be approved in writing in advance by Kern COG.

2. Exhibit “A” of the Agreement is deleted and replaced with Exhibit “A” Amendment No. 2,
attached and incorporated by this reference.

3. Except as expressly amended, all provisions of the Agreement shall remain in full force
and effect.
IN WITNESS WHEREOF, this Amendment Number 2 to the Agreement has been executed as of the date herein above appearing.

APPROVED AS TO CONTENT:
Kern Council of Governments

Ahron Hakimi,
Executive Director
“KERN COG”

Harold Hanson, Chairman
“KERN COG”

Environmental Science Associates

Greg Thornton, Chief Financial Officer
Environmental Science Associates
“CONSULTANT”

APPROVED AS TO FORM

Phillip Hall,
Deputy County Counsel
I. Background

Pursuant to Decision 09-09-047, the California Public Utilities Commission ("CPUC") authorized Southern California Edison ("SCE") to conduct strategic plan activities centered on energy efficiency and addressing the "Big, Bold" strategies and related local government goals found in the CPUC's California's Long-Term Energy Efficiency Strategic Plan ("CEESP"). Based on this authorization, SCE conducted a solicitation seeking to fund activities that would lead to long-term, sustainable changes as opposed to supporting staffing resources or short-term initiatives that would cease to exist once the funding had ended. One of the selected programs in this solicitation is the Kern Council of Government's ("KERN COG") Kern Region Energy Action Plans Program ("Program") which promotes long-term energy efficiency and climate action activities.

In order to accomplish a defined portion of the goals of the Program, KERN COG solicited proposals from firms for the preparation of Energy Action Plans for the County of Kern (including up to eight Community Service Districts) and the communities of California City, Delano, McFarland, Ridgecrest and Tehachapi. This work is part of a larger Kern Region Energy Action Plans Program ("Program") which promotes long-term energy efficiency and climate action activities.

The EAP will provide each community with a policy framework for decision making regarding energy efficiency measures that result in the reduction of the formation of greenhouse gases that may lead to climate change.

Kern COG will contract with two consultants to carry out the program of work, including Environmental Science Associates (ESA) to (1) Conduct a local government operations greenhouse gas inventory for each participating municipality, and then to establish methods for tracking progress; and (2) Prepare an Energy Action Plan for each participating municipality that is customized to address their GHG inventory results. ESA is the second of the two consultants. In August 2011, Kern COG contracted with Pacific Municipal Consultants ("PMC") to conduct the Kern County Outreach Program for the Regional Transportation Plan, Sustainable Communities Strategy, and Kern Region Energy Action Plans.

Consultant will provide materials and participate in the public workshops which will serve as the public outreach that leads to the adoption of Energy Action Plans by the participating local governments.
II. Scope of Work Summary

Consultant shall provide those products and services as set forth in Consultant's Proposal and this Exhibit A. Any conflicts between the Proposal and this Exhibit A shall be decided in favor of Exhibit A. Services under this Agreement are divided broadly as tasks (“Tasks”) with correspondingly detailed sub-tasks.

Task 1. Project Management

1.1 Kick off Meeting and Project Work Plan
1.2 Initial Meeting with Regional Planning Advisory Committee and with Participating municipalities
1.3 Biweekly Project Phone Calls
1.4 Monthly Progress Reports
1.5 Meetings with Energy Action Plan Working Group and Other Stakeholder Groups
1.6 Presentation Summarizing the Final Work Products
1.7 Project Communication and Project Communications Website

Task 2. Support Development of Municipal EAPs with GHG Inventory Development and Energy Efficiency Savings Analyses

2A Develop Regional EAP Template
2A.1 Summary of Best Practices
2A.2 EAP Assessment and Planning Report
2A.3 Regional EAP Template for Municipalities
2A.4 Assessment and Performance and Metrics
2B GHG Inventory Coordination
2C Develop and Facilitate Adoption of Municipal Energy Action Plans

2C.1 Participate in Kern Region Outreach Program Process
2C.2 Identify Efficiency Opportunities and Set Energy Efficiency Goals

2C.3 Gather Data and Identify Best-Suited Programs
2C.4 Detailed Cost-benefit Analysis of Programs
2C.5 Draft and Final Municipal EAPs
2C.6 Assessment and Performance Metrics
2D Update the Energy Action Plan Template and Cost-Benefit Analysis Tool with Natural Gas Strategies
Task 1. Project Management

Environmental Science Associates (“Consultant”) will provide project management for the Municipal Energy Action Plans (EAPs) to include the following:

1.1 Kick off Meeting and Project Work Plan
Consultant shall arrange and attend a Kick-Off Meeting with Kern COG to establish roles and responsibilities, and ensure that each team member has a clear understanding of scope, schedule, and budget.

The Consultant will draft a Project Work Plan to guide the work of the consultants, and the participating municipalities and Kern COG. The Project Work Plan will describe the multi-jurisdiction EAP development process, identifying project schedule, milestones and critical path deliverables, key task leaders, and establishing communication protocols and document review processes.

The Consultant’s Project Work Plan will:

- Contain a detailed project schedule for the Kern Region EAPs, which will identify all of the relationships between this project and the Greenhouse Gas Inventory project and will ensure coordination of efforts.

- Provide an adequate time for review of documents, and providing each individual who will be involved in the program with a clear understanding of what key pieces of information are needed from which team members and specifically when they are needed.

*The budget provides for in-person attendance by the Project Manager and at least one additional member of the Consultant.*

1.2 Initial Meeting with Regional Planning Advisory Committee and with Participating municipalities

The Consultant will meet with and provide an overview of the project to the Regional Planning Advisory Committee (RPAC) on November 2, 2011.

The project overview introduces the Project Work Plan including key project tasks and milestones, expectations of the stakeholders from each participating municipality, and avenues for other interested stakeholders to be involved in the project.

Consultant will meet with those participating municipalities not in attendance at the kickoff, individually, either in person or by telephone.

*The budget provides for in-person attendance by the Project Manager and at least one additional member of the Consultant’s team at the 11/2/11 RPAC meeting and at additional project orientation meetings with the participating municipalities, if needed.*
1.3 Biweekly Project Phone Calls
Consultant will participate in biweekly phone calls with Kern COG to update the COG staff on the project, including a summary of tasks and subtasks completed or in progress, and to resolve any issues or obstacles that may have arisen since the last call.

1.4 Monthly Progress Reports
Consultant will provide monthly progress reports on the seventh of each month that include a breakdown of each task showing the percent completed to date and any difficulties encountered in the completion of each task, as well as any changes to the project schedule.

1.5 Meetings with Energy Action Plan Working Group and Other Stakeholder Groups
Consultant shall meet with the Energy Action Plan Working Group (EAPWG) as often as needed to achieve the project goals.

Prior to each meeting, Consultant will develop a detailed agenda and any handouts or materials for review.

Consultant will conduct each portion of the meeting that relates to Energy Action Plans and will develop written notes summarizing the discussion and action items within five days of each meeting.

The budget provides for attendance at EAPWG (or other stakeholder group) meetings once per month, on average, for the duration of the project, by the Project Manager or Deputy Project Manager from the Consultant. This includes meetings with City staff of each participating municipality to review the Draft EAP prior to its public release.

1.6 Presentation Summarizing the Final EAP Reports
At project completion, Consultant will develop a presentation summarizing project outcomes for each Participating Municipality. The presentation will cover the EAP Template, the Final EAPs for each Participating Municipality, and a summary of best practices, lessons learned, and next steps.

At Kern COG’s request, Consultant shall present the project outcomes presentation to the Kern County Board of Supervisors, and to each Participating Municipality.

The budget provides for in-person Final EAP presentations by the Project Manager or Deputy Project Manager from the Consultant’s team, to the Kern County Board of Supervisors, and to the City Council from each Participating Municipality.

1.7 Project Communication and Project Communications Website
Consultant will develop a web-based Project Communications Website communication portal (SharePoint or equivalent) to facilitate the sharing of information among all project participants.

The site will include working and final versions of key documents, a calendar showing upcoming meetings and events, and other relevant information for each consulting team, Kern COG, and each participating municipality. This website is not intended for use by the general public or other stakeholders.
<table>
<thead>
<tr>
<th>Task 1 - Deliverable(s)</th>
<th>Due Date(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Coordination Meeting with Kern COG to review the Project Work Plan</td>
<td>Monday, October 24, 2011</td>
</tr>
<tr>
<td>2. Kickoff Meeting with Kern COG, stakeholders and consultants</td>
<td>RPAC meeting scheduled on Wednesday, November 2,</td>
</tr>
<tr>
<td></td>
<td>2011</td>
</tr>
<tr>
<td>4. Monthly Progress Report</td>
<td>The seventh of each month</td>
</tr>
<tr>
<td>5. Energy Action Plan Workgroup (RPAC) Meeting Materials: handouts, presentations</td>
<td>The RPAC meets on the first Wednesday of each</td>
</tr>
<tr>
<td></td>
<td>month.</td>
</tr>
<tr>
<td>6. Project Communications Website</td>
<td>November 30, 2011</td>
</tr>
</tbody>
</table>

**Task 2: Develop Municipal EAPs for participating local governments**

The work to be completed in Task 2 supports the California’s Long-Term Energy Efficiency Strategic Plan’s Goal 4 that local governments will lead their communities with innovative programs for energy efficiency, sustainability, and climate change.

The goals and objectives of Task 2 fall into three subtasks:

Task 2A: Develop a regional Municipal EAP Template for Participating municipalities;

Task 2B: Municipal GHG Inventory Coordination; and

Task 2C: Facilitate Development and Adoption of Municipal EAPs.

Task 2D: Update the Energy Action Plan Template and Cost-Benefit Analysis Tool with Natural Gas Strategies

Task 2A. Develop Regional EAP Template for Municipalities

The purpose of the EAP Template is to create a common and consistent approach for all Participating municipalities in developing their EAPs. The EAP Template will be developed by completing the following four steps:

- 2A.1 Summary of Best Practices
- 2A.2 EAP Assessment and Planning Report
- 2A.3 Regional EAP Template for Municipalities
- 2A.4 Assessment and Performance and Metrics

2A.1 Summary of Best Practices

The summary will inform the EAP Assessment and Development Plan, helping to determine the structure, type of content, and level of detail to be included.
Consultant will select several good examples of local government Energy Efficiency Programs (and similar programs, such as Energy Efficiency and Conservation Plans, and energy sections of exemplary CAPs) adopted by peer municipalities, and review these with Kern COG to illustrate the range and type of analyses and planning that can be delivered, and the implications for future planning related to AB 32 and SB 375. The review will also include a summary of the actions completed or in progress by the Kern Climate Change Task Force related to energy. Consultant will review other resources, such as protocols and guides that have been provided by local government support organizations. The EAP Assessment Plan will incorporate recommendations and best practices put forth by government support organizations, including International Coalition of Local Environmental Initiatives (ICLEI) Local Governments for Sustainability, CoolCalifornia.org, the California Energy Commission, and others.

2A.2 EAP Assessment and Planning Report
Consultant will develop a Municipal EAP Assessment and Planning Report that describes the process for developing the EAP Template, and how each Participating Municipality should structure and implement energy and GHG accounting planning at the municipal operations level.

The EAP Assessment and Planning Report will provide recommended data collection processes, and provide a plan for involving key staff at Participating municipalities. It will also outline the key research tasks and analysis to be conducted related to energy use, policies, technology use, and governance structures.

A Draft EAP Assessment and Planning Report will be provided to Kern COG by October 28, 2011 and a final report will be developed in response to comments received from Kern COG and other stakeholders; the Final EAP Assessment and Planning Report will be completed by November 15, 2011.

2A.3 Regional EAP Template for Municipalities
The EAP Template will include specific information related to the following types of municipal operations as appropriate:

- Municipal Buildings’ lighting and HVAC
- Potable Water Treatment and Conveyance
- Wastewater Treatment
- Operation of Local Prisons
- Operation of General Aviation Airports

Using the outline developed in the EAP Assessment and Planning Report, Consultant will develop the Regional EAP Template. The Template will consist of a document to be tailored and modified for each participating municipality. Although some municipalities may choose to add supplemental information or additional chapters to the Template as needed, it is expected that the Template will include boilerplate text for all key portions of the EAP, and will be designed so that the minimal level of effort will be needed to complete the EAPs for each municipality.
The EAP Template will be created with input and support from the GHG consultant, shall include the following:

- A methodology for measuring baseline energy use and how that will inform the GHG inventory for each municipality (this recommendation will be provided to the GHG consultant);

- A discussion of and justification for the year selected to represent baseline energy use and GHG emissions; ESA anticipates that the baseline year will be 2005, to be consistent with the County’s inventory and other baseline GHG inventories in climate action plans being developed in the region and across California (see explanation in Task 2B – this recommendation will be occur with input from the GHG consultant);

- An approach for monitoring energy use reduction goals and updating the energy use inventory;

- A boundary definition for the types of equipment and energy use to be included in the EAP. It is expected that the largest energy uses with the highest potential for reduction will be targeted;

- A framework for developing energy efficiency goals and targets for municipal facilities, including different types of goals (quantitative or qualitative) that may be appropriate, as well as other information to be included with goals, such as an implementation timeframe;

- An approach to reviewing and modifying local government energy management policies, use of technology, and governance structures to achieve goals of energy reduction and GHG emissions reduction;

- An approach for analyzing energy efficiency opportunities;

- General criteria for evaluating energy efficiency measures and a framework for developing a cost and savings and energy reduction analyses (see Task 2C.4 – Detailed Cost-Benefit Analysis);

- General criteria for prioritizing the energy efficiency measures;

- A summary of measurement and evaluation plans for ongoing tracking of progress towards the goals in the EAP; and

- Boilerplate text for each key chapter of the EAP.

Consultant will develop a set of emission reduction measures that would be appropriate for the various cities in Kern County to include in their EAPs. Each participating municipality then selects 15-20 of the most appropriate measures for their tailored EAP. In developing local EAPs, the Consultant will work with representatives from each municipality to select the most appropriate measures for their specific operations. As envisioned, the EAP Template could be a
menu of emission reduction measures that could be used by each municipality, along with basic
descriptions and a framework for analyzing and prioritizing the measures.

Furthermore, the Consultant will work with Kern COG and the participating municipalities to
develop criteria for evaluating energy programs and initiatives to be included in the Template.

The criteria are likely to include cost-effectiveness (for both energy efficiency and GHG
emissions reduction), funding availability, and feasibility of implementation. The
Consultant will build upon existing local and regional sustainability efforts, working where
possible to leverage the energy and climate action planning efforts of neighboring cities.
The Consultant will also engage the Community Energy Partnership (CEP), which is a
SCE and Southern California Gas partnership with seven local cities to promote
sustainable communities.

Consultant will develop a Draft EAP Template by January 6, 2012, and will circulate the draft for
review and comments to Kern COG, the Participating municipalities, and other stakeholders
such as SCE. The Consultant will incorporate comments and further improve the EAP Template
by including any additional information relating to best practices. The Final EAP Template will
be completed by February 1, 2012.

2A.4 Assessment and Performance Metrics
In addition to providing the regional EAP Template, Consultant will assess the cost and time
savings attributable to sharing the work of developing the EAP Template across several
participating municipalities, rather than creating individual municipal EAPs separately.

In our monthly Progress Report, or in a separate report, Consultant will also provide a summary
of tracked performance indicators related to the EAP Template development, including:

- Number and type of Participating municipalities represented in the EAPWG/RPAC; and
- Resources (human and financial) used by Participating municipalities to develop the
  EAP Template.

<table>
<thead>
<tr>
<th>Task 2.A. - Deliverable(s)</th>
<th>Due Date(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Draft EAP Assessment and Planning Report</td>
<td>October 28, 2011: this date is firm.</td>
</tr>
<tr>
<td>2. Final EAP Assessment and Planning Report</td>
<td>November 15, 2011</td>
</tr>
<tr>
<td>3. Draft EAP Template</td>
<td>January 6, 2012</td>
</tr>
<tr>
<td>4. Final EAP Template</td>
<td>January 2014</td>
</tr>
<tr>
<td>5. Monthly report of tracked Performance</td>
<td>Monthly with Invoicing Requirements</td>
</tr>
<tr>
<td>Indicators</td>
<td></td>
</tr>
</tbody>
</table>

Task 2B. GHG Inventory Coordination
Consultant will support development of a GHG inventory for each Participating Municipality.
Specifically, as part of the EAP project, Consultant will provide a list of suggested data to be
collected, and will share information on best practices and approaches for conducting a municipal GHG inventory.

The baseline year for the greenhouse gas inventory will be 2005, unless otherwise stipulated by the participating municipality, to be consistent with GHG inventories developed for climate action plans being prepared in the region and across California. Per the California Air Resources Board (CARB) recommendation, participating municipalities will consider targeting their 2020 emissions at 15 percent below current levels (circa 2005), a percentage that parallels the statewide 2020 commitment. Consultant will ensure that the participating municipality understands the 2020 target requirements and includes the appropriate target reductions in the final Energy Action Plan.

Consultant understands that the final Municipal GHG Inventories will be completed by March 30, 2012, and the results will be included in each municipality’s EAP.

<table>
<thead>
<tr>
<th>Task 2.B. - Deliverable(s)</th>
<th>Due Date(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Meeting (may be via conference call) schedule</td>
<td>November 15, 2011</td>
</tr>
<tr>
<td>2. Meeting Notes</td>
<td>5 days following each mtg.</td>
</tr>
<tr>
<td>3. Written requests for specific data collection or greenhouse gas inventory items to customize the Energy Action Plans for each community</td>
<td>1 day following each mtg. or as needed</td>
</tr>
<tr>
<td>4. Baseline emissions and date (most likely 2005), 1990 GHG emissions levels, and individual participating municipalities’ 2020 target emissions are incorporated into each municipal EAP.</td>
<td>November 30, 2013</td>
</tr>
</tbody>
</table>

Task 2C. Develop and Facilitate Adoption of Municipal Energy Action Plans
In Task 2C, Consultant will work closely with each Participating Municipality to develop a Final EAP. Consultant will work with the municipality to minimize the time and effort needed for completion of the EAPs.

Consultant will develop EAPs for each Participating Municipality based on the regional EAP Template, tailored to local policies and programs, and incorporating public input. Each EAP will at minimum include the following:

- A summary of the municipality’s baseline energy use and GHG inventory ;
- Energy efficiency goals for municipal facilities;
- Energy efficiency-related energy management policies and cost reduction strategies;
Integration of new technologies in municipal facilities;
- Identification of how governance structure will support and implement energy policies and procedures;
- Discussion of ancillary benefits such as energy price stability; security in energy supply; local jobs and economic stimulus; and contribution toward local climate protection goals;
- Establishment of baseline for energy use (and greenhouse gas reduction) and process for monitoring progress toward goals; and
- Process, plans and schedule for updating greenhouse gas inventory.

Development and adoption of the EAPs will be completed in the following six steps:

- 2C.1 Participate in Kern Region Outreach Program Process
- 2C.2 Identify Energy Efficiency Opportunities, and Set Energy Efficiency Goals
- 2C.3 Gather Data and Identify Best-Suited Programs
- 2C.4 Detailed Cost-benefit Analysis of Programs
- 2C.5 Draft and Final Municipal EAPs
- 2C.6 Assessment and Performance Metrics

2C.1 Participate in Kern Region Outreach Program Process
Consultant will participate in the Kern Region Outreach Program Process (led by the Outreach consultant, PMC) to facilitate development and adoption of each Participating Municipality’s EAP, based on the regional EAP Template.

Public outreach will consist of public workshops in each participating municipality to solicit ideas and input on the EAP Template and how it should be tailored to each participating municipality. For these workshops, Consultant will be responsible for providing the Template and supporting information, framing the technical points of the discussion, and providing any needed materials to facilitate the workshop (PowerPoint slides, handouts, etc.).

Consultant will work toward accomplishing the objectives of the engagement process as follows in order to incorporate input from the process into the final EAPs:

- Gain an understanding of each stakeholder’s mission and operations, and generate ideas to reduce present and future energy use supportive of their mission and operations;
- Understand issues, concerns or priorities related to potential new initiatives for energy reductions and the ways such initiatives might affect each stakeholder’s operations; and
- Solicit feedback on proposed strategies and assumptions used in the quantification of energy savings and GHG emissions reductions.

The budget provides for in-person attendance by the Project Manager or Deputy Project Manager, and at least one additional member of the Consultant.
2C.2 Identify Efficiency Opportunities and Set Energy Efficiency Goals
Consultant will work with representatives at each Participating Municipality to gather information on current policies, programs, and energy management processes, and how these could be altered to improve energy efficiency in the future. Consultant will ensure that each municipality’s EAP provides appropriate policies and procedures for the implementation of energy efficient practices and equipment, and identifies specific actions to be taken by the respective Participating Municipality to achieve energy efficiency goals and to create demand for energy efficient and resource efficient buildings.

For each Participating Municipality, Consultant will also identify existing and planned energy conservation efforts, as well as other existing programs that could assist in maximizing the energy efficiency of municipal operations.

Consultant will estimate the energy savings and GHG impacts of recently completed and planned projects. These energy savings and reductions will be included in the analysis to help each City determine the progress already made towards improving energy efficiency relative to their energy use baseline year (which is expected to be 2005).

Consultant will gather this information through direct contacts with each Participating Municipality (e.g., key staff within the departments of Public Works and Recreation and Community Services, and other municipal staff) and through its participation in the EAPWG.

Consultant will also gather information on current policies, practices, and governance structures related to energy management, decision-making processes, as well as the procedures for updating the various policies.

In order to include information on current and future plans for GHG inventory reporting, Consultant will work with representatives from each Participating Municipality and the ESA GHG Inventory Team to identify included buildings and facilities and understand implications for GHG accounting in the EAP. During this phase, we will identify available data sources, determine data needs and where assistance from municipal staff is needed to collect data, and identify the most effective way to leverage stakeholder engagement efforts by the Outreach consultant PMC.

Consultant will develop draft 2020 targets for energy use and energy-related GHG emissions. With each Participating Municipality the Consultant will discuss with staff the relative merits, opportunities and challenges associated with a target consistent with California Assembly Bill (AB) 32 for emissions reductions by 2020. Working with municipal staff, these targets will be reviewed and adjusted later as we prioritize and quantify the impacts of selected programs, as described in the next section.

2C.3 Gather Data and Identify Best-Suited Programs
The EAP Template will contain a comprehensive set of emission reduction measures and/or new programs that will reduce energy usage. Consultant will then work with each Participating Municipality to choose a subset of these measures for inclusion in their EAP.
Additional energy reduction measures may be developed, as appropriate, that would be more specific to each municipality’s specific conditions.

Consultant will undertake the following activities to examine the electricity consumption and potential for reductions at municipality-operated facilities:

- Review previously completed building energy audits across all types of energy use including lighting, heating ventilation and cooling (HVAC), and process loads. We will review information related to existing equipment efficiency levels, types of equipment, age of facilities, recommended retrofits and associated costs;

- Identify municipal facilities that consume substantial energy, including operation of local community correctional facilities, water conveyance systems, and wastewater treatment facilities;

- Collect additional information needed to identify opportunities for energy reductions. Consultant will submit to municipal staff a request for available data to identify major energy use equipment and energy use characteristics, such as:
  - Lighting (e.g., fixture type, quantity, operating hours)
  - HVAC equipment system (e.g., size in tons, configuration for each facility, operating parameters such as set points and operating hours)

- Examine SCE billing data (preferably for multiple years, by facility). If not previously completed for municipal facilities, the Consultant will benchmark facility performance based on Commercial End Use Survey (CEUS) and SCE specific data for facility energy use intensity (i.e., kWh/square foot by building type and climate zone). This analysis will help to identify facilities with the greatest opportunity for reducing energy use. The Consultant will work with municipal staff to determine which facilities should be the focus of further analysis; and

- Conduct phone interviews with facility managers, as well as public works, police, fire, and other relevant department staff to understand each facility’s needs and operational parameters; any operational problems to be addressed; and all repair, replacement, and upgrade opportunities. The interviews will also focus on the roles and responsibilities of the operations and maintenance staff, any planned improvement projects (both energy and non-energy related), and the energy cost-savings targets.

For each participating municipality, Consultant will conduct an assessment of municipal policies as they affect energy consumption and cost of municipal operations, and identify opportunities to expand on existing City activities, plans, and programs. Example usage and policies include operations and maintenance practices, such as standards for building temperature set points, time-of-day schedules for buildings (relative to actual occupancy), and reactive versus proactive maintenance. Consultant will assess relevant purchasing policies for energy using equipment (both facility and plug loads).
Using all the research described above, Consultant will identify a set of projects, programs and initiatives that will enable energy conservation and reduction of GHG emissions from each municipality’s operations in a cost-efficient manner. Consultant will work collaboratively with municipal staff to determine which initiatives should be included in a cost-benefit analysis. (Consultant will conduct the cost-benefit analysis as part of Task 2C.4.)

Programs addressing energy efficiency and conservation may include the following topic areas:

- Building energy efficiency retrofits
- Green building & new construction techniques
- Outdoor lighting efficiency
- Industrial systems and equipment including wastewater treatment
- Water conveyance efficiency
- Water conservation and reuse
- Renewable energy production (wind and solar PV)
- Electric vehicle infrastructure
- Distributed generation

Consultant will focus on airport operations, prison operations, water conveyance and wastewater treatment plants. Consultant will identify and estimate efficiency opportunities related to pumps, compressed air systems, and premium motors. Consultant will also examine the potential for reducing the pumping needs related to auxiliary water systems and examine how controls are set up, including wet well levels.

Consultant will work with municipal staff to determine if “reach codes” (building codes that go beyond Title 24) are appropriate for municipal facilities, and what thresholds might be considered for implementation (e.g., based on project cost or square footage, and what standards such as Leadership in Energy & Environmental Design (LEED) or GreenPoint Rated programs, for example).

Task 2C.4 Detailed Cost-Benefit Analyses

The purpose of completing the detailed cost-benefit analyses is to refine prioritization of the energy strategies and measures, and lay the groundwork for eventual GHG Energy Efficiency Analysis by the GHG consultant. While the overall approach for the analysis will be outlined in the EAP Template, the cost-benefit analyses will provide more details and specific calculations relevant to the measures as applied to individual Participating municipalities.

As noted in Subtask 2B, Consultant will develop a set of standard measures that could be included in several of the EAPs. The cost/benefit and energy efficiency analysis of each of these standard measures will be developed in advance, so that cities would only need to provide some additional data or assumptions to complete the analysis of these measures included in their EAPs.

For both the standard and non-standard measures, Consultant will provide a cost-benefit analysis that evaluates the potential return on investment (ROI) and life cycle costs associated with each energy-efficiency measure. The financial evaluation will include operating and maintenance costs to ensure that the true costs are adequately accounted for in the analysis.
We will identify measures with near-term ROI potential and measures that have longer-term ROI potential. The expected energy reductions of each measure will be calculated. Some measures common to several participating municipalities will involve similar calculations with limited data needed from each municipality, while additional, tailored calculations for non-standard measures will be developed separately.

Initiatives will then be prioritized using the criteria provided in the EAP Template. The prioritization will likely take into consideration the energy and GHG reductions, financial criteria, and other criteria such as ease of implementation and funding availability for each measure.

