

KERMAN REDEVELOPMENT AGENCY

AGENDA

September 17, 2008– Regular Meeting
6:30 PM

Community Teen Center
15101 Kearney Plaza
Kerman, CA 93630

Agency Members: Chairperson Trinidad Rodriguez, Richard Stockwell, Raj Dhaliwal, Jack Sidhu, Charlie Jones.

Kerman RDA meetings are intended to be accessible to all persons. Please let us know if you require any accommodation to allow you to access and participate in this meeting. For assistance, please call (559) 846-9380 two days prior to the meeting.

Materials related to an item on this agenda that are public documents and are submitted after distribution and posting of the agenda are available for public inspection in the City Clerk's office at 942 South Madera Avenue, Kerman, during normal business hours. Documents that are public documents provided by others during a meeting will be available at the same location during business hours after the meeting.

Present:

Absent:

Also Present:

WELCOME – Chairperson Trinidad M. Rodriguez

CALL TO ORDER

ROLL CALL – Agency Secretary Renee Holdcroft

A. AGENDA APPROVAL

B. MINUTES – Last Regular Meeting
Minutes - August 20, 2008

C. REQUEST TO ADDRESS AGENCY

This portion of the meeting is reserved for members of the public to address the Redevelopment Agency on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Redevelopment Agency. Speakers shall be limited to three minutes. It is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Redevelopment Agency on items on the Agenda should notify the Chairperson when that Agenda item is called, and the Chairperson will recognize your discussion at that time. It should be noted that the Redevelopment Agency is prohibited by law from taking any action on matters discussed that are not on the Agenda. Speakers are asked to please use the microphone, and provide their name and address.

D. PUBLIC HEARINGS

E. ORDER OF BUSINESS

1. Agency Treasurer's Report:
Warrant Nos. 699 - 701 \$103,405.17

2. Resolution Amending the Kerman Redevelopment Agency Conflict of Interest Code [RH]

Pursuant to the provisions of Government Code Section 87300, The Redevelopment Agency (RDA) is required to adopt a Conflict of Interest Code and to review it biennially in every year ending in an even number. The City Council is the reviewing body of any changes to the Conflict of Interest Code and the attached Resolution is transmitting the amendments requested by the RDA.

Initially the RDA adopted the City of Kerman City Council's Conflict of Interest Code. Since the required number of reportees for the RDA are less than the City Council reportees it has been determined the RDA should have its own code and the action tonight sets up a separate Conflict of Interest Code for the RDA. The City Attorney has reviewed the Appendix A and concurs with the RDA's recommendation.

Recommendation: Agency adopt the attached Resolution including Appendix A amendments to the Kerman Redevelopment Agency Conflict of Interest Code and authorize the Secretary to transmit the resolution to the City Council for review and approval.

F. WRITTEN COMMUNICATIONS

G. REQUEST FOR CLOSED SESSION

H. ADJOURNMENT

AGENDA POSTING CERTIFICATION

I, L. RENEE HOLDCROFT, Secretary for the City of Kerman Redevelopment Agency, do hereby declare under penalty of perjury that I caused the above agenda to be posted at Kerman City Hall, 942 So. Madera Avenue, and at Kerman Community/Teen Center, 15101 Kearney Plaza, Kerman Ca., at least 72 hours before the meeting for which this agenda was prepared.

Date: _____

L. Renee Holdcroft
City Clerk

KERMAN REDEVELOPMENT AGENCY

August 20, 2008– Regular Meeting
6:30 PM

Minutes

Community Teen Center
15101 Kearney Plaza
Kerman, CA 93630

Agency Members: Chairperson Trinidad Rodriguez, Richard Stockwell, Raj Dhaliwal, Jack Sidhu, Charlie Jones.

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Present: Agency Member Rodriguez, Stockwell, Dhaliwal, Sidhu, Jones.

Absent: None

Also Present: City Manager, City Attorney, Agency Secretary,

WELCOME – Chairperson Trinidad M. Rodriguez

8:07 p.m.

