

**REGULAR MEETING  
OF  
CACHUMA OPERATION AND MAINTENANCE BOARD**

**3301 Laurel Canyon Road  
Santa Barbara, CA 93105**

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**Monday, November 16, 2015**

**2:00 P.M.**

**AGENDA**

1. **CALL TO ORDER, ROLL CALL**
2. **PUBLIC COMMENT** (Public may address the Board on any subject matter not on the agenda and within the Board's jurisdiction. See "Notice to the Public" below. Please make your comments from the podium once acknowledged by the President of the Board.)
3. **CONSENT AGENDA** (All items on the Consent Agenda are considered to be routine and will be approved or rejected in a single motion. Any item placed on the Consent Agenda may be removed and placed on the Regular Agenda for discussion and possible action upon the request of any Board Member.)  
Action: Recommend Approval of Consent Agenda by motion and roll call vote of the Board:
  - a. Minutes October 13, 2015 Special Board Meeting  
Minutes October 19, 2015 Regular Board Meeting
  - b. Investment of Funds
    - Financial Reports
    - Investment Reports
  - c. Review of Paid Claims
  - d. Review of Pending Claims for Payment
4. **VERBAL REPORTS FROM BOARD COMMITTEES**  
Receive verbal information regarding the following committee meetings:
  - Fisheries Committee Meeting – October 23, 2015
  - Lake Cachuma Oak Tree Committee Meeting – November 11, 2015
5. **RESOLUTION NO. 609 – EXTENDING PROJECT EXPENDITURE DATE FOR THE EMERGENCY PUMPING FACILITIES PROJECT**  
Action: Recommend approval by motion and roll call vote of the Board
6. **INTERIM GENERAL MANAGER'S REPORT**  
Receive information from the Interim General Manager on topics pertaining to COMB, including but not limited to the following:
  - Board Administration
  - Personnel
  - Cachuma Member Unit Managers Meeting
  - Financial
  - Operations Division
  - Fisheries Division

7. **OPERATIONS DIVISION REPORT**

Receive information regarding Operations Division, including but not limited to the following:

- Lake Cachuma Operations
- Operation and Maintenance Activities

8. **FISHERIES DIVISION REPORT**

Receive information regarding Fisheries Division, including but not limited to the following:

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

9. **PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM**

Receive information regarding the Lake Cachuma Oak Tree Program including but not limited to the following:

- Maintenance and Monitoring

10. **UPDATE ON FISH PASSAGE IMPROVEMENT PROJECT – QUIOTA CREEK CROSSING 3**

Action: Recommend Approval by motion and roll call vote of the Board

- Review and Consider for Approval: Changes of Work

11. **MONTHLY CACHUMA PROJECT REPORTS**

Receive information regarding the Cachuma Project, including but not limited to the following:

- a. Cachuma Water Reports
- b. Cachuma Reservoir Current Conditions
- c. Lake Cachuma Quagga Survey

12. **DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING**

13. **[CLOSED SESSION]: CONFERENCE WITH LEGAL COUNSEL: EXISTING AND POTENTIAL LITIGATION**

- a. [Government Code Section 54956.9(d)(2)]  
Name of matter: Alleged Access Rights to Ortega Ridge Road, Ocean View Estates Subdivision

14. **RECONVENE INTO OPEN SESSION**

[Government Code Section 54957.7]

Disclosure of actions taken in closed session, as applicable

[Government Code Section 54957.1]

- a. Alleged Access Rights to Ortega Ridge Road, Ocean View Estates Subdivision

15. **MEETING SCHEDULE**

- **December 21, 2015 at 2:00 P.M., COMB Office**
- **Board Packages Available on COMB Website**  
[www.cachuma-board.org](http://www.cachuma-board.org)

16. **COMB ADJOURNMENT**

NOTICE TO PUBLIC

**Posting of Agenda:** This agenda was posted at COMB's offices, located at 3301 Laurel Canyon Road, Santa Barbara, California, 93105 and on COMB's website, in accordance with Government Code Section 54954.2. The agenda contains a brief general description of each item to be considered by the Governing Board. The Board reserves the right to modify the order in which agenda items are heard. Copies of staff reports or other written documents relating to each item of business are on file at the COMB offices and are available for public inspection during normal business hours. A person with a question concerning any of the agenda items may call COMB's General Manager at (805) 687-4011.

**Written materials:** In accordance with Government Code Section 54957.5, written materials relating to an item on this agenda which are distributed to the Governing Board less than 72 hours (for a regular meeting) or 24 hours (for a special meeting) will be made available for public inspection at the COMB offices during normal business hours. The written materials may also be posted on COMB's website subject to staff's ability to post the documents before the scheduled meeting.