Consultant will develop the cost-benefit analysis in the form of a Memo and attached spreadsheet for each Participating Municipality, by April 1, 2012 to include the following:

- Documentation of the approach and methodologies used to conduct the cost/benefit analyses;
- Documentation of assumptions and data sources used in the calculations;
- Calculation of costs, annual energy savings, GHG emission reductions; and
- Prioritization of measures based on the cost-benefit analysis.

The results will be incorporated into the Final EAP for each municipality.

2C.5 Draft and Final Municipal EAPs
Each EAP will identify projects, programs and initiatives proposed for reducing the Participating Municipality’s energy consumption and GHG emissions. Input from the public workshops will be incorporated into the Final EAPs before adoption.

Each EAP will also include a tailored monitoring and evaluation plan, so that each municipality has a clear sense of how to continue monitoring energy use and resulting GHG emissions, as well as progress towards the goals included in the EAP.

Consultant will quantitatively assess the value and benefits of each EAP program by estimating its impact on the municipality’s energy efficiency goals (kWh saved).

Consultant will also describe the suggested changes needed to fully implement each municipal EAP.

Consultant will develop the Draft Municipal EAPs by June 1, 2012. Following the public workshops, and a review by the participating municipalities and other stakeholders, Consultant will develop the Final EAPs for all Participating municipalities by August 30, 2012.

2C.6 Assessment and Performance Metrics
In the monthly progress report, Consultant will provide a summary of tracked performance indicators related to the development of the EAPs for each municipality, as they become available, including:
Assessing the value of any updates made to the baseline inventory established in Task 2B;

- Progress toward municipal energy efficiency goals: forecasts of kWh savings through 2020 attributable to adoption of EAPs;

- Establishment of energy management policies and procedures called for in the EAP;

- GHG reduction forecasts through 2020 attributable to adoption of EAPs, and

- Tracking and assessing additional items per the measurement and evaluation plan in the final EAPs.

### Task 2.C. - Deliverable(s) | Due Date(s)
--- | ---
1. Public workshops on customization of EAPs | July 15, 2012
2. Draft EAP for each participating municipality | February 1, 2012
3. Final EAP for each participating municipality | March 15, 2013
4. Report on EAP Stakeholder Input **Provided by Outreach Consultant PMC**
   Incorporated into EAPs | July 17, 2012
   | August 3, 2012
5. For all participating municipalities - resolutions adopting EAP or documentation of why EAP was not adopted and related alternate plans | October 10, 2013
6. Monthly report of tracked Performance Indicators | Monthly with invoicing requirements

### Task 2D. Update the Energy Action Plan Template and Cost-Benefit Analysis Tool with Natural Gas Strategies

As noted in Subtask 2B, Consultant will develop a set of standard electrical energy efficiency measures that could be included in several of the EAPs. The cost/benefit and energy efficiency analysis of each of these standard measures will be developed in advance, so that cities would only need to provide some additional data or assumptions to complete the analysis of these measures included in their EAPs.

**Task 2D.1 Develop natural Gas Reduction Strategies**

The Consultant will use its existing expertise along with additional research to compile a list of best practices in natural gas efficiency for local government operations. To identify best practices, the Consultant will review existing local government Energy Action Plans and Energy
Efficiency Programs (and similar programs) adopted by peer municipalities, as well as guidance by state agencies (e.g. California Energy Commission), utilities, and local government support organizations, including but not limited to International Coalition of Local Environmental Initiatives (ICLEI) Local Governments for Sustainability, US EPA, the American Council for an Energy-Efficient Economy (ACEEE), CoolCalifornia.org, and the State Energy Efficiency collaborative (SEEC).

A draft list of natural gas strategies will be reviewed with Kern COG to determine which of them will be brought forward for incorporation into the cost-benefit analysis tool.

**Task 2D.2 Revise the Cost-Benefit Analysis Tool to Include natural Gas Strategies**

The current cost-benefit tool automates the methodology used to identify and prioritize energy efficiency measures for each Kern REAP participant. Energy efficiency measures are scored and ranked using several cost, benefit, and implementation criteria. The tool includes a menu of electrical energy efficiency measures appropriate for Kern REAP participants, along with basic descriptions and a framework for analyzing and prioritizing the measures.

Using the knowledge and information gained from Task 1, the Consultant will develop up to twenty (20) natural gas measures (either new measures, or adding natural gas to existing measures) and incorporate them into the tool. In the tool, a tab for each measure will provide a worksheet for calculating costs, energy savings, and return on investment. Assumptions and information sources will be clearly documented. The tab for each measure will also provide quantitative attributes (e.g., simple payback period) and qualitative attributes (e.g., community co-benefits). As with electricity measures, the tool will allow scoring of natural gas measures based on the ranking and weighting of evaluation criteria.

**Task 2D.3 Revise the Kern Region Energy Action Plan Template to Include Natural Gas Strategies**

The existing Kern Region Energy Action Plan Template (last updated in April 2013) includes a table of standard measures for improving electric energy efficiency, along with boilerplate text for all key portions of the EAP. The EAP Template is designed so that the minimal level of effort is needed to complete an EAP for each municipality.

The Consultant will revise the EAP Template with natural gas strategies and update the text throughout the document as needed to incorporate natural gas strategies. In particular, revisions to the EAP Template will focus on the following sections:

- Chapter 6: Energy Conservation Strategies and Goals for Municipal Operations
  - Section 6.2 – Framework for Strategy and Goal Development: update discussion on strategy and goal development to encompass natural gas as well as electricity;
  - Expand discussion of AB 32 and energy baseline to include natural gas as well as electricity;
Section 6.5 – summary of Energy Efficiency Strategies and goals; update Tables 6-2, 6-3 and 6-4 with general strategies and goals for natural gas conservation and efficiency related to Buildings, Infrastructure; and Policies and Procedures.

- Chapter 8: Implementation
  - Revise Section 8.1 (Cost/Benefit Analysis and Prioritization Framework) where needed or appropriate to incorporate natural gas strategies.

- Chapter 9: financing Models and Mechanisms
  - Update chapter to include potential funding streams for natural gas programs.

- Chapter 10: Monitoring, Measuring and Verifying Progress
  - Revise discussion of ENERGY STAR Portfolio Manager to include natural gas.

- Appendix E: List of Pre-Developed Energy Efficiency Measures for the Kern REAP Program
  - Revise to match the natural gas measures included in the cost-benefit analysis tool.

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<td>2. Natural Gas Measures incorporated into the Cost-Benefit Analysis Tool</td>
<td>December 11, 2013</td>
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<td>3. Energy Action Template revised to include natural gas strategies</td>
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<td>5. Monthly report of tracked Performance Indicators</td>
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APPENDIX C
Kern Council of Governments

SOLE SOURCE OR SOLE BRAND VENDOR JUSTIFICATION

Requestor: Kern COG Staff

1. Please indicate whether this procurement is a sole source or sole brand:

   **Sole Source:** If checked, please specify whether this procurement for the purchase of ‘goods’ and ‘services’.
   
   **Goods:** Item is available from one source only. Item is a one-of-a-kind and is not sold through distributors, only through the manufacturer who is the exclusive distributor of goods you wish to purchase.
   
   **vServices:** *This service can only be performed by one vendor. There are unique qualifications, rights, patents and/or licenses this vendor possesses which make this vendor exclusive.*

   OR

   Sole Brand: There is more than one source that can supply the specified model and brand. A competitive bid can be solicited for this requested brand only. This brand meets form, fit and function. Nothing else will do. (Skip #2-proceed to 4 below)

2. Have you made a diligent and conscientious search to locate other vendors who can supply this item or service and no other vendor can be found?

   No – Please continue to search for other suppliers until you are convinced that no other vendor exists that can provide this good/service or commit to a competitive bid process.

   **vYes – Please fill out the required vendor information below.**

3. The following vendor is the only vendor able to supply the sole source good or service requested:

   Vendor Name: ESA and DNV KEMA (ESA Team)
   Contact: Jeff Caton
   Address: 225 Bush Street, Suite 1700; San Francisco, CA 94104
   Federal Employer #: 94-1698350
   Phone: 415-896-5900
   Fax: 415-896-0332
   Email: JCaton@assoc.com

4.
A. Provide a brief description of the goods/services to be purchased:

The ESA Team will complete three tasks for this project. (1) Develop Natural Gas Reduction Strategies. (2) Revise the Cost-Benefit Analysis Tool to Include Natural Gas Strategies. (3) Revise the Regional Energy Action Plan Template to Include Natural Gas Strategies.

B. Why has the product and/or vendor been selected?

The ESA Team was selected because of their experience with this project. This ESA Team created the Cost-Benefit Analysis Tool and the Energy Action Plan Template for the Kern Region Energy Action Plans (Kern REAP) program to assist local governments with setting selection criteria that are then used to determine which electricity energy efficiency strategies are most appropriate for their operations. This work will expand the tool to allow for selection of natural gas energy efficiency strategies.

C. For goods only: Are there unique performance features REQUIRED (not merely preferred) for this product/brand selected that are not available in any other product/brand?

N/A

D. For services only: Are there unique qualifications, rights, patents, or licenses that this vendor possesses?

The ESA Team is uniquely qualified as they created the original Energy Action Plan Template and cost-benefit analysis strategy selection tool through a contract for the Kern REAP program. They are still under contract to November 30, 2014 to complete the Kern REAP project. This new program of work complements the work in progress.

E. Why are these specific features/qualifications required?

Kern COG strives to deliver high quality programs on time and on budget. The ESA Team in place has an established working relationship with the individual jurisdictions, an understanding of each Kern REAP program’s participating local government partners’ natural gas usage inventories, as well as experience and knowledge of energy efficiency planning in California. These qualifications uniquely position ESA and DNV KEMA to complete this task considering the time constraints attached to the funding contract for the Kern Energy Watch Partnership program.

F. What are the advantages to Kern Council of Governments by acquiring this good/service from this vendor?

The work will be of value to the Kern COG member agencies, allowing them to identify strategies to address reducing natural gas use, based on inventory work completed in the Fourth Quarter of 2012.
G. What other products/services have been examined and rejected?

This project will not include working with the local jurisdictions to customize their existing or new Energy Action Plans with natural gas strategies.

H. Why are other sources that may be able to provide equivalent goods or services unacceptable? Provide a full meaningful explanation.

The team of ESA and DNV KEMA were the only consultants sought after due to the urgency of filling the current need and given their experience in creating the tool and with the Kern COG member agencies’ inventories.

I. What are the total costs for these goods/services? Include all cost details such as taxes, delivery, etc.

Labor: $37,700
Direct Expenses, including travel: $1,000
Total budget: $38,700

5. Is there an unusual or compelling urgency associated with this project?

No
Yes – Please Explain: The Scope of Work and the funding for this project stem from the Kern Energy Watch Partnership strategic plan funding as part of the Kern Energy Watch partnership contracts in place with Pacific Gas and Electric and Southern California Gas Company. These contracts expire on December 31, 2014. The Kern REAP contract with Southern California Edison also expires on December 31, 2014. The work to create the tool and template update will last up to 4 months. This will still allow time for the Kern COG member agencies (that choose to participate in this project) to use the tool to complete work to update or create Energy Action Plans by the third quarter of 2014.

I hereby certify that:

I am an approved staff representative and am aware of Kern Council of Governments’ requirements for competitive bidding, as well as, the criteria for justification for sole brand vendor.

X

Ahron Hakimi, Executive Director
September 19, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

BY: Gregory J. Palomo
Financial Services Officer

SUBJECT: COG AGENDA NUMBER IV. ITEM A.
FY 2013-2014 Overall Work Program and Financial Plan
Amendment No. 1

DESCRIPTION:

Pursuant to Kern COG policy, the Council shall review and approve amendments to the Overall Work Program (OWP) and Financial Plan (budget). Amendment No. 1 represents a net budgetary increase of $507,411. Administrative staff have reviewed this Amendment.

DISCUSSION:

Attached are the worksheets documenting the details of FY 2013-2014 OWP and Financial Plan, Amendment No. 1. Staff recommends the following significant changes:

Financial Plan

- Incorporate a net increase in revenues of $507,411. This revision includes an increase in federal funds ($447,594), and local funds ($59,817).

- Incorporate a net increase in expenditure appropriations of $531,011. This revision provides for increases in professional services ($517,000), services and supplies ($14,011).

Overall Work Program

Adjustments have been made to various work elements so that the OWP will reconcile to the Financial Plan. The more significant revisions are detailed below.

- Increase work element 601.1 ($400,000) to provide additional funding for the Regional Transportation Plan.

- Increase work element 606.2 ($73,421) to add funding for the Kern River Valley Transportation Development Plan.

- Increase work element 1001.4 ($26,000) to provide additional funding for Information Services.

ACTION:

Approve Amendment No. 1 to the FY 2013-2014 Overall Work Program and Financial Plan and authorize Chair to sign Resolution 13-37. ROLL CALL VOTE.
BEFORE THE KERN COUNCIL OF GOVERNMENTS
STATE OF CALIFORNIA, COUNTY OF KERN

RESOLUTION 13-37

In the matter of:

AMENDMENT NO. 1 TO THE FY 2013-2014 OVERALL WORK PROGRAM AND FINANCIAL PLAN

WHEREAS, each Metropolitan Planning Organization (MPO) is required to develop a detailed Overall Work Program (OWP); and

WHEREAS, the OWP is designed to meet the comprehensive planning requirements of the Department of Transportation, the Department of Housing and Urban Development, the Environmental Protection Agency, and state agencies; and

WHEREAS, the OWP has been developed in accordance with guidelines established by the Intermodal Planning Group; and

WHEREAS, Kern COG has adopted an OWP and Financial Plan for Fiscal Year 2013-2014; and

WHEREAS, Amendment No. 1 will result in increased total budgetary appropriations of $507,411 as detailed in the attachments, attached hereto and made a part of this Resolution No. 13-37 by this reference.

NOW, THEREFORE, BE IT RESOLVED THAT: Amendment No. 1 to the FY 2013-2014 Overall Work Program/Financial Plan is hereby authorized.

AUTHORIZED AND SIGNED THIS 19TH DAY OF SEPTEMBER 2013.

AIES:

NOES:

ABSTAIN:

ABSENT:

Harold W. Hanson, Chair

ATTEST:

Ahron Hakimi,
Executive Director
Kern Council of Governments

I hereby certify that the foregoing is a true copy of a resolution of the Kern Council of Governments, duly authorized at a regularly-scheduled meeting held on the 19th day of September 2013.

Ahron Hakimi,
Executive Director
Kern Council of Governments
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**TOTALS** | $5,059,153 | $507,411 | $0 | $0 | $0 | $5,566,564

**FY 2011-12 CARRYOVER FUNDS** | $1,027,660 | $442,411 | $0 | $0 | $0 | $1,470,071

**FY 2012-13 ESTIMATED FUNDS** | $4,031,493 | $65,000 | $0 | $0 | $0 | $4,096,493

**TOTAL (CONTROL)** | $5,059,153 | $507,411 | $0 | $0 | $0 | $5,566,564
### Kern Council of Governments

**FINANCIAL PLAN SUMMARY**

**FY 2013-2014**

Revised: September 10, 2013

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<tr>
<th>Account No./Title</th>
<th>2013-14 Proposed</th>
<th>Amendment No. 1</th>
<th>Amendment No. 2</th>
<th>Amendment No. 3</th>
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<td><strong>SERVICES &amp; SUPPLIES</strong></td>
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<td><strong>SUBTOTAL-SERVICES &amp; SUPPLIES</strong></td>
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Revised September 10, 2013
FY 2013-2014 Overall Work Program
SUMMARY FINANCIAL TABLE
Funding Source

FHWA

FTA

Safe Routes

SEC.5304

Cost Sharing (grantor % / KCOG %)
Footnotes
Air Quality Modeling/Transportation Management

101.1

Air Quality Public Outreach Program

to School

Rural

90/10
(2)

89/11
(4)

FTA

FTA

SEC.5303 SEC.5303

$

FTA

MPO

MPO

JARC

(5)

Carryover
(5)

NF
(6)

FHWA

FHWA

FHWA

FHWA

Regional

Regional

Regional

Local

PL

PL

RSTP

CMAQ

Planning

Planning

Planning

Contracts

Match

Non-match

Total

89/11
(7)

Carryover
(7)

89/11

8,457

$

(9)

STIP PPM

STIP PPM

(11b)

Local Match
(11c)

(10)

(13)
-

$

-

$

-

101.2

$

-

$

13,516

$

13,516

Water Development Monitoring Program

102.1

$

-

$

4,586

$

Environmental Review Program

103.1

Community and Environmental Inventory Mapping System 201.1

Budget

Contractor

Services &

Estimate

Cost

Supplies

Capital

TOTAL

Estimate

Estimate

Equipment

BUDGET

(14)

$

$ 21,706

27,463

TOTAL

$

35,920

$

35,920

$

-

$

-

$

13,516

$

13,516

$

-

$

-

4,586

$

4,586

$

2,936

$

-

$

1,650

$

-

$

4,586

$

48,789

$

46,789

$

-

$

2,000

$

-

$

48,789

$

225,383

$

171,783

$

20,000

$

33,600

$

-

$

225,383

$

63,929

$

11,429

$

50,000

$

2,500

$

-

$

63,929

$

53,535

$

52,885

$

-

$

650

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-

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53,535

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27,083

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225,383

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$

35,920

$

13,516

201.2

Mapping Services and Technical Support

201.3

Kern Regional Blueprint

203.1

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San Joaquin Valley Blueprint Coordination

203.2

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Eastern Sierra Regional Blueprint

203.3

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Community Design Concepts

203.4

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$

113,469

$

63,469

$

50,000

$

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$

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$

113,469

SB 375 Implementation

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2030 Regional Transportation Plan/CMS

53,535

$ 24,372

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89,097

601.1

$ 25,637

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194,468

RTP/CIP - Financial Element

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31,756

RTP Outreach

601.3

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185,336

6,593

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354,120

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5,456

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$

63,929

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Kern Aerial Imagery Program

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38,564

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38,564

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38,564

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38,564

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38,564

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45,880

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620,105

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98,105

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500,000

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22,000

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620,105

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38,349

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38,349

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38,349

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707

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707

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191,499

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116,336

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65,000

$

10,163

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191,499

Environmental Justice

601.5

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14,456

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14,456

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14,456

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14,456

Transportation Improvement Program

602.1

$ 41,332

$

154,664

$

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$

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$

-

$

195,996

$

181,996

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-

$

14,000

$

-

$

195,996

Local Assistance for Federal-Aid Projects

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$ 29,134

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119,516

$

Trans. System Monitoring and Coordination

603.1

$

37,243

Traffic Count Program

603.2

Regional Travel Demand Model Maintenance

604.1

$

93,506

$

-

$ 79,677
$

323,523

-

$

-

$

-

$

148,650

$

145,450

$

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$

3,200

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$

148,650

$ 12,115

$

-

$

12,115

$

142,864

$

75,464

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65,000

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2,400

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142,864

$ 10,323

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91,230

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101,553

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181,230

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61,553

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119,677

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181,230

$ 41,916

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248,131

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290,047

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613,570

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175,570

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425,000

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13,000

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$

613,570

Growth Forecast Model

604.2

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81,810

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81,810

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81,810

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81,140

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670

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81,810

Regional Travel Demand Model

604.3

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115,696

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115,696

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115,696

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115,696

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115,696

Corridor/Major Investment/Impact Studies

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97,478

$ 12,629

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12,629

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110,107

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110,107

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110,107

Regional Transportation Impact Fee

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15,125

Transit Planning

606.1

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24,245

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24,245

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90,286

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89,866

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420

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90,286

TDP - Kern River Valley

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65,000

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8,421

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8,421

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73,421

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6,673

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65,000

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1,748

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73,421

TDP - Mojave

606.3

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TDP

606.4

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Transit Security Plan

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3,333

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3,333

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3,333

Passenger Rail Program

606.6

$ 43,395

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1,406

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111,375

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112,781

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167,030

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64,890

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100,000

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2,140

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167,030

Metropolitan Bakersfield Long-Range Transit Study

606.7

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Aviation Transportation Planning

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4,111

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4,111

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3,691

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420

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4,111

Bicycle Transportation Planning

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97,416

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97,416

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37,416

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97,416

Pedestrian Transportation Planning

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10,399

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10,399

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10,399

Safe Routes to School Program

608.3

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Transportation Demand Management

609.1

$ 21,679

$

2,991

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24,670

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191,991

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115,776

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48,875

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27,341

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191,991

$ 66,041

3,333
$ 10,854

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$ 167,321

JARC/New Freedom Program

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11,603

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11,603

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11,603

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11,603

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11,603

Freight Planning

610.1

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42,409

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42,409

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42,409

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35,279

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7,130

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42,409

I-5/Route 99 Truck Origin & Destination Study

610.2

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Routes 46, 65, 119, 166 Truck Origin & Destination Study

610.3

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Regional Rail Freight Study

610.4

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8,841

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8,841

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8,841

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8,621

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8,841

Grant Writing

801.1

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17,737

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17,737

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17,737

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17,137

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600

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17,737

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157,839

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465,000

$ 20,451

$

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Regional Technical Assistance

902.1

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20,451

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643,290

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13,290

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630,000

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643,290

Information and Data Management

903.1

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74,525

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74,525

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74,525

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73,525

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1,000

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74,525

Year 2010 Census Coordination

903.2

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$

5,554

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5,554

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5,554

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5,554

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5,554

Partnership Services

904.1

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Interregional Transportation Coordination

906.1

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125,968

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September 19, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi, Executive Director

BY: Becky Napier, Regional Planner III

SUBJECT: COG AGENDA NUMBER. VII. KMAA ITEM A. Special Enforcement of Violations of Litter and Debris Regulations

DESCRIPTION:

Memorandum of Agreement between the Kern Council of Governments (COG) acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office for dedicated enforcement of litter and debris regulations on state highways throughout Kern County. This item has been reviewed by County Counsel.

DISCUSSION:

May 16, 2013, the Kern COG Board acting as the Kern Motorist Aid Authority (KMAA) approved a Memorandum of Agreement between the KMAA and the Kern County Sheriff’s Office for dedicated enforcement of litter and debris regulations on state highways throughout Kern County. After further review, the Kern County Sheriff’s Office requested that a clause be inserted specifying that Deputies assigned to dedicated special enforcement may be diverted at County’s discretion to unrelated emergency situations if the need arises. All other items in the Agreement basically remain the same.

ACTION

Approve the Memorandum of Agreement between the Kern Council of Governments acting as the Kern Motorist Aid Authority and the Kern County Sheriff’s Office for dedicated enforcement of litter and debris regulations on state highways throughout Kern County and authorize Chair to sign. VOICE VOTE.
MEMORANDUM OF AGREEMENT BETWEEN THE
KERN COUNCIL OF GOVERNMENTS ACTING AS THE
KERN MOTORIST AID AUTHORITY AND
THE KERN COUNTY SHERIFF’S OFFICE
FOR ENFORCEMENT OF LITTER AND DEBRIS REGULATIONS

THIS MEMORANDUM OF AGREEMENT (“Agreement”), made and entered into this 19th day of September, 2013, is by and between the Kern County Sheriff’s Department (“COUNTY”) and Kern Council of Governments acting as the Kern Motorist Aid Authority, a joint powers entity (“KERN COG”). City and Kern COG are referred to individually as a “Party” and collectively as the “Parties.”

WITNESSETH

WHEREAS, KERN COG adopted the FY 2013-2014 Overall Work Program and Financial Plan; and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority adopted a Financial Plan for operation and maintenance of a call-box system; and

WHEREAS, California Streets and Highways Code Section 2557(d) states that monies that exceed the amount needed for full implementation and ongoing costs to maintain and operate the motorist aid system of call boxes, may be used for purposes of safety-related motorist aid projects; and

WHEREAS, studies show that litter and debris on the roadway creates a safety hazard and causes numerous accidents per year in North America; and

WHEREAS, KERN COG acting as the Kern Motorist Aid Authority is willing to provide funding to assist with dedicated enforcement of litter and debris regulations on state highways in Kern County by COUNTY.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. COUNTY shall be the lead agency for the operation of the enforcement of litter and debris regulations on state highways in the County of Kern.

2. COUNTY shall submit monthly invoices to KERN COG for hours spent by Deputies providing dedicated special enforcement for violation of litter and debris regulations on state highways in Kern County for Fiscal Year 2013-2014.

3. COUNTY shall provide such dedicated enforcement of litter and debris regulations in the amount of $55.71 per hour of enforcement.

4. Both Parties agree that Deputies assigned to dedicated special enforcement for violations of litter and debris regulations pursuant to this Agreement may be diverted at COUNTY’S discretion to unrelated emergency situations if the need arises. However, any time spent on activities unrelated to litter enforcement will be excluded from the billed time on the monthly invoices submitted to KERN COG.

5. KERN COG shall provide COUNTY up to $100,000 from funds programmed in the Kern Motorist Aid Financial Plan for costs incurred by COUNTY for enforcement of litter and debris regulations on state highways in Kern County.

6. COUNTY shall provide a monthly statistical report to the Kern COG Board on the number of violations issued by Deputies for violation of litter and debris regulations on state highways in Kern County.

7. This Agreement shall be deemed effective as the date first above written and shall end one year after that date.
8. This Agreement may be modified or amended only by a written document executed by the COUNTY and KERN COG.

9. Either Party may, at its sole discretion, terminate this Agreement at any time by giving 30 days written notice to the other Party.

10. COUNTY shall indemnify, defend (upon written request of KERN COG) and save harmless KERN COG, its officers, agents and employees from any and all losses, damages, liability, claims or causes of action of every nature whatsoever for physical damage to or destruction of property, including the property of KERN COG, or physical injury to or death of any person or persons, including KERN COG's officers, agents and employees, which may arise out of any act or omission of the COUNTY, its officers, agents, independent contractors or employees during the performance of this Agreement.

11. No waiver of a breach of any provision of this Agreement shall constitute a waiver of any other breach, or of such provision. Failure of either Party to enforce at any time, or from time-to-time, any provision of this Agreement shall not be construed as a waiver thereof. The remedies herein reserved shall be cumulative and in addition to any other remedies in law or equity.

12. Should any part, term, portion, or provision of this Agreement be finally decided to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the agreement which the Parties intended to enter into in the first instance.

13. This Agreement contains the entire agreement of the Parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this Agreement shall be of no force or effect excepting a subsequent modification in writing, signed by the Party to be charged.

14. The terms of this Agreement shall be construed and interpreted under, and all respective rights and duties shall be governed by, the laws of the State of California.

15. Any notice or notices required or permitted to be given pursuant to this Agreement may be personally served on the other Party by the Party giving such notice or may be served by certified mail, return receipt requested, to the following addresses:

TO KERN COG: Ahron Hakimi, Executive Director
Kern Council of Governments
1401 19th Street, Suite 300
Bakersfield, California 93301

TO COUNTY: Donny Youngblood, Sheriff
County of Kern
1350 Norris Road
Bakersfield, CA 93308

16. The individual executing this Agreement on behalf of each Party warrants that he/she is authorized to execute the Agreement on behalf of their agency and that the agency will be bound by the terms and conditions contained herein.

