

MINUTES OF A REGULAR MEETING
of the
CACHUMA OPERATION AND MAINTENANCE BOARD

held at
3301 Laurel Canyon Road, Santa Barbara, CA
Monday, March 27, 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

Others present: Janet Gingras, Edward Lyons, Tim Robinson, William Carter, Dan Ellison, Tom Fayram, Philip Walker, Adriane Passani, Fray Crease, Dale Francisco, Bob McDonald, Joshua Haggmark, Bruce Whales

2. Public Comment

Mr. Philip Walker commented on the recent events at the Lake Oroville dam and the option to pre-release water when elevation concerns occur. Mr. Walker also commented on the schist metamorphic rock in the area of the dam and reservoir and his concern for its stability.

3. Consent Agenda

- a. **Minutes**
February 13, 2017 Special Board Meeting
- b. **Minutes**
February 27, 2017 Regular Board Meeting
- c. **Investment Funds**
 - Financial Reports
 - Investment Reports
- d. **Review of Paid Claims**

Director Hansen moved to approve the consent agenda with no changes but noted the spelling error of Tom Fayram's name in the Special Board Meeting minutes of February 13th. Seconded by Director Holcombe, the motion passed by unanimous roll call vote:

Ayes: White, Holcombe, Hanson, Morgan
Nays: None
Absent: Walsh

4. Verbal Reports From Board Committees

- *Administrative Committee Meeting – March 22, 2017:* President Morgan noted the committee reviewed and provided minor changes on the draft procurement policy, for which the item was moved to the board for consideration on today's agenda, as Item #5.
- *Operations Committee Meeting – March 22, 2017:* Director White, Chairperson, presented the meeting highlighting a further discussion of the items on today's agenda, as Item #6.
- *Fisheries Committee Meeting – March 24, 2017:* Director Holcombe reviewed the topics on the agenda highlighting repairs to Crossing 0A, grant acceptance recommendations, and professional service contracts, to be further discussed in today's agenda.

5. Proposed Draft Procurement Policy

General Manager, Janet Gingras, presented the Draft Procurement Policy as presented in the board packet, which included samples of the procurement instruments as suggested by the administrative committee. Ms. Gingras noted the policy was reviewed by General Counsel.

President Morgan raised the question as to the ability to amend the policy going forward. Director Holcombe commented on the efforts and hard work of COMB staff put forth to create the policy, and followed with the same question regarding amendments. Ms. Gingras responded that any future changes to the policy would be brought forth to the committee for review and discussion, and then presented to the Board for approval on the amendment of said policies.

Director Hansen also noted her appreciation that the processes to be followed have been memorialized in the written policies set forth. Director Hansen suggested changes to the policy as it relates to the authority action during an emergency, as follows:

- *Section 2, page 2, second paragraph:*
Emergency expenditures, as defined in this policy, shall be subject to approval by the General Manager or designee who shall notify the Board President, or his/her designee, of any actions to be taken and will bring notification to the full Board within 30 days of the expenditure being made.
- *Section 11, page 10, third paragraph:*
Under an emergency situation and when an immediate decision is needed, the General Manager shall review the emergency procurement with the Board President. The General Manager will notify the Board President, or his or her designee, of actions to be taken and will then submit within 30 days a written determination of the basis for the emergency procurement to the Board for ratification and that documentation shall be included in the procurement file.

Director Holcombe moved to approve the motion as modified, seconded by Director Hanson, which carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nays: None

Absent: Walsh

6. Long-Term Pumping Facility Alternatives Study – HDR Engineering, Inc. Presentation

Mr. Dan Ellison, HDR Engineering, Inc. presented the Emergency Pumping Facility Project (EPFP). Mr. Ellison reviewed the history of the project and discussed decisions that were made before and during the large storm event. He provided alternatives going forward for the barge (whether to purchase, rent or release) and what future needs of the facility may be. Mr. Ellison highlighted materials from the current facility that can be purchased at a discounted price, and the alternatives for a permanent pumping structure.

