

**MINUTES OF A REGULAR MEETING  
of the  
CACHUMA OPERATION & MAINTENANCE BOARD**

**held at  
3301 Laurel Canyon Road, Santa Barbara, CA  
Monday, January 28, 2013**

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**1. Call to Order, Roll Call**

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

**Directors present:**

Lauren Hanson	Goleta Water District
Alonzo Orozco	Carpinteria Valley Water District
Doug Morgan	Montecito Water District
Dennis Beebe	SYR Water Conservation District, ID No. 1
Dale Francisco	City of Santa Barbara

**Others present:**

Janet Gingras	Tony Trembley
Charles Hamilton	Tim Robinson
Karen Carroll	David Baum
Danna McGrew	Ruth Snodgrass
Chris Dahlstrom	Sonia Fernandez
Phil Walker	Nina Pisani
Sam Schaefer	Tom Brown
Rebecca Bjork	Adelle Capponi

**2. Public Comment**

Phil Walker commented on the yearly rainfall projection, Tecolote Tunnel inspection, the Ortega retrofit crew and cost of the surcharge on Lake Cachuma for steelhead.

Sam Schaefer commented on the USBR Water Users Conference.

**3. Consent Agenda**

**a. Minutes:**

December 17, 2012 Regular Board Meeting, and December 14, 2012, December 21, 2012, and January 02, 2013 Special Board Meetings

**b. Investment Funds**

Financial Report  
Investment Report

**c. Payment of Claims**

Director Francisco moved to approve the consent agenda, seconded by Director Morgan, passed 7/0/0.

**4. Report from the Auditor for Fiscal Year 2011-2012**

The Financial Statements for the fiscal year ending June 30, 2012 and the Independent Auditor's Report were prepared by Bartlett Pringle & Wolf, LLP, and were included in the board packet. Danna McGrew, Partner and Nina Pisani, Supervising Auditor summarized the FY 2011-2012 audit for the Board of Directors. The auditors did not identify any management concerns or reportable conditions in conducting the audit and issued a clean opinion.

The auditors met with the Administrative Committee, Director Hanson and Director Morgan to review the audit on January 16, 2013. The edits suggested by the Committee had been included in the draft audit.

Director Beebe moved to accept the Financial Statements and the Independent Auditors Report for Fiscal Year ending June 30, 2012, seconded by Director Francisco, passed 7/0/0.

Karen Carroll, ID#1 requested that the wording in the Financial Highlights section, Debt Administration be adjusted. "...these Member units are obligated to make the bond principal and interest payments on behalf of COMB". Ms. Carroll questioned 'on behalf of COMB'.

**5. Appointment of Secretary of the Board, ACWA/JPIA Representative and Alternate Representative**

Due to a change in the COMB Board the ACWA/JPIA Representative and Alternate Representative and the Secretary of the Board positions were vacant.

Director Francisco moved to appoint Director Morgan as ACWA/JPIA Representative, Interim General Manager Janet Gingras as the Alternate Representative and to appoint Interim General Manager Janet Gingras as Secretary of the Board, seconded by Director Beebe, passed 7/0/0.

**6. Proposed Resolutions Regarding Bank Accounts**

- a. **Resolution No. 556 Establishing a Supplemental Account Agreement for Telephone Transfers**
- b. **Resolution No. 557 Authorizing Signatories for Revolving Fund Account at Santa Barbara Bank and Trust**
- c. **Resolution No. 558 Authorizing Investment of Monies in the Local Agency Investment Fund**
- d. **Resolution No. 559 Authorizing Signatories for General Fund Account at Santa Barbara Bank & Trust**
- e. **Resolution No. 560 Authorizing Signatories for Trust Fund and Renewal Fund Accounts at Santa Barbara Bank and Trust**

The approval of Resolution 556 through 560 will add Director Orozco as a signatory on the COMB Renewal Fund and Cachuma Project Trust Fund Accounts as well as the COMB General Fund Account and will also allow Interim General Manager Janet Gingras signatory and telephone transfer authority on the Revolving Fund and the Local Agency Investment Fund accounts.

Director Beebe moved to approve Resolution No. 556 through 560, seconded by Director Morgan, passed by a roll call vote:

Ayes: Beebe, Francisco, Hanson, Morgan, Orozco  
 Nays: None  
 Abstain/Absent: None

**7. Appointment of Board Standing Committees**

The recent change in one Director has created a vacancy on the Board standing committees. President Hanson appointment the following committees:

**COMMITTEE APPOINTMENTS  
 JANUARY 2013**

COMMITTEE NAME	COMMITTEE MEMBER	COMMITTEE MEMBER	ALTERNATE MEMBER
Administrative (Finance, Personnel, Legal)	Chair Lauren Hanson	Doug Morgan	Dale Francisco
Operations Division	Chair Dale Francisco	Lauren Hanson	Doug Morgan
Fisheries Division	Chair Dennis Beebe	Lauren Hanson	Doug Morgan
Public Outreach	Chair Doug Morgan	Alonzo Orozco	Dennis Beebe

**8. Consider Approval of California Department of Fish and Wildlife Letter Regarding Sharing Data**

Tim Robinson reported that the letter to California Department of Fish and Wildlife regarding sharing of data is currently under review and would be brought back to the Board at a later date for approval.

