

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

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

Monday, October 24, 2016

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 September 13, 2016 Special Board Meeting
Minutes September 26, 2016 Regular Board Meeting
 - b. Investment of Funds
 - Financial Reports
 - Investment Reports
 - c. Review of Paid Claims
4. **VERBAL REPORTS FROM BOARD COMMITTEES**
Receive verbal information regarding the following committee meetings:
 - Administrative Committee Meeting – October 20, 2016
 - Fisheries Committee Meeting – October 20, 2016
5. **FISH PASSAGE IMPROVEMENT PROJECT: QUIOTA CREEK CROSSING 8 – COM3 CONSULTING INC. PROPOSAL**
Action: Recommend approval by motion and roll call vote of the Board
6. **USGS HILTON CREEK STREAM GAUGE RELOCATION**
Action: Recommend approval by motion and roll call vote of the Board
7. **GENERAL MANAGER REPORT**
Receive information from the General Manager on topics pertaining to COMB, including but not limited to the following:
 - Cachuma Project Member Unit Manager Meeting
 - CCWA Steering Committee Meeting
 - Financial
 - Operations Division
 - Fisheries Division

8. **OPERATIONS DIVISION REPORT**
Receive information regarding Operations Division, including but not limited to the following:
 - Lake Cachuma Operations
 - Operation and Maintenance Activities
9. **UPDATE: FISH PASSAGE IMPROVEMENT PROJECTS**
Receive information regarding the status of the Fish Passage Improvement Projects
 - Quiota Creek Crossing 0A
 - Quiota Creek Crossing 4
10. **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
11. **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
12. **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
13. **DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING**
14. **[CLOSED SESSION]: CONFERENCE WITH LEGAL COUNSEL: EXISTING AND POTENTIAL LITIGATION**
 - a. [Government Code Section 54956.9(d)(4)]
Name of matter: Protest of Member Agency re: Payment of Assessment for Certain Fisheries Related Activities
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 re: Payment of Assessment for Certain Fisheries Related Activities
16. **MEETING SCHEDULE**
 - **November 28, 2016 at 2:00 P.M., COMB Office**
 - **Board Packages Available on COMB Website**
www.cachuma-board.org

17. 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, September 13, 2016**

1. Call to Order, Roll Call

The meeting was called to order at 10:01 a.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 |
| Alonzo Orozco | Carpinteria Valley Water District (<i>Alternate</i>) |
| Lauren Hanson | Goleta Water District |

Others Present:

| | |
|---------------|--|
| Janet Gingras | William Carter (<i>via teleconference</i>) |
| Tim Robinson | Bob McDonald |
| Amy Smith | |

2. Public Comment

There was no public comment.

3. Fish Passage Improvement Projects: Quiota Creek Crossing 0A and Quiota Creek Crossing 4

- a. *Execution of Two (2) Purchase Orders for ConTech Engineering Solutions bottomless arched culverts*
- b. *Payment of Santa Barbara County Encroachment Permit Fee*
- c. *Landowner Access Agreement*
- d. *Execution of Construction Contract with the Lowest Responsive and Responsible Bidder*

Mr. Tim Robinson, Fisheries Division Manager, summarized the background and purpose of each of the two projects at length. He spoke to the deliverables required by various regulatory agencies involved in implementing one or both projects, and noted the rationale behind bidding their construction jointly. Of three bidding firms, Mr. Robinson reported that Peter Lapidus Construction, Inc. was the lowest responsive and responsible bidder.

Following brief discussion, Director Hanson moved approval of recommendations “a” through “d,” as detailed in the staff report presented within the board packet. Mr. Bill

Carter, COMB General Counsel, added that he expected the proposed access agreement's terms would be negotiated to the Board's satisfaction later that day. Seconded by Director White, the motion carried 6/0/1 as follows:

Ayes: White, Orozco, Hanson, Morgan

Nays: None

Absent/Abstain: Walsh

4. Meeting Schedule

- The next Regular Board meeting will be held September 26, 2016 at 2:00 p.m.
- The Agendas and Board Packets are available on the COMB Website at www.cachuma-board.org.

5. COMB Adjournment

There being no further business, the meeting was adjourned at 10:26 a.m.

Respectfully submitted,

Janet Gingras, Secretary to the Board

APPROVED:

Doug Morgan, President of the Board

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| | <i>Approved</i> |
| √ | <i>Unapproved</i> |

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

held at
3301 Laurel Canyon Road, Santa Barbara, CA
Monday, September 26, 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:

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|----------------|--|
| Doug Morgan | Montecito Water District |
| Cathy Murillo | City of Santa Barbara (<i>Alternate</i>) |
| Polly Holcombe | Carpinteria Valley Water District |
| Lauren Hanson | Goleta Water District |

Others present:

| | |
|----------------|-----------------|
| Janet Gingras | Tim Robinson |
| Dave Stewart | Kimberly Cherry |
| Adelle Capponi | Kelley Dyer |
| Dale Francisco | Joshua Haggmark |
| Phil Walker | |

2. Public Comment

Phil Walker recalled high drought temperatures from his childhood, comparing them to the current and unprecedented drought temperatures and conditions; and spoke to a Lake Powell study regarding calculating bank inflow and bank storage.

