

**MINUTES OF A REGULAR MEETING
of the
CACHUMA OPERATION AND MAINTENANCE BOARD
held at
3301 Laurel Canyon Road, Santa Barbara, CA
Monday, June 25, 2018**

1. Call to Order, Roll Call

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

Directors Present:

W. Douglas Morgan, Montecito Water District
Kristen Sneddon, City of Santa Barbara
Polly Holcombe, Carpinteria Valley Water District
Lauren Hanson, Goleta Water District

Staff Present:

Janet Gingras, General Manager	Joel Degner, Water Resources Engineer
Edward Lyons, Administrative Manager/CFO	Tim Robinson, Fisheries Division Manager
David Flora, Water Service Worker III	Carinna Butler, Administrative Assistant
William Carter, General Counsel	

Others Present:

Fray Crease, SB County Water Agency	Philip Walker, Santa Barbara resident
Mark Preston, Santa Ynez Women's Watch	

2. Public Comment

Mr. Walker shared with the Board information on different ways to reduce or help mitigate evaporation.

3. Consent Agenda

Ms. Gingras presented the Consent Agenda as provided in the board packet. Ms. Gingras fielded questions from the Board.

a. Minutes

- Minutes of May 21, 2018 Regular Board Meeting

b. Investment of Funds

- Financial Reports
- Investment Reports

c. Review of Paid Claims

Director Holcombe made a motion to approve the Consent Agenda as presented. Seconded by Director Hanson; the motion passed by 6/0/1/0 vote:

Ayes: Sneddon, Holcombe, Hanson, Morgan

Nayes:

Absent: Walsh

Abstain:

4. Verbal Reports From Board Committees

- *Administrative Committee Meeting – May 23, 2018:* Director Morgan presented the items and noted that the items will be discussed separately within staff reports.
- *Operations Committee Meeting – June 20, 2018:* Director Sneddon highlighted in detail the Committee agenda items discussed and noted that the items will also be discussed separately within staff reports.

5. Fiscal Year 2018-19 Elections and Appointments of Cachuma Operation and 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. Nominations closed, and President Morgan was re-elected Board President, the motion passed by 6/0/1/0 vote:

Ayes: Sneddon, Holcombe, Hanson, Morgan

Nayes:

Absent: Walsh

Abstain:

b. Election of Vice-President

Director Holcombe nominated Director Hanson for continued service as Board Vice-President. Nominations closed. Seconded by President Morgan; the motion passed by 4/0/1/2 vote:

Ayes: Sneddon, Holcombe, Morgan

Nayes:

Absent: Walsh

Abstain: Hanson

- 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 Hanson made a motion to re-appoint Director Morgan and Ms. Gingras as the ACWA/JPIA Representative and Alternate for the new Fiscal Year term. Director Hanson also included in her motion the re-appointment of General Counsel, Secretary of the Board and Treasurer and Auditor-Controller. Seconded by Director Holcombe; the motion passed by 6/0/1/0 vote:

Ayes: Sneddon, Holcombe, Hanson, Morgan

Nayes:

Absent: Walsh

Abstain:

6. Resolution No. 663 – COMB Proposed Fiscal Year 2018-19 Operating Budget

Ms. Gingras presented the COMB Proposed Fiscal Year 2018-19 Operating Budget along with Resolution No. 663 as provided in the board packet. Ms. Gingras and Mr. Lyons reviewed with the Board the changes that were made per the Board's recommendations during the June 11th Special Board meeting. Ms. Gingras and Mr. Lyons fielded questions from the Board. Director Holcombe made a motion to adopt Resolution No. 663 and to approve the Fiscal Year 2018-19 COMB Draft Operating Budget as modified. Seconded by Director Hanson; the motion passed by 6/0/1/0 vote:

Ayes: Sneddon, Holcombe, Hanson, Morgan

Nayes:

Absent: Walsh

Abstain:

7. Cachuma Conveyance Operations – FY 2018-19

Mr. Degner presented this item as provided in the board packet to delay deployment of the EPFP and to authorize the General Manager to execute Change Order No. 17 with Cushman Contracting Corporation in an amount not to exceed \$178,375. Mr. Degner gave a PowerPoint presentation to provide information on the Cachuma Conveyance Operations FY 2018-19. Mr. Degner highlighted that COMB shared the lake model imports and exports totals with Santa Ynez River Water Conservation District (SYRWCD) and that their forecasts matched COMB's projected forecasts. Ms. Gingras and Mr. Degner fielded questions from the Board. Director Sneddon made a motion to approve the delayed deployment of the EPFP and to authorize the General Manager to execute Change Order No. 17 with Cushman Contracting Corporation in an amount not to exceed \$178,375. Seconded by Director Holcombe; the motion passed by 6/0/1/0 vote:

Ayes: Sneddon, Holcombe, Hanson, Morgan

Nayes:

Absent: Walsh

Abstain:

8. Sycamore Canyon Slope Stabilization Project

Mr. Degner presented this item as provided in the board packet to authorize the General Manager to modify the Professional Services Agreement (PSA) with Flowers and Associates, Inc. for the Sycamore Canyon Slope Stabilization Project in an amount not to exceed \$41,000 for final design and bid services for a total contract amount of \$178,200. Mr. Degner fielded questions from the Board. Director Holcombe made a motion to approve and authorize the General Manager to modify the PSA with Flowers and Associates, Inc. in an amount not to exceed \$41,000 for final design and bid services for a total contract amount of \$178,200. Seconded by Director Sneddon; the motion passed by 6/0/1/0 vote:

Ayes: Sneddon, Holcombe, Hanson, Morgan

Nayes:

Absent: Walsh

Abstain:

9. Scopes of Work - Fisheries Division Professional Consulting Services for Fiscal Year 2018-19

Mr. Robinson presented the Scopes of Work for Fisheries Division Consultants for Fiscal Year 2018-19. The item was previously brought before the Fisheries Committee at the May 17, 2018 meeting. Mr. Robinson fielded questions from the Board. Director Sneddon made a motion to approve the Fiscal Year 2018-19 Scopes of Work and sole-source justification for the identified consultant and authorized execution of the corresponding PSA for HDR as presented. Seconded by Director Holcombe; the motion passed by 6/0/1/0 vote:

Ayes: Sneddon, Holcombe, Hanson, Morgan

Nayes:

Absent: Walsh

Abstain:

10. General Manager Report

- Meetings
- Administration
- Operations / Engineer Activities

Ms. Gingras presented topics within her report as provided in the board packet highlighting the status of the draft template for the Cachuma Project Transferred Project Works (O&M) contract currently with Reclamation and the ACWA/JPIA Risk Assessment inspection that will be

conducted later this week. Ms. Gingras also reported on various staff activities with regard to the Arroyo Paredon Bridge Replacement Project. Ms. Gingras fielded questions from the Board.

11. Water Resources Engineer Report

- Climate Conditions
- Lake Cachuma Evaporation Update
- Grant Funding Activities
- Infrastructure Improvement Planning

Mr. Degner presented the monthly Water Resources Engineer Report as provided in the board packet highlighting climate conditions, the Lake Cachuma evaporation update, grant funding activities and the status of infrastructure improvement projects. Mr. Degner fielded questions from the Board.

12. Operations Division Report

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Flora presented the report on behalf of Operations Division Manager and gave a detailed summary of the Divisions tasks and activities for the month. Mr. Flora fielded questions from the Board.

13. Fisheries Division Report

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

Mr. Robinson presented topics within his report as provided in the board packet. Mr. Robinson offered further detail on recent Fisheries Division activities highlighting the Annual Monitoring Report process. Mr. Robinson fielded questions from the Board.

14. Progress Report on Lake Cachuma Oak Tree Program

- Maintenance and Monitoring

Mr. Robinson presented topics within his report as provided in the board packet highlighting staff's ongoing mitigation efforts for the Oak Tree Program.

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 incorporated in the board packet. Ms. Gingras fielded questions from the Board.

16. Directors' Request for Agenda Items for Future Meeting

- There were no agenda item requests.

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

The Board went into closed session at 4:00 PM.

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

18. [CLOSED SESSION]: Conference with Labor Negotiators

- a. [Government Code Section 54957.6(a)]
Agency designated representatives: Board President
Unrepresented Employee: General Manager

19. RECONVENE INTO OPEN SESSION

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

The Board came out of closed session at 5:22 PM.

Item #17a – There was no reportable action.

Item #18a – Board approved a 2.8% COLA plus performance, for General Manager Janet Gingras retroactive to her anniversary date of April 1st.

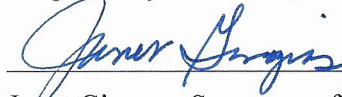
20. Meeting Schedule

- **July 23, 2018 at 2:00 PM, COMB Office**
- **Board Packages Available on COMB Website www.cachuma-board.org**

21. **COMB Adjournment**

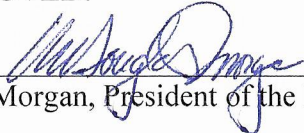
There being no further business, the meeting adjourned at 5:23 PM.

Respectfully submitted,



Janet Gingras, Secretary of the Board

APPROVED:



Doug Morgan, President of the Board

✓	<i>Approved</i>
	<i>Unapproved</i>