

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

**held at**  
3301 Laurel Canyon Road, Santa Barbara, CA  
**Monday, March 28, 2016**

---

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

The meeting was called to order at 2:01 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
Kevin Walsh	SYR Water Conservation District, ID No. 1
Polly Holcombe	Carpinteria Valley Water District
Lauren Hanson	Goleta Water District

**Others present:**

Janet Gingras	Amy Smith
Dave Stewart	Adelle Capponi
Tom Fayram	Tim Robinson
Fray Crease	William Carter
Cathy Taylor	Phil Walker
Dale Francisco	Bob McDonald
Nick Turner	

**2. Public Comment**

Phil Walker recounted the extensive rainfall of March, 2011.

Mr. Stephen Robeck, a local resident, addressed the Board on parking concerns in his nearby neighborhood. He inquired about a method to formally request more boulders be installed along the street side, and offered his impression that the original boulders had been placed there by COMB. While the Board concurred it is unaware of which agency is responsible for maintaining the particular stretch of road, Director White suggested that Mr. Robeck formally provide his request to COMB in writing, and COMB staff would gladly forward that request to the appropriate agency, whether that be the City or the County.

**3. Consent Agenda**

**a. Minutes**

- February 12, 2016 Special Board Meeting
- February 22, 2016 Regular Board Meeting
- February 26, 2016 Special 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 White, the motion passed by unanimous roll call vote:

**Ayes:** White, Walsh, Holcombe, Hanson, Morgan  
**Nays:** None  
**Absent/Abstain:** None

#### **4. Verbal Reports from Board Committees**

- *Operations Committee Meeting – March 22, 2016:* Director Walsh summarized the meeting, highlighting the items on the agenda and advising the Board that each one would either be an action item on today's agenda or reported on within one of today's staff reports.

#### **5. Summers Engineering, Inc. Proposal – Watershed Sanitary Survey**

The Operations Committee forwarded the referenced Proposal to the Board, recommending authorizing the Interim General Manager to enter into a Professional Services Agreement (PSA) with Summers Engineering, Inc. to perform the mandated, five-year Watershed Sanitary Survey update. Ms. Gingras presented the corresponding proposed budget adjustment, which the Operations Committee also forwarded to the Board with the recommendation to approve. Director Walsh moved to approve the recommendations.

President Morgan requested that Ms. Gingras provide him more detail, as it becomes available, on how the cost of the survey update is allocated across the watersheds surveyed. Seconded by Director Holcombe, the motion passed by unanimous roll call vote:

**Ayes:** White, Walsh, Holcombe, Hanson, Morgan  
**Nays:** None  
**Absent/Abstain:** None

#### **6. HDR Engineering, Inc. – Design Proposal for AVAR/Blow-Off Structure Rehabilitation**

The Operations Committee forwarded the referenced Proposal to the Board, recommending authorizing the Interim General Manager to enter into a PSA with HDR Engineering, Inc., for engineering design services on the three correlating air vacuum air release (AVAR) valve and blow-off structure rehabilitation projects along the South Coast Conduit (SCC). Director Walsh moved to approve the recommendation. Seconded by Director Holcombe, the motion passed by unanimous roll call vote:

**Ayes:** White, Walsh, Holcombe, Hanson, Morgan  
**Nays:** None  
**Absent/Abstain:** None

## **7. AECOM Proposal – Development of Isolation Protocols**

The Operations Committee forwarded the referenced Proposal to the Board, recommending authorizing the Interim General Manager to enter into a PSA with AECOM for the development of system isolation protocols. Director Hanson moved to approve the recommendation. Seconded by Director Holcombe, the motion passed by unanimous roll call vote:

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

**Nays:** None

**Absent/Abstain:** None

## **8. Quiota Creek Crossing 3 Fish Passage Improvement Project – Request for Change Order Approval and Final Report**

Dr. Tim Robinson, Fisheries Division Manager, provided the Board with background information on the request for approval of Change Order No. 4. Director Holcombe added the Fisheries Committee forwarded the request to the Board with a recommendation to approve payment of the change order.

Director Walsh requested that, in the future, an amount representing the total funds expended for any project is included in the final report. Director Holcombe moved to approve the recommendation, and also requested that Ms. Gingras reconcile whether or not any unexpended funds that had been assessed for the project would be constructively returned to the member agencies. Seconded by Director Hanson, the motion carried 6/1/0 as follows:

**Ayes:** White, Holcombe, Hanson, Morgan

**Nays:** Walsh

**Absent/Abstain:** None

## **9. Resolution No. 611 – Acceptance of Grant Agreement with California Department of Fish and Wildlife for Fish Passage Improvement at Quiota Creek Crossing Number Four**

The Fisheries Committee forwarded the item to the Board with the recommendation to approve acceptance of the grant award and authorize the Interim General Manager to enter into a grant agreement with California Department of Fish and Wildlife. Director Holcombe moved to approve the recommendation. Director Walsh requested that moving forward, any grant agreement be presented to the Board for consideration prior to taking a vote. Director Holcombe amended her motion to include Director Walsh's request.

