

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

**held at  
3301 Laurel Canyon Road, Santa Barbara, CA  
Monday, January 26, 2015**

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

The meeting was called to order at 2:01 p.m. by President Lauren Hanson who chaired the meeting. Those in attendance were:

**Directors present:**

Lauren Hanson	Goleta Water District
Doug Morgan	Montecito Water District
Kevin Walsh	SYR Water Conservation District, ID No. 1
Dale Francisco	City of Santa Barbara
Polly Holcombe	Carpinteria Valley Water District

**Others present:**

Randall Ward	William Carter
Janet Gingras	Jane Usher
Dave Stewart	Charles Hamilton
Ruth Snodgrass	Tim Robinson
Nina Pisani	Phil Walker
Dana McGrew	Adelle Capponi
Giana Magnoli	Kelley Dyer
Joshua Haggmark	Bill Rosen
Sarah Horwath	Duane Stroup
Brad Joos	Chris Dahlstrom

**2. Public Comment**

Phil Walker commented on the weather relating to the drought.

**3. Introduction of Newly Appointed Directors to the COMB Board**

President Hanson introduced the newly appointed Directors to the COMB Board: Polly Holcombe from Carpinteria Valley Water District, and Kevin Walsh from the Santa Ynez River Water Conservation District, ID No. 1. Also introduced were newly appointed alternates, Brad Joos from the Santa Ynez River Water Conservation District, ID No. 1, and Bill Rosen from Goleta Water District.

**4. Consent Agenda**

**a. Minutes:**

November 17, 2014 Regular Board Meeting

**b. Investment Funds**  
Financial Report  
Investment Report

**c. Payment of Claims**

Director Francisco moved to approve the consent agenda, seconded by Director Morgan, passed by roll call vote 6/0/1:

**Ayes:** Walsh, Morgan, Francisco, Holcombe, Hanson

**Nays:** None

**Abstain/Absent:** Holcombe

**5. Audit Presentation from Bartlett, Pringle & Wolf, LLP**

Ms. Danna McGrew and Ms. Nina Pisani, Bartlett, Pringle & Wolf, LLP, presented the FY 2013-14 Audit for discussion and review. The Draft Financial Statements for Fiscal Year June 30, 2014 and the Independent Auditors Report were included in the board packet. The auditors did not identify any management concerns or reportable conditions in conducting the audit and issued a clean opinion.

The Administrative Committee met with the Auditors on January 21, 2015 for review and recommended submittal to the Board of Directors for acceptance.

Director Morgan moved to accept the FY 2013-14 Audited Financial Statements as presented, seconded by Director Francisco, passed by a roll call vote, 7/0/0:

**Ayes:** Walsh, Morgan, Francisco, Holcombe, Hanson

**Nays:** None

**Abstain/Absent:** None

Phil Walker commented.

**6. Approve Single Audit Expense Budget Adjustment**

Randall Ward, General Manager, reported that during fiscal year 2014, COMB received Federal based grant funding through the California Department of Fish and Wildlife Grant Program for the Quiota Creek Crossing No. 1 project. Because these funds exceeded \$500,000 and were generated through Federal based funding, COMB is required by law to conduct a single audit. This audit requirement was conducted as a component of COMB's annual audit by Bartlett, Pringle & Wolf, LLP. The single audit expense is an addition to the funds available for current year audit expenses and exceeds the amount allocated in the approved budget.

The single audit was reviewed by the Administrative Committee and recommended it be submitted to the Board of Directors for approval.

Director Holcombe moved to approve the recommended budget adjustment for the single audit expense in an amount not-to-exceed \$10,000. Funds will be reallocated from the Unemployment Insurance line item to the Audit expense line item in the

current fiscal year budget, seconded by Director Walsh, passed by a roll call vote, 7/0/0:

**Ayes:** Walsh, Morgan, Francisco, Holcombe, Hanson

**Nays:** None

**Abstain/Absent:** None

## 7. COMB Board Committee Appointments

President Hanson considered committee appointments due to recent changes in the Directors appointed to the Board. The following appointments were made:

COMMITTEE NAME	COMMITTEE CHAIR/MEMBER	COMMITTEE MEMBER	ALTERNATE MEMBER
<b>Administrative (Finance, Personnel, Legal)</b>	Chair Lauren Hanson	Dale Francisco	Polly Holcombe
<b>Operations</b>	Chair Dale Francisco	Doug Morgan	Lauren Hanson
<b>Fisheries</b>	Chair Lauren Hanson	Polly Holcombe	Kevin Walsh
<b>Public Outreach</b>	Chair Polly Holcombe	Doug Morgan	Lauren Hanson
<b>Lake Cachuma Oak Tree</b>	Chair Doug Morgan	Kevin Walsh	Polly Holcombe

## 8. Resolutions Relating to COMB Bank Accounts

Janet Gingras, Administrative Manager, reported that the recent changes in Directors required resolutions to change signature authorizations on the COMB Bank Accounts. The adoption of Resolution Numbers 591 and 592 adds the Directors who chose to be a signatory on the COMB Renewal Fund and Trust Fund Accounts, and the COMB General Fund Account held at The Bank of Santa Barbara.