17. COUNTY acknowledges that COUNTY, and all subcontractors hired by COUNTY to perform services under this Agreement, are aware of and understand the Immigration Reform and Control Act (“IRCA”). COUNTY is and shall remain in compliance with the IRCA and shall ensure that any
subcontractors hired by COUNTY to perform services under this Agreement are in compliance with the IRCA. In addition, COUNTY agrees to indemnify, defend and hold harmless KERN COG, its agents, officers and employees, from any liability, damages or causes of action arising out of or relating to any claims that COUNTY’s employees, or the employees of any subcontractor hired by COUNTY, are not authorized to work in the United States for COUNTY or its subcontractor and/or any other claims based upon alleged IRCA violations committed by COUNTY or COUNTY’s subcontractor(s).

18. COUNTY agrees to maintain and make available to KERN COG accurate books and records relative to all its activities under this Agreement. COUNTY shall permit KERN COG to audit, examine and make excerpts and transcripts from such records, and to conduct audits of all invoices, materials, records of personnel or other data related to all other matters covered by this Agreement.

19. To the extent permitted by law, COUNTY shall maintain such data and records in an accessible location and condition for a period of not less than three years from the date of final payment under this Agreement, or until after the conclusion of any audit, whichever occurs last. The State of California and/or any federal agency having an interest in the subject of this Agreement shall have the same rights conferred upon KERN COG herein.

20. COUNTY shall observe and comply with all applicable state, federal, and local laws, ordinances, rules and regulations now in effect or hereafter enacted, each of which are hereby made a part hereof and incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have caused this MEMORANDUM OF AGREEMENT to be executed by their respective officers and agents thereunto duly authorized as of the Execution Date.

KERN COUNCIL OF GOVERNMENTS

Harold W. Hanson, Chair
"KERN COG"

Mike Maggard, Chairman
County of Kern Board of Supervisors

COUNTY OF KERN

APPROVED AS TO CONTENT:

Ahron Hakimi, Executive Director
Kern Council of Governments

Donny Youngblood, Sheriff-Coroner
Kern County Sheriff's Office

APPROVED AS TO FORM:

Deputy, Kern County Counsel
KERN COG

Kendra L. Graham, Deputy County Counsel
Office of County Counsel
AGENDA
KERN COUNCIL OF GOVERNMENTS
KERN COG CONFERENCE ROOM
1401 19TH STREET, THIRD FLOOR
BAKERSFIELD, CALIFORNIA
THURSDAY
OCTOBER 17, 2013
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: Flores, Hanson, Wood, Aguirre, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner

Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 – July 18, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse: (None)
E. FY 2013-2014 Overall Work Program (Phipps)

Comment: Kern COG is developing its 2014-15 Overall Work Program and is soliciting projects for inclusion. This item has been reviewed by the Transportation Technical Advisory Committee and the Regional Planning Advisory Committee.

Action: Information.
F. **Contract for Legal Services and Review of the Draft 2014 Regional Transportation Plan**

(Phipps)

**Comment:** Retainer contract between Kern Council of Governments and attorney Patricia Chen for legal review of the 2014 Regional Transportation Plan and its associated environmental document. This item has an initial budget of $50,000 and has been reviewed by County Counsel.

**Action:** Approve retainer contract with attorney Patricia Chen for legal review of the 2014 Regional Transportation Plan and its associated environmental document. VOICE VOTE.

G. **Kern Region Energy Action Plans Monthly Update** (Urata)

**Comment:** As the implementer of the Kern Energy Watch Partnership program, Kern Council of Governments (Kern COG) coordinates a regional effort to address the goals set forth in the California Long Term Energy Efficiency Strategic Plan (CEESP). This item is a monthly update on activities related to achieving Goal 4: Local governments lead their communities with innovative programs for energy efficiency, sustainability and climate change. Strategy 4.1: Adopt an Energy Action Plan (EAP) to reduce community greenhouse gas emissions with a focus on energy efficiency. This item has been reviewed by the Regional Planning Advisory Committee.

**Action:** Information.

H. **Contract Agreement with Mendez Media Marketing, Inc. to Provide Kern Energy Watch Marketing Consultant Services** (Urata)

**Comment:** As the implementer of the Kern Energy Watch Partnership Program for the program cycle 2014-2015, Kern Council of Governments (Kern COG) desires to enter into a contract with Mendez Media Marketing, Inc. to provide Marketing Consultant Services to support Kern Energy Watch goals for Marketing, Education, Outreach, and selected California Long Term Energy Efficiency Strategic Plan goals in an amount not-to-exceed $120,000. County Counsel has received this contract for review.

**Action:** Authorize Chair to sign the Contract with Mendez Media Marketing, Inc. VOICE VOTE.

I. **Community Survey Contract Approval** (Napier)

**Comment:** Community Survey Contract for Fiscal Year 2013-2014 in an amount not to exceed $65,000. This item has been sent to County Counsel for review.

**Action:** Approve contract for Community Survey between Kern COG and Godbe Research in an amount not to exceed $65,000 and authorize Chair to sign. VOICE VOTE.

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

IV. **KERN COG:**

A. **Kern COG Health Insurance Premiums** (Phipps)

**Comment:** Proposal to establish an 80/20 ratio for employer/employee health contributions.

**Action:** Approve an 80/20 employer/employee ratio for Kern COG health benefits. VOICE VOTE.
V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Discussion of Partial Removal of the Kern Motorist Aid Call Box System from State Routes (Napier)

Comment: The Kern COG Board requested staff research removal of low call volume call boxes from the Kern Motorist Aid Call Box System.

Action: Board discussion and provide staff direction.

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: November 21, 2013
The meeting was called to order by Chair Harold Hanson at approximately 6:30 p.m.

I. ROLL CALL:
Members Present: Hanson, Wood, Cantu, Smith, Couch, Scrivner
Members Absent: Flores, Pascual, Wilke, Holloway, Johnston, Linder, Wegman
Alternates: Gurrola, Morgan, Colvard
Congestion Management Agency Ex-Officio Members: Miller, Silver, Fox
Others: 10
Staff: Hakimi, Collins, Ball, Phipps, Stramaglia, Pacheco, Snoddy, Napier, Hightower, DeBranch, Raymond, Smith. Flickinger and Hall

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.

Mr. Zack Griffin, with Kern Active Transportation, comes before the Board tonight to encourage you to connect me with staff. He said he is a bicycle educator through the League of American Cyclist and he is currently working on a grant on traffic safety for Los Angeles. It’s a program that is beneficial and extremely needed in our community since we have unfortunately lost our 29th victim of road fatality, cycling and pedestrian deaths combined this last week. The program offers templates that could be available to all the cities and communities in Kern so they could implement this if they wish. He wants kids of today to grow up with bicycle education at their schools like he did. He would love to connect COG staff with those opportunities.

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 – July 18, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse (None)
E. Second Amendment to the Kern Region Energy Action Plans (Kern REAP) Energy Action Plan Contract with Environmental Science Associates (ESA)

MOTION BY DIRECTOR COUCH, second by Director Smith, TO APPROVE THE CONSENT CALENDAR. Motion carried with a roll call vote,
IV. KERN COG:

A. FY 2013-2014 Overall Work Program and Financial Plan Amendment No. 1

Mr. Phipps stated that tonight we bring to you our first budget amendment of the year. We are incorporating an increase of revenues of $507,411 that comes from our carryover funds from the FTA Planning funds as well as an increase in our expenditures totaling $531,011, this increase is from two different work elements 601.1 which represents the Regional Transportation Plan for continued work on the environmental document, this is not new funding it is money held over from last year that is being brought back into the budget because the work has not been completed. We are increasing work element 606.2 by $17,421 to add funding for the Kern River Valley Transportation Development Plan and 1001.4 for $26,000 that covers document archiving as well as organizational membership fees such as the California Councils of Government.

MOTION BY DIRECTOR COUCH, second by Director Smith, TO APPROVE AMENDMENT NO. 1 TO THE FY 2013-2014 OVERALL WORK PROGRAM AND FINANCIAL PLAN AND AUTHORIZE CHAIR TO SIGN RESOLUTION NO. 13-37. Motion carried with a roll call vote.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Special Enforcement of Violations of Litter and Debris Regulations

Ms. Napier stated that this is a reapproval of a contract that was approved in May of this year. After it was sent to the Sheriff’s Department their County Counsel requested that a clause be put in that stated that Deputies assigned to this dedicated special enforcement may be diverted at County’s discretion to unrelated emergency situations if the need arises without cost to Kern COG.

Chair asked if the Sheriff’s Department would be reporting to us on their success at handing out fines. Ms. Napier said that she had a meeting with them last week and they will actually be able to tell us the disposition of those fines.

MOTION BY DIRECTOR MORGAN, second by Director Couch, TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN KERN COUNCIL OF GOVERNMENTS, ACTING AS THE KERN MOTORIST AID AUTHORITY, AND THE KERN COUNTY SHERIFF’S OFFICE FOR DEDICATED ENFORCEMENT OF LITTER AND DEBRIS REGULATIONS ON STATE HIGHWAYS THROUGHOUT KERN COUNTY AND AUTHORIZE THE CHAIR TO SIGN THE AGREEMENT. Motion carried with a voice vote.

VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR’S REPORT:

A. Warrant Register

B. Timeline

Mr. Hakimi stated that some of you may have noticed that we have a booth at the Kern County Fair and just last night we spoke to 482 people about the Regional Transportation Plan and the Sustainable Communities Strategy. On September 25th is the Tehachapi Business Expo. September 26th is the California Long Term Energy Efficiency Strategy Plan Local Government Chapter update workshop in the San Joaquin Valley. Some of you are familiar with the Road to Discovery, which Kern COG funds, these are the clean air discovery kits for school age children, 360 were sent out to 6th grade class rooms. In four years we will be able to reach over 50,000 plus students. That is something that FHWA has given us accolades for here in Kern County is our ability to start educating at a very young age about air quality and its link to transportation. October is Energy Awareness Month.
The week of October 7th is Rideshare Week. October 10-11th is the San Joaquin Valley Fall Policy Conference in Stockton. October 17th to the 20th is the High Desert Fair in Ridgecrest. October 19th is Shafter’s Centennial Celebration. October 30th Kern Energy Watch Energy Action Plan Summit is at Hodel’s.

Just last week, Sept. 10-14th Councilmember Pascual from Delano, Mr. Phipps and myself were in DC visiting with our federal elected officials. We visited with ten of our members of Congress in the House and the Senate. They are all fully aware of the challenges we face and the act of going with the seven counties to the north of us really makes a difference. We are seen as a group that represents more population. We had personal addresses from senators, and members of the House. It was a very productive meeting.

November 18th is the date of the next Kern COG/SCAG joint meeting. Several of you have attended that in the past, please let us know if you are interested in attending this meeting. We talked about partnerships earlier this evening, our next partnership will likely be with Los Angeles County and Southern California Association of Governments (SCAG).

Tomorrow is the San Joaquin Valley Partnership meeting at the Weil Institute, some of the Governor’s Cabinet members will be there.

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 Morgan thanked everyone for welcoming him back and said it is a great pleasure to work with this group again and the staff of Kern COG who he greatly respects for this 14 month stint. Director Holloway is still the primary and he is just the alternate. Am looking forward to working with all of you again. Also the City of Ridgecrest is celebrating its 50th anniversary on November 1st through the 3rd. Come over the mountain and visit us, it will not only be entertaining but also educational.

Director Smith asked where the SCAG meeting will be held. Mr. Hakimi said that it will likely be at Tejon Ranch. Mr. Phipps said that right now we are trying to establish a meeting at the Tejon Ranch Village headquarters near Santa Clarita.

Chair said that for those of you who are not aware, Director Wegman lost both her Mom and Dad within the last 30 days and Director Couch’s Dad passed away last week and his Mom not that long ago. Remember them in your prayers.

XI. EXECUTIVE SESSION: (None)

XII. ADJOURNMENT: Next meeting – October 17, 2013

There being no further business, the meeting adjourned at approximately 7:30 p.m.

Respectfully submitted,

ATTEST: Ahron Hakimi, Executive Director

Harold W. Hanson, Chair DATE:_______________________
October 17, 2013

TO: Kern Council of Governments
FROM: Ahron Hakimi, Executive Director
BY: Robert Phipps, Administrative Services Director
SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM E. FY 2014-2015 OVERALL WORK PROGRAM

DESCRIPTION:
Kern COG is developing its 2014-15 Overall Work Program and is soliciting projects for inclusion. This item has been reviewed by the Transportation Technical Advisory Committee and the Regional Planning Advisory Committee.

DISCUSSION:
The Overall Work Program (OWP) is an annual administrative document developed to meet state and federal guidelines. Projects requested by local, state and federal agencies that address regional issues and concerns are included in order to provide a comprehensive overview of the annual Kern COG program.

Agencies are encouraged to submit appropriate projects to Kern COG staff for possible inclusion in the FY 2014-2015 Overall Work Program. These proposals may include but are not limited to freight and rail studies; corridor or interchange studies; and technical assistance grants. Requests should be submitted to the Executive Director no later than December 6, 2013.

ACTION:
Information.
October 17, 2013

TO: Kern Council of Governments

FROM: Ahron R. Hakimi,
Executive Director

By: Robert R. Phipps
Administrative Services Director

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM F.
CONTRACT FOR LEGAL SERVICES AND REVIEW OF THE DRAFT 2014 REGIONAL
TRANSPORTATION PLAN

DESCRIPTION:

Retainer contract between Kern Council of Governments and attorney Patricia Chen for legal review of the 2014 Regional Transportation Plan and its associated environmental document. This item has an initial budget of $50,000 and has been reviewed by County Counsel.

DISCUSSION:

The 2014 Regional Transportation Plan (RTP) is a long-range, comprehensive planning document that serves as Kern County’s guide for public policy decisions regarding transportation programs and expenditures. The RTP consists of policy, action, and finance elements required under RTP Guidelines as established by the California Transportation Commission. For this plan, an Environmental Impact Report assessing potential environmental impacts for the proposed transportation-related projects is required under the California Environmental Quality Act (CEQA).

The Kern County Counsel’s office, which acts as Kern COG’s legal representative, has recommended a thorough review of the draft 2014 Regional Transportation Plan to ensure it conforms to all applicable CEQA requirements. County Counsel has recommended CEQA specialist Patricia Chen to conduct this review.

County Counsel and staff have proposed an initial budget of $50,000 for this contract, along with an initial deadline of November 30, 2013, which may be amended as necessary to complete the review. Staff proposes that County Counsel review each invoice to verify work performed before approving for payment by Kern COG.

ACTION:

Approve retainer contract with attorney Patricia Chen for legal review of the 2014 Regional Transportation Plan and its associated environmental document. VOICE VOTE.
KERN COUNCIL OF GOVERNMENTS
AND
PC LAW GROUP

ATTORNEY FEE AGREEMENT

THIS AGREEMENT is made by and between the client whose name appears below (referred to herein as “Client”) and the attorneys whose names appear below (referred to herein as “Attorneys”).

1. Services to Be Provided by Attorneys. Client hereby engages Attorneys to provide all legal services reasonably required to represent Client in connection with the matter (the “Matter”) described in the schedule commencing after the signature lines below (the “Schedule”). In order to enable Attorneys to render these services effectively, Client shall be truthful with Attorneys in discussing the Matter and shall keep Attorneys apprised of all developments regarding the Matter. Client shall otherwise cooperate with Attorneys in the Matter and shall be reasonably available to attend meetings, court appearances, or other proceedings in connection with the Matter. Client hereby acknowledges that it already has a general counsel and acceptance of this engagement by Attorneys does not involve representation of Client or Client’s business interests in any matter other than the Matter. It is further acknowledged that any communications or documents shared between Attorneys and the general counsel shall be treated with the same privilege they would be afford if the communication was directly with the Client.

2. Fees.

   a. As compensation for the services to be performed by Attorneys pursuant to Section 1 above, Client agrees to pay fees to Attorneys at the basic hourly rates set forth on the Schedule subject to periodic changes as provided herein and subject to adjustment as provided in Section 2(b) below. The basic hourly rates set forth in the Schedule are subject to review and change by Attorneys on a periodic basis. Attorneys shall give Client thirty (30) days notice of any such change and Client shall be presumed to have agreed to the new basic hourly rates if Client does not discharge Attorneys within the 30-day period before the new rates take effect.

   b. Time for legal personnel is charged in the minimum increments set forth on the Schedule, except as may otherwise be noted on said Schedule with respect to a specific task. Any minimum time charges for a specific task noted on the Schedule are subject to periodic change in the same manner provided for the basic hourly rates as set forth in Section 2(a) above.

   c. All time spent in connection with the Matter by the legal personnel designated by Attorneys to handle the Matter shall be billed to Client in accordance with this Section 2. Such time may include, without limitation, time spent waiting in court, time spent in travel, and time spent in office conferences between or among the legal personnel assigned to the Matter. When such personnel engage in office conferences, each person will charge for his or her time expended. Likewise, if more than one of Attorneys’ legal personnel attends a meeting, court hearing or other proceeding, each will charge for his or her time. Attorneys shall assign legal personnel to the Matter solely in Attorneys’ judgment.
d. Client hereby acknowledges that although Attorneys may, from time to time for Client’s convenience, furnish Client with estimates of the amounts of fees which Attorneys anticipate will be charged with respect to services to be performed under this Agreement, such estimates are by their nature inexact and are not binding on either Attorneys or Client.

3. Costs and Expenses. Client agrees to pay Attorneys, in accordance with this Section 3, all costs and expenses incurred in performing legal services in connection with the Matter. Such costs and expenses may include, without limitation, long-distance telephone calls, messenger and other delivery fees, overnight mail, charges for computer research and outside assisted legal research, travel expenses such as mileage, parking, airfare, meals, and hotel accommodations which shall be in addition to the hourly rates for travel time, photocopying and other reproduction charges, clerical staff overtime, word processing charges, charges for computer time, process server’s fees, filing fees and other charges assessed by courts and other public agencies, court reporter’s fees, jury fees, witness fees, investigator’s fees, expert’s fees, or consultant’s fees, and other similar items. Except as may be listed on the Schedule, all such items will be charged to Client at Attorneys’ cost. The charges for any items listed on an attachment hereto are subject to periodic change in the same manner provided for the basic hourly rates as set forth in Section 2(a) above.

4. Retainer. If specified on the attached schedule, Client hereby agrees to pay, upon execution of this Agreement, a retainer (the “Retainer”) which shall be deposited in a trust account. This Agreement shall take effect upon execution of this agreement. However, the effective date of Attorneys’ representation will be retroactive to the date services were first performed. The Retainer, if any, shall be applied against Attorneys’ periodic invoices to Client. After satisfaction of any such invoices that are outstanding at the conclusion of the representation, any unused portion of the Retainer shall be refunded to Client. Client hereby authorizes Attorneys to withdraw the Retainer from the trust account and apply the Retainer in the manner set forth herein.

5. Billings. Attorneys will send Client an invoice for fees and costs incurred on a monthly basis. Client shall pay each such invoice within 30 days of its date. If the amount shown as due on our monthly statement is not paid within 30 days, the unpaid balance will bear interest at the rate of 1% per month. Attorneys’ invoice shall clearly state the basis thereof, including the amount, rate and basis for calculation (or other method of determination) of Attorneys’ fees. Attorneys shall provide Client with an invoice within ten (10) days of Client’s request. Client may make subsequent requests for invoices at intervals of no less than thirty (30) days following the initial request.

6. Grant of Lien. Client hereby grants Attorneys a lien on any and all causes of action which Client may assert in any court action brought by Attorneys on Client’s behalf under this Agreement. Such lien shall be in addition to all other rights of Attorneys to receive sums owing from Client under this Agreement.

7. Insurance. Pursuant to §6147 or §6148 of the California Business and Professions Code, as applicable, Attorneys hereby disclose that Attorneys maintain errors and omissions insurance coverage applicable to the services to be performed by Attorneys.

8. Disclaimer. Attorneys have made no promises or guarantees to Client concerning the outcome of the Matter, and nothing in this Agreement shall be construed as such a promise or guarantee.
9. **Termination of Services.**

   a. Client shall have the right at any time to terminate Attorneys’ services upon written notice to Attorneys, and Attorneys shall immediately after receiving such notice cease to render additional services. Such termination shall not, however, relieve Client of the obligation to pay the fees due for services rendered and costs incurred prior to such termination.

   b. If Client fails to meet any of Client’s obligations under this Agreement, Attorneys shall have the right to terminate this Agreement, and Client shall take all steps necessary to free Attorneys of any obligation to perform further, including without limitation the execution of any documents necessary to complete Attorneys’ discharge or withdrawal. The right of Attorneys hereunder is in addition to those created by statute or recognized by rules of professional conduct.

10. **Voluntary Arbitration.** The parties understand that Attorneys are required to arbitrate any fee dispute under this Agreement. Client agrees to such arbitration by the Kern County Bar Association pursuant to California Business and Professions Code §6200. Subject to applicable bar rules, the prevailing party in any such arbitration shall be awarded its reasonable costs and attorneys’ fees incurred in connection with the dispute.

11. **Conflict of Interest Waiver.** The Rules of Professional Conduct require a client’s informed written consent before an attorney may begin or continue to represent a client, if the attorney has or has had a relationship with another party interested in the subject matter of the proposed representation of the client. Currently, no such potential conflict of interest exists.

**IN WITNESS WHEREOF,** the parties have executed this Agreement as of the date indicated below.

DATED: _____________________

CLIENT: _____________________

ATTORNEYS: _____________________

KERN COUNCIL OF GOVERNMENTS

PC LAW GROUP

By: _____________________

     HAROLD W. HANSON, CHAIRMAN

By: _____________________

     PATRICIA J. CHEN, PRINCIPAL

1401 19TH STREET, SUITE 300
BAKERSFIELD, CALIFORNIA 93301
OFFICE: 661.861.2191

18201 VON KARMAN, SUITE 1080
IROVE, CA 92612
OFFICE: 949.209.9019
FAX: 949.208.6869

Referred by: Wendy Lockwood
DESCRIPTION OF MATTER
AND SCHEDULE OF RATES

1. CLIENT: Kern Council of Governments

MATTER: 1037.001 Legal services re: Regional Transportation Plan and California Environmental Quality Act compliance

For services to be rendered to Kern Council of Governments (Client), including telephone conferences, meetings, negotiations, pleadings, hearings, correspondence and/or memoranda, research and preparation of any documents necessary to assist in Client’s Matter. Representation of Client will not commence until a signed fee agreement and requisite retainer are received by Attorneys. New matters outside this scope will entail the following: (1) an agreement in writing and (2) our standard hourly rates will apply, unless some special fee arrangement is made. Patricia J. Chen, principal, will be the principal attorney in charge of this matter and may utilize the services of other attorneys in the firm.

2. FEES: Standard hourly rates.

All hourly rates are billed in minimum increments of .10 (tenths) of an hour.

Hourly rates will be charged for any additional work beyond the scope of the legal services described above.

<table>
<thead>
<tr>
<th>Rates per Hour:</th>
<th>Year 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>$325.00</td>
</tr>
<tr>
<td>Paralegal</td>
<td>$150.00</td>
</tr>
<tr>
<td>Legal Clerk</td>
<td>$100.00</td>
</tr>
</tbody>
</table>
3. **COSTS AND EXPENSES CHARGED TO CLIENT ABOVE ATTORNEYS’ COST:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duplication</td>
<td>$ .15/page</td>
</tr>
<tr>
<td>Database Research (varies based on research type)</td>
<td>Direct Cost</td>
</tr>
<tr>
<td>Fees (Applicable Fees)</td>
<td></td>
</tr>
<tr>
<td>Court Filing Fees</td>
<td></td>
</tr>
<tr>
<td>Commissioner of Corporations</td>
<td></td>
</tr>
<tr>
<td>Deposition/Transcript Fees</td>
<td></td>
</tr>
<tr>
<td>Franchise Tax Board Filing Fees</td>
<td></td>
</tr>
<tr>
<td>Secretary of State Filing Fees</td>
<td></td>
</tr>
<tr>
<td>Trademark/Patents Application, Annuity Fees, etc.</td>
<td></td>
</tr>
<tr>
<td>Recording Fees (Deeds)</td>
<td></td>
</tr>
<tr>
<td>Travel Mileage</td>
<td>$ .55 per mile</td>
</tr>
<tr>
<td>or current IRS rate</td>
<td></td>
</tr>
<tr>
<td>Delivery Services: (varies by delivery location)</td>
<td></td>
</tr>
<tr>
<td>Messenger Service</td>
<td></td>
</tr>
<tr>
<td>Federal Express, UPS (varies by size, weight and Location)</td>
<td></td>
</tr>
<tr>
<td>Long-Distance Telephone</td>
<td>Direct Cost</td>
</tr>
<tr>
<td>International Calls</td>
<td>Direct Cost</td>
</tr>
<tr>
<td>Witness Fees</td>
<td>Direct Cost</td>
</tr>
<tr>
<td>Large Facsimiles (Outgoing Faxes)</td>
<td>Direct Cost</td>
</tr>
<tr>
<td>Postage</td>
<td>Standard Postal Rates</td>
</tr>
</tbody>
</table>

It is Attorneys’ general practice not to charge Client for telephone charges, small photocopying jobs, and telecopying service (incoming or outgoing). However, Client will be responsible for all other out-of-pocket expenses incurred on its behalf, such as travel, meals, parking, transcripts of proceedings, and services such as messenger or delivery service and large photocopying jobs. Expenses will be separately itemized in Client’s billing statements as “Costs.”
APPENDIX C
Kern Council of Governments

SOLE SOURCE OR SOLE BRAND VENDOR JUSTIFICATION

Requestor: Robert R. Phipps, Administrative Services Director

1. Please indicate whether this procurement is a sole source or sole brand:

- **Sole Source:** If checked, please specify whether this procurement is for the purchase of ‘goods’ or ‘services’.

  - **Goods:** Item is available from one source only. Item is a one-of-a-kind and is not sold through distributors, only through the manufacturer who is the exclusive distributor of goods you wish to purchase.

- **Services:** This service can only be performed by one vendor. There are unique qualifications, rights, patents and/or licenses this vendor possesses which make this vendor exclusive.

OR

- **Sole Brand:** There is more than one source that can supply the specified model and brand. A competitive bid can be solicited for this requested brand only. This brand meets form, fit and function. Nothing else will do. (Skip #2 – proceed to #4 below)

2. Have you made a diligent and conscientious search to locate other vendors who can supply this item or service and no other vendor can be found?

- **No** – Please continue to search for other suppliers until you are convinced no other vendor exists that can provide this good/service or commit to a competitive bid process.

- **Yes** – Please fill out the required vendor information below.

