

MINUTES OF A REGULAR MEETING
of the
CACHUMA OPERATION AND MAINTENANCE BOARD
held at
3301 Laurel Canyon Road, Santa Barbara, CA
Monday, June 26, 2017

1. Call to Order, Roll Call

The meeting was called to order at 2:00 p.m. by President Morgan who chaired the meeting. Those in attendance were:

Directors Present:

W. Douglas Morgan, Montecito Water District
Harwood 'Bendy' White, City of Santa Barbara
Polly Holcombe, Carpinteria Valley Water District
Lauren Hanson, Goleta Water District

Staff Present:

Janet Gingras, General Manager	William Carter, General Counsel
Edward Lyons, Administrative Manager/CFO III/Bookkeeper	Adriane Passani, Admin Asst
Tim Robinson, Fisheries Division Manager	Joanne Vittone, Admin Asst II
David Flora, Water Service III Lead	

Others Present:

Philip Walker, Santa Barbara resident	Fray Crease, SB County Water Agency
Bob McDonald, Carpinteria Valley Water District	Kelley Dyer, City of SB Public Works

2. Public Comment

Mr. Walker made comments regarding Director Walsh's public financials disclosure statement, Form 700. Mr. Walker also noted the recent Grand Jury report, and possible forthcoming Dam inspections performed by the California DWR in response to the recent event at the Orville Dam.

3. Consent Agenda

a. Minutes

May 22, 2017 Regular Board Meeting

b. Investment of Funds

- Financial Reports
- Investment Reports

c. Review of Paid Claims

Ms. Gingras presented the Consent Agenda as provided in the Board packet and fielded questions from the Board. Director Holcombe moved to approve the consent agenda with no changes, seconded by Director Hanson the motion passed by 6/0/1 vote:

Ayes: White, Holcomb, Hanson, Morgan

Nayes:

Absent/Abstain: Walsh

4. Verbal Reports from Board Committees

- Operations Committee Meeting – June 14, 2017
- Administrative Committee Meeting – June 14, 2017
- Fisheries Committee Meeting – June 15, 2017
- ***Operations Committee Meeting – June 14, 2017:*** Ms. Gingras and Director White highlighted the Committee’s discussion, relaying the items will be further discussed in today’s agenda. Director Holcomb requested that the projects listed under Item 3, referred to as “A through E”, be called out accordingly when discussed.
- ***Administrative Committee Meeting – June 14, 2017:*** Director Morgan summarized the Committee’s agenda, noting both Item #3 and #4 will be discussed separately on today’s agenda.
- ***Fisheries Committee Meeting – June 15, 2017:*** Director Holcombe reported on the items of the Committee’s agenda, and commented on the large amount of time spent on the SOW’s, particularly the sole source procedures followed by COMB, for transparency.

Mr. Robinson provided an update on the Quiota Creek Crossings and the ongoing communications with land owners. Mr. Robinson also provided a status update of the Annual Monitoring Reports (AMR), stating that AMR’s 2013 report is complete and has been posted on our website. The 2014 AMR is out for review and comments by the Science Review Team. Director Morgan made comment that the delivery of the reports to the Bureau should be timelier. Mr. Robinson responded that the Bureau recognizes the difficulty of getting a report out in a timelier manner from the review committee. Mr. Robinson also noted that he realizes that this timeline is a sensitive matter, and is working to streamline the procedures.

Director White requested clarification from Mr. Robinson regarding our involvement with the Central Coast Salmon Enhancement - Tri-County Fish Team. Mr. Robinson responded that the group was designed to bring the three counties together as an advocate for salmon restoration and monitoring. He mentioned that the group provides group meetings, workshops, and community involvement.

5. Proposed COMB Board Governance Policy

Ms. Gingras presented the final draft of the Board Governance Policy as provided in the Board packet, which incorporated the requested edits provided by the Board from the April 24, 2017 Regular Board meeting. Ms. Gingras fielded comments from the Board. After further discussion, Director Holcombe moved to approve the policy pursuant to the additional edits communicated. Second by Director White, the motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, White, Morgan, Hanson

Nayes:

Absent/Abstain: Walsh

6. **Fiscal Year 2017-18 Elections and Appointments of Cachuma Operation & Maintenance Board.**

a. Election of President

President Morgan relayed to the Board that he is willing to serve for the upcoming Fiscal Year and is accepting nominations. The following nominations were made: Director Holcombe nominated President Morgan to continue as Board President. Nominations closed, Director Hanson seconded Director Holcombe's nomination, and President Morgan was re-elected Board President, the motion passed by 6/0/1 vote as follows.