Mr. William Carter, COMB General Counsel, informed the Board that grant funding received for a project would effectively reduce the COMB expenditure for that project by the awarded grant amount. The motion was seconded by Director Hanson, and carried 6/0/1 as follows:

**Ayes:** White, Holcombe, Hanson, Morgan  
**Nays:** None  
**Absent/Abstain:** Walsh

#### **10. Fire Prevention Within the Santa Ynez River Watershed**

Director White introduced the item, reminding the Board that it arose from a request he made at a prior meeting, and asked that it be referenced as “fire protection,” rather than “fire prevention,” henceforth. Following some conversation, the Board agreed that, although it is currently uncertain which agency would be responsible for implementing fire protection activity within the watershed, it is nonetheless a valuable discussion to prompt. The Board directed that Ms. Gingras contact both the Forest Service and County Fire and invite them to address and take questions from the Board at an upcoming COMB Board meeting.

#### **11. Interim General Manager’s Report**

- *Operating Budget Development Process*
- *Cachuma Member Unit Managers Meeting*
- *Bradbury Dam Penstock Coordination Study Evaluation Meeting*
- *Operations Division*

Ms. Janet Gingras, Interim General Manager, highlighted topics within her report, as incorporated in the board packet. She provided updates on current and ongoing deliverables, topics of interest, and relevant information; specifically, she explained the challenges currently faced when accounting for evaporation with the lake level so low, and she informed the Board that the design work on the Lauro Stop Valve Replacement project had begun.

#### **12. Operations Division Report**

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

Mr. Dave Stewart, Operations Division Manager, reported that the Operations Crew recently replaced the bypass meter at the North Portal and gave a concise review of the division report, as included in the board packet; there were no questions from the Board.

#### **13. Fisheries Division Report**

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

Dr. Tim Robinson, Fisheries Division Manager, noted features as presented in his report in the board packet and offered to field any questions from the Board.

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

- *Maintenance and Monitoring*

Dr. Robinson gave a concise review of the status of the project, notifying the Board that Year 8 planting had been completed with an approximate total of 807 new oak trees in the ground.

### **15. Monthly Cachuma Project Reports**

The reports were included in the board packet for information. The Board discussed the capacity restrictions of water deliveries into the lake via the CCWA pipeline.

### **16. Directors' Requests for Agenda Items for Future Meeting**

There were no requests for agenda items for future meetings.

### **17. [Closed Session]: Confidential Personnel Matter; Conference with Legal Counsel: Existing and Potential Litigation**

The Board went into closed session at 4:31 p.m.

- a. [Government Code Section 54957]  
Public Employee Appointment  
PUBLIC EMPLOYMENT  
Title: General Manager
- b. [Government Code Section 54956.9(d)(2)]  
Alleged Access Rights to Ortega Ridge Road,  
Ocean View Estates Subdivision
- c. [Government Code Section 54956.9(d)(4)]  
Protest of Member Agency Regarding Payment of Quarterly  
Assessments

### **18. 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 6:50 p.m.

- a. Public Employee Appointment; PUBLIC EMPLOYMENT: Title:  
General Manager  
The Board approves the tentative language of the draft employment agreement for the qualified candidate, subject to review by COMB legal counsel, with formal announcement of the appointment of the candidate to follow final crafting of the language in that agreement.
- b. Alleged Access Rights to Ortega Ridge Road, Ocean View Estates Subdivision

There was no reportable action.

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

There was no reportable action.

### 19. Meeting Schedule

- The next Regular Board meeting will be held April 25, 2016 at 2:00 p.m.
- The Agendas and Board Packets are available on the COMB website at [www.cachuma-board.org](http://www.cachuma-board.org)

### 20. COMB Adjournment

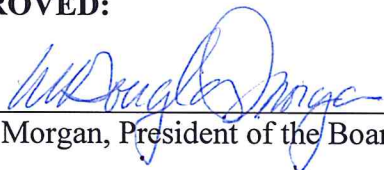
There being no further business, the meeting was adjourned at 6:51 p.m.

Respectfully submitted,



Janet Gingras, Secretary of the Board

**APPROVED:**

  
\_\_\_\_\_  
Doug Morgan, President of the Board