3. The following vendor is the only vendor able to supply the sole source good or service requested:

  Vendor Name: PC Law Group  
  Contact: Patricia Chen, Principle

  Address: 18201 VON KARMAN, SUITE 1080, IRVINE, CA 92612

  Federal Employer #:___________

  Phone: 949.209.9019  
  Fax: 949.208.6869

  Email: pchen@pclawgrp.com
4. a. Provide a brief description of the goods/services to be purchased:
Legal services to review Kern COG’s 2014 Regional Transportation Plan and its associated environmental documents.

b. Why has the product and/or vendor been selected?
This vendor has extensive and specialized experience with the environmental and California Environmental Quality Act (CEQA) elements of regional transportation plans in Southern California.

c. For goods only: Are there unique performance features REQUIRED (not merely preferred) for this product/brand selected that are not available in any other product/brand?

d. For services only: Are there unique qualifications, rights, patents or licenses that this vendor possesses?
The proposed contractor employs specialized knowledge of the California Environmental Quality Act as it relates to regional transportation plans and sustainable communities strategies under SB 375.

e. Why are these specific features/qualifications required?
The qualifications are required to conduct a thorough legal review of Kern COG’s 2014 Regional Transportation Plan and Sustainable Communities Strategy to ensure compliance with state law and regulations.

f. What are the advantages to Kern Council of Governments by acquiring this good/service from this vendor?
The proposed contractor has extensive and specialized knowledge of the California Environmental Quality Act as it relates to regional transportation plans and sustainable communities strategies under SB 375. She served as lead counsel for Southern California Association of Governments, which avoided a lawsuit over its first sustainable communities strategy. A short timeline for legal review also presents challenges for a more thorough search.

g. What other products/services have been examined and rejected?
County Counsel’s office attempted to secure its contracted CEQA attorney who is regularly used to review environmental documents for the County of Kern and several special districts; however, he declined Kern COG’s request citing a conflict of interest.
h. Why are other sources that may be able to provide equivalent goods or services unacceptable? Provide a full meaningful explanation.

Kern COG’s window for a thorough legal review of the RTP and SCS is shrinking. The document will be available for public review in November. In addition, the proposed contractor has extensive and specialized knowledge of the California Environmental Quality Act as it relates to regional transportation plans and sustainable communities strategies under SB 375. County Counsel is aware of few other attorneys statewide with similar experience and expertise.

i. What are the total costs for these goods/services? Include all cost details such as taxes, delivery, etc.

Kern COG has budgeted $50,000 for this retainer contract. This is a standard fee-for-service arrangement that will depend on the number of hours spent reviewing the RTP and its associated environmental documents.

5. Is there an unusual or compelling urgency associated with this project?

✓ Yes – Please Explain: Kern COG’s window for a thorough legal review of the RTP and SCS is shrinking. The document will be available for public review in November. It is in the agency’s interest to ensure that the document complies with all applicable state and case law to the extent possible.

I hereby certify that:

1. I am an approved staff representative and am aware of Kern Council of Governments’ requirements for competitive bidding, as well as, the criteria for justification for sole source/brand purchasing.

2. I have gathered the required technical information and have made a concentrated effort to review comparable and/or equal equipment.

3. The information contained herein is complete and accurate.

4. There is justification for sole source/sole brand purchasing noted above as it meets the Kern Council of Governments’ criteria.

5. A sole source/brand purchase in this case would withstand a possible audit or a vendor’s protest.
All costs as indicated below shall be considered the TOTAL complete acquisition cost which includes taxes, shipping etc.

Fill out this form for sole source requests of:

- One-time orders of a single item or non-professional service which cost $1,000 - $10,000
- One-time orders in which the total acquisition of goods or non-professional services costs less than $10,000.
- Professional service agreements of less than $10,000.

Orders exceeding these limits require Kern COG Board approval

The Executive Director will evaluate and approve or deny sole source request as presented in this documentation.
APPENDIX D

Sole Source Board Letter
Documentation of Research

Requester: Robert R. Phipps, Administrative Services Director

Board Agenda Date: October 17, 2013

Proposed Vendor: PC Law Group, Patricia Chen, Principle

This document must accompany contracts submitted to Kern COG requesting sole source concurrence. Completion of this document is required for appropriate review. Upon receipt, staff may place their letter on the Board’s agenda for final consideration and approval.

The following sole source acquisitions (those with no competitive bid process) would require Board of Directors’ approval and would necessitate the need to complete this document:

- One-time orders of a single item or non-professional service which exceed $10,000
- One-time orders in which the total acquisition of goods or non-professional services exceeds $100,000
- Blanket orders for goods or non-professional services that exceed $100,000 annually
- Professional service agreements (PPSA / TDSA) which exceed $100,000

A Sole Source situation exists when there is clearly and legitimately only one brand (product or service) available from one source (vendor or manufacturer) to meet essential requirements.

An Essential Requirement is a very specific and well-defined need that must be satisfied by the procurement of this product or service. The essential requirement may be required to fulfill the mission or function of your department.

Kern Council of Governments’ decision on sole-source procurement will be based on the requester’s investigations, evaluation and documentation of alternate sources of supply. Requester’s rejection of similar products or services should be based solely on their failure to meet specific and necessary specifications (Essential Requirements). In cases where an alternate supplier cannot be identified, the requester must document that a good faith effort has been made to seek other sources. A list of the unique specifications required of the good or service and the potential companies contacted in the search for alternate sources is necessary.

It is important to remember that a sole source justification cannot be based on quality or price, because quality is subjective and price must be evaluated via competitive bidding.

Please provide accurate and specific information to the questions on the following pages. Forward this completed document to your Financial Officer for funding approval. Once approved and returned, please submit a signed copy of this form along with your staff report to Kern Council of Governments for sole source review and concurrence at least 10 working days prior to the anticipated agenda date. This form does not need to be attached to the Board letter sent.
1. **NEEDS STATEMENT:**
   Describe the need that this good or service will satisfy.
   This question provides you the opportunity to simply explain the need for the good or service regardless of whether or not it is sole source.

   The proposed contractor has extensive and specialized knowledge of the California Environmental Quality Act as it relates to regional transportation plans and sustainable communities strategies under SB 375. She served as lead counsel for Southern California Association of Governments, which avoided a lawsuit over its first sustainable communities’ strategy. A short timeline for legal review also presents challenges for a more thorough search.

2. **ESSENTIAL REQUIREMENTS:**
   Describe each requirement that must be met and explain why it is essential.
   This question is designed to show the objective criteria you are trying to satisfy. Be very specific about the requirement and the reason(s) why this is an Essential Requirement. Do not include ‘optional’ or ‘nice-to-have’ features.

   Kern COG’s window for a thorough legal review of the RTP and SCS is shrinking. The document will be available for public review in November. In addition, the proposed contractor has extensive and specialized knowledge of the California Environmental Quality Act as it relates to regional transportation plans and sustainable communities strategies under SB 375. County Counsel is aware of few other attorneys statewide with similar experience and expertise.

3. **SEARCH FOR GOODS / SERVICE PROVIDERS:**
   What steps were taken to search for specific brands or service providers to satisfy the Essential Requirements listed above? Provide detailed information.
   This question provides you the opportunity to show that you did an in-depth search for a brand/provider that satisfies the objective criteria identified above. A good answer would include sources of investigation, such as trade shows, internet searches, professional journals, colleagues, etc.

   The Kern County Counsel's office attempted to secure its contracted CEQA attorney, who is regularly used to review environmental documents for the County of Kern and several special districts; however, that attorney declined Kern COG’s request citing a conflict of interest. This process consumed several weeks before staff began considering other vendors; however, because of the short timeline, a full request for proposal process proved unworkable.

4. **COMPETING BRANDS INVESTIGATED:**
   What are the unique performance features of the brand requested that make it the ONLY product among all the brands to meet the Essential Requirements? For services, what are the unique qualifications this provider possesses over other providers? State the other brands’ or service providers’ inability to meet one or more of the Essential Requirements.
A good answer would compare features related to your Essential Requirements for all the brands considered.

The proposed contractor has extensive and specialized knowledge of the California Environmental Quality Act as it relates to regional transportation plans and sustainable communities strategies under SB 375. She served as lead counsel for Southern California Association of Governments, which avoided a lawsuit over its first sustainable communities strategy.

5. SOURCES FOR THE BRAND (GOODS ONLY):
   What steps were taken to find sources (i.e. dealers, distributors, etc.) that can provide this brand? Please provide detailed information.
   This question is designed to insure adequate steps were taken to identify all available sources.

The Kern County Counsel’s office attempted to secure its contracted CEQA attorney, who is regularly used to review environmental documents for the County of Kern and several special districts; however, that attorney declined Kern COG’s request citing a conflict of interest. This process consumed several weeks before staff began considering other vendors; however, because of the short timeline, a full request for proposal process proved unworkable.

6. PRICING:
   Why do you feel the price or fee is fair and reasonable? Include price comparisons with like or similar brands and services.
   This question asks you to justify the price. It’s best to use price comparisons of products or services that are similar in some way.

   Under this retainer contract, the principle contractor’s fee is $325 an hour, a comparable rate for an Irvine, Ca.-based office.

7. URGENCY:
   Is there an unusual or compelling urgency associated with this request?
   Administrative delay or lack of adequate advanced planning does not create urgency that justifies a sole source acquisition. Identify when the requirement first became known. Define the impact to the department if the schedule is not met.

Yes. Kern COG’s window for a thorough legal review of the RTP and SCS is shrinking. The document will be available for public review in November. It is in the agency’s interest to ensure that the document complies with all applicable state and case law to the extent possible.
8. **FUTURE COMPETITION:**
What can and/or is being done to foster future competition?

*Kern COG policy requires that materials, goods and services are to be procured via competitive means whenever possible. What steps, if any, can be taken to competitively bid this good or service in the future?*

For the first time, a legal analysis of the RTP and its associated environmental documents was recommended to Kern COG’s staff by County Counsel’s office. In the future, Kern COG staff will determine earlier in the process whether a legal review of the documents is necessary and begin preparations earlier.

*I hereby certify that:*

a. I a staff member and aware of Kern Council of Governments’ requirements for competitive bidding, as well as the criteria for justification for sole source brand purchasing.

b. I have researched and gathered the required information and have made a concentrated effort to review comparable and/or equal products and/or services.

c. The information contained herein is complete and accurate.

d. There is justification for this sole source brand described above as it meets the Kern Council of Governments’ criteria and nothing else will do.

e. This sole source/sole brand justification would withstand a possible audit or a vendor’s protest.

__________________________________________________________________________  ______________________
Requester’s Signature                                                    Date

__________________________________________________________________________  ______________________
Authorized Signature                                                    Date
October 17, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

By: Linda Urata
Regional Planner

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM G.
KERN REGION ENERGY ACTION PLANS MONTHLY UPDATE

DESCRIPTION:

As the implementer of the Kern Energy Watch Partnership program, Kern Council of Governments (Kern COG) coordinates a regional effort to address the goals set forth in the California Long Term Energy Efficiency Strategic Plan (CEESP). This item is a monthly update on activities related to achieving Goal 4: Local governments lead their communities with innovative programs for energy efficiency, sustainability and climate change. Strategy 4.1: Adopt an Energy Action Plan (EAP) to reduce community greenhouse gas emissions with a focus on energy efficiency. This item has been reviewed by the Regional Planning Advisory Committee.

DISCUSSION:

The following Kern COG member agencies completed energy related greenhouse gas inventory work in October 2012: the County of Kern and the cities of Arvin, Bakersfield, California City, Delano, McFarland, Ridgecrest, Taft, Tehachapi and Wasco. Additionally, the cities of California City, Delano, McFarland, Ridgecrest, and Tehachapi have adopted Energy Action Plans. The remaining local governments may also choose to move forward with work to create and adopt Energy Action Plans.

Kern Council of Governments coordinates project activities and manages funding received from Pacific Gas and Electric Company, Southern California Edison, and the Southern California Gas Company provided to assist the local governments with this effort. In September, the following work was completed:

The Statewide Local Government Energy Efficiency Collaborative (SEEC) Best Practices Coordinator, Pat Stoner is working to update the local government chapter of the CEESP. The Kern Energy Watch Partnership has used Strategic Plan funding provided by the utilities to tackle projects like benchmarking, building codes and standards training, Building Safety Month, public outreach, Greenhouse Gas Inventory Training, and Energy Action Plan Coordination. A Public Workshop will be held in Fresno on September 26th and via webcast. Comments will be accepted in October. Please note that the location changed from Tulare to Fresno, and the room location in Fresno City Hall is now 4017.
September 9 and 23: Conference calls were held to plan the Kern Energy Watch Energy Action Plan Summit which will be held on Wednesday, October 30th at Hodel’s Country Dining in Bakersfield. Work on the event continued throughout the month. Planners will be able to receive AICP Credits for participating in the summit. Southern California Edison will bring several interactive technology displays normally housed at the SCE Energy Education Center in Tulare. The San Joaquin Valley Clean Cities Coalition will exhibit clean technology vehicles during the event.

The County of Kern accepted their EAP on September 24th. Work continued in September on this item leading up to this action.

Please see the attached report from ESA, regarding the work accomplished on the Kern REAP project

ACTION:

Information.
memorandum

date       September 20, 2013

to         Linda Urata, Kern COG

from       Jeff Caton, P.E., LEED AP

subject:   Status Report for Kern Region Energy Action Plans (Kern REAP) Project, for October 2, 2013 meeting of the Kern Council of Government’s Regional Planning Advisory Committee (RPAC)

Summary of Work to Date

Since October 2011, Environmental Science Associates (ESA) has been assisting Kern COG to prepare Local Government Operations Greenhouse Gas (GHG) Inventories and Energy Action Plans (EAPs) for the County of Kern and the cities of California City, Delano, McFarland, Ridgecrest and Tehachapi. The table below provides a summary of the work that has been completed to date:

<table>
<thead>
<tr>
<th>Kern REAP Program Deliverable</th>
<th>CA City</th>
<th>County of Kern</th>
<th>Delano</th>
<th>McFarland</th>
<th>Ridgecrest</th>
<th>Tehachapi</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Gov't Operations GHG Inventory (2005 &amp; 2010)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Draft EAP Completed</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<td>✓</td>
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<tr>
<td>Final EAP Completed</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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</tr>
<tr>
<td>ELP Gold Requirements checklist</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>EAP Presented to Council or Board of Supervisors</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>GHG Inventory Management Memo</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>EAP Implementation Memo</td>
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Upcoming Kern Energy Watch Energy Action Plan Summit

On October 30, 2013, Kern Energy Watch is hosting an Energy Action Plan Summit in the City of Bakersfield, to share information, best practices, and lessons learned from the Kern REAP program. The Summit will present perspectives from jurisdictions in Kern County and from communities in neighbouring
counties. It will feature panel discussions with local government staff, presentations on some of the best practices that emerged from local projects, and presentations from industry leaders on the current issues and priorities regarding energy efficiency in California.

**Next Phase of Kern REAP Project**

Over the next four months, the EAP Template and Cost-Benefit Analysis Tool will be upgraded to include natural gas efficiency strategies, providing the capability for local governments to identify and prioritize appropriate strategies and programs for reducing consumption of natural gas in their operations. Kern COG is currently seeking a funding source to enable Kern REAP participants to use the Tool and Template to revise their existing EAPs to include natural gas strategies.

The work to be completed over the next year also includes an Energy Efficiency and Greenhouse Gas (GHG) Savings Analysis for each adopted EAP. The Analyses will examine progress towards the goals outlined in each EAP, including implementation progress for EAP measures and actual energy and cost savings achieved, to the extent that data is available. It will likely include more detailed cost-benefit analysis of specific efficiency projects identified by each jurisdiction, and analysis of known implementation barriers. The previous work setting up facilities in the Automated Benchmarking System (ABS) should provide useful energy usage data for the Analysis.

By October 2, ESA will be submitting to Kern COG a Draft Energy Efficiency and GHG Savings Analysis Plan, which was initially scoped in our proposal of October 18, 2011. Much of what will go into this plan is already included in Section 10 of each EAP (Monitoring, Measuring and Verifying Progress). However, the Plan will be a single document, and will describe a general approach and methodology for analysing the progress in achieving energy efficiency goals that are included in the EAPs. It will also include some specifics for each Kern REAP participant. The approach to developing the Energy Efficiency and GHG Savings Analysis Plan is likely to include:

- A review/analysis of the measures included in the EAPs; identify most common and cost-effective strategies in Kern Region member’s EAPs – this may entail developing key performance indicators (KPIs) such as cost (capital outlay + staff time) per kWh saved, or simple payback period.

- Summary of specific near-term actions (projects) that Kern REAP participants intended to implement at the time EAP was adopted;

- Enhance the utility of ENERGYSTAR Portfolio Manager (for buildings already in the system) and KPIs by gathering relevant facility data (building age, square footage, etc.). Identify additional facilities that should be entered into Portfolio Manager; potentially benchmark additional facilities, budget permitting;

- One year after EAP adoption, identify lessons learned from Kern REAP participants implementing their EAPs, and highlight successes and failures. Identify previously unforeseen opportunities and barriers to implementation.
• One year after EAP adoption, compile municipal energy data and compare to baseline; conduct trend analysis. Do the same for energy-related GHGs;

• One year after EAP adoption, report on key performance indicators (KPIs), Use the cost-benefit tool to evaluate the effectiveness of individual EAP measures, where possible.

• Generate reports from ENERGYSTAR Portfolio Manager to evaluate energy performance since facilities were entered into the system;

• For each Kern REAP participant, document the assumptions, data sources and methodologies used to create their GHG inventory; identify data gaps and provide recommendations for improving the accuracy and completeness of future inventories (we have already provided most of this on our GHG inventory management memos);

• For each EAP, identify measures that are “funding-ready” and identify potential funding sources;

• Provide recommendations for updating the GHG inventory and conducting the Energy Efficiency and GHG Savings Analysis in future years; Identify additional energy data needs and suggested improvements to the data collection process;

**Information Sharing Plan**
A separate task to be completed by 2014 involves developing an Information Sharing Plan to provide Kern COG with information, best practices, and/or lessons learned from the Kern REAP Program, to share with the other local governments. The Information Sharing Plan will include lessons learned and will identify channels for sharing Program information. It will include descriptions of the various Kern REAP components and work products, a summary of best practices included in the EAPs, examples of all tools and templates developed (and instructions for their use), and other documentation that could be helpful for the various types of stakeholders.
TO: Kern Council of Governments

FROM: Ahron Hakimi, Executive Director
By: Linda Urata, Kern Energy Watch Coordinator

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM H.
CONTRACT AGREEMENT WITH MENDEZ MEDIA MARKETING, INC. TO PROVIDE KERN ENERGY WATCH MARKETING CONSULTANT SERVICES

DESCRIPTION:

Contract proposal with Mendez Media Marketing, Inc. to provide marketing, education, outreach for the Kern Energy Watch Program including selected California Long Term Energy Efficiency Strategic Plan goals in an amount not-to-exceed $120,000. County Counsel has received this contract for review.

DISCUSSION:

As the Kern Energy Watch Partnership program implementer, Kern COG provides administration, planning, and outreach support. The Kern Energy Watch Partnership is a joint program of Pacific Gas and Electric (PG&E), Southern California Edison (SCE), Southern California Gas Company (SCG), the County of Kern and the cities of Arvin, Bakersfield, California City, Delano, Maricopa, McFarland, Ridgecrest, Shafter, Taft, Tehachapi and Wasco, including the unincorporated communities and special districts within Kern County. Additionally, the partners coordinate program activities with the Kern Economic Development Foundation.

Kern COG issued a request for proposals in late July 2013. The utility partner program managers were invited to review the two proposals that were received, along with Kern COG staff. The two proposed budgets were within fifteen dollars of each other, with the selection of Mendez Media Marketing based on the Scope of Work and budget that allowed for plan implementation to reach the stated target audiences. Mendez Media Marketing, Inc. is a qualified firm that will design, implement and manage an ongoing public awareness campaign that includes the following objectives:

- Promote energy efficiency;
- Raise awareness of Kern Energy Watch; especially the website kernenergywatch.com;
- Drive customers to utility core programs, primarily through the website portal and secondarily through direct outreach/distribution of materials;
- Demonstrate local government partner leadership on energy efficiency;
- Create a culture of energy efficiency within local government operations; and
- Create messages for target audiences for each marketing and outreach campaign created through this scope of work.

Mendez Media Marketing Inc. shall develop a cost-effective marketing plan. The consultant will implement and manage marketing and outreach activities, including convening focus groups to refine campaign messages. The marketing campaigns must integrate and fulfill Kern COG’S contractual requirements with each of the three utility providers.

Staff requests that the contract and budget be approved.

ACTION: Authorize Chair to sign the Contract. VOICE VOTE.
CONTRACT BETWEEN THE KERN COUNCIL OF GOVERNMENTS  
AND  
MENDEZ MEDIA MARKETING  

THIS CONTRACT, made and entered into this 17th day of October 2013, by and between the Kern Council of Governments, hereinafter referred to as “Kern COG,” and, Mendez Media Marketing, Inc. hereinafter referred to as “Consultant.”  

W I T N E S S E T H:  

WHEREAS, pursuant to the Joint Powers Agreement of November 4, 1970, creating Kern COG and the amended Joint Powers Agreement of May 1, 1982, Kern COG is authorized and empowered to employ consultants and specialists in the performance of its duties and functions; and  

WHEREAS, Consultant represents it is qualified and willing to provide such services pursuant to the terms and conditions of this contract;  

NOW, THEREFORE, the parties hereto do mutually agree as follows:  

I. Contract Organization and Content  
This contract is fully comprised of these terms and the attached exhibits: Scope of Work, Schedule, and Budget/Cost Proposal, all of which are incorporated herein by this reference.  

II. Statement of Work  
The work to be conducted by Consultant is specified in Scope of Work identified in the Consultant's proposal, dated August 21, 2013, for the delivery of products as specified in the Scope of Work, attached hereto as Exhibit “A,” according to the Schedule, attached hereto as Exhibit “B,” and Budget/Cost Proposal, attached hereto as Exhibit “C.” During the performance of this contract, the representative project managers for Kern COG and Consultant will be:  

Kern COG: Ahron Hakimi, Executive Director  
Consultant: Sara Mendez, Chief Executive Officer  

III. Term  
Time is of the essence in this contract. The term of this contract is October 18, 2013 through December 22, 2014 unless an extension of time is granted in writing by Kern COG. The various phases involved in this project shall be completed as indicated in Exhibit “B,” Schedule.  

Consultant services and reimbursements beyond November 21, 2104, are subject to the inclusion and funding agency approval of this project in Kern COG's 2014-2015 fiscal year Overall Work Program (OWP). If the project or OWP is not approved, this contract is terminated, effective the ending date of the last approved Kern COG OWP.  

IV. Assignability  
Consultant shall not assign any interest in this contract, and shall not transfer the same, without the prior written consent of Kern COG.
V. Contract Changes

No alteration or deviation of the terms of this contract shall be valid unless made in writing and signed by the parties. No oral understanding or agreement not incorporated herein, shall be binding on any of the parties.

Kern COG may request, at any time, amendments to this contract and will notify Consultant in writing regarding changes. Upon a minimum of ten (10) days notice, Consultant shall determine the impact on both time and compensation of such changes and notify Kern COG in writing. Upon agreement between Kern COG and Consultant as to the extent of these impacts on time and compensation, an amendment to this contract shall be prepared describing such changes. Such amendments shall be binding on the parties if signed by Kern COG and Consultant, and shall be effective as of the date of the amending document, unless otherwise indicated.

VI. Contract Costs and Reimbursements

A. Maximum Contract Amount/Budget Amendments:

For services rendered, Consultant may bill and receive up to $120,000.00, to be billed in accordance with Exhibit "C," Costs. The total sum billed under this contract may not exceed including all costs, overhead, and fixed fee expenses. Such billings, up to the specified amount, shall constitute full and complete compensation for Consultant's services. Any amendments to the individual categories within the budget must be approved in writing in advance by Kern COG.

B. Progress Payments and Reports:

Progress payments are authorized under this contract. Progress billings in arrears may be submitted as often as monthly. Written progress reports shall accompany each billing and shall specify, by task, the percentage of contract work completed to date and since the date of the preceding billing, if any. Consultant shall be paid within 30 days following the receipt and approval of each billing by Kern COG. If Kern COG disputes any portion of a request for payment, Kern COG shall pay the undisputed portion of such request as provided herein and shall promptly notify Consultant of the amount in dispute and the reason therefore.

C. Billing Format and Content:

Requisitions for payment shall refer to Work Element number 3002.1 as identified on the FY 2013-2014 Overall Work Program, or as may be specified in a written notice by Kern COG. Specific budget category detail is given below:

1. Direct Labor and Fringe Benefits: All direct labor charges should be billed by class of employee, rate per hour and number of hours. (Anticipated personnel cost-of-living or merit increase, if any, should be reflected in the budget).

2. Other Direct Costs: All direct costs billed must be specifically identified. Any travel costs may not exceed the per diem ($65.00/day meals; $225.00/day accommodations) and mileage rates shall be reimbursed at the IRS established standard mileage rate. Any other direct costs not specifically identified in the contract budget cannot be reimbursed.

D. Contract Completion Retainer:

Ten (10) percent shall be retained from each contract billing until the completion of the contract. This retention will be released to Consultant upon completion of contract and contract deliverables to the satisfaction of Kern COG.

E. Allowable Costs and Documentation:

All costs charged to this contract by Consultant shall be supported by properly executed payrolls, time records, invoices, and vouchers, evidencing in proper detail the nature and
propriety of the charges, and shall be costs allowable as determined by Title 48 Code of Federal Regulations, Chapter 1, Part 31 (Contract Cost Principles and Procedures), Subpart 31.2 (Contracts with Commercial Organizations), as modified by Subpart 31.103. Consultant shall also comply with Title 49, Code of Federal Regulations, Part 18, (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments) in the procurement of services, supplies or equipment. Additionally, only those costs as listed in the Allowable Cost Table contained in the Reporting Requirements attached as Exhibit E can be submitted for payment. All invoices submitted to Kern COG must report all costs using the allowable cost elements shown on the Allowable Cost Table.

VII. Progress Reports

Consultant shall submit progress reports, as described in Exhibit "A" and Paragraph VI-B. above. The purpose of the reports is to allow Kern COG to determine if Consultant is completing the activities identified in the Work Program in accordance with the agreed upon schedule, and to afford occasions for airing difficulties or special problems encountered so remedies can be developed.

Consultant's Project Manager shall meet with Kern COG's Project Manager, as identified under Section II, as needed to discuss work progress.

VIII. Inspection of Work

Consultant, and any subcontractors, shall permit Kern COG, Caltrans and the Federal Highway Administration (FHWA), Kern Economic Development Foundation, Pacific Gas and Electric Company, Southern California Edison, Southern California Gas Company and other participating agencies, the opportunity to review and inspect the project activities at all reasonable times during the performance period of this contract, including review and inspection on a daily basis.

Each Party shall retain, and shall cause its Contractors to retain, all records and documents pertaining to its Authorized Work obligations for a period of not less than seven (7) years beyond the termination or expiration of this Agreement.

Each Party shall contractually require all of its Contractors to provide the other Parties reasonable access to relevant records and staff of Contractors concerning the Authorized Work.

IX. Staffing

There shall be no change in Consultant's Project Manager, or members of the project team, without prior written approval by Executive Director of Kern COG. The Project Manager shall be responsible for keeping Kern COG informed of the progress of the work and shall be available for no less than four (4) meetings with Kern COG.

X. Subcontracting

Consultant shall perform the work with resources available within its own organization, unless otherwise specified in this contract. No portion of the work included in this contract shall be subcontracted without written authorization by Kern COG. In no event shall Consultant subcontract for work in excess of fifty (50) percent of the contract amount, excluding specialized services. Specialized services are those items not ordinarily furnished by a consultant performing this particular type of work. All authorized subcontracts shall contain the same applicable provisions specified in this contract.

