

**DRAFT MINUTES OF THE REGULAR MEETING OF THE  
SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS**

**Thursday, November 16, 2017**

**10:00 AM**

**Board of Supervisors Hearing Room  
511 East Lakeside Parkway  
Santa Maria, CA**

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1. CALL TO ORDER AND ROLL CALL

Chair Bennett called the meeting to order at 10:00 a.m.

Members Present: Directors Williams; Wolf (arrived at 10:05 a.m.); Hartmann; Lavagnino; Mosby; Clark (via teleconference from Santa Barbara); Schneider (via teleconference from Santa Barbara); Patino; Richardson; Sierra; and Chair Bennett

Members Absent: Adam; Lizalde

Ex-Officio Member: Tim Gubbins, Caltrans District 5

Staff Present: Marjie Kirn, Executive Director; Scott Spaulding, Rachel Van Mullem; Agency Counsel/County Counsel; Susan McKenzie, County Counsel; Terry Contreras, Clerk of the Board

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

None

4. APPROVAL OF CONSENT AGENDA

*Approve by roll call vote on one motion:*

A. APPROVAL OF MINUTES

*Approve minutes from the October 19, 2017 board of directors meeting.*

B. BOARD MEETING SCHEDULE FOR 2018

*Approve SBCAG Board of Directors regular meeting schedule for 2018.*

C. AMENDMENT AND ADMINISTRATIVE MODIFICATION PROCEDURES FOR FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM

1. *Accept delegated authority from Caltrans to approve administrative modifications to the Federal Transportation Improvement Program under 2011 Amendment and Administrative Modification Procedures.*
2. *Adopt Resolution 17-34 delegating authority to Executive Director to approve administrative modifications to the Federal Transportation Improvement Program on behalf of the Board.*

D. SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS PURCHASING POLICY

1. *Approve and adopt a Santa Barbara County Association of Governments Purchasing Policy; and*
2. *Adopt Resolution 17-39 designating the Executive Director, or designee, to act as SBCAG's Purchasing Officer in accordance with SBCAG purchasing policy.*

E. 2017 FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM

*Adopt FTIP Amendment #11 and adopt a resolution to amend the 2017 Federal Transportation Improvement Program to program updates to the Highway Bridge Program grouped project listing and five individually listed projects.*

Director Williams recused himself from Consent item 4E

Motion made to approve Consent Item 4E

Motion: Patino

Second: Hartmann

Motion carried: 10-0

Yes: Wolf, Hartmann, Lavagnino, Mosby, Clark, Schneider, Richardson, Patino, Sierra and Chair Bennett

No: None

Abstention: None

Absent: Williams, Adam, Lizalde

F. AIRPORT LAND USE PLAN CONSULTANT CONTRACT

*That the SBCAG Board, acting as the Airport Land Use Commission:*

1. *Authorize the executive director to terminate the current contract and professional services agreement with ATAC Corporation.*
2. *Authorize the executive director to execute a consultant contract not to exceed \$114,660 with (Environmental Science Associates (ESA) for completion of the update of the draft Airport Land Use Compatibility Plan and environmental review*



2. *Approve and authorize the Executive Director to extend the time of performance for up to one year in accordance with Section 4.b. of the contract with Fehr & Peers.*
3. *Approve and authorize the Executive Director to execute task orders in accordance with Exhibit A of the contract with Fehr & Peers up to a not to exceed amount of \$200,000.*

Director Williams recused himself from Consent item 4K

Motion made to approve Consent Item 4K

Motion: Patino Second: Hartmann

Motion carried: 10-0

Yes: Wolf, Hartmann, Lavagnino, Mosby, Clark, Schneider, Richardson, Patino, Sierra and Chair Bennett  
No: None  
Abstention: None  
Absent: Williams, Adam, Lizalde

L. HIGHWAY 101: LINDEN CASITAS – TRANSPORTATION MGT PLAN

1. *Approve the expenditure of up to \$40,000 from the SAFE fund to purchase two changeable message signs (CMS) for the Linden Casitas project.*
2. *Approve and authorize the chair of the SBCAG board to sign a Memorandum of Understanding (MOU) with the California Department of Transportation District 5 for the use, maintenance and storage of two changeable message signs (CMS) for the Linden Casitas and future construction on Highway 101.*

Director Williams recused himself from Consent item 4L

Motion made to approve Consent Item 4L

Motion: Patino Second: Hartmann

Motion carried: 10-0

Yes: Wolf, Hartmann, Lavagnino, Mosby, Clark, Schneider, Richardson, Patino, Sierra and Chair Bennett  
No: None  
Abstention: None  
Absent: Williams, Adam, Lizalde