3. Consent Agenda

a. Minutes

August 22, 2016 Regular Board Meeting

b. Investment Funds

Financial Reports
Investment Reports

c. Review of Paid Claims

Director Hanson moved to approve the Consent Agenda as presented in the board packet. Director Murillo requested that Item #3a be considered by the Board under a separate motion. Director Hanson modified her motion accordingly to approve Items #3b and #3c of the Consent Agenda. Director Holcombe inquired about several paid claims; then, seconded by Director Holcombe, the motion passed 6/0/1 as follows:

Ayes: Murillo, Holcombe, Hanson, Morgan

Nays: None

Absent/Abstain: Walsh

Director Hanson moved approval of Item #3a of the Consent Agenda: Minutes August 22, 2016 Regular Board. Seconded by Director Holcombe, the motion carried 4/0/3 as follows:

Ayes: Holcombe, Hanson, Morgan

Nayes: None

Absent: Walsh

Abstain: Murillo

4. Verbal Reports from Board Committees

- *Public Outreach Committee Meeting – August 30, 2016:* Director Hanson announced that the Public Relations Committee reviewed and provided comments on a draft Media Relations Policy, Item #6 on today's agenda, which the Public Outreach Committee forwards to the Board with a recommendation to approve.
- *Operations Committee Meeting – September 20, 2016:* Director Morgan summarized the meeting in absence of Director White, the Committee's Chair. He noted the forthcoming presentation, and advised that the Operations Committee was pleased with, and forwards to the Board with a recommendation of approval, the Water System's Optimization, Inc. (WSO) Proposal for services on the COMB Water Efficiency & Metering Analysis Project.

5. HDR Engineering, Inc. Presentation: Emergency Pumping Facility Project (EPFP)

Mr. Dan Ellison, P.E., of HDR Engineering, Inc., delivered a presentation to the Board as Project Engineer for the Emergency Pumping Facility Project (EPFP), outlining factors that determine the increasingly essential forecasts and estimates of lake storage, evaporation, lake inflows and outflows, etc. Mr. Ellison discussed some of the considerations to be taken into account and touched on future Board actions necessary for the Project's continued and future operation.

6. Media Relations Policy

Director Hanson moved to approve adopting the Media Relations Policy, as presented in the board packet and recommended by the Public Relations Committee. Seconded by Director Holcombe, the motion carried 6/0/1 as follows:

Ayes: Murillo, Holcombe, Hanson, Morgan

Nayes: None

Absent/Abstain: Walsh

7. Water Systems Optimization, Inc. Proposal: COMB Water Efficiency & Metering Analysis Project

Ms. Janet Gingras, General Manager, explained the course of events and historical circumstances leading to the decision to pursue a COMB project to assist in more efficiently accounting for water deliveries through the South Coast Conduit. Director Holcombe moved to approve authorizing the General Manager to enter into a Professional Services Agreement with WSO for the work proposed, in an amount not-to-exceed \$29,752. Seconded by Director Hanson, the motion carried 6/0/1 as follows:

Ayes: Murillo, Holcombe, Hanson, Morgan

Nays: None

Absent/Abstain: Walsh

8. General Manager Report

- *U.S. Bureau of Reclamation Contract Compliance Reviews*
- *Reclamation Meeting September 15, 2016*
- *Cachuma Project Member Agency Meetings*
- *Operations Division*
- *Fisheries Division*

Ms. Gingras highlighted topics within her report, as incorporated in the board packet, and responded to questions from the Board.

9. Operations Division Report

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

Mr. David “Buddy” Flora, Operations Lead, with the assistance of Ms. Gingras, summarized the report, providing brief updates on several current operational tasks, repairs, and projects.

10. Fisheries Division Report

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

Mr. Robinson noted highlights of the report as presented in the board packet, offered further detail on recent Fisheries Division activities, and fielded questions from the Board.

11. Progress Report on Lake Cachuma Oak Tree Program

- *Maintenance and Monitoring*

Mr. Robinson summarized the progress report on the Lake Cachuma Oak Tree Program and fielded questions from the Board.

12. Monthly Cachuma Project Reports

The reports were included in the board packet for information.

13. Directors’ Requests for Agenda Items for Future Meeting

There were no requests for agenda items for future meetings.

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

The Board went into closed session at 3:37 p.m.

- a. [Government Code Section 54956.9(d)(4)]

Protest of Member Agency re: Payment of Assessment for Certain Fisheries
Related Activities

15. 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 4:45 p.m.

- a. Protest of Member Agency re: Payment of Assessment for Certain Fisheries
Related Activities

There was no reportable action.

16. Meeting Schedule

- The next Regular Board meeting will be held October 24, 2016 at 2:00 p.m.
- The Agendas and Board Packets are available on the COMB website at www.cachuma-board.org

17. COMB Adjournment

There being no further business, the meeting was adjourned at 4:46 p.m.

Respectfully submitted,

Janet Gingras, Secretary of the Board

APPROVED:

Doug Morgan, President of the Board

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| | <i>Approved</i> |
| √ | <i>Unapproved</i> |