Director Morgan moved to adopt Resolution Numbers 591 and 592 as presented, seconded by Director Francisco, passed by a roll call vote, 7/0/0:

**Ayes:** Walsh, Morgan, Francisco, Holcombe, Hanson

**Nays:** None

**Abstain/Absent:** None

## 9. Verbal Reports from Board Committees

President Hanson reported on the Administrative Committee meetings held December 4, 2014 and January 21, 2015.

**10. Consider Approval of HDR Professional Services Agreement Contract Amendment**

Randall Ward, General Manager, reported that in December 2013, the COMB Board authorized the General Manager to enter into a Professional Services Agreement (PSA) with HDR Engineering, Inc., for the Emergency Pumping Facilities Project (EPFP). To continue the engineering/project management services related to facility operation and maintenance of the EPFP, staff is proposing to amend and extend the existing Professional Services Agreement through the end of FY 2014-15. The cost of the additional professional services provided by HDR Engineering totals \$51,516.

Director Morgan requested that the Board be given the opportunity to see the Task Orders prior to approval. The amendment and extension to the existing HDR Professional Services Agreement will come back to the Board in February.

The amendment to HDR's contract was reviewed by the Administrative Committee and recommended submittal to the Board of Directors for approval.

**11. Consider Approval of Cushman Contracting Change Orders**

**a. Intake Tower Fish Screen Refurbishment**

Randall Ward, General Manager, reported that 3 of the 5 fish screens that protect the intake tower are badly corroded and unable to meet protection obligations and should be repaired. Using the existing contractor, Cushman Contracting Corporation, is the most cost effective option, avoiding the mobilization of equipment

The change order request was reviewed by the Administrative Committee and recommended it be submitted to the Board of Directors for approval.

Director Holcombe moved to grant the COMB General Manager authority to issue a contract change order to Cushman Contracting Corporation to refurbish three fish screens in an amount not-to-exceed \$47,000, seconded by Director Morgan, passed by a roll call vote, 7/0/0:

**Ayes:** Walsh, Morgan, Francisco, Holcombe, Hanson

**Nayes:** None

**Abstain/Absent:** None

Phil Walker commented.

**b. Emergency Pumping Facility Project Access Road Improvement**

Randall Ward, General Manager, reported that the Emergency Pumping Facility Project yard and access road requires all-weather access for operations. The access was compromised after the recent rains. COMB and HDR determined a rock based all-weather access road is the most cost effective solution.

The original CEQA permit did not consider the use of crushed rock to improve the access road. COMB staff did obtain an amendment to the CEQA permit to allow permanent placement of imported crushed rock. COMB was required to perform minor mitigation, which was accomplished by securing Christmas trees to the bottom of the Lake for fish habitat.

The access road improvement was reviewed by the Administrative Committee and recommended it be submitted to the Board of Directors for approval.

Director Francisco moved to authorize the COMB General Manager to issue a change order to Cushman Contracting Corporation to place up to 500 tons of 2 ½ inch crushed rock under COMB's direction in an amount not-to-exceed \$20,000, seconded by Director Morgan, passed by a roll call vote, 7/0/0:

**Ayes:** Walsh, Morgan, Francisco, Holcombe, Hanson

**Nayes:** None

**Abstain/Absent:** None

## **12. Information on Capital Elevator Change Order for Lighting – North Portal Elevator**

Randall Ward, General Manager, reported that the seven lights in the North Portal Shaft and Gate Chamber have been corroded from the seepage into the elevator shaft. Replacement of this equipment was necessary to meet state permit obligations. Mr. Ward issued a change order to Capital Elevator in an amount not-to-exceed \$19,300. This expenditure will not increase the approved budgeted project cost of elevator rehabilitation.

## **13. Authorize the General Manager to Execute a Purchase Order Contract for the Replacement of Server Software and Hardware**

Randall Ward, General Manager, explained that the existing COMB computer support infrastructure is largely obsolete and has reached the end of useful life. As approved in the adopted budget, hardware and software will be replaced in the budget year. The funds will be used to acquire the necessary hardware and software for updating the COMB servers, stabilize security vulnerabilities, provide the necessary backup system for the SCADA system, and update the XP workstations to current software standards.