M. CABRILLO UNDERCROSSING: MOU AMENDMENT NO. 1

*Approve and authorize the Chair of the SBCAG board to sign Amendment No. 1 to the Memorandum of Understanding (MOU) with the City of Santa Barbara to increase the funding from \$800,000 to \$2,219,752 for work to complete detailed design, right of way, utilities and permitting for the Cabrillo Undercrossing project.*

N. SB1 STATE OF GOOD REPAIR PROGRAM CALL FOR PROJECTS

*Approve project selection procedures, including call for projects schedule, scoring criteria and application, for SB1 State of Good Repair Program over the next four fiscal years (FY 17/18 – 20/21).*

O. AGREEMENT FOR PARK AND RIDE LOT LEASE AND CLEAN AIR EXPRESS BUS STORAGE

*Approve and authorize chair to sign an agreement with the City of Lompoc for City fees regarding the use of a City-owned parking lot to serve Clean Air Express customers and for costs to store Clean Air Express buses at the Lompoc airport.*

P. PROFESSIONAL SERVICES CONTRACT FOR OUTSIDE COUNSEL

*Approve, ratify, and authorize the Chair to sign an Agreement for Professional Services with Oliver, Sandifer & Murphy to provide legal advice and representation in matters of condemnation of certain property for the term of October 1, 2017 to November 30, 2019 in an amount not to exceed \$25,000.*

Item 4Q was pulled from the Consent Calendar and considered separately.

Q. AMENDMENT TO THE SBCAG BYLAWS (REQUIRES 2/3 MAJORITY VOTE)

*Approve an amendment to Article V, Section A of the SBCAG Bylaws to read as follows:*

*Officers of SBCAG shall be the Chair and Vice-Chair. They shall be elected by a majority vote of a quorum present at the ~~regular December meeting each year~~ last meeting held prior to the end of each calendar year. Each shall serve for one calendar year commencing on January First. Any officer may be re-elected for an additional one year term but may not serve more than two consecutive terms. If the person elected as the Chair is a city representative then the Vice-Chair shall be elected from among the County representatives and vice versa. The selection of the Chair and Vice-Chair shall alternate between the city and county representatives.*

Motion made to approve the amendment to the SBCAG Bylaws and also include language that the election of the Vice-Chair be held at the January meeting of each calendar year.

Motion: Schneider Second: Richardson

Motion carried: 11-0

Yes: Williams, Wolf, Hartmann, Lavagnino, Mosby, Clark, Schneider, Richardson, Patino, Sierra and Chair Bennett

No: None

Abstention: None

Absent: Adam, Lizalde

R. MEASURE A CITIZENS OVERSIGHT COMMITTEE

*Re-appoint Members of the Measure A Citizens Oversight Committee whose terms expire in 2017 to new four-year terms.*

Motion made to approve Consent Calendar items 4A, 4B, 4C, 4D, 4F, 4G, 4H, 4I, 4M, 4N, 4O, 4P and 4R

Motion: Hartmann Second: Patino

Motion carried: 11-0

Yes: Williams, Wolf, Hartmann, Lavagnino, Mosby, Clark, Schneider, Richardson, Patino, Sierra and Chair Bennett

No: None

Abstention: None

Absent: Adam, Lizalde

**REVIEW/DISCUSSION**

5. DRAFT SBCAG EMPLOYEE HANDBOOK /PERSONNEL POLICIES AND PROCEDURES

*Review and comment on the Draft SBCAG Employee Handbook/Policies and Procedures developed by Liebert, Cassidy, Whitmore, a law firm specializing in public sector employment law. SBCAG staff intend to present the final version of this document for approval at the January 18, 2018 SBCAG board meeting.*

Review and comment only therefore no action was taken.

**ACTION ITEMS**

6. CLEAN AIR EXPRESS CONTRACTOR AND FY 2017/18 BUDGET

1. *Approve and authorize the chair to sign a contract with AmericanStar Trailways to operate the Clean Air Express service for the term of December 23, 2017 through June 30, 2020 unless otherwise agreed.*



- SBCAG's new purchasing policy
- 40 million dollar Infra Grant submittal
- Transit Inner City Rail Capital program grant
- Director Schneider's last SBCAG board meeting

10. CALTRANS DISTRICT DIRECTOR'S REPORT – General Update

Tim Gubbins, District Director, Caltrans District 5, reported on the following items:

- SB1 Funding
- Asset Management Plan – comment period ends November 24, 2017
- SB1 discussion – Clovis, Ca, December 5, 2017

11. COMMITTEE MEETINGS

*Calvans Board meeting – November 9, 2017 (Director Richardson)*

Director Richardson reported on the November 9, 2017 Calvans Board meeting.

12. COMMUNICATIONS

- A. Board Advance Calendar
- B. Technical Transportation Advisory Committee Draft Meeting Minutes
- C. Public Comment letter – J. Ruhge

13. ADJOURN

Chair Bennett adjourned the meeting at 10:37 a.m.

The next Board meeting will be on January 18, 2018 in Santa Maria.