

**SANTA BARBARA COUNTY
EMPLOYEES' RETIREMENT SYSTEM**

130 Robin Hill Road, Suite 100
Goleta, CA 93117

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**Gregory E. Levin, CPA
Chief Executive Officer**

BOARD OF RETIREMENT

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Vice Chair – Steve Lavagnino
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Zandra Cholmondeley
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Alternates
Gary Blair
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**AGENDA OF THE BOARD OF RETIREMENT
Real Property Management Committee
August 16, 2023**

**SBCERS Conference Room
130 Robin Hill Road, Suite 100 – Rear Entrance
Goleta, CA 93117**

Zoom: <https://sbcers-org.zoom.us/j/81274572414>

The Santa Barbara County Employees' Retirement System is committed to:

- *fulfilling its fiduciary responsibility by providing the highest quality of service to all members and plan sponsors; and*
 - *protecting promised benefits through prudent investing; and*
 - *ensuring reasonable expenses of administration.*

Public Participation

If you wish to make a public comment, the following methods are available. Matters not listed on the agenda may be addressed during the public comment period.

- a. **Attend the Meeting in Person:** Complete and deliver to the Clerk of the Board a public comment form. The form is available at the conference room entrance prior to the meeting.
- b. **Read comment into the record at the meeting:** Submit your comment to the Clerk of the Board via email prior to the close of an agenda item at clerkoftheboard@sbcers.org. Please state in your email that you would like this "read into the record." Every effort will be made to read your comment. Comments received after an agenda item will be placed into record and distributed appropriately.
- c. **By Zoom or Phone:** If you would like to make a comment via Zoom or phone, please email clerkoftheboard@sbcers.org with your name and which item you would like to speak on.

Disability Access

The SBCERS Conference Room is located on the ground floor of 130 Robin Hill Road, Goleta, CA 93117. The Board Room is wheelchair accessible. Accessible public parking is available at the building.

American Sign Language interpreters, Spanish language interpretation and sound enhancement equipment may be arranged by contacting the Clerk of the Board of Retirement by 4:00 p.m. on Friday before the Board meeting. For information about these services please contact the Clerk of the Board of Retirement by emailing clerkoftheboard@sbcers.org or calling 1-877-568-2940.

1. Agenda

- 1.1. Roll Call at 9:30 a.m.
- 1.2. Pledge of Allegiance led by the Chair.

2. Public Comment

Receive Public Comment.

3. Minutes

Approve Minutes of the July 12, 2023 Real Property Management Committee Meeting.

4. Operations – Open Session

4.1. **Second Reading of the SBCERS Board Room Rules & Regulations** – Staff

Presentation from Dani Couture, SBCERS Communications Manager, on the second reading of the SBCERS Board Room Rules & Regulations.

DISCUSSION

RECOMMENDATION: Receive and file the SBCERS Board Room Rules and Regulations or provide direction to staff for further amendment or research.

4.2. **SBCERS Lease for Suite 100 at 130 Robin Hill Road** – Staff

Presentation from Greg Levin, SBCERS CEO, the lease renewal for SBCERS' Suite 100.

DISCUSSION AND ACTION

RECOMMENDATION: That the Real Property Management Committee recommend the draft lease for approval by the Board of Retirement to authorize a 10-year lease agreement between 130 Robin Hill Road, LLC and SBCERS at \$1.85 NNN per month with a 5-year option to extend the lease.

4.3. **Building Operations Update** – Staff

Presentation from Brian Richard, SBCERS ACEO, on the management of 130 Robin Hill Road building.

DISCUSSION

RECOMMENDATION: Receive and file the update from Brian Richard on the management of 130 Robin Hill Road building.

4.4. **Leasing Update** – Staff

Presentation by Brian Richard, SBCERS ACEO, on the leasing activity status of 130 Robin Hill Road.

DISCUSSION

RECOMMENDATION: Receive and file the leasing update from Brian Richard.

4.5. Tenant Improvement Plans for Vacant Suites – Paul Poirier, Architect

Presentation by Paul Poirier, Architect, on the proposed build-out plans for 130 Robin Hill Road, Suite 105.

DISCUSSION AND ACTION

RECOMMENDATION: Receive and file presentation from Paul Poirier, of Paul Poirier + Associates Architects, on plan proposals for tenant improvements of the 1st and 2nd floor offices and 132 Robin Hill Rd. (buildings at rear of property), and provide direction to staff for further action.