

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

by Teleconference Call ONLY

**Monday, December 14, 2020
1:00 PM**

1. CALL TO ORDER, ROLL CALL

The meeting was called to order by President Holcombe at 1:01 PM.

All attendees participated telephonically pursuant to California Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20.

Directors Present:

Polly Holcombe, Carpinteria Valley Water District
Kristen Sneddon, City of Santa Barbara
Lauren Hanson, Goleta Water District
Cori Hayman, Montecito Water District

General Counsel Present:

William Carter, Musick, Peeler, Garrett, LLP

Staff Present:

Janet Gingras, General Manager	Timothy Robinson, Fisheries Division Manager
Edward Lyons, Administrative Manager/CFO	Shane King, Operations Supervisor
Joel Degner, Engineer/Operations Division Manager	Dorothy Turner, Administrative Assistant II

Others Present:

John Britton, CPA, Bartlett, Pringle & Wolf, LLP	Nina Pisani, Bartlett, Pringle & Wolf LLP
Will Kane, FSA, EA, Total Compensation Systems	

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

- a. Minutes of October 26, 2020 Regular Board Meeting
- b. Investment of Funds
 - Financial Reports
 - Investment Reports
- c. Review of Paid Claims

Ms. Gingras presented the Consent Agenda items, reviewing various revenues received and expenditures of note, including annual insurance payment, materials purchased for the South Coast Conduit AVOR/BO project and some final project payments. She fielded questions from the Board.

Director Hanson put forth a motion to approve the Consent Agenda items as presented. Director Sneddon seconded the motion which carried with a unanimous vote of six in favor.

Ayes: Sneddon, Hayman, Hanson, Holcombe

Nays:

Absent:

Abstain:

4. VERBAL REPORTS FROM BOARD COMMITTEES

- *Administrative Committee Meeting – December 7, 2020* – Director Holcombe summarized the topics addressed in the Administrative Committee meeting and noted that the committee had forwarded them to the Board with recommendations for approval.
- *Operations Committee Meeting – December 8, 2020* – Director Sneddon reported out on behalf of the Operations Committee and advised that the single action item had been moved forward to the Board with a recommendation to approve. As well, she reported that the committee received much appreciated updates for each of the ongoing projects.

5. TOTAL COMPENSATION SYSTEMS, INC. PRESENTATION OF OTHER POST-EMPLOYMENT BENEFITS (OPEB) ACTUARIAL REPORT AS OF JUNE 30, 2020

Mr. Lyons introduced Mr. Will Kane of Total Compensation Systems, Inc. Mr. Kane presented an overview of the Other Post-Employment Benefits (OPEB) actuarial study. Mr. Kane provided the Board with an overview of the valuation approach, results and assumptions contained therein, as well as changes in OPEB accounting standards. He fielded questions from the Board.

6. BARTLETT, PRINGLE WOLF, LLP PRESENTATION OF COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) – FISCAL YEAR ENDING JUNE 30, 2020

Mr. Lyons introduced Mr. John Britton, CPA, of Bartlett, Pringle & Wolf LLP (BPW) to present the CAFR findings to the Board. Mr. Britton stated that BPW has issued an unmodified (clean) opinion of the financial statements, concluding there were no management concerns or reportable conditions affiliated with the audit. He presented a summary of the audit results, highlighting changes year over year and providing explanation for those changes. Finally, Mr. Britton reported that the results of the single compliance audit, required when federal funds are received, discovered no deficiencies in internal compliance. He fielded questions from the Board.

7. CALIFORNIA STATE CONTROLLER REPORT FOR FISCAL YEAR ENDING JUNE 30, 2020

Mr. Lyons introduced Ms. Nina Pisani of BPW to present the annual State Controller Report, due January 31, 2021. Ms. Pisani explained how COMB's financial data was organized and reported in the State-mandated template. Ms. Pisani confirmed that the numbers in the report are reconciled to those presented in the CAFR.

