

October 13, 2026

Board of Supervisors
Kern County Administrative Center
1115 Truxtun Avenue
Bakersfield, CA 93301

**RETROACTIVE REAUTHORIZATION OF THE KEEP KERN BEAUTIFUL COMMITTEE, APPROVING
AMENDMENTS TO ITS BYLAWS AND ESTABLISHING A NEW FIVE-YEAR TERM (All S.D.s)**
(Fiscal Impact: None)

The Public Works Department requests your Board's approval to retroactively reauthorize the Keep Kern Beautiful Committee (KKBC) and establish a new five-year term, effective February 9, 2026, through February 9, 2031. Your Board established KKBC on February 9, 2021, with a five-year term ending February 9, 2026. Because the prior term expired before reauthorization reached your Board, the Department recommends retroactive reauthorization of KKBC effective February 9, 2026, and establishment of a new five-year term ending February 9, 2031.

The Resolution also amends Section 7 of the KKBC bylaws to establish a new non-voting student member position, appointed by your Board. The student member may participate in Committee meetings but will not have voting authority, and the position does not affect quorum requirements.

A Resolution accomplishing these actions has been prepared for your consideration.

KKBC supports countywide beautification and environmental stewardship efforts through volunteer programs and community partnerships. Retroactive reauthorization will maintain continuity of Committee operations and preserve prior actions. Establishing a new term will allow future reauthorization to be scheduled in an orderly manner.

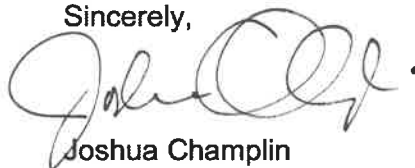
The amendment to Section 7 of the bylaws formalizes the creation of a non-voting student member position, intended to expand youth participation and enhance community representation.

Upon approval, the Department will update all official records and transmit the revised bylaws to the Clerk of the Board for retention.

These changes were approved as to form by County Counsel.

Therefore, it is **RECOMMENDED** that your Board approve the Resolution retroactively reauthorizing the Keep Kern Beautiful Committee, effective February 9, 2026, establishing a new five-year term ending February 9, 2031, and amending Section 7 of the Committee's bylaws.

Sincerely,

A handwritten signature in black ink, appearing to read "Joshua Champlin".

Joshua Champlin
Director

JC:AN:AG:mm

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GROUND  **BOUNDLESS**

KEEP KERN BEAUTIFUL COMMITTEE BYLAWS

ARTICLE 1 - THE COMMITTEE

Section 1. Name of Committee

The name of the committee shall be known as the Keep Kern Beautiful Committee ("KKBC"). When partnering with other agencies and community groups it will be known as Keep Kern Beautiful ("KKB").

Section 2. Creation

KKBC was duly established by the Kern County Board of Supervisors, referred to hereafter as the "Board", by Resolution dated February 9, 2021, KKBC shall operate for a period of five (5) years from the date of its organization, and shall cease to exist after five (5) years unless reauthorized by the Board of Supervisors.

Section 3. Mission Statement

KKBC serves to protect and beautify our natural environment by means of community engagement, education, and empowerment.

Section 4. Vision

KKBC's vision is to inspire a culture of environmentally responsible citizens within the communities of the County of Kern, focusing on areas such as:

- i. Prevention of Litter and Illegal Dumping
- ii. Reduction of Waste
- iii. Promotion of Recycling
- iv. Beautification and Greening

Section 5. Business Office

KKBC's business office shall be located at the Kern County Public Works Department, Administration Division, 2700 'M' Street, Suite 400, Bakersfield, CA 93301.

Section 6. Powers and Duties

KKBC is formed to recommend to the Kern County Board of Supervisors, policies, programs, and specific efforts, which promote the mission statement of KKBC, and to actively participate in the implementation of various programs and projects to achieve the KKBC mission statement and vision.

Section 7. Committee Members

KKBC shall consist of five (5) Members and five (5) Alternate Members to be appointed by the Board of Supervisors of Kern County. Each Supervisor shall appoint one Member and One Alternate Member to represent their district. Each Member and Alternate

Member shall serve a two-year term. A Member is eligible to be reappointed if he or she attends at least sixty percent (60%) of KKBC meetings annually. The Member and the Alternate Member of a district will collectively hold one (1) vote for that district. If either the Member or the Alternate Member is absent from a meeting, then the member in attendance may vote. If both members are present, the Member gets the vote.

