

## **March 17, 2025 Board of Retirement Real Property Management Committee Meeting**

Santa Barbara County Employees' Retirement System  
SBCERS Board Room, 130 Robin Hill Road, Goleta, CA 93117

*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.*

If you wish to make a general public comment or to comment on a specific agenda item, the following methods are available:

- a) **Attend the physical meeting site:** Those desiring to speak on any matter must complete and deliver a completed public comment form to the Clerk of the Board. 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](mailto:clerkoftheboard@sbcers.org). Please state in your email that you would like your statement "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](mailto:clerkoftheboard@sbcers.org) with your name and which item you would like to speak on. Matters not listed on the agenda may be addressed at the public comment period.

### ***Disability Access***

The SBCERS Board 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](mailto:clerkoftheboard@sbcers.org) or calling 1-877-568-2940.

## **Agenda**

*Times shown are for informational purposes only and are subject to change. Additionally, items are sometimes taken out of order as the meeting progresses in order to avoid downtime and manage around time-certain items.*

**Roll Call**

**9:30 a.m.**

**Pledge of Allegiance**

## **Public Comment**

Receive Public Comment.

## **Approval of the Minutes**

Approve Minutes of the October 23, 2024 Real Property Management Committee Special Meeting.

### **1. Property Management Update 9:35 AM**

Presenters: Brian Richard; Gregory Levin; Westerlay Property Management

Presentation on the finances and operations of the 130 Robin Hill Road property and an update on the status of the lease for the SBCERS offices located at 2236 S. Broadway, Suite D, Santa Maria, Ca 93454.

#### **DISCUSSION**

**RECOMMENDATION:** Receive and file the financial and operations review for 130 Robin Hill Rd. and update on leasing for the SBCERS Santa Maria office and provide direction to staff regarding any further actions, if necessary.

### **2. Commercial Real Estate Update and Listing Agreement 9:45 AM**

Presenter: Miles Waters, Colliers Global Commercial Real Estate

Presentation by Miles Waters of Colliers Global Commercial Real Estate on a leasing market update.

#### **DISCUSSION AND ACTION**

**RECOMMENDATION:** That the Committee:

- A. Authorize the CEO to negotiate and execute a written listing agreement with Miles Waters of Colliers Global Commercial Real Estate for a period not to exceed one year.
- B. Receive and file the leasing market update presented by Miles Waters of Colliers Commercial Real Estate.

### **3. CLOSED SESSION: Conference with Real Property Negotiator 9:55 AM**

Presenter: Miles Waters, Colliers Global Commercial Real Estate

*Pursuant to Government Code Section 54956.8*

**Property:** Assessor's Parcel Number 073-050-015 130 Robin Hill Road, Goleta, CA

**Agency Negotiators:** Gregory Levin, SBCERS CEO, Miles Waters of Colliers Commercial.

**Negotiating Parties:** Greg Bartholomew of Hayes Commercial Group for Kamran and Company

**Under Negotiation:** Price, Tenant Improvements, and Terms of Lease Agreement

**4. 130 Robin Hill Rd Status of Improvements 10:15 AM**  
Presenters: Brian Richard, Dan Underwood

Presentation from Brian Richard, SBCERS Assistant CEO, and Dan Underwood, Project Manager, on progress of tenant improvements of the 1st and 2nd floor offices.

**DISCUSSION AND ACTION**

**RECOMENDATION:** That the Committee:

- A. Receive and file the presentation regarding the progress on improvements, timelines, and cost-to-date to the 1st and 2nd floor vacant office spaces and provide direction to staff for further action, and
- B. Recommend that the Board of Retirement authorize the CEO to negotiate a \$275,000 increase in the contract authorization for Frank Schipper Construction Company for the Robin Hill Rd first and second-floor buildouts, raising the amount from \$2.7 million to \$2.975 million.

**5. 2025 Real Property Management Committee Regular Meeting Schedule 10:30 AM**  
Presenter: Brian Richard

Presentation from Brian Richard, Assistant CEO, on the proposed schedule of meetings for the 2025 calendar year.

**DISCUSSION AND ACTION**

**RECOMMENDATION:** That the Committee adopt a regular meeting schedule for the 2025 calendar year.

**6. Tour of Robin Hill Rd. Building 10:35 AM**  
Presenter: Brian Richard

An onsite walking tour to provide a visual update to the Committee on the construction progress made to date.

**No action**

**Meeting adjourns. 10:55 AM**