CALL TO ORDER

ROLL CALL – Agency Secretary Renee Holdcroft

Presented:

A. AGENDA APPROVAL

Approved: CJ/RS (5-0)

B. MINUTES – Last Regular Meeting

Minutes - 7-16-08

Approved: CJ/JS (5-0)

C. REQUEST TO ADDRESS AGENCY

This portion of the meeting is reserved for members of the public to address the Redevelopment Agency on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Redevelopment Agency. Speakers shall be limited to three minutes. It is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Redevelopment Agency on items on the Agenda should notify the Chairperson when that Agenda item is called, and the Chairperson will recognize your discussion at that time. It should be noted that the Redevelopment Agency is prohibited by law from taking any action on matters discussed that are not on the Agenda. Speakers are asked to please use the microphone, and provide their name and address.

D. PUBLIC HEARINGS

None

E. ORDER OF BUSINESS

1. Agency Treasurer's Report:

Warrant Nos. 692-698 \$26,453.15

Approved: RS/CJ (5-0)

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|---|-------------------------------------|
| <p>2. Approving Agreement for Auditing Services Between the City of Kerman and Bryant L. Jolley, CPA for Kerman RDA auditing services [RM] 004-000-05-12</p> <p><i>At the earlier City Council meeting (August 20, 2008) an agreement between the City of Kerman and Bryant L. Jolly, CPA was considered for approval. This agreement includes services for the Kerman RDA. This action simply confirms by the RDA Board of Directors that agreement.</i></p> <p><u>Recommendation:</u> Kerman RDA acknowledge that the City of Kerman agreement for auditing services with Bryant L. Jolly also covers auditing services for the Kerman RDA</p> | <p>Approved: CJ/RS (5-0)</p> |
| <p>3. Resolution Approving Kerman Redevelopment Agency Investment Policy [TLP]</p> <p><i>The Investment Policy that was approved by the Kerman City Council on August 6, 2008 is being presented to this Agency for approval at this time.</i></p> <p><u>Recommendation:</u> Agency approve Resolution Approving the Kerman RDA Investment Policy for Fiscal Year 2008-09, as presented.</p> | <p>Approved: JS/RD (5-0)</p> |
| <p>F. WRITTEN COMMUNICATIONS</p> | <p>None</p> |
| <p>G. REQUEST FOR CLOSED SESSION</p> | <p>None</p> |
| <p>H. ADJOURNMENT</p> | <p>8:13 p.m.</p> |

MINUTES CERTIFICATION

I, L. RENEE HOLDCROFT, Agency Secretary for the Kerman Redevelopment Agency, do hereby declare under penalty of perjury that the above is a true depiction of the actions at the August 20, 2008 City of Kerman Redevelopment Agency Meeting held at the Kerman Community/Teen Center, 15101 Kearney Plaza, Kerman CA.

/s/ L. Renee Holdcroft, Agency Secretary

Run date: 09/10/2008 @ 12:57
 Bus date: 09/10/2008

City of Kerman
 Check - Complete Detail

CITIBANK RDA

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	Invoice number
699- 1385	1	8/29/2008	3143 CITY OF KERMAN		
	1		35860 REIMB PAYROLL EXP 8/29/08	5,960.68	P/E 8/29/08
699- 1385	1	8/29/2008	Logged *** Total ***	5,960.68	
700- 1387	1	9/08/2008	21030 USDA, RURAL DEVELOPMENT		
	1		35950 10/1/08 INTEREST PAYMENT / POO	6,600.00	LOAN # 97-01
	1		35951 10/1/08 INTEREST PAYMENT / POO	2,625.00	LOAN #97-02
700- 1387	1	9/08/2008	Logged *** Total ***	9,225.00	
701- 1388	1	9/10/2008	3143 CITY OF KERMAN		
	1		35952 REIMB CITY FOR CAP EXP PER RDA	88,219.49	06/30/08
701- 1388	1	9/10/2008	Logged *** Total ***	88,219.49	

** Total MFP discount ** .00
 ** Total MFP amount ** .00
 ** Total check discount ** .00
 ** Total check amount ** 103,405.17
 ** Total void discount ** .00
 ** Total void amount ** .00

