



**BOARD OF DIRECTORS APPROVED MINUTES**

**Meeting  
of the  
BOARD OF DIRECTORS  
of the  
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT  
A Public Agency  
Tuesday, January 15, 2019  
8:30 AM  
John G. Britton Auditorium  
550 Olive Street, Santa Barbara, CA 93101**

- 1. CALL TO ORDER**  
Chair Dave Davis called the meeting to order at 8:30 AM.
- 2. ROLL CALL OF THE BOARD MEMBERS**  
Chair Davis reported that all members were present with the exception of Secretary Bill Shelor.
- 3. REPORT REGARDING POSTING OF AGENDA**  
Christina Perry, Administrative Assistant Lead, reported that the agenda was posted on Friday, January 11, 2019, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

**CONSENT CALENDAR**

- 4. APPROVAL OF PRIOR MINUTES - (ATTACHMENT - ACTION MAY BE TAKEN)**  
The Board of Directors was asked to waive the reading of and approve the draft minutes for the meeting of December 4, 2018.
- 5. CASH REPORT - (ATTACHMENTS - ACTION MAY BE TAKEN)**  
The Board of Directors was asked to review and approve the Cash Reports from November 27, 2018 through December 11, 2018; December 11, 2018 through December 24, 2018; and December 25, 2018 through January 7, 2019.

Director Chuck McQuary moved to approve the minutes. Vice Chair Dave Tabor seconded the motion. The motion passed with abstention on Item 5 from Director Paula Perotte.

**THIS CONCLUDES THE CONSENT CALENDAR**

- 6. PUBLIC COMMENT**  
No public comments were made.

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**7. FACILITIES MASTER PLAN RFP CONTRACT AWARD RECOMMENDATION - (ACTION MAY BE TAKEN)**

Capital Projects Manager Ryan Gripp presented the Board with a review of the Request for Proposals (RFP) process for the MTD Facilities Master Plan Contract. Mr. Gripp and General Manager Jerry Estrada answered the Board's questions.

The Board was requested to give the General Manager authority to enter into a contract with Stantec Architecture, Inc., for a not-to-exceed amount of \$350,000. Such contract is for a Facilities Master Plan that will serve as the guiding document for future facilities investments.

Director Perotte and Director Dick Weinberg thanked Mr. Gripp for the information provided and level of detail in the report.

Director Olivia Rodriguez moved to approve contract authority for General Manager Estrada; Director McQuary seconded the motion. The motion passed unanimously.

**8. ADVANCE AUTHORITY TO EXECUTE RENEWABLE DIESEL FUEL CONTRACT - (ACTION MAY BE TAKEN)**

Assistant General Manager and Controller Brad Davis requested that the Board provide advance authority to the General Manager to enter into a renewable diesel fuel contract for an upcoming bid solicitation.

Director McQuary moved to approve contract authority for General Manager Estrada; Director Dick Weinberg seconded the motion. The motion passed unanimously.

**9. PROCUREMENT POLICY- PROFESSIONAL SERVICES - (ATTACHMENT - ACTION MAY BE TAKEN)**

Assistant General Manager Davis recommended that the Board approve updating the District's procurement policy as follows:

- Increase the small purchases threshold for professional services to \$250,000; and,
- Increase the micro-purchases threshold to \$10,000

Director McQuary moved to approve updating the District's procurement policy as recommended. Vice Chair Tabor seconded the motion. The motion was approved unanimously.

**10. GENERAL MANAGER'S REPORT UPDATE - (INFORMATIONAL)**

General Manager Estrada provided an update of the following topics: hiring, Transit Center Project, Terminal 1.

General Manager Estrada noted that Director McQuary has been reappointed to the Board of Directors by the Carpinteria City Council for a term of 2 years. It was also noted that Director Perotte will serve on both the MTD and Santa Barbara County Association of Governments (SBCAG) Boards; committee assignments, therefore, may be reassessed.

**11. OTHER BUSINESS AND REPORTS - (ACTION MAY BE TAKEN)**

Chair Davis updated Board members on Calle Real development status, and tentative committee meeting dates and topics.

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**PUBLIC COMMENT RELATED TO CLOSED SESSION ITEM(S) WILL BE ALLOWED BEFORE THE RECESS**

No public comments regarding closed session were made prior to recess.

Chair Davis stated that the Board would stand in recess to the closed sessions at 9:48 AM.

**12. RECESS TO CLOSED SESSION (ACTION MAY BE TAKEN)**

- a. General Manager Performance Review (Gov. Code Section 54957(b)(1))
- b. Conference with Labor Negotiators (Gov. Code Section 54957.6(a).)  
Employee: General Manager  
Agency-designated representatives: MTD Board of Directors Chair Dave Davis and Legal Counsel Doug Large

The Board has evaluated the performance of its General Manager, Mr. Estrada, in closed session, pursuant to Gov. Code Section 54957. Based on a very favorable evaluation, the Board tentatively approved the provisions of a draft amended contract for Mr. Estrada. That contract will be brought back for the Board's final approval on the agenda at the next Board meeting.

No other reportable action was taken by the Board.

**13. ADJOURNMENT**

Director Rodriguez moved to adjourn the meeting at 11:15 AM. Vice Chair Tabor seconded the motion. The motion passed unanimously.