



BOARD OF DIRECTORS DRAFT MINUTES

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, March 19, 2024
8:30 AM
John G. Britton Auditorium
550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

Chair 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 Director Perotte.

3. REPORT REGARDING THE POSTING OF THE AGENDA

Lilly Gomez, Clerk of the Board reported that the agenda was posted on Friday, March 15, 2024, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

4. APPROVAL OF AGENDA

No changes to the agenda were made.

CONSENT CALENDAR

5. APPROVAL OF PRIOR MINUTES - (ACTION MAY BE TAKEN)

The Board of Directors was asked to approve the draft minutes for the meeting of March 5, 2024.

6. CASH REPORTS - (ACTION MAY BE TAKEN)

The Board of Directors was asked to review and approve the Cash Reports from February 24, 2024 through March 8, 2024.

Vice Chair Tabor moved to approve the consent calendar. Director Lapuz seconded the motion. The consent calendar was approved unanimously with one absent.

THIS CONCLUDES THE CONSENT CALENDAR

7. PUBLIC COMMENT

No public comments were made.

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8. RECESS TO CLOSED SESSION: REAL PROPERTY NEGOTIATIONS (GOVERNMENT CODE §54956.8) (ACTION MAY BE TAKEN)

Property: 4678 Calle Real / 149 North San Antonio Road.

Agency Negotiators: General Manager Jerry Estrada; District Outside Counsel, Graham Lyons.

Negotiating Parties: Con/Am Group.

Under Negotiation: Price and terms of payment.

No public comments related to closed session were made.

Chair Davis recessed the Board to Closed Session at 8:33 A.M

The Board reconvened from Closed Session at 9:22 A.M.

Chair Davis reported no action was taken.

Chair Davis motioned to take agenda item #10 out of order at this point to allow for the time certain item of 9:30A.M. Secretary Lemberger moved to approve the change in order of agenda. Vice Chair Tabor seconded the motion. The motion passed unanimously with one absent.

10. COMMERCIAL AUTO AND GENERAL LIABILITY INSURANCE RENEWAL – (ACTION MAY BE TAKEN - ATTACHMENT)

Chief Operating Officer and Assistant General Manager Mary Gregg and Alison Olsen from Brown and Brown recommended renewal of Commercial Automobile and General Liability Insurance coverage with National Interstate Insurance Company (NIIC) effective April 1, 2024 - April 1, 2025, at \$4,750,000 Excess Indemnity over a \$250,000 Self Insured Retention (SIR) and \$10,000,000 Excess, for an annual premium of \$913,049.

Director Sarkar moved to approve renewal of Commercial Automobile and General Liability Insurance coverage with NIIC. Director Lapuz seconded the motion. The motion passed unanimously with one absent.

9. ADA PARATRANSIT SERVICES MASTER AGREEMENT RENEWAL – (ACTION MAY BE TAKEN - ATTACHMENT)

General Manager Jerry Estrada recommended the renewal of the Master Agreement with Easy Lift Transportation for the continued provision of complementary paratransit service seeking authorization from the Board of Directors to execute the Master Agreement.

Vice Chair Tabor moved to authorize Mr. Estrada to execute the renewal of the Master Agreement with Easy Lift Transportation. Director Solorzano seconded the motion. The motion passed unanimously with one absent.

9:30 AM TIME CERTAIN

13. DRAFT SERVICE PLAN FOR FISCAL YEAR 2023-24 – (ACTION MAY BE TAKEN - ATTACHMENT)

Planning and Marketing Manager Hillary Blackerby provided the Board of Directors with a presentation and sought feedback regarding the proposed service changes for August 2024. No action was taken.

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11. RESOLUTION FOR FISCAL YEAR 2024-25 TRANSPORTATION DEVELOPMENT ACT CLAIM – (ACTION MAY BE TAKEN - ATTACHMENT)

Director of Finance and Administration Nancy Tillie requested the Board adopt Resolution No. 2024-01 authorizing the General Manager to claim the Transportation Development Act (TDA) funds apportioned to Santa Barbara Metropolitan Transit District for FY 2024-25.

Director Sarkar moved to adopt Resolution No. 2024-01 authorizing the General Manager to claim the TDA funds. Director Lapuz seconded the motion. A roll call vote was held and the motion passed unanimously with 6 ayes, 0 nays and 1 absent.

12. LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) APPLICATION - (ACTION MAY BE TAKEN - ATTACHMENT)

General Manager Jerry Estrada recommended that the Board adopt Resolution No. 2024-02 authorizing execution of all required documents for an application to the California Department of Transportation (Caltrans) for FY 2024 California cap-and-trade funds from the Low Carbon Transit Operations Program.

Vice Chair Tabor moved to adopt Resolution No. 2024-02 and authorizing the General Manager to execute all required documents for the application to Caltrans. Secretary Lemberger seconded the motion. A roll call vote was held and the motion passed unanimously with 6 ayes, 0 nays and 1 absent.

14. ADVANCED AUTHORITY TO PURCHASE SIX MICROTRANSIT VANS – (ACTION MAY BE TAKEN)

Senior Purchasing Agent Valerie White requested the Board provide advanced authority to the General Manager for issuance of two purchase orders to A-Z Bus Sales, Inc. through a purchasing cooperative with Morongo Basin Transit Authority (MBTA) and California Association of Coordinated Transportation (CalACT), Contract #20-01.

Director Solorzano moved to authorize Mr. Estrada to execute for issuance of two purchase orders to A-Z Bus Sales, Inc. Director Lapuz seconded the motion. The motion passed unanimously with one absent.

15. GENERAL MANAGER'S REPORT – (INFORMATIONAL)

The General Manager reported on updates to district activities.

16. OTHER BUSINESS AND REPORTS – (INFORMATIONAL)

Chair Davis shared that a State Street Advisory Committee was held Monday March 18th and requested Ms. Blackerby share the status of the meeting. Ms. Blackerby provided an update on the Create State Master Plan Process.

17. RECESS TO CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION - (ACTION MAY BE TAKEN)

The Board will meet in closed session, pursuant to Government Codes § 54957 and § 54954.5(e), to evaluate the performance of the District's General Manager.

No public comments related to closed session were made.

Chair Davis recessed the Board to Closed Session at 10:03 A.M

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The Board reconvened from Closed Session at 10:10 A.M. Chair Davis reported that the Board of Directors gave Manager Jerry Estrada a very positive performance evaluation and agreed to amend his existing General Manager Agreement as follows:

1. Mr. Estrada's Salary, effective January 1, 2024, is increased to \$243,120.00 annually. The Board also agreed that this amount will increase annually according to the CPI index, with a cap of 4%, over the next three years, should Mr. Estrada remain employed.
2. Mr. Estrada's retirement reimbursement for his medical coverage shall include his spouse, and prescription drug coverage. The maximum amount reimbursable remains unchanged.
3. Mr. Estrada's annual supplemental deferred compensation is increased to \$23,000, effective January 1, 2024.

The Board and Mr. Estrada entered into an Amendment reflecting these changes on this date.

18. ADJOURNMENT

Chair Davis adjourned the meeting at 10:11 A.M.