KKBC may include one (1) non-voting student member, appointed by the Board of Supervisors. The student member shall serve a term concurrent with the academic school year. The student member may attend and participate in all KKBC meetings but shall not have voting authority, and the student member's presence shall not count toward quorum requirements.

Section 8. Committee Coordinator

The Committee Coordinator, or their alternate designee, is a member of County staff who is appointed by the Kern County Public Works Department and is responsible for coordinating the KKBC meetings as well as other duties as deemed appropriate. The Committee Coordinator has no voting power.

Section 9. Resignation and Removal

Any member may resign at any time by giving written notice to the Coordinator. The Coordinator shall notify the Clerk of the Board of any resignation and vacancy within five (5) business days.

ARTICLE II - OFFICERS

Section 1. Chairperson and Vice-Chairperson

Each year KKBC shall elect from its members a Chairperson and Vice-Chairperson to serve a one-year term. KKBC shall hold the election during its first meeting of the year. If the position of Chairperson or Vice-Chairperson becomes vacant during the course of the year, the members shall elect a replacement to serve for the balance of the term.

Section 2. Duties of Chairperson

The Chairperson shall preside at all meetings of KKBC and perform the duties necessary or incidental to the office. This includes calling special meetings and signing documents or instruments on behalf of KKBC.

Section 3. Duties of Vice-Chairperson

The Vice-Chairperson, in the absence of the Chairperson, or when the Chairperson is unable to act, shall perform the duties of the Chairperson.

Section 4. Temporary Chairperson

If both the Chairperson and the Vice-Chairperson are absent or unable to act, KKBC shall elect one of its members to act as temporary chairperson to serve until the election of a

replacement, if necessary.

Section 5. Secretary and Administrative Staff

The Committee Coordinator shall assign a representative to serve as Secretary to the KKBC. The Secretary shall keep minutes of each meeting, record the official actions taken, record the vote of all official actions, certify each official act and resolution of the KKBC, maintain records of the KKBC operations and perform such other duties as the KKBC or Committee Coordinator assigns.

Section 6. Subcommittees

KKBC shall appoint subcommittees as needed to coordinate and implement actions necessary toward fulfillment of its duties and responsibilities such as the following:

1. Litter Subcommittee
2. Waste Reduction & Recycling Subcommittee
3. Beautification & Greening Subcommittee

The KKBC Chairperson shall appoint a Member or Alternate Member to serve as the chairperson of each subcommittee. All meetings shall be open to the public.

Subcommittees shall consist of not fewer than three (3) persons. The subcommittee chairperson shall secure as many volunteers as necessary from the community to help pursue the goals of each subcommittee. Members of the general public may participate.

The actions and recommendations of a subcommittee shall not be deemed the actions of KKBC and in no way shall bind KKBC or its members.

KKBC Chairperson may create, if necessary, a subcommittee for a specific need other than those specified herein, subject to approval by KKBC.

Ad hoc subcommittees shall cease to exist upon completion of their assignments.

ARTICLE III - MEETINGS

Section 1. Regular Meetings

Generally, at the first meeting of the calendar year, KKBC shall establish the dates of regular meetings for the following twelve (12) months. KKBC may change the dates and frequency of the remaining regular meetings in that calendar year by a two-thirds (2/3) vote of the appointed members of the Committee at a regular meeting. Meetings shall be held at the Public Services Building and shall be open to the public. Where permissible by State law, KKBC may hold its meetings via teleconference or at another reasonable place within the County upon recommendation from the Committee Coordinator and approval by the Committee Chairperson.

Section 2. Quorum

Three (3) members representing three (3) separate districts constitute a quorum. Under these bylaws, a quorum requires members eligible to cast at least three votes.

Section 3. Compliance with the Law

All KKBC meetings shall follow Robert's Rules of Order, latest edition, and be held in accordance with the Ralph M. Brown Act, Government Code section 54950.

Section 4. Order of Business

In the absence of approval of an agenda to the contrary, KKBC shall pursue the following order of business:

- i. Roll Call
- ii. Public Statements
- iii. Approval of Minutes
- iv. Deferred Business
- v. New Business, including Standing Subcommittee Reports
- vi. Committee Member Statements
- vii. Adjournment

Section 5. Public Statement

At regular meetings, the Chairperson shall allow any member of the public to address KKBC on items within the jurisdiction of the KKBC. No individual speaker shall speak for more than two (2) minutes. The Chairperson, in his or her discretion, may, for good service, increase the time allowed for public statements.

