

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

held at
3301 Laurel Canyon Road, Santa Barbara, CA
Monday, July 25, 2016

1. Call to Order, Roll Call

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

Directors present:

Doug 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	Amy Smith
Dave Stewart	Kimberly Cherry
Adelle Capponi	Fray Crease
Dale Francisco	Nic Elmquist
Bob McDonald	Darren Burge
Phil Walker	Anthony Trembley (via teleconference)
Daniel Razo	

2. Introduction of New Staff

Ms. Janet Gingras, General Manager, introduced Ms. Kimberly A. Cherry, COMB’s new Administrative Manager, as well as Mr. Daniel Razo, long-time seasonal Fisheries Aide, now a permanent member of the Division.

3. Public Comment

Phil Walker spoke about this year’s WR 89-18 release and, also, concerns of his regarding potential seismic activity along the San Andreas Fault and the associated implications.

4. Consent Agenda

a. Minutes

- June 2, 2016 Special Board Meeting
- June 15, 2016 Special Board Meeting
- June 27, 2016 Regular Board Meeting

b. Investment Funds

- Financial Reports
- Investment Reports

c. Review of Paid Claims

d. Review of Pending Claims for Payment

Director Holcombe moved to approve the Consent Agenda, as presented. Seconded by Director Hanson, the motion carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nays: None

Absent/Abstain: Walsh

5. Los Padres National Forest Service – Fire Protection Presentation

Mr. Nic Elmquist, a Fuel Specialist with the U.S. Forest Service, Los Padres National Forest, spoke to the Board regarding fire protection efforts within the Santa Ynez River Watershed, especially around Lake Cachuma.

6. Verbal Reports from Board Committees

- *Operations Committee Meeting – July 14, 2016:* Director White noted that the sole agenda item for consideration will be considered as a later item on today’s agenda.
- *Fisheries Committee Meeting – July 19, 2016:* Director Holcombe reported on the items of the referenced meeting’s agenda, noting a concern regarding COMB’s lack of an approved and established Procurement Policy, specifically as it applies to the sole-sourcing of certain Fisheries consultants’ annual contracts. She stated that the Fisheries Committee forwards two sole-source contracts to the Board with a recommendation of approval as a later item on today’s agenda.

7. Board Committee Appointments for Fiscal Year 2016-17

Mr. Anthony Trembley, prior COMB General Counsel, noted that any committee comprised of directors from the two larger member agencies would constitute a quorum of the Board. 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

8. Proposed Annual Resolutions

- a. Resolution No. 614 Adopting Annual Statement of Investment Policy
- b. Resolution No. 615 Authorizing Investment of Monies in the Local Agency Investment Fund
- c. Resolution No. 616 Establishing a Supplemental Account Agreement for Telephone Transfers
- d. Resolution No. 617 Establishing a Check Signing Policy for General Fund Account Payment of Claims
- e. Resolution No. 618 Authorizing Signatories for General Fund Account at American Riviera Bank
- f. Resolution No. 619 Authorizing Signatories for Revolving Fund Account at American Riviera Bank
- g. Resolution No. 620 Establishing a Check Signing Policy for Cachuma Project Trust Fund and Master Contract Renewal Fund Accounts for Payment of Claims
- h. Resolution No. 621 Authorizing Signatories for Trust Fund and Renewal Fund Accounts at American Riviera Bank
- i. Resolution No. 622 Establishing a Time and Place for Board Meetings

Director Holcombe moved to approve annual Resolutions No. 614 through No. 622, as presented. Seconded by Director White, the motion carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nays: None

Absent/Abstain: Walsh

9. Selection of Bartlett, Pringle & Wolf, LLP to Perform Fiscal Year 2015-16 Audit

Director Holcombe moved to approve the selection of Bartlett, Pringle & Wolf, LLP to perform COMB's Fiscal Year 2015-16 Audit. She noted, however, that this selection should also fit into the COMB Procurement Policy that is to be developed and presented to the Administrative Committee as soon as possible. Seconded by Director Hanson, the motion carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nays: None

Absent/Abstain: Walsh

10. Scopes of Work for Fisheries Division Consultants for Fiscal Year 2016-17

In accordance with sole-source justifications presented by Mr. Tim Robinson, Fisheries Division Manager, the Fisheries Committee forwarded to the Board Scopes of Work for HDR Engineering, Inc. and ICF International with a recommendation of approval. Director Holcombe moved to approve entering into the two sole-source contracts. Director Hanson requested that a concluding statement be added to the sole-source justifications, presenting explicitly the reasons why staff recommends using only said consultant for the given Scope of Work. Director Holcombe modified her motion to include Director Hanson's request. Seconded by Director Hanson, the motion carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nays: None

Absent/Abstain: Walsh

Scopes of Work for both Rauch Communication Consultants (RCC) and Northwest Hydraulics Consultants (NHC) were included in the board packet for information. The three remaining Scopes of Work, created generally for CEQA, fisheries, and hydrology consultants will be presented to the Fisheries Committee for recommendation to the Board upon selection of appropriate respective consultants.