XI. Termination of Contract

A. Termination for Convenience of Kern COG:

Kern COG may terminate this contract at any time by giving notice to Consultant of such termination, and the effective termination date, at least thirty (30) days before the
effective date of such termination. In such event, all finished or unfinished documents and other materials shall, at the option of Kern COG, become its property. If this contract is terminated by Kern COG, as provided herein, Consultant shall be reimbursed for expenses incurred prior to the date the termination notice is given, in accordance with the cost provisions of this contract. Consultant will also be allowed a proportion of any fixed fee that is equal to the same proportion of the project completed by Consultant on the date of termination of this contract.

B. Termination for Cause:

If through any cause, Consultant shall fail to fulfill in a timely and proper manner its obligations under this contract, or if Consultant violates any of the covenants, agreements, or stipulations of this contract, Kern COG shall thereupon have the right to immediately terminate the contract by giving written notice to Consultant of the intent to terminate and specifying the effective date thereof. Kern COG shall provide an opportunity for consultation with Consultant and a ten-day cure period prior to termination. In such an event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by Consultant under this contract shall, at the option of Kern COG, become the property of Kern COG. Consultant shall be entitled to receive compensation for all satisfactory work completed prior to the effective date of termination.

XII. Compliance with Laws, Rules and Regulations

All services performed by the Consultant pursuant to this contract shall be performed in accordance and full compliance with all applicable federal, state or local statutes, rules, and regulations.

XIII. Conflict of Interest

A. Consultant, and the agents and employees of Consultant, shall act in an independent capacity in the performance of this contract, and not as officers, employees or agents of Kern COG.

B. No officer, member, or employee of Kern COG or other public official of the governing body of the locality or localities in which the work pursuant to this contract is being carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the aforesaid work shall:

1. Participate in any decision relating to this contract which affects his personal interest or the interest of any corporation, partnership, or association in which he has, directly or indirectly, any interest; or

2. Have any interest, direct or indirect, in this contract or the proceeds thereof during his tenure or for one year thereafter.

C. Consultant hereby covenants that it has, at the time of the execution of this contract, no interest, and that it shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed pursuant to this contract. Consultant further covenants that in the performance of this work, no person having any such interest shall be employed.

XIV. Contingency Fees

Consultant warrants, by execution of this contract, that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingency fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by Consultant for the purpose of securing business. For breach or violation of this warranty, Kern COG has the right to terminate this contract without liability, allowing payment only for the value of the work actually performed, or to deduct from the contract price, or otherwise recover, the full amount of such commission,
percentage, brokerage, or contingency fee.

XV. Copyrights

Kern COG reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish, or otherwise use, distribute, and to authorize others to use, and distribute for fee or otherwise, the work for any purpose. Consultant is subject to the duties of agency relating to rights in data and copyrights as set forth in 28 CFR 179.9(c) and (d).

RESTRICTIONS ON MARKETING

A. Use of Commission’s Name. No Party may use the name of the Commission on marketing materials for the Program without prior written approval from the Commission staff. In order to obtain this written approval, SCE must send a copy of the planned materials to the Commission requesting approval to use the Commission name and/or logo. Notwithstanding the foregoing, the Parties shall disclose their source of funding for the Program by stating prominently on marketing materials that the Program is “funded by California ratepayers under the auspices of the California Public Utilities Commission.”

B. Use of Pacific Gas and Electric, Southern California Edison or Southern California Gas Company Names. Kern COG and Consultant must receive prior review and written approval from PG&E, SCE and SCG for the use of PG&E’s, SCE’s, and SCG’s name or logo on any marketing or other Program materials. Kern COG shall allow five (5) Business Days for PG&E, SCE, and SCG’s review and approval. If Kern COG has not received a response from PG&E, SCE, and SCG within the five (5) Business Day period, then it shall be deemed that PG&E, SCE, and SCG have disapproved such use.

C. Subject to and in conjunction with the ownership and proprietary rights of other participating utilities that are providing funding for the Work pursuant to other agreements, the Parties acknowledge and agree that SCG, on behalf of its Customers, shall own all data, reports, information, manuals, computer programs, works of authorship, designs or improvements of equipment, tools or processes (collectively “Developments”) or other written, recorded, photographic or visual materials, or other deliverables produced in the performance of this Agreement; provided, however, that in the event Kern COG enters into similar agreements with other utilities that are funding the Work product, then Kern COG agrees to acknowledge SCG’s right to joint ownership and other proprietary rights in such agreements; and provided further that Developments do not include equipment or infrastructure purchased for research, development, education or demonstration related to energy efficiency. Although Kern COG shall retain no ownership, interest, or title in the Developments except as may otherwise be provided in this Agreement, it will have a permanent, royalty free, non-exclusive license to use such Developments, subject to the confidentiality obligations of this Agreement.

D. The Authorized Work performed by a Party and/or its Contractors shall be free of any claim of trade secret, trade mark, trade name, copyright, or patent infringement or other violations of any proprietary rights of any person.

XVI. Publication

A. No report, information, or other data given to or prepared or assembled by Consultant pursuant to this contract, shall be made available to any individual or organization by Consultant without the prior written approval of Kern COG.

B. The following statement must appear on the inside cover, back cover or title page of all final products:

"Kern Energy Watch is a joint partnership of Pacific Gas and Electric Company, Southern California Edison, Southern California Gas Company, the County of Kern and the cities of Arvin, Bakersfield, California City Delano, Maricopa, McFarland, Ridgecrest, Shafter, Taft, Tehachapi, and Wasco. This Program is funded by California utility customers and administered by PG&E,
Southern California Edison, and Southern California Gas Company under the auspices of the California Public Utilities Commission.“

XVII. Disputes

Except as otherwise provided in this contract, any dispute concerning a question of fact which is not disposed of by mutual agreement, shall be decided by a court of competent jurisdiction.

XVIII. Hold Harmless

Consultant agrees to indemnify, defend and hold harmless Kern COG and Kern COG's agents, board members, elected and appointed officials and officers, employees, volunteers and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorneys' fees of County Counsel and counsel retained by Kern COG, expert fees, costs of staff time, and investigation costs) of whatever kind or nature, which arise out of or are in any way connected with any act or omission of Consultant or Consultant's officers, agents, employees, independent contractors, sub-contractors of any tier, or authorized representatives. Without limiting the generality of the foregoing, the same shall include bodily and personal injury or death to any person or persons; damage to any property, regardless of where located, including the property of Kern COG; and any workers' compensation claim or suit arising from or connected with any services performed pursuant to this Agreement on behalf of Consultant by any person or entity.

XIX. Insurance

A. Consultant shall procure and maintain in force, at all times during the term of this contract, the following insurance coverages:

1) Worker's Compensation in the amount required by law; 2) Commercial general liability insurance, including contractual liability coverage, covering all of its actions under this contract with limits of not less than $2,000,000 combined single limit for bodily injury and property damage or $1,000,000 per person and per occurrence for bodily injury and $1,000,000 per each occurrence for property damage and $4,000,000 aggregate; and 3) Commercial automobile liability coverage with the same limits as the commercial general liability insurance described above, covering all owned, hired, and non-owned automobiles and any other vehicle or equipment used by Consultant or its agents in performance of this contract.

B. All policies of insurance mentioned above shall be placed with insurers admitted to do business in California and with current “Best's Key Rating Guide” rating of no less than an A-, VII. The commercial general liability and automobile liability policies shall contain endorsements naming the Kern Council of Governments, its officers, employees, agents and governing body and each member thereof, as additional insureds and providing for a legal defense, if such is requested, for all such additional insureds. In addition, all policies of insurance mentioned in paragraph A. above shall not be canceled or reduced until thirty (30) days after Kern COG receives notice of such cancellation or reduction. A signed copy of a certificate or certificates of insurance evidencing each of the coverages and requirements for the policies of insurance mentioned above, and evidencing each of the endorsements described herein, shall be submitted to Kern COG prior to Consultant performing any work under this contract.

XX. Equal Employment Opportunity/Nondiscrimination

Consultant shall comply with Title VI of the Civil Rights Act of 1964, as amended, and with the provisions contained in 49 CFR 21 through Appendix C and 23 CFR 170.405(b). During the performance of this contract, Consultant, for itself, its assignees and successors in interest, agrees as follows:

A. Compliance with Regulations: Consultant shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation
(hereinafter DOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

Prior to any performance under this agreement, Consultant must review, sign and return to Kern COG a copy of the Title 49, Code of Federal Regulations, Part 29 Debarment and Suspension Certifications ("Certifications") attached and incorporated here as Exhibit D, “Debarment and Suspension Certification.” The signed copy of the Certifications shall be incorporated by this reference into the Agreement as if set forth in full herein.

B. Nondiscrimination: Consultant, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, religion, color, sex, age or national origin in the selection or retention of subcontractors, including the procurement of materials and leases of equipment. Consultant shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

C. Solicitations for Subcontractors, including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding or negotiations made by Consultant for work to be performed under a subcontract, including the procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by Consultant of Consultant’s obligations under this contract, and the Regulations relative to nondiscrimination on the grounds of race, religion, color, sex, age or national origin.

D. Information and Reports: Consultant shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by Kern COG, Caltrans, FTA, or FHWA to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of Consultant is in the exclusive possession of another who fails or refuses to furnish this information, Consultant shall so certify to Kern COG, Caltrans, FTA, or FHWA, as appropriate, and shall set forth what efforts it has made to obtain the information.

E. Sanctions for Noncompliance: In the event of Consultant's noncompliance with the nondiscrimination provisions of this contract, Kern COG shall impose such contract sanctions as it, Caltrans, FTA, or FHWA may determine to be appropriate, including, but not limited to:

1) Withholding of payments to Consultant under this contract until Consultant complies; and/or 2) Cancellation, termination or suspension of the contract, in whole or in part.

F. Incorporation of Provisions: Consultant shall include the provisions of Paragraphs A through F of this Section XX in every subcontract, including procurements of materials and leases of equipment, unless exempt from the regulations, or directives issued pursuant thereto. Consultant shall take such action with respect to any subcontract or procurement as Kern COG, Caltrans, FTA, or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. However, in the event Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, Consultant may request Kern COG to enter into such litigation to protect the interests of Kern COG, and in addition, Consultant may request the United States to enter into such litigation to protect the interests of the United States.

XXI. Disadvantaged Business Enterprise (DBE)

It is the policy of Kern COG, the California State Department of Transportation and the U.S. Department of Transportation, that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 23, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with local, state or federal funds.
Consultant shall ensure that DBEs, as defined in 49 CFR Part 23, have the maximum opportunity to participate in the performance of this contract. In this regard, Consultant shall take all necessary and reasonable steps to ensure that DBEs have the maximum opportunity to compete for and to perform subcontracts arising out of this contract. Failure to carry out the requirements of this paragraph shall constitute a breach of contract and may result in termination of this contract or such other remedy Kern COG may deem appropriate.

During the period of this contract, the Consultant shall maintain records of all applicable subcontracts advertised and entered into germane to this contract, documenting the opportunity given to DBEs to participate in this contract, actual DBE participation, and records of materials purchased from DBE suppliers. Such documentation shall show the name and business address of each DBE subcontractor or vendor, and the total dollar amount actually paid each DBE subcontractor or vendor. Upon completion of the contract, a summary of these records shall be prepared and certified correct by the Consultant, and shall be furnished to Kern COG.

XXII. Audits

At any time during normal business hours, and as often as Kern COG, Kern COG's participating agencies, Kern Economic Development Foundation, Pacific Gas and Electric Company, Southern California Edison, Southern California Gas Company, the California Department of Transportation, the Federal Transit Administration, the Federal Highway Administration, the Department of Labor, the Comptroller General of the United States, or other appropriate state and federal agencies, or any duly authorized representatives may deem necessary, Consultant shall make available for examination all of its records with respect to all matters covered by this contract for purposes of audit, examination, or to make copies or transcripts of such records, including, but not limited to, contracts, invoices, payrolls, personnel records, conditions of employment and other data relating to all matters covered by this contract. Project costs are subject to audit and approval for payment according to the eligibility requirements of the funding agencies. However, Kern COG shall not have the right to audit Consultant's fixed rates or fees, percentage multipliers, or standard charges. All project records shall be retained and access to the facilities and premises of Consultant shall be made available during the period of performance of this contract, and for three years after Kern COG makes final payment under this contract.

A. RIGHT TO AUDIT

The Parties agrees that the other Party, and/or the California Public Utilities Commission, Kern Economic Development Foundation, Pacific Gas and Electric Company, Southern California Edison, Southern California Gas Company, or their respective designated representatives, shall have the right to review and to copy any records or supporting documentation pertaining to the their performance of this Agreement or the Authorized Work, during normal business hours, and to allow reasonable access in order to interview any staff of Kern COG or Mendez Media Marketing who might reasonably have information related to such records. Further, the Parties agrees to include a similar right of the other Party and/or the Commission to audit records and interview staff in any subcontract related to performance of the Authorized Work or this Agreement.

XXIII. Clean Air Act/Clean Water Act Requirements

Consultant, in carrying out the requirements of this contract, shall comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 USC 1857[h]), Section 508 of the Clean Water Act (33 USC 1368), Presidential Executive Order 11738, and those Environmental Protection Agency regulations contained in 40 CFR Part 15.

XXIV. Notice

Any notice or notices required or permitted to be given pursuant to this contract may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested, to the following addresses:

Mr. Ahron Hakimi,
Executive Director
XXV. Venue

If any party to this contract initiates any legal or equitable action to enforce the terms of this contract, to declare the rights of the parties under this contract or which relates to this contract in any manner, Kern COG and Consultant agree that the proper venue for any such action is the Superior Court of the State of California of and for the County of Kern.

XXVI. California Law

Kern COG and Consultant agree that the provisions of this contract will be construed in accordance with the laws of the State of California.

XXVII. No Authority to Bind Kern COG

It is understood that Consultant, in its performance of any and all duties under this contract, has no authority to bind Kern COG to any agreements or undertakings with respect to any and all persons or entities with whom Consultant deals in the course of its business.

XXVIII. Nonwaiver

No covenant or condition of this contract to be performed by Consultant can be waived except by the written consent of Kern COG. Forbearance or indulgence by Kern COG in any regard whatsoever shall not constitute a waiver of any covenant or condition to be performed by Consultant. Kern COG shall be entitled to invoke any remedy available to it under this contract or by law or in equity despite any such forbearance or indulgence.

XXIX. Independent Contractor

Nothing in this contract shall be construed or interpreted to make Consultant, its officers, agents, employees or representatives anything but independent contractors and in all their activities and operations pursuant to this contract, Consultant, its officers, agents, employees and representatives shall for no purposes be considered employees or agents of Kern COG.

XXX. Partial Invalidity

Should any part, term, portion, or provision of this contract be finally decided to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be effected thereby, provided such remaining portions or provisions can be construed in substance to constitute the agreement which the parties intended to enter into in the first instance.
XXXI. Signature Authority

Each person executing this contract on behalf of Consultant represents and warrants that he or she is authorized by Consultant to execute and deliver this contract on behalf of Consultant and that this contract is binding on Consultant in accordance with the terms.

IN WITNESS WHEREOF, the Kern Council of Governments and Mendez Media Marketing, Inc. have executed this agreement as of the date first above written.

RECOMMENDED AND APPROVED AS TO CONTENT: KERN COUNCIL OF GOVERNMENTS

__________________________
Ahron Hakimi, Executive Director
Kern Council of Governments

__________________________
Harold Hanson, Chair
"Kern COG"

APPROVED AS TO FORM: CONSULTANT

__________________________
Phillip C. Hall, Deputy Kern County Counsel

__________________________
Sara Mendez, Chief Executive Officer
Mendez Media Marketing, Inc.
EXHIBIT A

Scope of Work

Scope of Services
Kern Energy Watch is seeking a dynamic, locally-based marketing/advertising/social media agency to develop a creative plan for meeting these goals. The target market for the campaign includes:

- Employees of the County of Kern and the cities of Arvin, Bakersfield, California City, Delano, Maricopa, McFarland, Ridgecrest, Shafter, Taft, Tehachapi and Wasco.
- General Consumers in all PG&E, Southern California Edison, and Southern California Gas service areas within the County of Kern.
- Home Improvement Retailers
- Home Improvement Contractors

Kern Energy Watch would like to precede the campaign(s) with market research efforts including County/ city and consumer focus groups.

Work Tasks

The contractor will be required to perform, at a minimum, the following tasks:

1. Coordination and facilitation of focus groups
2. Development, presentation and refinement of overall campaign concept
3. Development and refinement of promotional strategy, tactics and budget
4. Development of a Door-to-Door Campaign (Spring and/or Fall 2014)
5. Coordination of Community Events/Conferences
   a. Building Safety Month (May 2014)
   b. Energy Awareness Month (October 2014)
   c. Ugly Sweater Challenge (November/December 2014)
   d. Earth Day Celebration Event
   e. Community Workshops
   f. Municipal Personnel Training Sessions
6. Development and placement of all English & Spanish marketing materials including but not limited to:
   a. Electronic Newsletter
   b. Brochures/Flyers
   c. Public Service Announcements
   d. Print Ads
   e. Radio/TV Commercials
7. Development of a social media campaign to be inclusive but not limited to the following:
   a. Facebook
   b. Twitter
   c. LinkedIn
   d. YouTube
8. Implement and manage marketing and outreach activities taken from the California Long Term Energy Efficiency Strategic Plan (CEESP), including:
   a. Energy Action Plan Press Releases
   b. Benchmark Program Press Releases
9. Execution of all campaign elements, including Administrative: Meetings with Kern COG Staff, Monthly Reporting, Monthly Invoicing, Completion of co-marketer paperwork for the three utilities (Southern California Gas, Southern California Edison, PG&E)

*NNOTE: These tasks will be integrated into the appropriate place on the schedule within specific
campaigns as required by the campaign.
## Initiative/Deliverables

### Task 9: Kick-off Meeting
- Develop and finalize presentation deck
- Refine and finalize final report

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<th>Timeframe/Deadline</th>
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<td>November 4 – 8, 2013</td>
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<td>November 15, 2013</td>
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<td>Stakeholder Meeting</td>
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### Task 1: Focus Groups
- Research and obtain local respondents
- Conduct focus group
- Develop and finalize report

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<th>Task</th>
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<td>Conduct Focus Groups</td>
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<td>January 10, 2014</td>
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### Task 2: Overall Campaign Concept

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### Task 3: Promotional Strategy, Tactics and Budget

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### Task 7 a-d: Social Media Launch
- Develop and finalize overall strategy
- Create and upload assets
- Develop & finalize content calendars

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<td>Social Media Sites Launch</td>
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### Task 6.a.: Quarterly Email Newsletter (Jan)
- Obtain news and assets
- Create newsletter copy
- Design newsletter proof
- Distribute newsletter

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<td><strong>Task 4: Door-to-Door</strong></td>
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<td>Execution</td>
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<td><strong>Task 5.d.: Earth Day Celebration Events</strong></td>
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<td>Execution</td>
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<td>Distribution</td>
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<tr>
<td><strong>Task 5.a.: Building Safety Month KC Contemporary Living Expo Exhibit</strong>&lt;br&gt;• Design and print fliers/poster/brochure&lt;br&gt;• Draft and distribute press release&lt;br&gt;• Book media for advertising</td>
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<td>Kern COG Approval</td>
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<td></td>
<td>Finalize</td>
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<td></td>
<td>Execution</td>
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<td><strong>Task 7.d.: YouTube Testimonials</strong>&lt;br&gt;• Find local subjects&lt;br&gt;• Interview subjects on camera&lt;br&gt;• Edit footage&lt;br&gt;• Upload to YouTube&lt;br&gt;• Distribute on social media&lt;br&gt;• Draft and distribute press release</td>
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<td>Distribute</td>
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<td><strong>Task 6.a.: Quarterly Email Newsletter (July)</strong>&lt;br&gt;• Obtain news and assets&lt;br&gt;• Create newsletter copy&lt;br&gt;• Design newsletter proof&lt;br&gt;• Distribute newsletter</td>
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| **Task 8.b: Benchmark Program**  
  Press Release  
  • Obtain information from KEW  
  • Draft release  
  • Distribute release | Development Period | September 15 – 19, 2014 |
| | Kern COG Approval | September 22 – 25, 2014 |
| | Finalize | September 26, 2014 |
| | Distribution | September 22, 2014 |
| **Task 8.a.: Energy Action Plan**  
  Press Release  
  • Obtain information from KEW  
  • Draft release  
  • Distribute release | Development Period | October 6 – 10, 2014 |
| | Kern COG Approval | October 14 – 16, 2014 |
| | Finalize | October 17, 2014 |
| | Distribution | October 20, 2014 |
| **Task 5.b.: Bakersfield Fall Home Show Exhibit for Energy Awareness Month**  
  • Design and print fliers/posters/brochure  
  • Book media for advertising  
  • Draft and distribute press release  
  • Extend to outlying communities as appropriate | Development Period | September 8 - October 3, 2014 |
| | Kern COG Approval | October 6 – 9, 2014 |
| | Finalize | October 10, 2014 |
| | Execution | October 18, 2014 |
| **Task 1: Focus Groups**  
  • Research and obtain local respondents  
  • Conduct focus group  
  • Develop and finalize report | Conduct Focus Groups | October 20 – November 21, 2014 |
<p>| | Present Report of Findings | December 2014 |</p>
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<td>Facebook Contest</td>
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<td>Task 5.f.: Municipal Personnel Training Sessions</td>
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<td>Task 5.e.: Community Workshops</td>
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<td>Task 9: Monthly Progress Reports</td>
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<td>Task 9: Bi-weekly Conference Calls</td>
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<td>Task 7 a-c: Daily Social Media Administration</td>
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<td>Task 9: PSC Meeting Coordination</td>
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<td>Tasks 6 c-e: Media Buying</td>
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<td>Task 6.b.: Brochures/Fliers</td>
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<td>Year-round</td>
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<td>Task 1: Focus Groups</td>
<td>$6,000&lt;br&gt;*focus groups managed by agency - $10,000 savings versus using vendor</td>
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<td>Tasks 2-3: Campaign Strategy and Development</td>
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<td>$16,000 (design, print hard costs and Spanish translations included)</td>
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<td>Task 7d: Video Testimonials</td>
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<td>Task 7a-c: Social Media Creation &amp; Administration</td>
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<td>Task 9: Account Administration</td>
<td>$6,000 (invoices, monthly reports, conference calls, etc.)</td>
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<td>Task 8 a-b: CEESP Press Releases</td>
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<td><strong>TOTAL BUDGET</strong></td>
<td><strong>$120,000</strong>&lt;br&gt;</td>
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</table>
EXHIBIT D

TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29
DEBARMENT AND SUSPENSION CERTIFICATION

The Consultant, under penalty of perjury, certifies that, except as noted below, he/she or any person associated therewith in the capacity of owner, partner, director, officer, manager:

is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;

has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;

does not have a proposed debarment pending; and

has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

(Consultant)

Date
### Allowable Costs per Pacific Gas & Electric, Southern California Edison, and Southern California Gas Company

**Allowable Costs Table**

The cost items listed on the Allowable Costs sheet are the only costs that can be claimed for ratepayer-funded energy efficiency work. The costs reported should be only for costs actually expended. Any financial commitments are to be categorized as commitments. If the reporting entity does not have a cost as listed on the cost reporting sheet, then no cost is to be reported for that item. These Allowable Cost elements are to be used whenever costs are invoiced or reported to the program administrator. If there is a desire to include additional Allowable Cost elements, the program administrator should be contacted in order for the administrator to seek approval from the CPUC.

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<thead>
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<table>
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<th><strong>Cost Categories</strong></th>
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<td>Managerial and Clerical Labor</td>
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<td>IOU Labor - Conference Attendance</td>
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</table>
# Allowable Costs Table

The cost items listed on the Allowable Costs sheet are the only costs that can be claimed for ratepayer-funded energy efficiency work. The costs reported should be only for costs actually expended. Any financial commitments are to be categorized as commitments. If the reporting entity does not have a cost as listed on the cost reporting sheet, then no cost is to be reported for that item. These Allowable Cost elements are to be used whenever costs are invoiced or reported to the program administrator. If there is a desire to include additional Allowable Cost elements, the program administrator should be contacted in order for the administrator to seek approval from the CPUC.

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<td>IOU Travel - Mileage</td>
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<td>IOU Travel - Parking</td>
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<td>IOU Travel - Per Diem for Misc. Expenses</td>
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<td>IOU Equipment Communications</td>
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<td>IOU Equipment Computing</td>
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<td>IOU Equipment Document Reproduction</td>
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<td>IOU Equipment General Office</td>
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<td>Subcontractor Postage</td>
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<td>Subcontractor Labor - Accounting Support</td>
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<td>Subcontractor Labor - Accounts Payable</td>
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<td>Subcontractor Labor - Accounts Receivable</td>
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3/30/2006
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3/30/2006

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<th>Marketing/Advertising/Outreach Cost Category</th>
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<td>IOU - Advertisements / Media Promotions</td>
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<td>IOU - Bill Inserts</td>
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<td>IOU - Brochures</td>
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<td>IOU - Print Advertisements</td>
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<td>IOU - Website Development</td>
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<td>IOU Labor - Marketing</td>
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<td>IOU Labor - Media Production</td>
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<td>IOU Labor - Business Outreach</td>
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<td>IOU Labor - Customer Relations</td>
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<th>Direct Implementation Cost Category</th>
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<tr>
<td>Financial Incentives to Customers</td>
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<td>Activity - Direct Labor</td>
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<td>IOU Labor - Curriculum Development</td>
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<td>IOU Labor - Customer Education and Training</td>
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<td>IOU Labor - Customer Equipment Testing and Diagnostics</td>
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<td>IOU Labor - Facilities Audits</td>
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<td>Subcontractor Labor - Facilities Audits</td>
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<td><strong>Installation and Service - Labor</strong></td>
<td><strong>IOU Labor - Customer Equipment Repair and Servicing</strong></td>
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<td><strong>IOU Labor - Measure Installation</strong></td>
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<td><strong>Subcontractor Labor - Customer Equipment Repair and Servicing</strong></td>
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<td><strong>Direct Implementation Hardware and Materials</strong></td>
<td><strong>IOU Audit Applications and Forms</strong></td>
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<td><strong>IOU Energy Measurement Tools</strong></td>
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<td><strong>IOU Installation Hardware</strong></td>
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<td><strong>Subcontractor - Audit Applications and Forms</strong></td>
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<td><strong>Rebate Processing and Inspection - Labor and Materials</strong></td>
<td><strong>IOU Labor - Field Verification</strong></td>
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October 17, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi
Executive Director

BY: Becky Napier
Regional Planner III

SUBJECT: KERN COG AGENDA NUMBER III CONSENT CALENDAR ITEM I.
COMMUNITY SURVEY CONTRACT APPROVAL

DESCRIPTION:
Community Survey Contract for Fiscal Year 2013-2014 in an amount not to exceed $65,000. This item has been sent to County Counsel for review.

DISCUSSION:
The Request for Proposal for the 2013 Community Survey included a clause allowing Kern COG to retain the services of the successful firm for up to four (4) additional fiscal years. On August 23, 2013, Godbe Research submitted a letter of intent (attached) to conduct another Kern COG Community Survey for fiscal year 2013-2014. Godbe Research is assigning the same project manager, Bryan Godbe.