RESOLUTION NO. RDA 08-__

RESOLUTION OF THE REDEVELOPMENT AGENCY (RDA) OF THE CITY OF
KERMAN TRANSMITTING TO THE CITY COUNCIL OF THE CITY OF KERMAN
SUGGESTED REVISIONS TO THE RDA CONFLICT OF INTEREST CODE

WHEREAS, the City of Kerman Redevelopment Agency (the "RDA"), pursuant to the provisions of Government Code Section 87300, is required to adopt a Conflict of Interest Code, and to review the Code in every year ending in an even number; and

WHEREAS, the Redevelopment Agency has reviewed its Code and prepared an updated and amended Appendix A; and

NOW THEREFORE, BE IT RESOLVED, THAT THE REDEVELOPMENT AGENCY OF THE CITY OF KERMAN hereby finds that its Conflict of Interest Code (the "Code") should be amended as set forth in Appendix A attached hereto, and adopts the amendments set forth in Appendix A, which shall be effective upon the review and approval of the City Council of the City of Kerman.

This resolution was introduced at a regular meeting of the Kerman Redevelopment Agency held on the 17th day of September, 2008, and passed at said meeting by the following vote:

AYES:

NOES

ABSENT:

ABSTAIN:

The foregoing Resolution is hereby adopted.

ATTEST:

Trinidad M. Rodriguez
Chairperson

L. Renee Holdcroft
Agency Secretary

CONFLICT OF INTEREST CODE FOR THE CITY OF KERMAN REDEVELOPMENT AGENCY

The Political Reform Act, Government Code Section 81000, et. seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs., Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs., Sections 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendices “A” and “B” in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the City of Kerman.

Designated employees shall file statements of economic interests with the agency who will make the statements available for public inspection and reproduction. (Gov. Code Section 81008) Upon receipt of the statements of the City Council members and Mayor, the agency shall make and retain a copy and forward the originals of these statements to the Fair Political Practices Commission. Statements for all other designated employees will be retained by the agency.

RDA CONFLICT OF INTEREST CODE

APPENDIX A

Designated Positions

- I. Persons occupying the following positions are designated employees and must disclose financial interests in all categories defined in Appendix B¹.

Consultants

- II. Persons occupying the following positions are designated employees and must disclose financial interests defined in Category 1 of Appendix B.

Environmental Impact Review Board Members
Civil Engineering Building Technician (Inspector)

- III. Persons occupying the following positions are designated employees and must disclose financial interests defined in Categories 2 and 3 of Appendix B.

Purchasing Officer
Director of Public Works
Director of Planning and Development Services

-
- ¹. Note: this Conflict of Interest Code designates only those officers, commissioners, and employees who are not required to file a statement of economic interests pursuant to Government Code Section 87200 and related regulations. The Agency Finance Director has been determined to be “a public official who manages public investments” who shall file a statement of economic interest pursuant to Government Code Section 87200.
 - ². Note: The Executive Director may determine in writing that a particular consultant, although a “designated employee”, is hired to perform a range of duties that is limited in scope and, thus, is not required to fully comply with the disclosure requirements of this code. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

RDA CONFLICT OF INTEREST CODE

APPENDIX B

Disclosure Categories

Category 1

- (a) Interests in real property which are located in whole or in part either (1) within the boundaries of the City, or (2) within two miles of the boundaries of the City or within a two mile radius of any property owned or used by the City, including any leasehold, beneficial or ownership interest, or option to acquire such interest in real property.
- (b) Investments, business positions in or income from business entities which are contractors or sub-contractors which are or have been within the previous two-year period engaged in the performance of building construction or design within the City.
- (c) Investments, business positions in or income from persons or business entities engaged in the acquisition or disposal of real property within Kerman or as described in Category 1(a).

Category 2

Investments, business positions in or income from business entities which manufacture or sell supplies, machinery, or equipment of the type utilized by the department for which the designated employee is Manager or Director. Investments include interests described in Category 1.

Category 3

Investments, business positions in or income from business entities which are contractors or sub-contractors engaged in the performance of work or services of the type utilized by the department for which the designated employee is Manager or Director. Investments include the interests described in Category 1.