Ayes: Holcombe, White, Morgan, Hanson

Nayes:

Absent/Abstain: Walsh

b. Election of Vice-President

Director Holcombe nominated Director White for continued service as Board Vice-President. Nominations closed. The motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, White, Morgan, Hanson

Nayes:

Absent/Abstain: Walsh

c. Appointment of ACWA/JPIA Representative and Alternate

d. Appointment of General Counsel

e. Appointment of Secretary of the Board

f. Appointment of Treasurer and Auditor-Controller

Director White moved to re-appoint Director Morgan and Ms. Gingras as the ACWA/JPIA Representative and Alternate for the new Fiscal Year term. Director White also included in his motion the re-appointment of General Counsel, and the Secretary of the Board, to those that held the position in Fiscal Year 2016-17, as presented in the Board packet. Mr. White continued his motion to appoint Mr. Lyons as Treasurer and Auditor-Controller for the new Fiscal Year term. Seconded by Director Morgan, the motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, Hanson, Morgan, White

Nayes:

Absent/Abstain: Walsh

7. Director Compensation

Ms. Gingras presented Draft Ordinance No. 3 to the Board, as incorporated in the board packet. Ms. Gingras informed the Board that once invoked, two public notices are required to be published within a 14 day period prior to the Board deliberating. Ms. Gingras also noted that per the California Water Code, the maximum increase may not exceed an amount equal to 5%, for each calendar year. Because there has not been an increase in the last 13 years; the maximum increase allowed is 65%.

Director White moved to approve the publication process for public hearing on this topic. Seconded by Director Hanson, the motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, Hanson, Morgan, White

Nayes:

Absent/Abstain: Walsh

8. Cachuma Project Trust Fund / Renewal Fund Meeting and Santa Barbara County's Public Meeting on Cachuma Project Betterment Fund, May 16, 2017

Ms. Gingras presented a recap of the annual Cachuma Project Trust Fund and Betterment Fund meeting to the Board for review, as incorporated in the Board Packet. Director Morgan requested clarification on the inclusion of Crossing 9 in the Quiota Creek Fish Passage Project expenditures. Ms. Gingras stated that COMB had budgeted design funds, in the amount of \$30,000, for Crossing 9. Mr. Robinson added that a grant was submitted through Board directives in May, 2017.

Director Holcombe moved to approve the Committee's recommendation. Seconded by Director Hanson, the motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, Hanson, Morgan, White

Nayes:

Absent/Abstain: Walsh

9. Scopes of Work for Fisheries Division Consultants for Fiscal Year 2017-18

Mr. Robinson presented the Scopes of Work for Fisheries Division Consultants for Fiscal Year 2017-18. This was previously brought before the Fisheries Committee at the June 16, 2017 meeting. Most of the costs affiliated with the scopes of work fall below the threshold in the procurement policy for General Manger approval authority.

Following a lengthy discussion, Director Hanson motioned to receive scopes of work for identified consultants, authorize execution of the corresponding professional services agreements by motion and roll call vote of the Board, and bring the HDR Engineering Consultant PSA back for Board ratification in July; Seconded by Director White, the motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, Hanson, Morgan, White

Nayes:

Absent/Abstain: Walsh

10. Resolution No. 633 – Approving Expenditures for the Construction of the Fish Passage Improvement at Quiota Creek Crossing Number 5

Ms. Gingras presented Resolutions No. 633 – Approving Expenditures for the Construction of the Fish Passage Improvement at Quiota Creek Crossing Number 5. The proposed Resolution calls for the project to provide improved access to the perennial reaches of Quiota Creek and restore habitat to enhance conditions for Steelhead.