The research objectives for the 2013 community survey were to: (a) assess residents’ overall opinion of the quality of life in their city or town; (b) survey the importance of issues related to the future quality of life in the county; (c) identify housing preferences; (d) understand the daily commute of the average resident; (e) determine feasibility of a transportation related revenue measure; and (f) identify any differences in opinion due to demographic and/or behavioral characteristics. Selected questions and variables were compared to previous telephone surveys conducted from 2007 through 2012.

The 2013-2014 survey will be used to inform the continuing Regional Transportation Planning process. It is anticipated the current survey will be conducted in the Spring of 2014. This project was approved in the 2013-2014 Overall Work Program.

ACTION
Approve contract for Community Survey between Kern COG and Godbe Research in an amount not to exceed $65,000 and authorize Chair to sign. VOICE VOTE.
CONTRACT BETWEEN THE KERN COUNCIL OF GOVERNMENTS
AND
GODEBE RESEARCH

THIS CONTRACT, made and entered into this 71th day of October, 2013 (“Execution Date”), by and between the Kern Council of Governments (“Kern COG”) and Godbe Research (“Consultant”).

W I T N E S S E T H:

WHEREAS, pursuant to the Joint Powers Agreement of November 4, 1970, creating Kern COG and the amended Joint Powers Agreement of May 1, 1982, Kern COG is authorized and empowered to employ consultants and specialists in the performance of its duties and functions; and

WHEREAS, Consultant represents it is qualified and willing to provide such services pursuant to the terms and conditions of this contract;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

I. Contract Organization and Content

This contract is fully comprised of these terms and the attached exhibits: Scope of Work, Budget and Deliverables and Schedule, all of which are incorporated herein by this reference.

II. Statement of Work

The work to be conducted by Consultant is specified in Scope of Work identified in the Consultant's proposal, dated December 13, 2012, for the delivery of products as specified in the Scope of Work, Budget and Deliverables attached hereto as Exhibit "A," and according to the Schedule, attached hereto as Exhibit “B.” During the performance of this contract, the representative project managers for Kern COG and Consultant will be:

Kern COG: Becky Napier, Regional Planner
Consultant: Brian Godbe, Project Manager

III. Term

Time is of the essence in this contract. The term of this contract shall be from the Execution Date through June 30, 2014, unless an extension of time is granted in writing by Kern COG. The various phases involved in this project shall be completed as indicated in Exhibit "B," Schedule.

Consultant services and reimbursements beyond June 30, 2014, are subject to the inclusion and funding agency approval of this project in Kern COG's 2014-2015 fiscal year Overall Work Program (OWP). If the project or OWP is not approved, this contract is terminated, effective the ending date of the last approved Kern COG OWP.

IV. Assignability

Consultant shall not assign any interest in this contract, and shall not transfer the same, without the prior written consent of Kern COG.

V. Contract Changes

No alteration or deviation of the terms of this contract shall be valid unless made in writing and signed by the parties. No oral understanding or agreement not incorporated herein, shall be binding on any of the parties.
Kern COG may request, at any time, amendments to this contract and will notify Consultant in writing regarding changes. Upon a minimum of ten (10) days notice, Consultant shall determine the impact on both time and compensation of such changes and notify Kern COG in writing. Upon agreement between Kern COG and Consultant as to the extent of these impacts on time and compensation, an amendment to this contract shall be prepared describing such changes. Such amendments shall be binding on the parties if signed by Kern COG and Consultant, and shall be effective as of the date of the amending document, unless otherwise indicated.

VI. Contract Costs and Reimbursements

A. Maximum Contract Amount/Budget Amendments:

For services rendered, Consultant may bill and receive up to $65,000, to be billed in accordance with Exhibit “A,” Scope of Work, Budget and Deliverables. The total sum billed under this contract may not exceed $65,000 including all costs, overhead, and fixed fee expenses. Such billings, up to the specified amount, shall constitute full and complete compensation for Consultant's services. Any amendments to the individual categories within the budget must be approved in writing in advance by Kern COG.

B. Progress Payments and Reports:

Progress payments are authorized under this contract. Progress billings in arrears may be submitted as often as monthly. Written progress reports shall accompany each billing and shall specify, by task, the percentage of contract work completed to date and since the date of the preceding billing, if any. Consultant shall be paid within 30 days following the receipt and approval of each billing by Kern COG. If Kern COG disputes any portion of a request for payment, Kern COG shall pay the undisputed portion of such request as provided herein and shall promptly notify Consultant of the amount in dispute and the reason therefore.

C. Billing Format and Content:

Requisitions for payment shall refer to Work Element number 601.3 as identified on the FY 2013-2014 Overall Work Program, or as may be specified in a written notice by Kern COG. Specific budget category detail is given below:

1. Direct Labor and Fringe Benefits: All direct labor charges should be billed by class of employee, rate per hour and number of hours. (Anticipated personnel cost-of-living or merit increase, if any, should be reflected in the budget).

2. Other Direct Costs: All direct costs billed must be specifically identified. Any travel costs may not exceed the per diem ($65/day meals; $225/day accommodations) and mileage rates shall be reimbursed at the IRS established standard mileage rate. Any other direct costs not specifically identified in the contract budget cannot be reimbursed.

D. Allowable Costs and Documentation:

All costs charged to this contract by Consultant shall be supported by properly executed payrolls, time records, invoices, and vouchers, evidencing in proper detail the nature and propriety of the charges, and shall be costs allowable as determined by Title 48 Code of Federal Regulations, Chapter 1, Part 31 (Contract Cost Principles and Procedures), Subpart 31.2 (Contracts with Commercial Organizations), as modified by Subpart 31.103. Consultant shall also comply with Title 49, Code of Federal Regulations, Part 18, (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments) in the procurement of services, supplies or equipment.
VII. Progress Reports

Consultant shall submit progress reports, as described in Exhibit "A" and Paragraph VI-B. above. The purpose of the reports is to allow Kern COG to determine if Consultant is completing the activities identified in the Work Program in accordance with the agreed upon schedule, and to afford occasions for airing difficulties or special problems encountered so remedies can be developed.

Consultant's Project Manager shall meet with Kern COG's Project Manager, as identified under Section II, as needed to discuss work progress.

VIII. Inspection of Work

Consultant, and any subcontractors, shall permit Kern COG, Caltrans and the Federal Highway Administration (FHWA), and other participating agencies, the opportunity to review and inspect the project activities at all reasonable times during the performance period of this contract, including review and inspection on a daily basis.

IX. Staffing

There shall be no change in Consultant's Project Manager, or members of the project team, without prior written approval by Executive Director of Kern COG. The Project Manager shall be responsible for keeping Kern COG informed of the progress of the work and shall be available for no less than four (4) meetings with Kern COG.

X. Subcontracting

Consultant shall perform the work with resources available within its own organization, unless otherwise specified in this contract. No portion of the work included in this contract shall be subcontracted without written authorization by Kern COG. In no event shall Consultant subcontract for work in excess of fifty (50) percent of the contract amount, excluding specialized services. Specialized services are those items not ordinarily furnished by a consultant performing this particular type of work. All authorized subcontracts shall contain the same applicable provisions specified in this contract.

XI. Termination of Contract

A. Termination for Convenience of Kern COG:

Kern COG may terminate this contract at any time by giving notice to Consultant of such termination, and the effective termination date, at least thirty (30) days before the effective date of such termination. In such event, all finished or unfinished documents and other materials shall, at the option of Kern COG, become its property. If this contract is terminated by Kern COG, as provided herein, Consultant shall be reimbursed for expenses incurred prior to the termination date, in accordance with the cost provisions of this contract. Consultant will also be allowed a proportion of any fixed fee that is equal to the same proportion of the project completed by Consultant on the date of termination of this contract.

B. Termination for Cause:

If through any cause, Consultant shall fail to fulfill in a timely and proper manner its obligations under this contract, or if Consultant violates any of the covenants, agreements, or stipulations of this contract, Kern COG shall thereupon have the right to immediately terminate the contract by giving written notice to Consultant of the intent to terminate and specifying the effective date thereof. Kern COG shall provide an opportunity for consultation with Consultant and a ten-day cure period prior to termination. In such an event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by Consultant under this contract shall, at the option of Kern COG, become the property of Kern COG. Consultant shall be entitled to receive compensation for all satisfactory work completed prior to the effective date of termination.
XII. Compliance with Laws, Rules and Regulations

All services performed by the Consultant pursuant to this contract shall be performed in accordance and full compliance with all applicable federal, state or local statutes, rules, and regulations.

XIII. Conflict of Interest

A. Consultant, and the agents and employees of Consultant, shall act in an independent capacity in the performance of this contract, and not as officers, employees or agents of Kern COG.

B. No officer, member, or employee of Kern COG or other public official of the governing body of the locality or localities in which the work pursuant to this contract is being carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the aforesaid work shall:

1. Participate in any decision relating to this contract which affects his personal interest or the interest of any corporation, partnership, or association in which he has, directly or indirectly, any interest; or

2. Have any interest, direct or indirect, in this contract or the proceeds thereof during his tenure or for one year thereafter.

C. Consultant hereby covenants that it has, at the time of the execution of this contract, no interest, and that it shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed pursuant to this contract. Consultant further covenants that in the performance of this work, no person having any such interest shall be employed.

XIV. Contingency Fees

Consultant warrants, by execution of this contract, that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingency fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by Consultant for the purpose of securing business. For breach or violation of this warranty, Kern COG has the right to terminate this contract without liability, allowing payment only for the value of the work actually performed, or to deduct from the contract price, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingency fee.

XV. Copyrights

Consultant shall be free to copyright material developed under this contract with the provision that Kern COG reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish, or otherwise use, distribute, and to authorize others to use, and distribute for fee or otherwise, the work for any purpose. Consultant is subject to the duties of agency relating to rights in data and copyrights as set forth in 28 CFR 179.9(c) and (d).

XVI. Publication

A. No report, information, or other data given to or prepared or assembled by Consultant pursuant to this contract, shall be made available to any individual or organization by Consultant without the prior written approval of Kern COG.

B. The following acknowledgment of FTA’s participation must appear on the cover or title page of all final products:

“The preparation of this report has been financed, in part, through a grant from the U.S. Department of Transportation, Federal Transit Administration, under the authority of the 49 USC Chapter 43 #5313(b) of the Federal Transit Laws.”
XVII. Disputes

Except as otherwise provided in this contract, any dispute concerning a question of fact which is not disposed of by mutual agreement, shall be decided by a court of competent jurisdiction.

XVIII. Hold Harmless

Consultant agrees to indemnify, defend and hold harmless Kern COG and Kern COG’s agents, board members, elected and appointed officials and officers, employees, volunteers and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorneys’ fees of County Counsel and counsel retained by Kern COG, expert fees, costs of staff time, and investigation costs) of whatever kind or nature, which arise out of or are in any way connected with any act or omission of Consultant or Consultant’s officers, agents, employees, independent contractors, sub-contractors of any tier, or authorized representatives. Without limiting the generality of the foregoing, the same shall include bodily and personal injury or death to any person or persons; damage to any property, regardless of where located, including the property of Kern COG; and any workers’ compensation claim or suit arising from or connected with any services performed pursuant to this Agreement on behalf of Consultant by any person or entity.

XIX. Insurance

Consultant, in order to protect Kern COG and its board members, officials, agents, officers, and employees against all claims and liability for death, injury, loss and damage as a result of Consultant’s actions in connection with the performance of Consultant’s obligations, as required in this Agreement, shall secure and maintain insurance as described below. Consultant shall not perform any work under this Agreement until Consultant has obtained all insurance required under this section and the required certificates of insurance and all required endorsements have been filed with Kern COG’s authorized insurance representative. Receipt of evidence of insurance that does not comply with all applicable insurance requirements shall not constitute a waiver of the insurance requirements set forth herein. The required documents must be signed by the authorized representative of the insurance company shown on the certificate. Upon request, Consultant shall supply proof that such person is an authorized representative thereof, and is authorized to bind the named underwriter(s) and their company to the coverage, limits and termination provisions shown thereon. Consultant shall promptly deliver Kern COG a certificate of insurance, and all required endorsements, with respect to each renewal policy, as necessary to demonstrate the maintenance of the required insurance coverage for the term specified herein. Such certificates and endorsements shall be delivered to Kern COG not less than 30 days prior to the expiration date of any policy and bear a notation evidencing payment of the premium thereof if so requested. Consultant shall immediately pay any deductibles and self-insured retentions under all required insurance policies upon the submission of any claim by Consultant or Kern COG as an additional insured.

Without limiting Kern COG’s right to obtain indemnification from Consultant or any third parties, Consultant, at its sole expense, shall maintain in full force and effect the following insurance policies throughout the term of the contract:

A. Commercial General Liability Insurance including, but not limited to, Contractual Liability Insurance (specifically concerning the indemnity provisions of the Agreement with Kern COG), Products-Completed Operations Hazard, Personal Injury (including bodily injury and death), and Property Damage for liability arising out of Consultant’s performance of work under the Agreement. The Commercial General Liability insurance shall contain no exclusions or limitation for independent contractors working on the behalf of the named insured. Consultant shall maintain the Products-Completed Operations Hazard coverage for the longest period allowed by law following termination of this Agreement. The amount of said insurance coverage required by this Agreement shall be the policy limits, which shall be at least one million dollars ($1,000,000) each occurrence and two million dollars ($2,000,000) aggregate.

B. Automobile Liability Insurance against claims of Personal Injury (including Bodily injury and death) and Property Damage covering any vehicle and/or all owned, leased, hired and non-owned vehicles used in the performance of services pursuant to this Agreement with coverage equal to the policy limits, which shall be at least one million dollars ($1,000,000) each occurrence.
C. Professional Liability Insurance of at least $1,000,000.

D. Worker’s Compensation Insurance as required by law. Consultant shall require any sub-contractors to provide workers’ compensation for all of the sub-contractors’ employees, unless the sub-contractors’ employees are covered by the insurance afforded by Consultant. If any class of employees engaged in work or services performed under this Agreement is not covered by Labor Code section 3700, Consultant shall provide and/or require each sub-contractor to provide adequate insurance for the coverage of employees not otherwise covered.

This insurance shall not be canceled or changed without a minimum of thirty (30) days advance written notice given to Kern COG. The consultant shall provide certification of said insurance to Kern COG within twenty-one (21) days of the date of the execution of the contract. Such certification shall show, to Kern COG’s satisfaction, that such insurance coverage has been obtained and is in full force; that Kern COG, its officers, agents, and employees will not be responsible for any premiums on the policies; that if required such insurance names Kern COG, its officers, agents, and employees individually and collectively as additional insured (comprehensive and general liability only), but only insofar as the operations under the contract are concerned; that such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by Kern COG, its officers, agents, and employees, shall be excess only and not contributing with insurance provided under the consultant’s policies herein; and that this insurance shall not be canceled or changed without a minimum of thirty (30) days advance, written notice given to Kern COG.

In the event Consultant fails to keep in effect at all times insurance coverage as herein provided, Kern COG may, in addition to other remedies it may have, suspend or terminate the contract upon the occurrence of such event.

E. The Commercial General Liability and Automobile Liability Insurance required in sub-paragraph A and B. shall include an endorsement naming Kern COG and Kern COG’s board members, officials, officers, agents and employees as additional insureds for liability arising out of this Agreement and any operations related thereto. Said endorsement shall be provided using one of the following three options: (i) on ISO form CG 20 10 11 85; or (ii) on ISO form CG 20 37 10 01 plus either ISO form CG 20 10 10 01 or CG 20 33 10 01; or (iii) on such other forms which provide coverage at least equal to or better than form CG 20 10 11 85.

F. Any self-insured retentions in excess of $100,000 must be declared on the Certificate of Insurance or other documentation provided to Kern COG and must be approved by Kern COG.

G. If any of the insurance coverages required under this Agreement is written on a claims-made basis, Consultant, at Consultant’s option, shall either (i) maintain said coverage for at least three (3) years following the termination of this Agreement with coverage extending back to the effective date of this Agreement; (ii) purchase an extended reporting period of not less than three (3) years following the termination of this Agreement; or (iii) acquire a full prior acts provision on any renewal or replacement policy.

H. Cancellation of Insurance -- The above stated insurance coverages required to be maintained by Consultant shall be maintained until the completion of all of Consultant’s obligations under this Agreement except as otherwise indicated herein. Each insurance policy supplied by the Consultant must be endorsed to provide that the coverage shall not be suspended, voided, cancelled or reduced in coverage or in limits except after ten (10) days written notice in the case of non-payment of premiums, or thirty (30) days written notice in all other cases. Such notice shall be by certified mail, return receipt requested. This notice requirement does not waive the insurance requirements stated herein. Consultant shall immediately obtain replacement coverage for any insurance policy that is terminated, canceled, non-renewed, or whose policy limits have been exhausted or upon insolvency of the insurer that issued the policy.

I. All insurance shall be issued by a company or companies admitted to do business in California and listed in the current “Best’s Key Rating Guide” publication with a minimum of a “A-;VII” rating. Any exception to these requirements must be approved by the Kern COG.
J. If Consultant is, or becomes during the term of this Agreement, self-insured or a member of a self-insurance pool, Consultant shall provide coverage equivalent to the insurance coverages and endorsements required above. The Kern COG will not accept such coverage unless Kern COG determines, in its sole discretion and by written acceptance, that the coverage proposed to be provided by Consultant is equivalent to the above-required coverages.

K. All insurance afforded by Consultant pursuant to this Agreement shall be primary to and not contributing to all insurance or self-insurance maintained by Kern COG. An endorsement shall be provided on all policies, except professional liability/errors and omissions, which shall waive any right of recovery (waiver of subrogation) against Kern COG. A waiver of right of recovery (waiver of subrogation) is only required when Consultant’s personnel deliver services or perform service for Kern COG while on Kern COG property.

L. Insurance coverages in the minimum amounts set forth herein shall not be construed to relieve Consultant for any liability, whether within, outside, or in excess of such coverage, and regardless of solvency or insolvency of the insurer that issues the coverage; nor shall it preclude Kern COG from taking such other actions as are available to it under any other provision of this Agreement or otherwise in law.

M. Failure by Consultant to maintain all such insurance in effect at all times required by this Agreement shall be a material breach of this Agreement by Consultant. Kern COG, at its sole option, may terminate this Agreement and obtain damages from Consultant resulting from said breach. Alternatively, Kern COG may purchase such required insurance coverage, and without further notice to Consultant, Kern COG shall deduct from sums due to Consultant any premiums and associated costs advanced or paid by Kern COG for such insurance. If the balance of monies obligated to Consultant pursuant to this Agreement are insufficient to reimburse Kern COG for the premiums and any associated costs, Consultant agrees to reimburse Kern COG for the premiums and pay for all costs associated with the purchase of said insurance. Any failure by Kern COG to take this alternative action shall not relieve Consultant of its obligation to obtain and maintain the insurance coverages required by this Agreement.

XX. Equal Employment Opportunity/Nondiscrimination

Consultant shall comply with Title VI of the Civil Rights Act of 1964, as amended, and with the provisions contained in 49 CFR 21 through Appendix C and 23 CFR 170.405(b). During the performance of this contract, Consultant, for itself, its assignees and successors in interest, agrees as follows:

A. Compliance with Regulations: Consultant shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation (hereinafter DOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

Prior to any performance under this agreement, Consultant must review, sign and return to Kern COG a copy of the Title 49, Code of Federal Regulations, Part 29 Debarment and Suspension Certifications (“Certifications”) attached and incorporated here as Exhibit D, “Debarment and Suspension Certification.” The signed copy of the Certifications shall be incorporated by this reference into the Agreement as if set forth in full herein.

B. Nondiscrimination: Consultant, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, religion, color, sex, age or national origin in the selection or retention of subcontractors, including the procurement of materials and leases of equipment. Consultant shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
C. Solicitations for Subcontractors, including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding or negotiations made by Consultant for work to be performed under a subcontract, including the procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by Consultant of Consultant's obligations under this contract, and the Regulations relative to nondiscrimination on the grounds of race, religion, color, sex, age or national origin.

D. Information and Reports: Consultant shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by Kern COG, Caltrans, FTA, or FHWA to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of Consultant is in the exclusive possession of another who fails or refuses to furnish this information, Consultant shall so certify to Kern COG, Caltrans, FTA, or FHWA, as appropriate, and shall set forth what efforts it has made to obtain the information.

E. Sanctions for Noncompliance: In the event of Consultant's noncompliance with the nondiscrimination provisions of this contract, Kern COG shall impose such contract sanctions as it, Caltrans, FTA, or FHWA may determine to be appropriate, including, but not limited to:

1) Withholding of payments to Consultant under this contract until Consultant complies; and/or 2) Cancellation, termination or suspension of the contract, in whole or in part.

F. Incorporation of Provisions: Consultant shall include the provisions of Paragraphs A through F of this Section XX in every subcontract, including procurements of materials and leases of equipment, unless exempt from the regulations, or directives issued pursuant thereto. Consultant shall take such action with respect to any subcontract or procurement as Kern COG, Caltrans, FTA, or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. However, in the event Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, Consultant may request Kern COG to enter into such litigation to protect the interests of Kern COG, and in addition, Consultant may request the United States to enter into such litigation to protect the interests of the United States.

XXI. Disadvantaged Business Enterprise (DBE)

It is the policy of Kern COG, the California State Department of Transportation and the U.S. Department of Transportation, that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 23, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with local, state or federal funds.

Consultant shall ensure that DBEs, as defined in 49 CFR Part 23, have the maximum opportunity to participate in the performance of this contract. In this regard, Consultant shall take all necessary and reasonable steps to ensure that DBEs have the maximum opportunity to compete for and to perform subcontracts arising out of this contract. Failure to carry out the requirements of this paragraph shall constitute a breach of contract and may result in termination of this contract or such other remedy Kern COG may deem appropriate.

During the period of this contract, the Consultant shall maintain records of all applicable subcontracts advertised and entered into germane to this contract, documenting the opportunity given to DBEs to participate in this contract, actual DBE participation, and records of materials purchased from DBE suppliers. Such documentation shall show the name and business address of each DBE subcontractor or vendor, and the total dollar amount actually paid each DBE subcontractor or vendor. Upon completion of the contract, a summary of these records shall be prepared and certified correct by the Consultant, and shall be furnished to Kern COG.
XXII. Audits

At any time during normal business hours, and as often as Kern COG, Kern COG’s participating agencies, the California Department of Transportation, the Federal Transit Administration, the Federal Highway Administration, the Department of Labor, the Comptroller General of the United States, or other appropriate state and federal agencies, or any duly authorized representatives may deem necessary, Consultant shall make available for examination all of its records with respect to all matters covered by this contract for purposes of audit, examination, or to make copies or transcripts of such records, including, but not limited to, contracts, invoices, payrolls, personnel records, conditions of employment and other data relating to all matters covered by this contract. Project costs are subject to audit and approval for payment according to the eligibility requirements of the funding agencies. However, Kern COG shall not have the right to audit Consultant's fixed rates or fees, percentage multipliers, or standard charges. All project records shall be retained and access to the facilities and premises of Consultant shall be made available during the period of performance of this contract, and for three years after Kern COG makes final payment under this contract.

XXIII. Clean Air Act/Clean Water Act Requirements

Consultant, in carrying out the requirements of this contract, shall comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 USC 1857[h]), Section 508 of the Clean Water Act (33 USC 1368), Presidential Executive Order 11738, and those Environmental Protection Agency regulations contained in 40 CFR Part 15.

XXIV. Notice

Any notice or notices required or permitted to be given pursuant to this contract may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested, to the following addresses:

Mr. Ahron Hakimi,
Executive Director
Kern COG
1401 19th Street, Suite 300
Bakersfield, California  93301

OR

Mr. Charles Hester
Vice President
Godbe Research
1660 So. Amphlett Blvd., suite 205
San Mateo, CA  94402

XXV. Venue

If any party to this contract initiates any legal or equitable action to enforce the terms of this contract, to declare the rights of the parties under this contract or which relates to this contract in any manner, Kern COG and Consultant agree that the proper venue for any such action is the Superior Court of the State of California of and for the County of Kern.

XXVI. California Law

Kern COG and Consultant agree that the provisions of this contract will be construed in accordance with the laws of the State of California.
XXVII. No Authority to Bind Kern COG

It is understood that Consultant, in its performance of any and all duties under this contract, has no authority to bind Kern COG to any agreements or undertakings with respect to any and all persons or entities with whom Consultant deals in the course of its business.

XXVIII. Nonwaiver

No covenant or condition of this contract to be performed by Consultant can be waived except by the written consent of Kern COG. Forbearance or indulgence by Kern COG in any regard whatsoever shall not constitute a waiver of any covenant or condition to be performed by Consultant. Kern COG shall be entitled to invoke any remedy available to it under this contract or by law or in equity despite any such forbearance or indulgence.

XXIX. Independent Contractor

Nothing in this contract shall be construed or interpreted to make Consultant, its officers, agents, employees or representatives anything but independent contractors and in all their activities and operations pursuant to this contract, Consultant, its officers, agents, employees and representatives shall for no purposes be considered employees or agents of Kern COG.

XXX. Partial Invalidity

Should any part, term, portion, or provision of this contract be finally decided to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be effected thereby, provided such remaining portions or provisions can be construed in substance to constitute the agreement which the parties intended to enter into in the first instance.

XXXI. Signature Authority

Each person executing this contract on behalf of Consultant represents and warrants that he or she is authorized by Consultant to execute and deliver this contract on behalf of Consultant and that this contract is binding on Consultant in accordance with the terms.

IN WITNESS WHEREOF, the Kern Council of Governments and Godbe Research, Inc. have executed this agreement as of the date first above written.

RECOMMENDED AND APPROVED
AS TO CONTENT:

Ahron Hakimi, Executive Director
Kern COG

Harold W. Hanson, Chairman
Kern COG

APPROVED AS TO FORM:

Phillip Hall, Deputy
Kern County Counsel

Charles Hester, Vice President
Consultant

KERN COUNCIL OF GOVERNMENTS

GODEBE RESEARCH
EXHIBIT “A”

SCOPE OF WORK, BUDGET, AND DELIVERABLES

1. Conduct a countywide survey of Kern County residents to gauge public perception of and reaction to quality of life issues, community services, growth, jobs and the economy, according to the following:

A. PHASE 1: Questionnaire Design, Development and Project Administration
   Task 1.1: Project initiation and kick-off meeting
   Task 1.2: Through an iterative process with Kern COG, develop draft survey instrument
   Task 1.3: Conduct bi-weekly meetings and/or conference calls, as needed
   Task 1.4: Provide monthly progress reports on project status/accomplishments, billing and upcoming goals

B. PHASE 2: Survey Pre-Test
   Task 3.1: Pre-Test of survey instrument to determine interview length
   Task 3.2: Kern COG review and approval of draft survey instrument and pre-test
   Task 3.3: Consultant to develop final survey instrument
   Task 3.4: Translate the final survey instrument into Spanish

C. PHASE 4: Survey Sample and Data Collection (Consultant)
   Task 4.1: Select phone numbers and random sample
   Task 4.2: Sample shall be stratified among the four sub-regions and by supervisorial district
   Task 4.3: Interviewer briefing/training
   Task 4.4: Data collection
   Task 4.5: Debriefing

D. PHASE 5: Data Analysis and Final Report (Consultant)
   Task 5.1: Data entry and analysis
   Task 5.2: Verification of survey population
   Task 5.3: Preparation of Final Report

Phase A through D Represent the Telephone Survey Cost of $60,410.00.