The computer support infrastructure was reviewed by the Administrative Committee and recommend it be submitted to the Board of Directors for approval.

Director Holcombe moved to authorize the COMB General Manager to execute a purchase order contract for acquisition and installation of server system hardware and operating systems replacement not-to-exceed \$30,000 as presented, seconded by Director Walsh, passed by a roll call vote, 7/0/0:

**Ayes:** Walsh, Morgan, Francisco, Holcombe, Hanson

**Nayes:** None

**Abstain/Absent:** None

#### **14. General Manager's Report**

Randall Ward, General Manager, highlighted his report included in the board packet. Mr. Ward reported that two Member Units were to prepare surveys of cross connections and take corrective action. One has responded and the other has contracted with a certified cross connection inspector. The North Portal Elevator rehabilitation has been completed and Cal/OSHA issued a temporary operating permit. Mr. Ward also reported that the County of Santa Barbara and COMB have developed the coordination necessary for timely and appropriate responses to encroachments. Staff is collecting information of Easement Deeds for the Right-of-Way Program. The drought emergency pumping system is operational and is in stand-by mode. The grant funding agreement documents have been completed, a press conference was held January 20, 2015 with Senator Hannah-Beth Jackson and Assemblymember Das Williams. The recent storms exposed structural problems with the Administration building. The Administration Committee will be informed with findings and a replacement effort.

#### **15. Progress Report on Lake Cachuma Oak Tree Program**

Randall Ward, General Manager, highlighted the report on the Oak Tree Program included in the board packet. The planting of new oak trees began in December 2014 and will continue through early February 2015. New trees are currently being planted at Storke Flats, and additional plantings will be done near Bradbury Dam.

#### **16. Operations Division Report**

Dave Stewart, Operations Manager, included a board packet report describing the activities performed by the Operations field crew staff for the previous month.

#### **17. Fisheries Division Report**

Tim Robinson, Sr. Resources Scientist, highlighted the Fisheries Division report included in the board packet. Mr. Robinson updated the Board on the Tributary Projects and the Hilton Creek Watering System repairs and upgrades.

Phil Walker commented.

#### **18. Monthly Cachuma Project Reports**

##### **a. Cachuma Water Reports**

The monthly water reports for December 2014 were included in the board packet.

##### **b. Cachuma Reservoir Current Conditions**

The Lake Cachuma Daily Operations report through January 22, 2015 was included in the board packet.

- c. **Lake Cachuma Quagga Survey**  
The County's summary of Aquatic Invasive Species Inspection Program for November and December 2014 was included in the board packet.

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

Director Holcombe requested that the Title Transfer be added to a future agenda.

*Jane Usher, General Counsel, provided information on closed session Brown Act rules pertaining to a JPA. Ms. Usher announced that the Board would go into closed session as stated in the agenda Item #20, a, b, and c.*

The Board went into closed session at 4:10 p.m.

#### **20. [Closed Session]: Conference with Legal Counsel: Existing and Potential Litigation**

- a. [Government Code Section 54956.9(d)(1)]  
Name of case: Andrew Brown and Jessica Brown vs. Cachuma Operation & Maintenance Board, Santa Barbara Superior Court Case No. 1438821
- b. [Government Code Section 54956.9(d)(4)]  
Name of case: California Trout, Inc. v. United States Bureau of Reclamation et al., United States District Court, CDCA, Case No., 2:14-CV-7744
- c. [Government Code Section 54956.9]  
Claim of Nash – Rejection Letter

#### **21. 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 6:35 p.m.

The report out of closed session was:

- 20a. Approval has been given by the COMB Board, to Counsel, to take all appropriate action in the pending matter, including filing a cross complaint as may be necessary.
- 20b. No reportable action at this time
- 20c. The Board voted 7/0/0 to reject the claim of Nash  
**Ayes:** Walsh, Morgan, Francisco, Holcombe, Hanson  
**Nays:** None  
**Absent/Abstain:** None

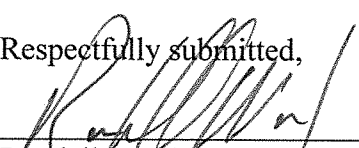
**22. Meeting Schedule**

- The next regular Board meeting will be held February 23, 2015 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)

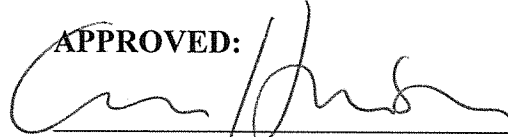
**23. COMB Adjournment**

There being no further business, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

  
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Randall Ward, Secretary of the Board

**APPROVED:**

  
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Lauren Hanson, President of the Board