

**MINUTES OF A REGULAR MEETING
of the
CACHUMA OPERATION AND MAINTENANCE BOARD
held at
3301 Laurel Canyon Road, Santa Barbara, CA
Monday, July 24, 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	Dave Stewart, Operations Division Manager
Tim Robinson, Fisheries Division Manager III/Bookkeeper	Adriane Passani, Admin Asst.

Others Present:

Philip Walker, Santa Barbara resident	Fray Crease, SB County Water Agency
Bob McDonald, Carpinteria Valley Water District	Tom Fayram, SB County Water Agency
Cathy Taylor, City of Santa Barbara	

2. Public Comment

Mr. Walker made comments regarding the Whittier fire and the need for a sediment survey. Mr. Walker also made comments regarding the ongoing repairs to the underpass on Castillo St, stating that the appropriate signage is important for traffic safety. Mr. Stewart responded and confirmed the COMB crew has been trained in traffic control.

Mr. Fayram, also made comments regarding the Whittier fire and noted that the Burned Area Emergency Response (BAER) Team is evaluating the burned area watersheds to identify emergency treatments necessary to protect sensitive resources and possible future hazards. Mr. Fayram fielded questions from the Board.

Ms. Taylor echoed comments made by Mr. Walker regarding the importance for a sediment survey. She stated that there are two requirements needed in order to claim any damages through FEMA; a Bathymetric survey to learn the capacity before a storm event, as well as, maintenance records. She explained a second Bathymetric survey should be performed after a storm event to learn the change in the reservoirs capacity. Ms. Taylor fielded questions from the Board.

3. Consent Agenda

a. Minutes

- June 26, 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. President Morgan requested revision to Item 3A to include the retroactive date. Director Holcombe moved to approve the consent agenda as amended, seconded by Director Morgan; the motion passed by 6/0/1 vote:

Ayes: White, Holcomb, Hanson, Morgan

Nays:

Absent/Abstain: Walsh

4. Verbal Reports from Board Committees

- *Administrative Committee Meeting – July 19, 2017:* Director Morgan summarized the Committee’s agenda, noting the items will be discussed separately on today’s agenda.

5. Board Committee Appointments for Fiscal Year 2017-18

Ms. Gingras presented the staff memorandum as provided in the board packet. President Morgan stated that the standing committees are working very well and recommended to continue the same committee’s for the Board this fiscal year. Accordingly, President Morgan made the following appointments of chair, member, and alternate to each standing committee of the Board:

COMMITTEE NAME	COMMITTEE CHAIR	COMMITTEE MEMBER	ALTERNATE MEMBER
Administrative (Finance, Personnel, Legal)	Director Morgan	Director White	Director Holcombe
Operations	Director White	Director Morgan	Director Holcombe
Fisheries	Director Holcombe	Director Hanson	Director Morgan
Lake Cachuma Oak Tree	Director White	Director Morgan	Director Holcombe
Public Outreach	Director Hanson	Director Holcombe	Director Morgan

6. Proposed Annual Resolutions

- a. Resolution No. 634 Adopting Annual Statement of Investment Policy
- b. Resolution No. 635 Authorizing Investment of Monies in the Local Agency Investment Fund
- c. Resolution No. 636 Establishing a Supplemental Account Agreement for Telephone Transfers
- d. Resolution No. 637 Establishing a Check Signing Policy for General Fund Account Payment of Claims
- e. Resolution No. 638 Authorizing Signatories for General Fund Account at American Riviera Bank
- f. Resolution No. 639 Authorizing Signatories for Revolving Fund Account at American Riviera Bank
- g. Resolution No. 640 Establishing a Check Signing Policy for Cachuma Project Trust Fund and Master Contract Renewal Fund Accounts for Payment of Claims
- h. Resolution No. 641 Authorizing Signatories for Trust Fund and Renewal Fund Accounts at American Riviera Bank
- i. Resolution No. 642 Establishing a Time and Place for Board Meetings

Ms. Gingras presented Resolutions No. 634 through No. 642, as presented in the Board packet. Director Holcombe moved to approve annual Resolutions No. 634 through No. 642, by roll call, seconded by Director Hanson, the motion carried 6/0/1 as follows:

Ayes: Holcombe, White, Morgan, Hanson

Nayes:

Absent/Abstain: Walsh

7. Resolution No. 643 – Authorizing a Letter of Interest be Sent to the United States Bureau of Reclamation for Renewal of the Transfer of Operation and Maintenance of the Cachuma Transferred Project Works – Cachuma Project, California