**Public Comment:** Any member of the public may address the Board on any subject within the jurisdiction of the Board that is not scheduled for as an agenda item before the Board. The total time for this item will be limited by the President of the Board. The Board is not responsible for the content or accuracy of statements made by members of the public. No action will be taken by the Board on any Public Comment item.

**Americans with Disabilities Act:** in compliance with the Americans with Disabilities Act, if you need special assistance to review agenda materials or participate in this meeting, please contact the Cachuma Operation and Maintenance Board office at (805) 687-4011 at least 48 hours prior to the meeting to enable the Board to make reasonable arrangements.

**Note:** If you challenge in court any of the Board's decisions related to the listed agenda items you may be limited to raising only those issues you or someone else raised at any public hearing described in this notice or in written correspondence to the Governing Board prior to the public hearing.

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

**held at  
3301 Laurel Canyon Road, Santa Barbara, CA  
Tuesday, October 13, 2015**

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

The meeting was called to order at 11:02 a.m. by President Doug Morgan, who chaired the meeting. Those in attendance were:

**Directors present:**

Doug Morgan	Montecito Water District
Kevin Walsh	SYR Water Conservation Dist, ID No. 1
Polly Holcombe	Carpinteria Valley Water District
Lauren Hanson	Goleta Water District

**Others Present:**

Janet Gingras	Dave Stewart
Adelle Capponi	Amy Smith

**2. Public Comment**

There was no public comment.

**3. Emergency Stabilization Project – South Coast Conduit at Mission Creek**

Director Walsh summarized the proposed Emergency Stabilization Project to the Board, explaining that the Operations Committee had considered it at length and is forwarding Granite Construction's proposal to the Board with the recommendation to approve authorizing the Interim General Manager to execute a construction contract. Following brief discussion and questions from the Board regarding the proposed work and the suggested budget adjustment, Director Holcombe moved to approve the recommendation, as presented. Seconded by Director Walsh, the motion carried 5/0/2 as follows:

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

**Nays:** None

**Absent/Abstain:** White

**4. Meeting Schedule**

- The next regular meeting of the Board will be held October 19, 2015 at 2:00 p.m.
- The Agendas and Board packets are available for viewing and downloading on the COMB website at [www.cachuma-board.org](http://www.cachuma-board.org).

**5. COMB Adjournment**

There being no further business, the meeting was adjourned at 11:29 a.m.

Respectfully submitted,

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Janet Gingras, Secretary to the Board

**APPROVED:**

	<i>Approved</i>
√	<i>Unapproved</i>

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Doug Morgan, President of the Board

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

**held at**  
3301 Laurel Canyon Road, Santa Barbara, CA  
**Monday, October 19, 2015**

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**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	Shane King
Adelle Capponi	Charles Hamilton
Amy Smith	Fray Crease
Tim Robinson	William Carter
Dave Stewart	Chris Dahlstrom
Phil Walker	

**2. Public Comment**

Phil Walker spoke to the increasing probability of an El Niño year and storm preparedness for the coming winter.

**3. Consent Agenda**

**a. Minutes**

September 17, 2015 Special Board Meeting  
September 28, 2015 Regular Board Meeting

**b. Investment Funds**

Financial Reports  
Investment Reports

**c. Review of Paid Claims**

**d. Review of Pending Claims for Payment**

Director Walsh requested to remove Items #3b and #3c for further consideration. Director White moved approval of the remainder of the Consent Agenda: Items #3a and #3d. Seconded by Director Holcombe, the motion passed by unanimous roll call vote:

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

**Nays:** None

**Absent/Abstain:** None

Considering Item #3b, Director Walsh requested that the Administrative Committee examine whether or not it would be appropriate to showcase constructive return amounts, or assessed but unexpended funds, on the COMB Balance Sheet. President Morgan agreed with his suggestion, leaving it up to the Committee whether it would further discuss and analyze that possibility. Examining Item #3c, Director Walsh requested that the Administrative Committee also investigate a possible further, more in-depth, “coding” of legal invoices so that each item of legal work may be applied to the specific COMB account for which it was performed. Director Walsh moved approval of Items #3b and #3c, seconded by Director Holcombe. Janet Gingras addressed Director Walsh’s comment on in-depth coding by stating that COMB currently breaks out legal costs between the Operations and Fisheries Divisions; additionally, detailed costs are spreadsheet-tracked outside of the accounting system. Following further discussion of long-standing COMB accounting practices, the motion passed by unanimous roll call vote:

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

**Nays:** None

**Absent/Abstain:** None

#### **4. Operations Division Staff Presentation – Overview of South Coast Conduit Conveyance System**

Mr. Shane King, Water Service Worker III/Lead, reviewed with the Board a PowerPoint presentation he authored to showcase the South Coast Conduit and its operational and maintenance requirements. He then fielded questions from the Board. The Board expressed their thanks to Shane for his efforts in developing this presentation.