Section 6. Cancellation of Meetings

If KKBC has no business, or if the Secretary determines a quorum is not available, the Chairperson may cancel a regular meeting. The Secretary shall make reasonable efforts to give timely notice of cancellation to all members and to all other persons to whom the Secretary normally gives notices of meetings.

Section 7. Public Holidays

If a regular meeting falls on a public holiday, KKBC shall not meet on that date. The Chairperson may reschedule or cancel the meeting and the Secretary shall arrange for delivery of proper notice.

Section 8. Adjourned Meetings

The KKBC may adjourn a meeting to another date, time, and place.

Section 9. Special Meetings

The Chairperson may call a special meeting of the KKBC. The Secretary shall give notice of a special meeting, as required by law. In a special meeting, the KKBC may only deal

with matters recited in the notice.

ARTICLE IV - AMENDMENT TO BYLAWS

These bylaws may be amended by a two-thirds (2/3) vote of the appointed members of the Committee, provided the proposed amendments have been submitted in writing to the membership at least ten (10) days in advance. All such amendments shall become effective upon approval of the Board of Supervisors and amendment of this resolution. These bylaws may further be amended by resolution of the Board of Supervisors.

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF KERN, STATE OF CALIFORNIA**

In the matter of:

Resolution No. _____

**A RESOLUTION OF THE BOARD OF
SUPERVISORS OF THE COUNTY OF KERN
RETROACTIVELY REAUTHORIZING THE KEEP
KERN BEAUTIFUL COMMITTEE, APPROVING
AMENDMENTS TO ITS BYLAWS, AND
ESTABLISHING A NEW FIVE-YEAR TERM**

I, NANCY ANDERSON, Clerk of the Board of Supervisors of the County of Kern,
State of California, certify that the following resolution, on motion of Supervisor _____,
seconded by Supervisor _____, was duly passed and adopted by the Board of
Supervisors of the County of Kern at a regular meeting on the ____ day of _____,
20____, by the following vote:

AYES:

NOES:

ABSENT:

NANCY ANDERSON
County Administrative Officer
Clerk of the Board

Deputy Clerk

RESOLUTION

Section 1. WHEREAS:

(a) On February 9, 2021, the Board of Supervisors established the Keep Kern
Beautiful Committee ("KKBC") for a term of five (5) years pursuant to the bylaws adopted at

that time; and

(b) Section 2 of the bylaws provides that the Committee shall operate for a period of five (5) years from the date of its organization and shall cease to exist after that period unless reauthorized by the Board of Supervisors; and

(c) The Committee's five-year term expired on February 9, 2026, and due to administrative delay, timely reauthorization did not occur before the expiration of the term; and

(d) The Board finds that continued operation of KKBC serves the public interest and desires to retroactively restore the Committee's authority effective February 9, 2026; and

(e) The Board further wishes to amend Section 7 of the KKBC bylaws to add a non-voting student member, consistent with revised language prepared for Board consideration.

Section 2. IT IS RESOLVED by the Board of Supervisors of the County of Kern, State of California, as follows:

1. The Board finds and determines that each of the facts presented here in above are true and correct and are hereby incorporated by reference herein.

2. **Retroactive Reauthorization.** The Keep Kern Beautiful Committee is hereby reauthorized retroactively to February 9, 2026, with full authority restored without interruption, and shall be authorized to continue operation for a new five-year term ending February 9, 2031.

3. **Bylaw Amendment – Student Member.** Section 7 of the KKBC bylaws is amended to read as follows (in relevant part):

“KKBC may include one (1) non-voting student member, appointed by the Board of Supervisors. The student member shall serve a term concurrent with the academic school year. The student member may attend and participate in all KKBC meetings but shall not have voting authority, and the student member's presence shall not count toward quorum requirements.”

4. **Authorization to Update Records.** County staff is directed to update all official records to reflect the reauthorization and bylaw amendment approved herein and to submit the fully updated bylaws to the Clerk of the Board for retention.

5. **Future Reauthorizations.** The Committee's next reauthorization date shall be scheduled on or before February 9, 2031, and the County Administrative Office shall ensure timely calendaring of future Committee reviews.

6. The Clerk of this Board shall transmit copies of this Resolution to the following:

County Counsel
Public Works

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