Ms. Gingras presented Resolution No. 643 and a draft letter to the U.S. Bureau of Reclamation (BOR), as incorporated in the board packet. Ms. Gingras noted General Counsel has reviewed both documents. Director Hanson thanked Ms. Gingras for discussing this item at the Manager's meeting, and suggested a change in wording within the letter to the Bureau. General Counsel responded. After a brief discussion, Director Holcombe moved to approve the letter and Resolution No. 643 as amended. Seconded by Director Hanson, the motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, Hanson, Morgan, White

Nayes:

Absent/Abstain: Walsh

8. Selection of Bartlett, Pringle, Wolf LLP to Perform Fiscal Year 2016-17 COMB Financial Audit

Mr. Lyons presented the topic and staff memorandum as incorporated in the board packet. Mr. Lyons highlighted Bartlett Pringle Wolf, LLP conducting a Comprehensive Annual Financial Report (CAFR) audit for fiscal year 2016-17. He also noted an additional required single audit for two federal grant awards received in 2016-17. Director Holcombe inquired about the rotation of partners within the auditor's firm. Ms. Gingras responded that Bartlett, Pringle, Wolf LLP has an internal review process that they employ to rotate partner review. Mr. Lyons reiterated California Assembly Bill 1345, effective FY 2013-14, requires a partner rotation every 6 years. Director Holcombe moved to approve the selection of Bartlett, Pringle, Wolf LLP, seconded by Director Hanson, the motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, Hanson, Morgan, White

Nayes:

Absent/Abstain: Walsh

9. Ordinance No. 3 – Director Compensation

Ms. Gingras presented the item as incorporated in the board packet, and reported that the public hearing on the proposed ordinance was duly noticed. Two options were presented to the Board; Option 1, compensation would remain at \$128 per meeting, and option 2, an incremental increase up to 65%. Following Board discussion, Director Hanson moved for adoption of Ordinance No. 3 and proposed a change in Director Compensation to \$175. The motion did not carry forward due to lack of a second motion. Director White moved for adoption of Ordinance No. 3, supporting a change in Director Compensation to \$150, seconded by Director Morgan; the motion passed by 6/0/1 vote as follows:

Ayes: Holcombe, Hanson, Morgan, White

Nayes:

Absent/Abstain: Walsh

10. Ratification of HDR Engineering Inc. Professional Services Agreement for Fisheries Division Consultant Services – Fiscal Year 2017-18

Ms. Gingras presented HDR Engineering, Inc. Professional Services Agreement (PSA) and scopes of work for ratification, as requested by the Board in the June 2017 regular Board meeting. Director Hanson moved to ratify the HDR Engineering, Inc. PSA, 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 highlighted topics within her report, and provided an update on the Whittier Fire. Ms. Gingras also presented a quarterly report of all contracts executed by the General Manager for the period of April 1 through June 30, 2017, pursuant to the COMB Procurement Policy. Ms. Gingras offered to field any questions from the Board.

12. Operations Division Report

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Stewart summarized his report as presented in the board packet, and offered to field any 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, which included an update on the Stilling Basin dewatering project, and 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, and was pleased to announce that although the fire came very close, it did not burn any of the oak trees recently planted near the Lake Cachuma Park area.

15. 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. Director White requested more information on the summary of unaccounted-for water allocations. Mr. Lyons responded that the methodology for water losses allocation to the Member Unites was adopted in the prior year, and is impacted by the zone or usage area as well as the reach. Mr. McDonald echoed the comments made by Mr. Lyons.

16. Directors' Request for Agenda Items for Future Meeting

- Director Hanson reiterated the request for a Bathymetry survey and BAER report.

17. [CLOSED SESSION]: Conference with Legal Counsel: Existing and Potential Litigation

The Board went into closed session at 3:46 p.m.

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

18. RECONVENE INTO OPEN SESSION

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

Item 17: There were no reportable actions.

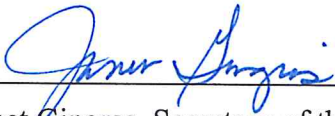
19. Meeting Schedule

- **August 28, 2017 at 2:00 P.M., COMB Office**
- **Board Packages Available on COMB Website**
www.cachuma-board.org

20. COMB Adjournment

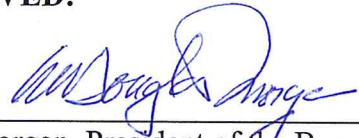
There being no further business, the meeting adjourned at 4:05 p.m.

Respectfully submitted,



Janet Gingras, Secretary of the Board

APPROVED:



Doug Morgan, President of the Board

✓	<i>Approved</i>
	<i>Unapproved</i>