UNEXPENDED FUNDS – FISCAL YEAR ENDING JUNE 30, 2020

Mr. Lyons presented the Unexpended Funds report to the Board, reviewing the manner in which the funds are calculated and providing the Board with four action options for the \$586,000 of unexpended

funds. Additionally, he provided an illustration of the amount each member agency would receive based upon their established allocation percentage. Mr. Lyons fielded questions from the Board.

Director Sneddon put forth a motion to approve the amount of unexpended funds and the disbursement of same to the member agencies. Director Hayman seconded the motion which carried with a unanimous vote of six in favor.

Ayes: Sneddon, Hayman, Hanson, Holcombe

Nays:

Absent:

Abstain:

8. RESOLUTION NO. 721 – UPDATE TO CONFLICT OF INTEREST CODE

Ms. Gingras brought before the Board the update to the Conflict of Interest (COI) Code, via Resolution No. 721. She advised that COMB's code is being updated to allow for the option to file Form 700 electronically. She fielded questions and comments from the Board.

Director Hanson motioned to adopt Resolution No. 721 to amend the COI Code. Director Sneddon seconded and the motion carried with a unanimous vote of six in favor.

Ayes: Sneddon, Hayman, Hanson, Holcombe

Nays:

Absent:

Abstain:

9. AGREEMENT FOR ASSIGNMENT OF CLAIMS TO CALIFORNIA OFFICE OF EMERGENCY SERVICES (CALOES) – THOMAS FIRE/DEBRIS FLOW EVENT

Ms. Gingras presented the agreement to assign COMB's subrogation duties surrounding the Thomas Fire/Debris Flow event to CalOES, who will pursue reimbursement through California's Office of the Attorney General. Mr. Carter advised the Board that this agreement will relieve individual agencies, in this case, COMB, of the need to pursue individual claims against the entity at fault for the damages sustained. He fielded questions from the Board.

Director Sneddon brought a motion to approve the assignment of claims. Seconded by Director Hanson, the motion carried with a vote of five in favor and one abstention.

Ayes: Sneddon, Hanson, Holcombe

Nays:

Absent:

Abstain: Hayman

10. WATERSHED SANITARY SURVEY - PROFESSIONAL SERVICES AGREEMENT

Mr. Degner presented the Watershed Sanitary Survey to the Board and provided background information. The survey will involve a regional collaboration of efforts and share of cost among various agencies, including ID No. 1 and the City of Lompoc. Mr. Degner reported that a Request for Quote had been distributed to three consultants with two quotes being received. Technical staff reviewed and scored the quotes, resulting in Geosyntech's quote receiving the highest score as well as being the lowest in cost. Mr. Degner fielded questions and requests from the Board.

Director Hanson proffered a motion to approve the Geosyntech quote and authorize the General Manager to execute a Professional Service Agreement. Seconded by President Holcombe, the motion carried with a unanimous vote of six in favor.

Ayes: Sneddon, Hayman, Hanson, Holcombe

Nays:

Absent:

Abstain:

11. FINAL UPDATE ON SOUTH SIDE EROSION CONTROL AND REFORESTATION PROJECT AT QUIOTA CREEK CROSSING NO. 8

Mr. Robinson presented the final report of the South Side Erosion Control and Reforestation project, accompanied by photos visually documenting the construction. He noted that the project came in slightly less than proposed and that grant reimbursement had been sought from the National Fish and Wildlife Foundation. The Board appreciated the clarity provided by the photos.

12. GENERAL MANAGER REPORT

- Administration
- U.S. Bureau of Reclamation
- Engineering / Operations

Ms. Gingras presented the General Manager report, highlighting the County presentation at the Santa Ynez River Flood Forecast meeting, and the new CalOSHA COVID-19 protocols to be incorporated into preparedness and safety plans. Additionally, she reported that the annual risk assessment and Reclamation's facilities review have been accomplished virtually. Reclamation hopes to perform an on-site inspection in March of 2021. Finally, Ms. Gingras reported that Fisheries should complete the Annual Monitoring Report (AMR) by mid-December and the Annual Monitoring Summary (AMS) by year-end.