2. Conduct and report on the results of a statistically valid, countywide survey to gauge public perception of and reaction to quality of life issues, community services, growth, jobs and the economy.

3. Provide up to 5 bound copies as directed by Kern COG, one unbound copy, one electronic copy in word format on CD, and one electronic copy in PDF format on CD for the poll report for an amount not to exceed $800 in reproduction costs.

4. Provide one copy of raw interview data in Excel format on CD.

5. Provide a website survey instrument if requested by Kern COG for an amount not to exceed $4,250.

PROJECT TO BE COMPLETED BY JUNE 30, 2014, FOR A TOTAL COST NOT TO EXCEED $65,000.
EXHIBIT “B”
SCHEDULE

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<thead>
<tr>
<th>Task</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
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<tr>
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<td>Review of Previous Surveys &amp; Other Data</td>
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<td>Questionnaire Drafting and Refinement</td>
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<td>Sample Development and Matching</td>
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<td>Meeting with Kern COGs to review Draft Survey</td>
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<td>Print and CATI Programming</td>
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<td>Survey Translation</td>
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<tr>
<td>Data Collection/Interviewing</td>
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<td>Tax Collector Report meeting with Kern COG</td>
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<tr>
<td>Draft Analysis &amp; Reporting</td>
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<tr>
<td>Report/Recommendations Review with Kern COG</td>
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<tr>
<td>Final Project Report Development</td>
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<tr>
<td>Presentation of Findings to Kern COGs</td>
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<tr>
<td>Staff/Administration &amp; Board</td>
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<tr>
<td>Post Survey Consulting on the Results (ongoing)</td>
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### Telephone Survey of 1,200 (n=1,200) Kern County Residents

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<thead>
<tr>
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<th>18-min</th>
<th>20-min.</th>
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</thead>
<tbody>
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<td>$3,400.00</td>
<td>$3,400.00</td>
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<td>CATI Programming</td>
<td>$1,200.00</td>
<td>$1,440.00</td>
<td>$1,600.00</td>
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<td>Spanish Language Translation</td>
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<td>$900.00</td>
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<tr>
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<td>$31,800.00</td>
<td>$36,660.00</td>
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<td>Spanish Interviewing Surcharge</td>
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<td>$2,400.00</td>
<td>$3,000.00</td>
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<tr>
<td>Data Processing</td>
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<td>$1,100.00</td>
<td>$1,200.00</td>
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<td>$9,250.00</td>
<td>$9,250.00</td>
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<td>Project Management</td>
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<td>$3,250.00</td>
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<td>$1,050.00</td>
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<td><strong>$54,590.00</strong></td>
<td><strong>$60,410.00</strong></td>
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### Potential Optional Tasks

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<th>18-min</th>
<th>20-min.</th>
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<tbody>
<tr>
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<td>$3,000.00</td>
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<td>Reproduction of 5 Report Copies</td>
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<td>$800.00</td>
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<tr>
<td>Executive Phone Interviews with Boardmembers</td>
<td>No Charge</td>
<td>No Charge</td>
<td>No Charge</td>
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<tr>
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<td>$4,250.00</td>
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<td>$4,250.00</td>
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</tbody>
</table>
August 23, 2013

Ms. Becky Napier  
Kern Council of Governments  
1401 19th Street  
Suite 300  
Bakersfield, CA  93301  

Dear Ms. Napier:

Godbe Research is pleased to submit this letter of intent to conduct our second event of the Kern Council of Government’s (Kern COG) Community Survey project for fiscal year 2013 – 2014 (FY 13/14), under our current contract. This letter is based on Kern COG’s desire to invoke the contract clause that allows Kern COG to retain Godbe Research for the Community Survey project for up to an additional four fiscal years beyond the first year of the survey in FY 12/13.

After a review of the project costs, we can again complete the Community Survey process for near the $58,660 contract amount as outlined in the FY 12/13 contract, taking into account minor vendor increases in Sample, CATI, and Telephone Interviewing. Based on costs submitted to Kern COG previously, we have attached a spreadsheet that outlines our proposed costs for the FY 13/14 survey event; which allows for a survey instrument of 15, 18, or 20-minutes in length. For reference, the FY 12/13 survey event was 18-minutes in length on average. A sample size of 1,200 (n=1,200) Kern County residents will again be employed, and surveys will be conducted in English and Spanish, per previous survey events. Finally, we have included several optional modules that were presented in our initial proposal leading to the FY 12/13 Community Survey contract, including an Internet option and options for number of final reports presented to Kern COG at the completion of the study.

Within our scope of work for the FY 13/14 Community Survey, we can rotate, include/remove, or change questions. This would fit the parameters and costs of a 15 to 20-minute survey for Kern COG, and correspond to the attached costs. Godbe Research will again assign the project Bryan Godbe as project manager for the FY 13/14 Community Survey project, which is consistent with previous Community Survey events, and Bryan will not be removed or substituted for the duration of the project with Kern COG without written approval from Kern COG.

We are ready to being the FY 13/14 Community Survey according to Kern COG’s timing needs, including scheduling a project kick off meeting in the fall of 2013. As always, Godbe Research is eager to assist Kern COG with the FY 13/14 Community Survey project and its research needs. If you have any questions or would like additional information, please do not hesitate to contact me directly at 650-288-3021 or cwhester@godbereresearch.com.

Sincerely,

Charles Hester  
Vice President
October 17, 2013

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 HEALTH INSURANCE PREMIUMS

DESCRIPTION:
Proposal to establish an 80/20 ratio for employer/employee health contributions.

DISCUSSION:
In November 2003, Kern COG’s Board of Directors approved a benefits package of up to $800 per employee/month that covered a range of medical plans offered through the Public Employees Retirement System (PERS). Today, nine employees who option family health coverage are contributing a minimum of 31 percent toward their monthly premium, while ten other employees who option single coverage do not use their full $800 allocation each month.

Between 2002 and 2012, family medical insurance premiums have risen an average of 97 percent, according to a joint report by the Kaiser Family Foundation and the Health Research and Educational Trust. Kern COG’s employees with family coverage today pay an average of 42.5 percent of the total premium.

In researching solutions to escalating health care costs, staff pursued four different avenues:

- individual provider rates through the federal health exchange;
- broker-provided coverage;
- a health insurance collaborative for special districts; and
- a health benefits consultant.

Staff compared only those plans that offered similar benefits, co-payments and other features as the range of PERS choices that Kern COG already offers. In each instance, quoted premiums for the small-group category were within two percent of current premiums.

Furthermore, a survey of Kern COG’s member agencies and other government organizations identifies a fixed employer/employee ratio as a common rate structure for health benefits. The City of Bakersfield, County of Kern and Caltrans each employs an 80/20 ratio, although not necessarily with as wide a range of health plans.

Under a similar rate structure, rates for employees opting for family coverage would see their contribution reduced from an average of $810.09 per month to $290.16 or $133.92 per pay period. Conversely, a single employee who pays zero out-of-pocket today would see an average increase of $111.62 a month or $51.52 per paycheck. This structure would result in a first-year net increase to Kern COG of $2,528.60 per month or $30,343.20 for the first year.
Staff proposes a four-year phase-in period in which the first year would provide immediate relief to employees with family coverage. Single employees would have their 20 percent contributions phased in over the following three years with full implementation anticipated in 2017.

Under this scenario, and assuming an average five percent annual increase in all health plans, Kern COG’s liability would increase by $1,494.49 per month to $4,023.09 by 2017; a total increase of $48,277 annually over 2013-14.

Attachment A provides an overview of the proposed phase-in by employee position and individual health plan.

**ACTION:**

Approve an 80/20 employer/employee ratio for Kern COG health benefits. VOICE VOTE.
2014 - 2017 PHASE-IN RATE PLAN
Last Name
Division
Admin
Regional
Regional
Clerical
Regional
Regional
Regional
Regional
Regional
Regional
Regional
Admin
Division
Clerical
Regional
Regional
Regional
Admin
Regional
Regional

First Name
Director
Staff
Planner
Planner
Staff
Planner
Planner
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Planner
Planner
Staff
Director
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Planner
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Status
Family
Single
Single
Family
Family
Single
Couple
Single
Single
Family
Single
Single
Family
Family
Single
Single
Couple
Family
Family
Family
Single

Plan Code

Plan

0643
3081
3231
0823
0643
0641
0642
3281
3281
4123
3281
1421
0823
0643
3081
3081
0822
3233
3083
0643
3281

Blue Shield NetValue
Kaiser
PERS Choice
PERS Select
Blue Shield NetValue
Blue Shield NetValue
Blue Shield NetValue
PERS Care
PERS Care
Health Net Salud y Mas
PERS Care
Blue Shield Access+
PERS Select
Blue Shield NetValue
Kaiser
Kaiser
PERS Select
PERS Choice
Kaiser
Blue Shield NetValue
PERS Care

2014
Monthly
Premium
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1,188.64
602.79
612.25
1,524.43
1,188.64
457.17
914.34
638.22
638.22
1,273.53
638.22
543.21
1,524.43
1,188.64
602.79
602.79
1,172.64
1,591.85
1,567.25
1,188.64
638.22

Kern COG
current monthly
portion

2014 Kern
2014
2015 Monthly
2015 Kern COG
COG 80% & Employees 20% Premium 5%
80% & 93.33%
100%
& 100%
increase

2015 Employees
20% & 6.67%

2016 Monthly
Premium 5%
increase

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October 17, 2013

TO: Kern Motorist Aid Authority

FROM: Ahron Hakimi
Executive Director

BY: Becky Napier
Regional Planner III

SUBJECT: COG AGENDA NUMBER VII. KMAA ITEM A.
Discussion of Partial Removal of the Kern Motorist Aid Call Box System from State Routes

DESCRIPTION:
The Kern COG Board requested staff research removal of low call volume call boxes from the Kern Motorist Aid Call Box System.

DISCUSSION:
Staff contacted Caltrans District 6 and Caltrans Headquarters to discuss removal of portions of the Kern Motorist Aid Call Box System. Based on the Motorist Aid Guidelines, staff previously informed the Board that call boxes must be removed by route. During discussions with Caltrans, staff was informed that Caltrans would be willing to review partial removal of a route based on call volumes. To permanently remove call boxes the Motorist Aid Guidelines require the following:

1. The Motorist Aid Authority shall submit a call box removal plan to the CHP and Caltrans for review and approval.
2. Removals greater than 10% of the number of installed call boxes on any one corridor require a removal plan.
3. Along freeways, expressways, and divided conventional highways, call boxes shall be removed from both sides of the roadway to maintain call box pairing.

Caltrans Headquarters has also requested a ten-year financial plan disclosing what the motorist aid funds will be used for if not used for the call box system. The funds must be used on State Routes for motorist aid approved activities.

Staff analyzed the 2012 call box activity primarily on the portion of the system that traverses Metro Bakersfield. The routes analyzed were State Route 99, State Route 58, and State Route 178.
If the Board wishes to remove the call boxes in the Metro Bakersfield area only, the following table portrays how that may be accomplished.

<table>
<thead>
<tr>
<th>State Route</th>
<th># of Call Boxes Per Route</th>
<th>Percent of System Call Boxes</th>
<th>Call Volume By Route</th>
<th>% of Total System Call Volume</th>
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<tbody>
<tr>
<td>58</td>
<td>116</td>
<td>21.0%</td>
<td>692</td>
<td>23.3%</td>
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<td>99</td>
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<td>178</td>
<td>45</td>
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An additional option may be to remove all of the call boxes on State Route 99 through Kern County, not just the Metro Bakersfield area. This would eliminate 69 call boxes on State Route 99.

**ACTION**

Board discussion and provide staff direction.
AGENDA
KERN COUNCIL OF GOVERNMENTS

KERN COG CONFERENCE ROOM  THURSDAY
1401 19TH STREET, THIRD FLOOR NOVEMBER 21, 2013
BAKERSFIELD, CALIFORNIA 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: Flores, Hanson, Wood, Aguirre, Wilke, Cantu, Holloway, Johnston, Linder, Smith, Wegman, Couch, Scrivner

Congestion Management Agency Ex-Officio Members: Kiernan, Miller, 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 – October 17, 2013

B. Concurrence in Actions of TPPC

C. Response to Public Comments (None)

D. Local Clearinghouse: (None)

E. Kern Transportation Foundation (KTF) Memorandum of Agreement (Phipps)

Comment: A Memorandum of Agreement with the Kern Transportation Foundation (KTF) to fund $30,000 for public outreach to community groups, chambers of commerce, service clubs and other organizations about the need for greater public investment in local transportation infrastructure. County Counsel has reviewed this item.

Action: Approve and authorize Chair to sign the 2013-14 Memorandum of Agreement between Kern Council of Governments and Kern Transportation Foundation. VOICE VOTE.
F. **Policy and Procedures Manual Revision – Personnel Section (Phipps)**

Comment: The Kern COG Policy and Procedures Manual is the compilation of the practices set forth to govern daily operations. Staff has prepared revisions to the Personnel chapter.

**Action:** Approve the Kern COG Policy and Procedures Manual revisions. VOICE VOTE.

G. **2014 Legislative Platform (Phipps)**

Comment: Staff has developed a legislative platform through which to review and comment on particular legislative proposals of significance to Kern COG.

**Action:** Approve Kern COG’s 2014 legislative platform. VOICE VOTE.

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

IV. **KERN COG:**

A. **Kern COG Health Insurance Opt Out (Phipps)**

Comment: Proposal to establish a $325 “opt-out” incentive policy for employees to waive employer-sponsored health coverage. This item is still being reviewed by County Counsel.

**Action:** Approve an 80/20 employer/employee ratio for Kern COG health benefits, contingent on IRS code section 125 regulations. 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:** (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:** ***DARK IN DECEMBER*** NEXT MEETING: January 16, 2014
The meeting was called to order by Vice Chair Paul Linder at approximately 6:30 p.m.

I. ROLL CALL:

Members Present: Pascual, Wilke, Cantu, Johnston, Linder, Wegman, Scrivner

Members Absent: Flores, Hanson, Wood, Holloway, Smith, Couch

Alternates: None

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

Others: 5

Staff: Hakimi, Collins, Ball, Pacheco, Snoddy, Napier, Stowe, Campbell and Hall

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.

Ms. Wendy Elfson with California Walks, said that their office is in Oakland but there is a walking group in South Metro Bakersfield and she wanted to let the Board know that Kern County was spoken of very highly this week at the San Joaquin Valley Policy Council. You are attracting some positive attention and maybe a little jealousy from some other parts of the Valley on your good work here. It is being noticed and people are talking about the staff and board’s good work. She wanted you to know and to say thank you.

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 – September 19, 2013
B. Concurrence in Actions of TPPC
C. Response to Public Comments (None)
D. Local Clearinghouse (None)
E. FY 2014-15 Overall Work Program
F. Contract for Legal Services and Review of the Draft 2014 Regional Transportation Plan
G. Kern Region Energy Action Plans Monthly Update
H. Contract Agreement with Mendez Media Marketing, Inc. to provide Kern Energy Watch Marketing Consultant Services
I. Community Survey Contract Approval

Director Cantu asked that item H. be removed for more detail and information and to know more about what the contract entails.

MOTION BY DIRECTOR WEGMAN, second by Director Scrivner, TO APPROVE THE CONSENT CALENDAR without Item H. Motion carried with a roll call vote, with Director Johnston abstaining on item A. minutes, as he was not at the last board meeting.
H. **Contract Agreement with Mendez Media Marketing, Inc. to provide Kern Energy Watch Marketing Consultant Services**

Ms. Campbell stated the contract proposal with Mendez Media Marketing is to provide marketing, education and outreach for the Kern Energy Watch Program including selected California Long Term Energy Efficient Strategic Plan goals in an amount not to exceed $120,000. County Counsel has received this contract for review. As a Kern Energy Watch Partnership Program implementer, Kern COG provides administration, planning and outreach support. The Kern Energy Watch Partnership is a joint Program with Pacific Gas and Electric, Southern California Edison, Southern California Gas Company and the County of Kern and all the incorporated cities of Kern County, also including the unincorporated communities and special districts within Kern County. Additionally the Partners coordinate program activities with the Kern Economic Development Foundation. Kern COG issued a request for proposals in late July 2013. Utilities Partners Program Managers were invited to review the two proposals that were received, along with Kern COG staff. The two proposed budgets were within $15 of each other. With the selection of Mendez Media Marketing based on the scope of work and budget that allowed for planned implementation to reach the stated target audiences. Mendez Media Marketing is a qualified firm that will design, implement and manage an ongoing public awareness campaign that includes the following objectives: to promote energy efficiency; raise awareness of the Kern Energy Watch Program especially through their website; Drive customers to the utility core programs, primarily through the website portal and secondarily through direct outreach and distribution of materials; Demonstrate local government partner leadership on energy efficiency; Create a culture of energy efficiency within local government operations; and create messages for target audiences for each marketing and outreach campaign created through the scope of work. Mendez Media Marketing shall develop a cost-effective marketing plan. The consultant will implement and manage marketing and outreach activities, including convening focus groups to refine campaign messages. The marketing campaigns must integrate and fulfill Kern COG’s contractual requirements with each of the three utility providers. Staff requests that the contract and budget be approved.

Director Cantu wondered in terms of the marketing will there be filming, what’s involved, will it be done in different locations. What types of projects are we looking at. Ms. Campbell said that the utilities came to us and asked if we could assist them. This is additional funds that they are giving us to manage the marketing of the Energy Watch Program and it does not exceed the $120,000. They are going out and doing focus groups in the various areas that are partners in the Kern Energy Watch Program. They will be creating new marketing pieces that will directly reach those residents in the organizations and cities that we serve. They will be assisting us along with Kern COG overseeing the marketing along the way. It’s money that is coming directly from the utilities and is above and beyond what was originally contracted with them.

Director Cantu said that this is additional money. Ms. Campbell said yes, they were trying to do it and needed the assistance. We like that Mendez Media Marketing is a local firm. Director Cantu asked if we can see the results of this investment. Ms. Campbell said that is a great request and she is sure Ms. Urata will provide that for you. It’s nice to know that they will be educating our communities on what the utilities are doing. Mr. Hakimi said that he wanted to make it clear that the utilities are providing the funding for this.

**MOTION BY DIRECTOR CANTU, second by Director Wilke, TO APPROVE THE CONTRACT WITH MENDEZ MEDIA MARKETING AND AUTHORIZE CHAIR TO SIGN.** Motion approved with a voice vote.
IV. KERN COG:

A. Kern COG Health Insurance Premiums

Ms. Stowe stated that approximately 50% of Kern COG employees with families pay a minimum of 31% towards their monthly medical premiums, while employees with single coverage have no out of pocket expenses. The proposal before you provides a balance by establishing an 80/20 ratio employer/employee ratio towards these premiums.

MOTION BY DIRECTOR SCRIVNER, second by Director Cantu, TO APPROVE AN 80/20 EMPLOYER/EMPLOYEE RATIO FOR KERN COG HEALTH BENEFITS. Motion carried with a voice vote.

V. TRANSPORTATION AUTHORITY: (None)

VI. CONGESTION MANAGEMENT AGENCY: (None)

VII. KERN MOTORIST AID AUTHORITY:

A. Discussion of Partial Removal of the Kern Motorist Aid Call Box System from State Routes

Ms. Napier stated that staff contacted Caltrans at the request of the Board, both District 6 and Headquarters to discuss removal of portions of the Kern Motorist Aid Call Box System. During discussions with Caltrans, staff was informed that Caltrans would be willing to review partial removal of a route based on call volumes. To permanently remove call boxes the Motorist Aid Guidelines require that the Authority shall submit a call box removal plan to the CHP and Caltrans for review and approval and that along freeways, expressways and divided conventional highways, call boxes shall be removed from both sides of the roadway to maintain call box pairing. Caltrans Headquarters has also requested a ten year financial plan disclosing what the motorist aid funds will be used for if not used for the call box system. Staff analyzed the 2012 call box activity primarily on the portion of the system that traverses Metro Bakersfield. The routes analyzed were SR 99, SR 58, and SR 178. In your staff report there was two charts provided, the first one is the call volumes on those routes, the second one is a proposal of what we might look at as far as removal on those routes: remove 17 call boxes on SR 58 from just east of highway 43 to Vineland Road; 31 call boxes on SR 99 from one mile south of Houghton Road to 1.5 miles north of 7th Standard Road; and 12 call boxes on SR 178 from Alta Vista to Rancheria Road. We would leave call boxes in the more rural areas. Additionally if you wanted to look at removing all call boxes on SR 99 through Kern County that would be a total of 69 call boxes. She said we are looking for direction from the Board to see if we are going in the right direction or you want us to take a look at something else.

Director Johnston asked if there would be a conflict in removing the call boxes with the Civil Rights Act Title VI and environmental justice. Ms. Napier said that is a good question. Director Johnston said that needs to be looked into before we do it. Mr. Hakimi said that the proposal that we are looking at right now is that we heard from all of you that in the rural areas these call boxes could be life savers, however based on call volume in the metropolitan area of Bakersfield they are unlikely to be life savers due to the adequate cell phone coverage and the proximity to gas stations. What is on the table right now is let’s start pulling them out of metro Bakersfield and see how it works. Your point is well taken and we will look into that before any action would be taken. Director Scrivner said that he thinks it is a good plan moving forward for us to start with the metro area. Originally he believes we were told that we would have to remove an entire route and so this is a lot better what we are hearing from Caltrans now that we can just go for the metro area. He would like to make a motion that we direct staff to pursue the removal of the call boxes as indicated along State Routes 178, 58 and 99 in the metro area. Vice Chair said that when he came on the Board technology was just evolving and we saw a lot of usage in those call boxes but it has totally flipped now and if you look at the cost per call to
maintain these call boxes that are seldom being used it is likely $1,000 a call, it could be even more, but it is very expensive. With the advent of technology now most people have cell phones. He would be in agreement of the removal of these especially in the metro area. The plan for the more rural areas where cell coverage can be sketchy is a great idea. Mr. Hakimi said we have clear direction and Director Johnston we will before we move forward check into your concerns and of course bring it back to the Board before we take any action. Director Cantu asked if we could get a map that would outline some of the areas where the call boxes will be pulled from so that we can have a visual to know how far off of SR 58 it is. Mr. Hakimi said that on SR 58 it would be from SR 43/Enos Lane to Vineland Road and on SR 99 it will be about a mile south of Houghton Road, which is about two miles south of town to 7th Standard and on SR 178 it will be from where the freeway starts to Rancheria Road which is about six miles, not all the way to the mouth of the canyon but as you start coming down towards Cottonwood Creek. All the areas are completely served by cell phones service and has adequate gas stations. Director Cantu said that he would like a map that would outline the area, it is a visual aid for us and the public to see that this area no longer has call boxes. Mr. Hakimi said absolutely and he’s certain that the CHP and Caltrans will require that as well. Director Scrivner wanted to clarify that his intention was what staff had layed out in the staff report as far as the spots where we would begin and end removal, as Mr. Hakimi just described. Vice Chair said that the chart in the staff report is very good and easy to understand. Looks like we are going to remove approximately 25%. Ms. Napier said that it is about 12% or about 60 call boxes. Vice Chair said for the public we are not removing all the call boxes, we are removing a portion of them that are heavily served by adequate facilities and cell service. Ms. Napier said that she has a report that tells what call boxes are being used the most and within metro Bakersfield there are a few that are used but the ones going up SR 58 and then on the others those are the ones most used, the one at the mouth of the canyon is one of the ones that is the most used because cell service is not very good right there.

MOTION BY DIRECTOR SCRIVNER, second by Director Cantu, TO GIVE STAFF DIRECTION TO REMOVE CALL BOXES IN METRO BAKERSFIELD: REMOVE 17 CALL BOXES ON SR 58 FROM JUST EAST OF HIGHWAY 43 TO VINELAND ROAD; 31 CALL BOXES ON SR 99 FROM ONE MILE SOUTH OF HOUGHTON ROAD TO 1.5 MILES NORTH OF 7th STANDARD ROAD; AND 12 CALL BOXES ON SR 178 FROM ALTA VISTA TO RANCHERIA ROAD, AND MAKE SURE IT DOESN’T CONFLICT WITH TITLE VI AND ENVIRONMENTAL JUSTICE. Motion carried with a voice vote.

VIII. MEETING REPORTS: (None)

IX. EXECUTIVE DIRECTOR’S REPORT:

A. Warrant Register
B. Timeline

Mr. Hakimi stated Rideshare week was last week and we received 700 pledges, a 40% increase over last year.

We talked with 3,609 people at the Kern County Fair this year and Maintain Local Streets and Roads was most important to people with 33% of the vote.

Last week, Mr. Phipps, Council Member Wegman and myself attended the San Joaquin Valley Regional Fall Policy Conference. We did receive praise from several groups about our Regional Transportation Plan that is in development.

We have a booth at the High Desert Fair in Ridgecrest this weekend.

October 19th is Shafter’s Centennial Celebration. There was a several page spread in the Bakersfield Californian about it that included one of their council members. He congratulated them on that very positive story.
October 30th is Kern Energy Watch Energy Action Plan Summit at Hodels, please let us know if you would like to attend.

November 18th will be the next Joint Kern COG/SCAG meeting in Santa Clarita, please let us know if you are able to attend. Council Member Linder attended the last one, it was a very productive meeting and long overdue.

November is Ugly Sweater Challenge in conjunction with Energy Watch. November is also Take 5! For Energy Efficiency Public Outreach Campaign.

Remember that we are dark in December.

December 5th is Kern Energy Watch Recognition Luncheon.

December 11-12 is the next CTC Meeting in Riverside.

The Regional Awards of Merit nomination forms will go out on October 25th and are due by December 6th. We need volunteers for an ad-hoc Nominating Committee that will meet on Thurs., December 12th. Directors Wegman and Linder said they would be able to.

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 Johnston invited everyone out to the Shafter Centennial Celebration.

Director Cantu said that the City of McFarland will be hosting Kevin Costner and his team as they will be filming in the next couple of weeks. If you are interested, he will send Mr. Hakimi the information where they will be filming in case you want to come out and see.

Vice Chair Linder said that Taft College is hosting the first annual Petroleum Summit, it is sold out. It proves to be quite an event and they plan on doing it annually. It is one of the first of its kind in Kern County. He will be attending. Kudos to Taft College for taking this on for us.

XI. EXECUTIVE SESSION: (None)

XII. ADJOURNMENT: Next meeting – November 21, 2013

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

Respectfully submitted,

ATTEST: ________________________________
Ahron Hakimi, Executive Director

Harold W. Hanson, Chair DATE: ____________________________
November 21, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi,
Executive Director

BY: Robert Phipps,
Administrative Services Director

SUBJECT: COG AGENDA NUMBER III. CONSENT CALENDAR ITEM E.
KERN TRANSPORTATION FOUNDATION MEMORANDUM OF AGREEMENT

DESCRIPTION:

A Memorandum of Agreement (MOA) with the Kern Transportation Foundation (KTF) to fund $30,000 for public outreach to community groups, chambers of commerce, service clubs and other organizations about the need for greater public investment in local transportation infrastructure. County Counsel has reviewed this item.

