

**KERN LOCAL AGENCY FORMATION COMMISSION
STATE OF CALIFORNIA
MINUTES**

Kern Council of Governments (Kern COG) Conference Room
1401 19th Street Suite 300
Bakersfield, CA 93301
In-Person and Videoconference
Meeting of June 17, 2026

Pursuant to the Government Code § 54963, et seq., meetings were held both at a physical location and by video/teleconference to attend to any health and safety concerns of the panelist and/or participants.

Regular scheduled meeting was called to order at 5:20 p.m., with. Chair Zaragoza presiding.

ROLL CALL

Present: *Clark, Couch, *Endicott, Flores, McKibbin, Olvera, Zaragoza
Absent: Gonzales
Staff: Knox, Menchaca, Munoz
Counsel: Schroeter

Item 06/17/26-1: *No Determination Required*

INVOCATION: (Agenda Item 2) *Led by Commissioner Zaragoza*

Item 06/17/26-2: *No Determination Required*

VIDEO CONFERENCE EMERGENCY REQUEST (if necessary): (Agenda Item 4)

Chair Zaragoza announced that Commissioners were present in-person, therefore the item is not necessary.

Item 06/17/26-3: *Approved as Presented*

APPROVAL OF MINUTES: (Agenda Item 5) April 15, 2026, Meeting

*Chair Zaragoza presented the April minutes; Upon motion of Commissioner **McKibbin** seconded by Commissioner **Flores**, IT IS ORDERED: April 15, 2026, Minutes are approved as presented by the following votes:*

AYES: Couch, Flores, McKibbin, Olvera, Zaragoza
NAYS: None
ABSTAIN: None
ABSENT: Clark, Endicott, Gonzales

Item 06/17/26-4: *No Public Comments*

PUBLIC COMMENTS: (Agenda Item 6)

None

* *Chair Zaragoza announced we will now skip down to 9B for the purpose of possibly seating a Restricted public Commissioner.*

* *5:24 Commissioner Clark arrived and joined meeting*

COMMISSION ITEMS: (Agenda Item 9)

Item 06/17/26-5: *Approved as Motioned Resolution 26-13*

Restricted Public Member and Alternate (Agenda Item 9b)

*Executive Officer Knox recommended the Commission appoint Virginia Mello as Restricted Public Member and appoint an Alternate Restricted Public Member for another 4-year term. No other applications were received and so the Alternate seat will remain vacant. Upon motion of Commissioner **Couch**, seconded by Commissioner **Flores**, IT IS ORDERED: Virginia Mello was appointed as Restricted Public Member for a 4-year term ending in 2030 and Alternate seat will remain vacant approved as presented by the following votes:*

AYES: Clark, Couch, Flores, McKibbin
NAYS: None
ABSTAIN: None
ABSENT: None

DETERMINATION PROCEEDING: (Agenda Item 7)

Item 06/17/26-6:

None

*Agenda Item *8a, 8b and 8c were all heard at the same time with one vote.

NOTICE OF PUBLIC HEARING: (Agenda Item 8)

Item 06/17/26-7: *Continued as Motioned*

1869 County Service Area 87 (Agenda Item 8a)

Sphere of Influence

*Executive Officer Knox announced to the Commission this item will need to be continued because the original application relied on a Notice of Exemption for CEQA compliance purposes. County Public Works is in agreement to continue this item. Commissioner Flores motioned to continue. Upon motion of Commissioner **Flores**, seconded by Commissioner **Couch**, IT IS ORDERED: 1869 County Service Area 87 Sphere of Influence is continued as presented by the following votes:*

AYES: Clark, Couch, Flores, McKibbin, Mello, Olvera, Zaragoza
NAYS: None
ABSTAIN: None
ABSENT: Endicott, Gonzales

Item 06/17/26-8: *Continued as Motioned*

1872 County Service Area 87 Municipal Service Review (Agenda Item 8b)

*Executive Officer Knox announced to the Commission this item will need to be continued because the original application relied on a Notice of Exemption for CEQA compliance purposes. County Public Works is in agreement to continue this item. Commissioner Flores motioned to continue. Upon motion of Commissioner **Flores**, seconded by Commissioner **Couch**, IT IS ORDERED: 1872 County Service Area 87 Municipal Service Review is continued as presented by the following votes:*

AYES: Clark, Couch, Flores, McKibbin, Mello, Olvera, Zaragoza
NAYS: None
ABSTAIN: None
ABSENT: Endicott, Gonzales

Item 06/17/26-9: Continued as Motioned

1873 County Service Area 87 Annexation 8 (Agenda Item 8c)

*Executive Officer Knox announced to the Commission this item will need to be continued because the original application relied on a Notice of Exemption for CEQA compliance purposes. County Public Works is in agreement to continue this item. Commissioner Flores motioned to continue. Upon motion of Commissioner **Flores**, seconded by Commissioner **Couch**, IT IS ORDERED: The 1873 County Service Area 87 Annexation 8 is continued as presented by the following votes:*

AYES: Clark, Couch, Flores, McKibbin, Mello, Olvera, Zaragoza
NAYS: None
ABSTAIN: None
ABSENT: Endicott, Gonzales

* 6:17pm Commissioner Endicott joined the meeting via zoom

* Commissioner Zaragoza informed Commissioner Endicott that, during his absence from the meeting, the Commissioners appointed Ginger Mello to serve as the Restricted Public Member Commissioner.