Director White moved to approve Resolution No 633. Seconded by Director Holcombe, the motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, Hanson, Morgan, White

Nayes:

Absent/Abstain: Walsh

11. General Manager Report

- Meetings
- Administration
- Operations Division Activities
- Fisheries Division Activities

Ms. Gingras presented topics within her report and fielded questions from the Board. She highlighted the meeting that took place in early June between the Member Agencies and Reclamation, to discuss the process of the Master Contract Renewal process. It was suggested to the Bureau of Reclamation that they align the renewal process with the Master Contract so that it is somewhat in sync with the O & M Contract. Ms. Gingras noted that she has received a preliminary draft schedule and will be conducting a meeting with the General Managers and staff. The first action item the Board will see is a Letter of Interest on renewing the O & M contract and Reclamation suggested that a corresponding resolution be passed by the Board in the July Meeting.

Ms. Gingras also commented on the Grand Jury Report, and noted that the responses will be brought forth through the Administration Committee prior to the Board within the 90 day deadline period.

12. Operations Division Report

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Dave Flora presented on behalf of Dave Stewart. Mr. Flora reported that the Operations Crew has starting structure maintenance on the North Reach and will be conducting maintenance on 4 to 5 structures per day. Mr. Flora highlighted the large number of underground service alerts within the easement, and fielded questions from the Board.

13. Fisheries Division Report

- LSYR Steelhead Monitoring Elements
- Tributary Project Updates
- Surcharge Water Accounting
- Reporting/Outreach/Training

Mr. Robinson provided highlights from his report as presented in the Board Packet. Mr. Robinson noted the summertime monitoring is in full swing and the Tributary Projects are in the permitting stage. Mr. Robinson fielded questions from the Board.

14. Progress Report on Lake Cachuma Oak Tree Program

- Maintenance and Monitoring

Mr. Robinson updated the Board on the progress of the Oak Tree Program, noting that all the trees that were planted are doing great. Mr. Robinson noted that the annual report will be reviewed at the next Committee meeting.

15. Water Systems Optimization, Inc. Presentation on Mass Balances and System Meter Evaluation Report

Ms. Gingras summarized the report, as presented in Board packet. Ms. Gingras noted the proposal by Water Systems Optimization, Inc., (WSO) for a metering analysis and evaluation report, which was conducted and included in the Board packet. Ms. Gingras introduced Mr. Reinhard Sturm and Mr. Kris Williams with WSO to the Board, who then presented the results of the Mass Balance evaluation in a summary presentation, and fielded questions from the Board and the public.

16. Monthly Cachuma Project Reports

- a. Cachuma Water Reports
- b. Cachuma Reservoir Current Conditions
- c. Lake Cachuma Quagga Survey

Ms. Gingras reviewed the monthly water reports as included in the Board packet, and requested to field any questions from the Board.

17. Directors' Request for Agenda Items for Future Meeting

No requests for additional Agenda items for July 24th meeting.

18. [CLOSED SESSION]: Conference with Legal Counsel: Potential Litigation

- a. [Government Code Section 54956.9(d)(4)]
Name of matter: Protest of Member Agency re: Payment of Quarterly Assessments

19. [CLOSED SESSION]: Conference with Labor Negotiations

Agency designated representatives: Board President
Unrepresented Employee: General Manager

20. RECONVENE INTO OPEN SESSION

[Government Code Section 54957.7]
Disclosure of actions taken in closed session, as applicable
[Government Code Section 54957.1]

Item 18: There were no reportable actions.

Item 19: Board gave direction to the President regarding General Manager Compensation

21. Modification of General Manager's Compensation

The Board voted to approve a three percent salary increase for the General Manager, effective and retro-active to April 1, 2017. Motion approved and seconded - passed with a 4/0/3 vote as follows:

Ayes: Holcombe, Hanson, Morgan, White

Nays:

Absent/Abstain: Walsh

22. Meeting Schedule

- **July 24, 2017 at 2:00 P.M., COMB Office**
- **Board Packages Available on COMB Website www.cachuma-board.org**

23. COMB Adjournment

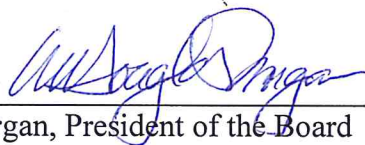
There being no further business, the meeting adjourned at 5:24 p.m.

Respectfully submitted,



Janet Gingras, Secretary of the Board

APPROVED:



Doug Morgan, President of the Board

✓	<i>Approved</i>
	<i>Unapproved</i>