Following a lengthy discussion regarding options for the Barge, Director Hanson suggested to cease efforts for permitting documents necessary to implement a secured pipeline for the time being, and extend the existing standby rate to May 1st, or sooner, pending investigation of alternative application of barge materials, with a recommendation at the next board meeting. Director Hanson moved to approve item #2 with the added recommendation #3, to investigate with the member agencies the possible use of the pumps and the barge for an alternative application and bring a recommendation to the Board at the next meeting as the modified motion, seconded by Director Holcombe, which carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nayes: None

Absent: Walsh

7. Quiota Creek Crossings – Fish Passage Improvement Projects

- a. *Crossing 0A - Storm Impact Restoration Work:* Tim Robinson, Fisheries Division Manager, presented topics within his report, as incorporated in the board packet. He highlighted impacts of recent rain events and circumstances outside the project area that created a buildup of large amounts of sediment and debris at the project site, and the need for repairs. He also explained available funding through an existing CDFW-FRGP grant. Director Holcombe relayed CDFW's suggestion to do maintenance as a future proactive measure to keep channels open. Director White requested a vicinity map be provided in staff reports to show relevant locations. Director Holcombe moved to approve the item 7a, not to exceed \$100,000, seconded by Director Hanson, the motion carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nayes: None

Absent: Walsh

- b. *Crossing 8 – County of Santa Barbara Professional Services Agreement (PSA):* Tim Robinson gave a brief update on the project, outlining the need to replace the existing temporary county bridge. Mr. Robinson highlighted the PSA, the cooperative agreement between COMB and the County of Santa Barbara, and the award of grant funds. Director Holcombe moved to approve the recommendation in draft form without any substantive changes by General Counsel, seconded by Director Hanson, which carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nayes: None

Absent: Walsh

- c. *Crossing 9 – Grant Application*: Tim Robinson presented topics within his report as incorporated in the board packet. Director Holcombe move to approve the recommendation to submit a CDFW-FRGP grant application for Quiota Creek Crossing 9. Seconded by Director Hanson, the motion carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nays: None

Absent: Walsh

8. General Manager Report

- Meetings
- Cachuma Project Transferred Project Works Contract
- Operations Division Activities
- Fisheries Division Activities

General Manager, Janet Gingras, highlighted topics within her report as incorporated in the board packet. She reported that Operations Division Manager, Dave Stewart, attended a Cal OES briefing where they discussed potential funding for storm damage projects. Ms. Gingras also highlighted her conversations with the Bureau for initial discussions on the renewal process for the Cachuma Project Transferred Project, which terminates September of 2020.

Under Operations Division activities, Ms. Gingras reported on the USBR Dam Inspections for Periodic Facility Review, stating COMB's maintenance performance fell within the top ten percent of Reclamation inspected facilities. Inspection reports will be presented in writing at a later date. She also informed the Board of the completion of the Laurel Stop Valve Replacement project, and current and ongoing projects with the Fisheries Division.

9. Operations Division Report

- Lake Cachuma Operations
- Operation and Maintenance Activities

In the absence of Mr. Stewart, General Manager, Janet Gingras, referred to the Operations Division report as included in the board packet, summarizing the division's tasks and objectives for the month and addressed questions from the Board.

10. Fisheries Division Report

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

Mr. Robinson noted features as presented in his report which was included in the board packet, providing extra detail to the Board regarding Hilton Creek water delivery to meet target flows, and fielded questions from the Board.

11. Progress Report on Lake Cachuma Oak Tree Program

- Maintenance and Monitoring

Mr. Robinson updated the Board on the progress of the Program, noting that about 217 trees have been planted within the county park so far this season, solely from COMB staff. He offered to field any questions from the Board.

12. Monthly Cachuma Project Reports

Ms. Gingras reviewed the monthly water reports, as included in the board packet, and fielded questions from the Board.

13. Directors' Requests for Agenda Items for Future Meeting

No further requests were made.

14. [Closed Session]: Conference with Legal Counsel: Existing and Potential Litigation

The Board went into closed session at 4:36 p.m.

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

15. Reconvene into Open Session

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

- a. Protest of Member Agency Regarding Payment of Quarterly Assessments

The Board came out of closed session at 5:20 p.m. There were no reportable actions.

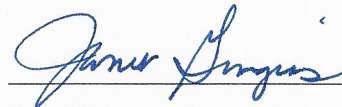
16. Meeting Schedule

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

17. COMB Adjournment

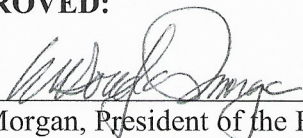
There being no further business, the meeting adjourned at 5:21 p.m.

Respectfully submitted,



Janet Gingras, Secretary of the Board

APPROVED:



Doug Morgan, President of the Board

✓	<i>Approved</i>
	<i>Unapproved</i>