13. ENGINEER'S REPORT

- Climate Conditions
- Lake Elevation / Downstream Release Update
- Infrastructure Improvement Projects

Mr. Degner presented the Engineer's Report, noting that climate conditions remain dry with precipitation well under the average for this time of year and accompanied by high fire risk. He reported that the downstream water rights release had completed and provided updated lake elevation numbers. Mr. Degner added that, as the lake elevation falls, Reclamation will need to consider getting the Hilton Creek Emergency Backup System back online in order to maintain required flows to the creek. He reviewed the ongoing Infrastructure Improvement Projects in some detail, noting various updates to target dates based on climate and approvals from other agencies. Mr. Degner fielded questions from the Board.

14. OPERATIONS DIVISION REPORT

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. King presented the Operations Division report, highlighting the normal, ongoing operations of staff, work at the North Portal and a successful potholing project. He reported that staff visited six lateral structures in the South Reach and collected important data regarding valve function and integrity. Mr. King advised that winterizing is under way in anticipation of hoped-for rainfall.

15. FISHERIES DIVISION REPORT

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

Mr. Robinson presented the Fisheries Division report, noting flow to Hilton Creek, the completion of the water rights release and normal Biological Opinion mandated tasks. He reported that Reclamation is working on the Hilton Creek Watering System Pumping Barge and expressed hope that Reclamation would also place the Emergency Backup System back online. Additionally, Mr. Robinson advised that the Annual Monitoring Report (AMR) is on time and that the Annual Monitoring Summary (AMS) is under way. He fielded questions from the Board.

16. PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM

- Maintenance and Monitoring

Mr. Robinson reviewed the Oak Tree report and advised that irrigation of newer trees is continuing due to the dry winter. He reported that Operations staff collaborated on retrofits to the Water Truck, including more secure containment of on-board tools.

17. MONTHLY CACHUMA PROJECT REPORTS

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

Ms. Gingras referenced the Cachuma Project reports as contained in the Board packet, noting that they represented the first month of the water year.

18. 2021 COMB REGULAR BOARD MEETING CALENDAR

Ms. Gingras presented the Regular Board Meeting calendar for 2021. There were no comments.

19. DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING

There were no requests for future agenda items. President Holcombe took the opportunity to commend the hard work undertaken on behalf of COMB by Directors, Staff and Counsel during these unprecedented times.

20. [CLOSED SESSION]: CONFERENCE WITH LEGAL COUNSEL: POTENTIAL LITIGATION

- a. [Government Code Section 54956.9(d)(1)]
Name of matter: *Kimball-Griffith L.P. v. Brenda Wren Burman, et al.*, Case No. 2:20-cv-10647
– Request for Declaratory and Injunctive Relief

The Board entered into Closed Session at 3:12 PM.

21. RECONVENE INTO OPEN SESSION

- [Government Code Section 54957.7]
Disclosure of actions taken in closed session, as applicable
[Government Code Section 54957.1]

- 21a. *Kimball-Griffith L.P. v. Brenda Wren Burman, et al.*, Case No. 2:20-cv-10647 – Request for Declaratory and Injunctive Relief

The Board reconvened into Open Session at 3:34 PM. There was no reportable action.

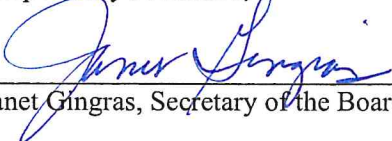
22. MEETING SCHEDULE

- **January 25, 2021 at 1:00 PM**
- **Board Packages available on COMB website www.cachuma-board.org**

23. COMB ADJOURNMENT

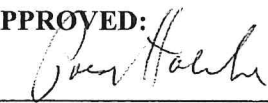
There being no further business, the meeting was adjourned at 3:35 PM.

Respectfully submitted,



Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

APPROVED:


Polly Holcombe, President of the Board