11. Purchase of Fluidigm Equipment

Director Holcombe moved to approve the annual purchase order, as recommended by the Fisheries Committee. Seconded by Director Hanson, the motion carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nayes: None

Absent/Abstain: Walsh

12. Emergency Pumping Facility Project (EPFP)

- *Cushman Contracting Change Order Request:*
Ms. Janet Gingras, General Manager, and Mr. Dave Stewart, Operations Division Manager, described Cushman Contracting Corporation's (CCC's) claims and notified the Board that negotiations between COMB and CCC factored into the reduced Change Order request amount being presented. They explained that the Change Order request also contains a no-cost portion, calling for the reduction in the amount of daily Liquidated Damages to which CCC would be obligated and an extension of the associated grace period. Director Holcombe moved to approve satisfying the requested Change Order, as recommended by the Operations Committee. Seconded by Director White, the motion carried 4/0/3 as follows:

Ayes: White, Holcombe, Morgan

Nayes: None

Absent: Walsh

Abstain: Hanson

- *HDR Engineering, Inc. Proposal: FY 2016-17 Project Engineering Services:*
Director White moved to authorize the General Manager, Ms. Gingras, to enter into a Professional Services Agreement with HDR Engineering, Inc. for Fiscal Year 2016-17 Project engineering services, as recommended by the Operations Committee. Director Hanson noted the proposed agreement should also be required to follow the process outline in the Procurement Policy, soon to be developed per Director Holcombe's request. In the meantime, she suggested, a recommendation within the staff report will suffice. Seconded by Director Holcombe, the motion carried 6/0/1 as follows:

Ayes: White, Holcombe, Hanson, Morgan

Nayes: None

Absent/Abstain: Walsh

13. General Manager Report

- *Annual Cachuma Project Entitlement Request*
- *U.S. Bureau of Reclamation Compliance Review*
- *Cachuma Member Unit Managers Meeting*

- *Operations Division Activities*
- *Right of Way Program Update*
- *Fisheries Division Activities*

Ms. Gingras highlighted topics within her report, as incorporated in the board packet, and invited any questions from the Board. Specifically, she explained the sequence of events leading up to a majority of the member agencies' agreement to utilize the July 18th Methodology for allocating Unaccounted-for Water.

14. Operations Division Report

- *Lake Cachuma Operations*
- *Operation and Maintenance Activities*

Mr. Stewart summarized the report, as presented in the board packet, and updated the Board on several operations projects underway. He notified the Board that the repair of Ortega Reservoir's Underdrain had recently been successfully and skillfully completed by Peter Lapidus Construction, Inc.

15. Fisheries Division Report

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

Mr. Robinson noted features of the report, as presented in the board packet, and offered to field any questions from the Board. He also highlighted some of the Fisheries Division's recent coordination with the U.S. Bureau of Reclamation during the WR 89-18 releases.

16. Progress Report on Lake Cachuma Oak Tree Program

- *Maintenance and Monitoring*

Mr. Robinson assisted Mr. Razo in summarizing the progress report and fielding questions from the Board. Mr. Robinson also made the Board aware that he had given two talks at a recent ESRI conference and that one of them would be relevant and informative as a future presentation to the Board.

17. Monthly Cachuma Project Reports

Ms. Gingras confirmed that the monthly water reports were incorporated in the board packet for information, including the revised reports for March, April, and May of 2016, per the July 18th Methodology, as well as the June 2016 standard reports.

18. Directors' Requests for Agenda Items for Future Meeting

Director Holcombe reiterated the request that had been echoed throughout the meeting: to establish a COMB Procurement Policy for presentation to the Administrative Committee as soon as possible.

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

The Board went into closed session at 4:17 p.m.

- a. [Government Code Section 54956.9(d)(1)]
Name of Case: Arnold Edmund Keir Nash and Marguerite Bouraad Nash v. COMB, Santa Barbara County Superior Court
Case No., 15 CV-00499
- b. [Government Code Section 54956.9(d)(1)]
Name of Case: Randy F. Ondracek and Victoria K. Ondracek v. COMB, Santa Barbara County Superior Court
Case No., 15 CV-00500

20. 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 4:35 p.m.

- a. Arnold Edmund Keir Nash and Marguerite Bouraad Nash v. COMB Matter
- b. Randy F. Ondracek and Victoria K. Ondracek v. COMB Matter

No disclosure required at this meeting per Government Code Section 54957.1(a)(3)(B).

21. Meeting Schedule

- The next Regular Board meeting will be held August 22, 2016 at 2:00 p.m.
- The Agendas and Board Packets are available on the COMB website at www.cachuma-board.org

22. COMB Adjournment

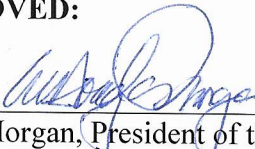
There being no further business, the meeting was adjourned at 4:36 p.m.

Respectfully submitted,



Janet Gingras, Secretary of the Board

APPROVED:



Doug Morgan, President of the Board