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

- *Special Operations Committee Meeting – October 8, 2015:* Director Walsh notified the Board that the full report on the Special Operations Committee meeting was considered at the October 13, 2015 Special Board Meeting. Ms. Janet Gingras, Interim General Manager, informed the Board that construction preparation for the Emergency Stabilization Project at Mission Creek had commenced that day.
- *Lake Cachuma Oak Tree Committee Meeting – October 14, 2015:* Director White summarized his positive educational experience at the Lake Cachuma Oak Tree Committee meeting and Ms. Gingras added that a Lake Cachuma Oak Tree Committee “field trip” would be scheduled soon.
- *Special Administrative Committee Meeting – October 15, 2015:* President Morgan outlined the agenda, noting that a Board policy for Document Release is in development and that any request for documentation or data would be considered by the Fisheries Committee, on a case-by-case basis, in the interim.

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

- *Board Administration*
- *Personnel*
- *Financial*
- *Operations Division*
- *Santa Barbara County Drought Task Force*

Ms. Gingras highlighted topics within her report as incorporated in the board packet and offered to field any questions from the Board. Director Hanson told Ms. Gingras that she

would like the Board to be made aware of how the new water bill is calculated before COMB issues payment on it. Ms. Gingras also explained her calculation of the constructive returns reflected in the Fiscal Year 2015-2016 1<sup>st</sup> Quarter Assessments that were submitted to the Member Agencies.

#### **7. Operations Division Report**

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

Operations Division Manager, Mr. Dave Stewart, referred to his report as included in the board packet, and offered to field questions from the Board. President Morgan addressed Mr. Stewart about storm preparedness and ensuring COMB facilities were equipped for potential high-flow events during the coming winter.

#### **8. Fisheries Division Report**

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

Dr. Tim Robinson, Fisheries Division Manager, noted some highlights as presented in his report in the board packet. Following lengthy discussion on monitoring efforts and the potential Fish Passage Improvement Project at Quiota Creek Crossing No. 8, Director Holcombe requested that the referenced Fish Passage Improvement Project be made an item for discussion on the next Fisheries Committee meeting agenda.

#### **9. Update on Fish Passage Improvement Project – Quiota Creek Crossing 3**

Dr. Robinson gave a brief update on the status of the project, notifying the Board that survey work had just been completed and that the team was about 13 working days into the project. He also informed the Board that he expects some outstanding landowner requirements to fall into place by the beginning of the following month.

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

- *Maintenance and Monitoring*
- *2014 Draft Annual Monitoring Report*

Dr. Robinson expressed his excitement for the upcoming Lake Cachuma Oak Tree Committee field trip. Regarding the 2014 Draft Annual Monitoring Report, Dr. Robinson stated that he would gladly incorporate any comments or suggestions for revisions from the Board into the document, and then allow the Lake Cachuma Oak Tree Committee to review the report once more before it is finalized.

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

- Director Walsh requested that the Administrative Committee review the backup detailing how the constructive return reflected in the Fiscal Year 2015-2016 1<sup>st</sup> Quarter Assessment was calculated and consider whether or not constructive return amounts should be listed on the COMB Balance Sheet.
- Director Walsh requested that the Administrative Committee consider a more comprehensive invoice coding method, specifically for legal invoices.



- Director Holcombe requested that the Fisheries Committee review the potential Fish Passage Improvement Project at Quiota Creek Crossing No. 8.

**12. [Closed Session]: Conference with Legal Counsel: Existing and Potential Litigation; and, Public Employment/Public Employee Appointment**

The Board went into closed session at 4:06 p.m.

- a. [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
- b. [Government Code Section 54956.9(d)(4)]  
Name of matter: Protest of Member Unit re: Payment of Assessment for Certain  
Fisheries Related Activities

**13. 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 6:00 p.m.

- a. California Trout, Inc. v. United States Bureau of Reclamation et al  
There was no reportable action.
- b. Protest of Member Unit re: Payment of Assessment for Certain Fisheries Related  
Activities  
There was no reportable action.

**14. Meeting Schedule**

- The next regular Board meeting will be held November 16, 2015 at 2:00 p.m. *Note: this is the 3<sup>rd</sup> Monday of the month.*
- The Agendas and Board Packets are available on the COMB website at [www.cachuma-board.org](http://www.cachuma-board.org)

**15. COMB Adjournment**

There being no further business, the meeting was adjourned at 6:00 p.m.

Respectfully submitted,

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Janet Gingras, Secretary of the Board

**APPROVED:**

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Doug Morgan, President of the Board

	<b>Approved</b>
√	<b>Unapproved</b>