**9. Reports from Board Committees**

**a. Administrative Committee Meeting, January 16, 2013**

Director Hanson reported that the Committee devoted most of the meeting to reviewing the draft FY 2011-2012 audit. The Committee will continue to look at the benefits and OPEB Actuarial Study during future meetings.

**b. Ad Hoc Oak Tree Meeting, January 22, 2013**

Director Morgan reported that he and Director Beebe met with Ken Knight, Arborist Consultant and Tim Robinson to discuss the ongoing program of work. The significant challenges with this program were discussed and the committee will continue to meet before bringing any recommendations to the Board.

**c. Ad Hoc Transition/General Manager Recruitment Committee**

Director Hanson reported that the committee has gone over the recruitment materials for the General Manager position. The materials were included in the board packet for Board consideration.

**10. General Manager Recruitment Process**

After review and discussion, there were a few suggested modifications for the recruitment materials. Rebecca Bjork, City of Santa Barbara, suggested an additional bullet point be added to the advertisement page indicating that the candidate should have a strong background in managing operation and maintenance programs. Director Morgan suggested revising the phrase regarding the agency vehicle to read: Vehicle would be provided for work activities.

Director Beebe moved to approve the recruitment material with changes, seconded by Director Morgan, passed 7/0/0.

**11. Interim General Manager Report**

Interim General Manager, Janet Gingras, included in the board packet an overview of progress on current COMB activities. The Directors thanked her for a good informative report.

**12. Progress Report on Cachuma Lake Oak Tree Program**

Tim Robinson highlighted the monthly report on the Oak Tree Program. Director Beebe reported that he had requested during the Oak Tree Committee meeting that several expert arborists should meet to discuss the pruning methods used on the oak trees in an effort to develop a consensus on a method to be used at Lake Cachuma.

**13. Report on Modified SCC Upper Reach Reliability Project**

David Baum reported that the project has been completed. The final Proposition 50 reporting requirements will be submitted in March and the As-Built drawings are being completed by the contractor. The new pipeline is currently in use.

Comments were made by Phil Walker.

#### **14. Report on Quiota Creek Crossing 7 Fish Passage Improvement Project**

Tim Robinson reported that the project has been completed and a Notice of Completion has been filed with the County. All grant reimbursement requests, reports, and permit obligations will be finished by the end of January.

#### **15. Conveyance System Operations Program Report**

David Baum highlighted the monthly report that was included in the board packet.

#### **16. Fisheries Program Report**

Tim Robinson highlighted the monthly report on the fisheries activities.

#### **17. Monthly Cachuma Project Reports**

- a. **Cachuma Reservoir Current Conditions**  
The Lake Cachuma Daily Operations report through January 23, 2013 was included in the board packet.
- b. **Lake Cachuma Quagga Survey**  
The County's summary of Aquatic Invasive Species Inspection Program for December 2012 was included in the board packet.

#### **18. Directors' Requests for Agenda Items for Next Meeting**

Director Morgan requested that the Highway 192/Mission Creek Project be added to the agenda or discussed at committee level.

Director Francisco requested a discussion on the CalPERS pool for agencies be added to the agenda.

#### **19. [Closed Session]:**

- a. **Conference with Labor Negotiators [Government Code Section 54957.6]  
Agency Representatives for Labor Negotiations: Board Ad Hoc  
Transition/General Manager Recruitment Committee [Beebe, Hanson]  
Unrepresented Employee: Interim General Manager**  
See Item 20 for report out of closed session.
- b. **Public Employee Appointment/Employment  
[Government Code Section 54957]  
Title: General Manager**  
See Item 20 for report out of closed session.
- c. **Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation (Government Code 54956.9): One  
Case**

See Item 20 for report out of closed session.

**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 19a: The Board went into closed session at 3:45 p.m. The Interim General Manager was not present. The Board recessed from closed session at 3:58 p.m. with no action to report. The Board then reconvened into open session at 4:03 p.m. and took action on agenda Item 21. By unanimous vote, the Board approved to increase the Interim General Manager's salary by \$2,000.00 retroactive to January 2, 2013. This is an interim wage until such time as the General Manager position is filled.

Item 19b and 19c: The Board convened into closed session at 4:06 p.m. and returned to open session at 4:48 p.m. There was no action to report out of closed session.

**21. Interim General Manager Compensation**

The Board took action as reported under Item 20.

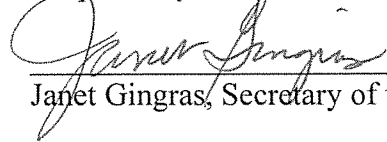
**22. Meeting Schedule**

The next regular Board meeting will be held February 25, 2013 at 2:00 P.M. The Agendas and Board Packets are available on the COMB website, [www.cachuma-board.org](http://www.cachuma-board.org)

**23. COMB Adjournment**

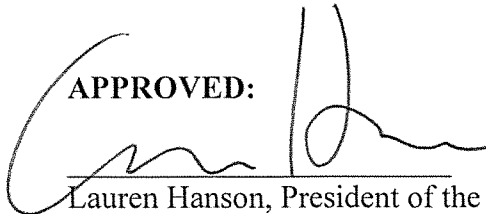
There being no further business, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,



Janet Gingras, Secretary of the Board

**APPROVED:**



Lauren Hanson, President of the Board