DISCUSSION:

Kern COG and KTF are seeking to renew the agencies’ MOA for the 2013-14 fiscal year to continue KTF’s mission of public outreach regarding the importance of greater public investment in local transportation infrastructure. The scope of work calls for KTF members to develop a variety of methods to communicate transportation-related issues to community groups, service clubs, chambers of commerce, non-governmental organizations and the public. Funding for this scope of work would be limited to $30,000 for the year.

ACTION:

Approve and authorize Chair to sign the 2013-14 Memorandum of Agreement between Kern Council of Governments and Kern Transportation Foundation. VOICE VOTE.
MEMORANDUM OF AGREEMENT
BETWEEN
KERN COUNCIL OF GOVERNMENTS
AND
THE KERN TRANSPORTATION FOUNDATION

THIS MEMORANDUM OF AGREEMENT is made and entered into this 21st day of November 2013 by and between Kern Council of Governments, the regional planning agency for Kern County (hereinafter referred to as "KERN COG"), and the Kern Transportation Foundation (hereinafter referred to as "KTF").

WITNESSETH:

WHEREAS, KERN COG has established Work Element 1001.4 to identify transportation funding to meet the needs of the region and the development of a public information strategy; and

WHEREAS, KERN COG proposes to provide funding for KTF to develop a community awareness program that identifies the transportation needs of the region; and

WHEREAS, KTF is a non-profit organization, founded in 1990 to promote a modern, balanced transportation system that enhances the quality of life and advances the economic vitality of the residents of Kern County; and

WHEREAS, KTF receives the majority of its annual operating revenue for its mission from Kern Council of Governments; and

WHEREAS, KTF’s 15-member Board comprises professionals from the fields of engineering, public works, land-use development, communications, transportation, public transit and other associated endeavors; and

WHEREAS, the KTF Board of Directors will provide the administrative direction and oversight of this program;

NOW, THEREFORE, be it understood and agreed by KERN COG and KTF that:

1. KERN COG shall provide a maximum of THIRTY THOUSAND DOLLARS ($30,000), to KTF to carry out the task(s) as described in Attachment A, which is attached hereto and incorporated herein by this reference.

2. KTF will invoice Kern COG on a quarterly basis. Invoices detailing work performed shall reference Kern COG Overall Work Program element 1001.4.

3. The Board of Directors of KTF shall provide for all administrative support and oversight direction including all final decisions on staffing and contracting.

4. All bills shall be supported by vouchers evidencing the nature of the charges and the eligibility for payment under Federal 2 Code of Federal Regulations (CFR) part 230, Grants and Agreements, Cost Principles for Non-profit Organizations. KERN COG shall make payment to KTF within thirty (30) days of its receipt and approval of each billing.
5. KTF shall establish and maintain within its accounting system a separate account for each work element and sub-element of its work program. All accounting records shall readily provide a breakdown of the cost charged to the project, together with supporting documents, and shall be kept separate from other documents and records and maintained for three years after the project has been completed and billed. KTF shall use the accounting practices stated in Federal 2 CFR Part 230, Cost Principles for Non-profit Organizations.

6. All of KTF's financial, working, electronic and archived records will be subject to audit at Kern COG's expense upon demand.

7. Either party may, at its sole discretion, terminate its work on any task at any time by giving thirty (30) days written notice to that effect to the other party. In such event, KTF shall be paid for any work satisfactorily completed prior to termination.

8. KERN COG agrees to provide planning assistance to and participation in the KTF during the course of this Memorandum of Agreement.

9. All work pursuant to this Memorandum of Agreement shall be completed no later than December 31, 2014, unless KERN COG grants a time extension in writing.

10. KTF shall indemnify, defend (upon written request of KERN COG) and hold harmless KERN COG, its officers, agents and employees from any and all losses, damages, liability, claims or causes of action of every nature whatsoever for physical damage to or destruction of property, including the property of KERN COG, or physical injury to or death of any person or persons, including KERN COG's officers, agents and employees, during the performance of this Memorandum of Agreement. Acceptance of insurance certificates required herein does not relieve KTF from liability under this indemnity and hold harmless clause.

11. KTF shall procure and maintain the following insurance: a) Workers Compensation in the amount required by law; and b) Commercial General Liability and Automobile Liability Insurance covering all of KTF's operations hereunder, including but not limited to, the operation of vehicles and liability assumed under the indemnification provision stated above, with limits of not less than (i) $1,000,000 for injury to or death of any person, (ii) $1,000,000 for injury to death of two or more persons, and (iii) $1,000,000 for property damage, or $2,000,000 as a combined single limit.

12. KTF shall file with KERN COG certificate(s) that confirm the above-described insurance is in effect. Said insurance shall not be reduced or canceled without thirty (30) days prior written notice to KERN COG.

13. No waiver of a breach of any provision of this Memorandum of Agreement shall constitute a waiver of any other breach, or of such provision. Failure of either party to enforce at any time, or from time-to-time, any provision of this Memorandum of Agreement shall not be construed as a waiver thereof. The remedies herein reserved shall be cumulative and additional to any other remedies in law or equity.

14. Should any part, term, portion, or provision of this Memorandum of Agreement be finally decided to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the Agreement which the parties intended to enter into in the first instance.
14. This Memorandum of Agreement contains the entire understanding of the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this Memorandum of Agreement shall be of no force or effect excepting a subsequent modification in writing, signed by the party to be charged.

15. The terms of this Memorandum of Agreement shall be construed and interpreted under, and all respective rights and duties shall be governed by, the laws of the State of California.

16. Any notice or notices required or permitted to be given pursuant to this Memorandum of Agreement may be personally served on the other party by the party giving such notice or may be served by certified mail, return receipt requested, to the following addresses:

To KERN COG:
Kern Council of Governments
1401 19th Street, Suite 300
Bakersfield, California  93301

To KTF:
Kern Transportation Foundation
P.O. Box 417
Bakersfield, California  93302

16. The individual executing this Memorandum of Agreement on behalf of each party warrants that he/she is authorized to execute the Memorandum of Agreement on behalf of their agency and that the agency will be bound by the terms and conditions contained herein.

IN WITNESS WHEREOF, the parties hereto have caused this MEMORANDUM OF AGREEMENT to be executed by their respective officers and agents thereunto duly authorized as the day and year first above written.

KERN COUNCIL OF GOVERNMENTS

Harold W. Hanson, Chair
"Kern COG"

APPROVED AS TO CONTENT:

Ahron Hakimi, Executive Director
Kern Council of Governments

KERN TRANSPORTATION FOUNDATION

Donna Carpenter, Chair
"KTF"

APPROVED AS TO FORM:

Phillip Hall
Deputy Kern County Counsel
ATTACHMENT A

KERN TRANSPORTATION FOUNDATION
WORK PROGRAM 2013-14

The Kern Transportation Foundation (KTF) is a private entity participating in a public/private partnership that is necessary to solve the transportation problems and meet the demands on the Kern County transportation system associated with anticipated population growth. In this capacity and to this end, KTF will undertake the following work program.

Conduct public outreach programs through a mixture of the following methods, and as opportunities present themselves, to present transportation issues of concern to the people of Kern County as they relate to movement of people, goods and services:

Methods of outreach:

A. Develop a presence through on-line media including:
   a. Website
   b. Face Book
   c. You Tube
   d. LinkedIn
   e. E-Blasts
   f. E-Newsletters

B. Develop print media for use in publications by others:
   a. Newspaper
   b. Magazines
   c. Brochures
   d. Newsletters
   e. Press Releases

C. Develop electronic media:
   a. Radio – Public Service Announcements

D. Conduct public speaking events:
   a. Conferences
   b. Workshops
   c. Seminars
   d. Public Service Organizations
   e. Education through schools (public and private)
   f. Professional Organizations
   g. One on one conversations
   h. Meet with elected officials (County and City)
   i. Participation in transportation related functions by others

In order to effectively develop the above outreach KTF will:
1. Hold a Strategic Planning Session with Kern COG and KTF
2. Develop a brand (logo, tagline) for KTF
3. Enhance existing database of contacts
4. Develop a sponsorship package/brochure
5. Pursue grant opportunities
TO: Kern Council of Governments  
FROM: Ahron Hakimi  
    Executive Director  
BY: Robert Phipps,  
    Administrative Services Director  
SUBJECT: KERN COG AGENDA NUMBER. III. CONSENT CALENDAR ITEM F.  
    Policy and Procedures Manual Revision – Personnel Section  

DESCRIPTION:  
The Kern COG Policy and Procedures Manual is the compilation of the practices set forth to govern daily operations. Staff has prepared revisions to the Personnel chapter.  

DISCUSSION:  
Revisions have been developed for the Personnel section of the Kern COG Policy and Procedures Manual, Appendix B: Position Specifications, in order to combine position purposes and typical job duties for the regional planner and administrative assistant classifications. With adoption of the 2013-14 Kern COG budget, subclassifications for both of these positions were eliminated to create a greater step range and deeper classification system. Staff anticipates similar consolidation in the near future for four secretary classifications listed in the Policies and Procedures manual.  

Attachments:  
    Regional Planner Job Description  
    Administrative Assistant Job Description  

ACTION:  
Approve the Kern COG Policy and Procedures Manual revisions. VOICE VOTE.
ATTACHMENT
REGIONAL PLANNER

Position Purpose

Under direction, may complete or assist in:
- planning research, including report, map, and plan preparation;
- citizen participation and awareness activities, environmental review requirements;
- a variety of field and office work in the completion, analysis and presentation of planning data;
- preparing statistical reports; performs a variety of technical planning functions including plan and program preparation;
- responsible research, design and related work in preparing comprehensive, long-term plans in environmental analysis;
- gathering, statistical analysis and reporting of social, economic and urban planning data for planning studies;
- development and maintenance of regional information systems;
- preparing environmental assessments, interpret demographic data and related work as required;
- coordinating and/or supervising specific planning activities and programs. Works closely with the Planning Director and Executive Director to formulate, organize, and implement various planning functions and related work as required.

Employment Standards

Graduation from a recognized college or university with a degree in planning, architecture, engineering, public administration, or related field if courses in planning have been completed as part of the program. The requirement for planning courses may be waived for those having experience in planning or community development as relevant. Graduate work in planning may be considered in lieu of experience.

Knowledge of:
- Principles and practices of city and regional government planning;
- Principles and practices of policy planning;
- Techniques and processes involved in long-range plan and program preparation;
- Planning law;
- Data collection and analysis;
- Environmental review procedures and citizen participation techniques;
- Must have superior communication skills and the ability to supervise other professional staff members;
- Ability to establish and maintain effective public relations;
- Ability to supervise small work groups;
- Ability to write clearly and effectively and the ability to perform and coordinate complex planning activities;
- Use a personal computer and various software applications;
Typical Job Duties

- Accumulates and analyzes basic data for special reports;
- Makes field investigations of areas involving planning;
- Prepares reports and maps for reports;
- Performs technical activities required for plan formulation, including project proposal analysis;
- Prepares environmental review documents;
- Engages in citizen participation activities;
- Answers inquiries from public regarding Kern COG data collection activities;
- Attends workshops.
- Prepares statistical tables, computations, reports and graphs for use in planning studies through various software packages;
- Codes and enters data;
- Operates map digitizing equipment;
- Formats, processes and tabulates data;
- Produces associated computer reports and plots, resolves data inconsistencies.
- Provides technical support for data base files including GIS, assists in developing modeling systems;
- Provides technical support, makes recommendations and responds to member agencies regarding data, information needs and methodology;
- Works in the compilation, analysis, and presentation of data necessary for the development and/or implementation of plans;
- Performs complex design and illustration work;
- Undertakes special studies and projects;
- Coordinates and implements certain environmental review procedures;
- Acts as technical liaison to state and local agencies as requested;
- Analyzes demographic data;
- Assists in project development and serves as public information source as required;
- Assists in developing, implementing, monitoring, updating and maintaining computerized data and modeling systems;
- Provides associated programming expertise;
- Maintains computerized GIS data base;
- Land use mapping;
- May assist in conducting special studies and network development concepts and does other related work as required.
- Assists on matters related to planning policy and procedure;
- Analysis and presentation of data related to plan preparation;
- Establish private/public partnerships to coordinate transportation issues;
- Work closely with employers to develop solutions to commuter transportation problems;
- Dispense general rideshare information
- Provide route-to-work searches;
• Provide personalized commute information to the public.
• Provide commute option information to employers, individuals, municipalities and transportation experts;
• Conduct meetings to build alternative commute awareness;
• Meet with employers to increase alternative commute participation at a local level.
• Develop marketing strategies and education programs directed to employers and the public;
• Maintain a database of commute alternative participants and respond to database requests by providing information on carpools, vanpools, public and private buses, and park-and-ride lots.
• Accumulate and analyze basic data for special reports;
• Attend workshops;
• Assist in the preparation of reports on complex transportation issues;
• Prepare reports on commuter attitudes and travel behavior, consumer satisfaction, case studies, demonstration project evaluations, and overall transportation demand management program performance;
• Prepares and reviews complex reports and documents;
• Meets and consults with governmental officials and the public on planning-related matters;
• Makes presentations at public meetings and hearings.
• Under direction, coordinates specialized planning activities within the agency;
• May supervise and is responsible for project and assignment completion;
• Develops proposals for and coordinates new programs and methods for accomplishing planning goals;
• Prepares written reports and analyses concerning different aspects of planning related programs;
• May coordinate and supervise citizen participation and environmental review process.
• May supervise task-oriented staff members or teams organized to accomplish various planning functions;
• May supervise matters relating to the California Environmental Quality Act;
• Compiles, analyzes, and presents data in plan, proposal, and program development;
• Makes recommendations and renders decisions on more difficult interpretations and items of a complex nature;
• Supervises and directs studies and map preparation;
• Develops, implements, monitors, updates and maintains computerized data and modeling systems;
• Schedules agenda items.
• Writes reports;
• Other related work as required.

Physical Requirements
Body Position
- Sit to operate the computer, talk on telephone, work at desk and to drive vehicle for travel;
- Sit/stand to work with public and other employees as needed;
- Twist upper body to use office equipment, relocate shelved materials, and talk on the telephone;
- Stand/stoop/crouch/kneel/squat to file or retrieve materials in low cabinets or on los shelves; and
- Walk/stand to deliver materials within the office.

Object Manipulation
- Use the computer – press keys with fingers, both hands;
- Operate a telephone – reach, lift with hand, press keys with fingers;
- Use pens and pencils to record data – grasp by thumb and finger, twist with wrist/hand; and
- Use keys to unlock office and file cabinets – grasp by thumb and finger, twist with wrist/hand.

Weight carrying requirements
- Lift, transport, position, install or remove up to 65 lbs. of paper files, parcels, office supplies, furniture or equipment within the office environment; for public meetings or workshops; or public outreach events in various locations.

Environmental Demands
- Work under general office noise with telephones ringing, people talking, printers operating, copiers/other office equipment running;
- Occasional work during outdoor events/activities in a variety of weather conditions with or without shade.
- Work indoors in a carpeted environment to perform office-related responsibilities.
ATTACHMENT
ADMINISTRATIVE ASSISTANT

Position Purpose

Under direction, assists with Kern COG management activities such as:
- Finance;
- Budgeting;
- Purchasing;
- Personnel;
- Program administration;
- Policy development;
- Office management;
- Contract administration;
- Public information and;
- Program monitoring.

Employment Standards

Graduation from an accredited college or university with a Bachelor’s degree in business or public administration or closely related field. Experience in administrative analysis, budgeting, accounting, personnel or office management; or equivalent combination of education and experience will be considered.

Knowledge of:
- Accounting principles;
- Financial and budgetary management;
- Contract administration and;
- the application of business and personnel administration principles.

Ability to:
- Analyze administrative problems and make appropriate recommendations;
- Prepare, organize and interpret financial and statistical data, tables and charts;
- Compose technical and comprehensive narrative reports;

Typical Job Duties

- Document preparation and processing.
- Researches, collects and analyzes information used for making recommendations regarding budgeting, financial management, cost allocation, procurement, contracting, personnel and operations policy.
- Assists with accounts payable and receivable.
- Assists with budget planning, development and administration.
- Assists with establishing and implementing legislative goals and office policies.
- Financial/project recordkeeping.
- Payroll processing.
- Personnel-related and/or human resource policies, recordkeeping and training.
- May direct special programs or projects for Kern COG, as assigned.
- Assists with contracts administration and office management.
- Acts as a liaison with other agencies and individuals and serves as a public information source as required.
- Writes technical reports and correspondence related to assignments.
- Using computer software, performs data accumulation, analysis, evaluation, reporting and documentation.
- Project/event coordination
- Performs other related duties as required.

Physical Requirements

Body Position
- Sit to operate the computer, talk on telephone, work at desk and to drive vehicle for travel;
- Sit/stand to work with public and other employees as needed;
- Twist upper body to use office equipment, relocate shelved materials, and talk on the telephone;
- Stand/stoop/crouch/kneel/squat to file or retrieve materials in low cabinets or on low shelves; and
- Walk/stand to deliver materials within the office.

Object Manipulation
- Use the computer – press keys with fingers, both hands;
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Weight carrying requirements
- Lift, transport, position, install or remove up to 65 lbs. of paper files, parcels, office supplies, furniture or equipment within the office environment; for public meetings or workshops; or public outreach events in various locations.

Environmental Demands
- Work under general office noise with telephones ringing, people talking, printers operating, copiers/other office equipment running;
- Occasional work during outdoor events/activities in a variety of weather conditions with or without shade; and
- Work indoors in a carpeted environment to perform office-related responsibilities.
November 21, 2013

TO: Kern Council of Governments

FROM: Ahron Hakimi,
      Executive Director

BY: Robert Phipps,
    Administrative Services Director

SUBJECT: COG AGENDA NUMBER III. G.
          2014 LEGISLATIVE PLATFORM

DESCRIPTION:

Staff has developed a legislative platform through which to review and comment on particular legislative proposals of significance to Kern COG.

DISCUSSION:

During each legislative season, an estimated 100 state bills are proposed that have the potential to either benefit or adversely affect Kern COG and its member agencies’ activities. Staff has produced a legislative platform covering a variety of programs and issues, including: goods movement; transportation funding; and the State Transportation Improvement Program.

The platform was designed to avoid discussions of specific projects and to use broad language to allow for the widest, reasonable interpretation of which bills could be addressed under it. A well-grounded legislative platform, coupled with specific policies and procedures, will allow Kern COG to react expeditiously to new legislation, including letters from the Executive Director and/or resolutions of support or opposition from the entire Board.

Staff typically tracks about 60 bills each legislative session related to transportation and housing concerns. To assist in this analysis, Kern COG receives legislative information from several agencies and organizations, including: each of the eight Valley COGs; the Metropolitan Transportation Commission in the Bay Area; the Metropolitan Transportation Agency in Los Angeles; the Southern California Association of Governments; CalCOG; the League of Cities; the California Transit Association and; the County Supervisors Association of California.

ACTION:

Approve Kern COG’s 2014 legislative platform. VOICE VOTE.
GENERAL PRINCIPLES

- Protect and enhance state and federal funding for transportation-related programs.
- Continue to advocate for improvements in state and federal legislation and policies through face-to-face discussions with, and written letters to, state and federal legislators and agencies.

TRANSPORTATION

Funding – Federal
- Work with Caltrans, California Association of Councils of Governments, San Joaquin Valley regional planning agencies and other interests to develop state and national principles and priorities that will be favorable to the Kern region for the next Federal surface transportation program, due to be enacted in 2011.
- Support federal surface transportation program authorizations for Kern regional priorities.
- Actively seek policy solutions for declining revenue trend in the federal Highway Trust Fund.

Funding – State
- Support income tax credits and other incentives to employers for subsidizing employee transit passes or vanpools.
- Ensure that federal transportation planning funds are available to regional agencies throughout the year and are not made unavailable due to delays in enacting the state budget.
- Oppose revisions to state transportation programming and funding reform legislation not consistent with SB 45 (1998).

Funding – Local
- Support legislation that lowers the threshold required to pass regional transportation initiatives.
- Support legislation to authorize design/build and expand public/private partnerships and other innovative financing opportunities.

East-West Corridors
- Continue to seek funding and improvements for east-west corridor connectivity through the Kern region

Highway 58
- Continue to protect and solicit funding for Highway 58 from Interstate 5 to Barstow as the logical extension of Interstate 40 and a major trade corridor.

Highway 99
- Continue to protect and solicit funding for Highway 99, a major trade corridor in the San Joaquin Valley.
Goods Movement

- Support goods movement legislation that includes the Kern region as a recipient of any new port container fees collected at California ports in order to mitigate the burden imposed by the overland movement of cargo through Kern County as related to the ports.
- Educate state officials and legislators that the Kern region carries more truck traffic than any other major goods movement corridor in the state, and the resulting impact is significant.
- Support increased funding for rail infrastructure financing, including funding to protect existing short-haul rail line from abandonment.
- Seek additional funding for grade separation projects that promote faster rail and truck movement and improve public safety.
- Seek additional funding to enhance rail for goods movement.

LOCAL AND REGIONAL PLANNING

Senate Bill 375 (2008)

- Work with the Legislature, state agencies, local governments and other key stakeholders to implement SB 375. This should include funding, regulations and follow-up actions to clarify the law’s strategies and mechanisms for greenhouse gas emission reductions.
- Seek Kern COG representation on committees whose purpose is to devise implementation actions or strategies that pertain to SB 375 and AB 32 or other follow-up legislation.

Housing

- In coordination with local and regional agencies, participate in activities related to legislative and administrative reforms of the state housing element law, including reform of the regional housing allocation provisions.
- Support federal and state initiatives that provide funding for local agencies to implement alternative growth and affordable housing initiatives.

Transportation Modeling

- Ensure Kern COG participation in crafting any legislation that alters modeling practices or imposes new standards on transportation modeling in transportation planning agencies.

AIR QUALITY

- Support legislation and/or administrative reforms to streamline federal and state transportation/air quality conformity processes.
- Partner with the San Joaquin Valley and Kern County Air Pollution Control Districts and support their efforts where appropriate.
- Pursue funds to retrofit or repower heavy-duty trucks and buses for cleaner engines to attain air quality standards.
PROCESS STREAMLINING

• Support legislation and/or administrative reforms to streamline the federal and state government's project-delivery process and to eliminate unnecessary and/or duplicative requirements.
• Support integrating state and federal environmental impact studies without compromising environmental standards, to avoid project cost increases that occur due to lengthy processes.

ECONOMIC DEVELOPMENT

• Partner with the Kern Economic Development Foundation, chambers of commerce and other relevant organizations to advocate for Kern residents' economic well-being.
• Coordinate with regional partners to advance common economic goals and shared interests that will contribute to a better quality of life for Kern residents.

OTHER

• Oppose unfunded federal and state mandates on local and regional governments.
• Oppose state project cost shifts or changes in responsibility to local transportation entities.
• Support legislation and/or executive orders that would provide funding for framework geographic information system (GIS) databases. The funding would facilitate the development of additional GIS information and meet requirements to place it in the public domain.
• Support funding for an ongoing program for the acquisition and development of high-resolution digital imagery. This funding would support a wide range of regional and interregional planning efforts, including those in the areas of transportation, environmental and habitat monitoring.

INTERREGIONAL PARTNERSHIPS

• Support incentives for interregional, cooperative approaches to fund transportation corridors, communications facilities and economic opportunities.
November 21, 2013

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 HEALTH INSURANCE PREMIUMS – POLICY WAIVER INCENTIVE PROGRAM

DESCRIPTION:
Proposal to establish a $325 “opt-out” incentive policy for employees to waive employer-sponsored health coverage. This item is still being reviewed by County Counsel.

DISCUSSION:
Board members in October approved a new 80/20 rate structure for employer/employee contributions to Kern COG-provided health coverage. At that time, staff indicated it was researching a potential waiver incentive for employee premiums.

Several public agencies in central California have established a waiver or “opt-out” policy that offers employees a cash incentive for declining employer-sponsored health coverage. These policies vary significantly depending on monthly premium costs and agency size. Staff surveyed 10 cities, counties and councils of government to determine the range of policy options. A summary of findings is listed in the table below.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Monthly employer contribution</th>
<th>Monthly cash incentive</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Bakersfield</td>
<td>$101.10-$455.98</td>
<td>No incentive</td>
</tr>
<tr>
<td>County of Kern</td>
<td>$64-$660</td>
<td>No incentive</td>
</tr>
<tr>
<td>City of Delano</td>
<td>Up to $1,600</td>
<td>$165 biannually to waive dependent coverage</td>
</tr>
<tr>
<td>City of Tehachapi</td>
<td>$620-$1,720</td>
<td>Up to 50% of monthly premium</td>
</tr>
<tr>
<td>City of Wasco</td>
<td>Awaiting information</td>
<td>$100</td>
</tr>
<tr>
<td>Fresno Council of Governments</td>
<td>$166-$1,775</td>
<td>No incentive</td>
</tr>
<tr>
<td>Tulare County Associated Governments</td>
<td>$266.43 (minimum)</td>
<td>$41.67</td>
</tr>
<tr>
<td>Southern California Assn. of Governments</td>
<td>$800</td>
<td>$800</td>
</tr>
<tr>
<td>Merced Co. Association of Governments</td>
<td>$273-$1,763</td>
<td>50% of premium, up to $400</td>
</tr>
<tr>
<td>Stanislaus Council of Governments</td>
<td>$466.10-$1,258.46</td>
<td>No incentive</td>
</tr>
</tbody>
</table>
Approximately eight employees or 36 percent of staff could potentially benefit from an "opt-out" policy that would allow them to either drop Kern COG’s health benefit entirely in lieu of coverage through a spouse or to pursue lower-cost coverage on their own through the new California exchange or elsewhere. Staff recommends a $325 incentive, which represents 50 percent of the highest premium offered through PERS for a single employee.

Under the proposed policy, Kern COG has the potential to save anywhere from $132.17-$1,334.37 per month for each employee who opts out of coverage.

Staff and county counsel are also researching the best way to structure a simple or "premium-only” plan under Internal Revenue Service code section 125, which would allow employee-contributions for health premiums to be considered as pre-tax compensation. County counsel is still determining if this payroll structure would conflict with an incentive waiver policy. Accordingly, staff recommends that this policy approval be contingent on counsel's findings.

Attachment: Health insurance waiver incentive policy

ACTION:

Approve an 80/20 employer/employee ratio for Kern COG health benefits, contingent on IRS code section 125 regulations. VOICE VOTE.
Insurance

Health, life, dental and vision care insurance plans shall be provided, in part or full, to all regular Kern COG employees pursuant to participation in plans approved by the Council.

Health Insurance Waiver Incentive

At the option of the Executive Director, Kern COG may reimburse eligible employees $300 per month of the cost of their health insurance premium entitlement for themselves and their dependents should the employee voluntarily decide not to enroll in Kern COG’s health insurance program.

Regular full-time and regular part-time employees with alternative medical coverage may elect to waive participation in Kern COG’s medical insurance program. Employees electing to waive Kern COG-sponsored medical coverage are eligible to receive cash in lieu of the waived coverage. The waiver option may apply to full coverage or partial coverage. Partial coverage waiver