* Commissioner Zaragoza made a comment regarding SB 827 Financial training. Executive Blair Knox announced LAFCo staff and Commissioners need to comply and is working on obtaining training.

GENERAL BUSINESS: (Agenda Item 10)

Item 06/17/26-10: Approved as Presented

EXPENSE LIST 26-04 (Agenda Item 10a)

*Chair Zaragoza presented Expense List 26-04. Upon motion of Commissioner **Couch**, seconded by Commissioner **Zaragoza**, IT IS ORDERED: The general claim set forth in Expense List No. 26-04 is approved for payment, and the Chairman is authorized to certify said list by the following votes:*

AYES: Clark, Couch, Endicott, Flores, McKibbin, Mello, Olvera, Zaragoza
NAYS: None
ABSTAIN: None
ABSENT: Gonzales

Item 06/17/26-11: Approved as Presented

EXPENSE LIST 26-05 (Agenda Item 10b)

*Chair Zaragoza presented Expense List 26-05. Upon motion of Commissioner **Couch**, seconded by Commissioner **Clark**, IT IS ORDERED: The general claim set forth in Expense List No. 26-05 is approved for payment, and the Chairman is authorized to certify said list by the following votes:*

AYES: Clark, Couch, Endicott, Flores, McKibbin, Mello, Olvera, Zaragoza
NAYS: None
ABSTAIN: None
ABSENT: Gonzales

Item 06/17/26-12: *Approved as Presented*

Artificial Intelligence Policy Guidelines Training & Framework (Agenda Item 10c)

*Executive Officer Knox explains the Artificial Intelligence Policy Guidelines along with its four primary functions. First, it defines authorized uses. Second, it defines restricted uses. Third and most importantly it establishes accountability. Fourth, Union Bills. Executive Officer Knox informs Commissioners that we have been using software called Copilot which we have now transitioned from the basic public version to a government version which gives us more protection. It is Executive Officers Knox's recommendation that we adopt the Artificial Intelligence Policy Training Manual and Governance Framework as presented. Upon motion of Commissioner **McKibbin**, seconded by Commissioner **Olvera**, IT IS ORDERED: Artificial Intelligence Policy Guidelines Training and Framework is approved as presented by the following votes:*

AYES: Clark, Couch, Endicott, Flores, McKibbin, Mello, Olvera, Zaragoza
NAYS: None
ABSTAIN: None
ABSENT: Gonzales

Item 06/17/26-13: *Approved as Presented Resolution 26-14*

Disruption of Electronic Communications Policy (Agenda Item 10d)

*Executive Officer Knox explains to Commission the policy and how we will respond if there is an interruption to telephonic or internet and resume service during a meeting. Executive Officer Knox recommends to adopt the resolution as presented. Upon motion of Commissioner **Endicott**, seconded by Commissioner **Couch**, IT IS ORDERED: Disruption of Electronic Communication Policy is approved as presented by the following votes:*

AYES: Clark, Couch, Endicott, Flores, McKibbin, Mello, Olvera, Zaragoza
NAYS: None
ABSTAIN: None
ABSENT: Gonzales

Item 06/17/26-14: *Approve as Presented Resolution 26-15*

Disposal of Documents for Consideration: (Agenda Item 10e)

*Executive Officer Knox advised the Commission that included in their packet was a list of documents put together by Rebecca Moore for destruction. Mr. Knox recommended the Commission approve the documents as presented. Upon motion of Commissioner **Clark**, seconded by Commissioner **Endicott**, IT IS ORDERED: The Disposal of Documents for Consideration is approved as presented by the following votes:*

AYES: Clark, Couch, Endicott, Flores, McKibbin, Mello, Olvera, Zaragoza
NAYS: None
ABSTAIN: None
ABSENT: Gonzales

Item 06/17/26-15: *Informational*

City Select Committee Appointment of City Representation: (Agenda Item 10f)

Executive Officer Knox reported to the Commission that the City of McFarland has completed its 4-year term and has stepped off the commission leaving both a commissioner and alternate seat open. City Select Committee has made the appointment to LAFCo commission. Results are as follows: City of Shafter will serve as city representative with Mayor Pro Tim Gustavo Olvera. The City of Ridgecrest

will continue for 2 more years with council member Kyle Blades serving as the alternate. No vote conducted or necessary.

Item 06/17/26-16: *Informational*

Strategic Plan 2025-2030 Review: (Agenda Item 10g)

Executive Officer Knox reported to the commission that included in their packet is a periodic update of the strategic plan noting that we have transitioned from the planning phase to the early stages of implementation. The recent staff restructuring has both created opportunities and highlighted areas that need to build capacity and refine processes as part of the progression.

Item 06/17/26-17: *Informational*

Executive Officer Miscellaneous Items: (Agenda Item 10h)

- Form 700 reminder
- Ethic Certificate reminder
- Purchasing Cards
- Conference table and chairs
- Full-time replacement for Monya Jameson
- Rebecca Moore will be leaving
- No meeting in July

Item 06/17/26-19: *Adjournment*

ADJOURNMENT: (Agenda Item 11)

Chair Zaragoza announced the next meeting being August 19, 2026. There being no further business to come before the Commission. IT IS ORDERED: The meeting is adjourned at 6:00 p.m.

Clerk

Executive Officer