

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

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

**Monday, May 20, 2024  
1:00 PM**

---

**MINUTES**

**1. CALL TO ORDER, ROLL CALL**

**Directors Present:**

Polly Holcombe, Carpinteria Valley Water District

Lauren Hanson, Goleta Water District

Cori Hayman, Montecito Water District \*

Kristen Sneddon, City of Santa Barbara

*\*Director Hayman arrived shortly after roll call*

**General Counsel Present:**

William Carter - Musick, Peeler, Garrett, LLP

**Staff Present:**

Janet Gingras, General Manager

Edward Lyons, Administrative Manager/CFO

Timothy Robinson, Fisheries Division Manager

Joel Degner, Engineer/Operations Division Mgr.

Shane King, Ops Supervisor/Chief Distribution Operator

Elijah Papan, Water Resources Analyst

Rosey Bishop, Administrative Assistant II

Dorothy Turner, Administrative Assistant II

**Others Present:**

Dakota Corey, City of Santa Barbara

Dana Hoffenberg, City of Santa Barbara

Matthew Scrudato, County of SB Water Agency

Matt Young, County of SB Water Agency

**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

- a. Minutes of April 22, 2024 Regular Board Meeting
- b. Investment of Funds
  - Financial Reports
  - Investment Reports
- c. Review of Paid Claims

Ms. Gingras presented the April Minutes for approval and invited Mr. Lyons to provide his comments on the financial reports. Mr. Lyons reviewed revenues received and directed the Board's attention to the Paid Claims report. He reviewed paid claims of note, including remittances to Flowers & Associates, CMC Rescue, Ford of Downtown LA and the USGS. He fielded questions from the Board.

Director Sneddon motioned to approve the Consent Agenda items, followed by a second from Director Hanson. The motion 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 – April 25, 2024

President Holcombe summarized the committee meeting discussion and advised that the subject was forwarded to the Board and is undertaken next in this agenda.

**5. RESOLUTION NO. 798 – PROPOSED FISCAL YEAR 2024-2025 ANNUAL OPERATING BUDGET**

Mr. Lyons presented Resolution No. 798 and shared his PowerPoint presentation. He discussed the purpose of the budget document and COMB's six strategic initiatives. He followed with analysis of proposed COMB managed revenues. Mr. Lyons reviewed, in detail, the proposed expenditures in comparison to the current year budget, including explanation for changes year over year. Mr. Degner and Mr. Robinson discussed the division-specific projects proposed within the budget. Mr. Lyons fielded questions from the Board.

Director Sneddon provided a motion to adopt the budget as presented. Director Hayman seconded the motion which carried unanimously with a vote of six in favor.

**Ayes:** Sneddon, Hayman, Hanson, Holcombe  
**Nays:**  
**Absent:**  
**Abstain:**

**6. GENERAL MANAGER REPORT**

- Administration
- U.S. Bureau of Reclamation
- Personnel

Ms. Gingras presented the General Manager report. She provided updates regarding the upcoming audit process and the status of the division's annual work plans. Ms. Gingras reported that Reclamation remains in surplus water mode and that COMB had received the IRWMP grant funds. She congratulated Mr. Degner and Mr. Lemley on their certification achievements. Finally, Ms. Gingras announced that Reclamation's Rain Emerson had been promoted to Deputy Area Manager.

**7. ENGINEER'S REPORT**

- Climate Conditions
- New Fleet Acquisitions
- Operations Work Plan Checklist
- Winter Storm Damage Repairs/Reimbursement
- Infrastructure Improvement Projects Update

Mr. Degner reviewed the Engineer's report, noting that Cachuma inflow is trending to equal last year's inflow so surplus water may continue into June. He reported the receipt of FEMA reimbursements and the expectation of more to come. Staff is working on submitting 2024 storm damages to FEMA. Mr. Degner advised that a new Ford F-150 Lighting and John Deere backhoe were now on site, the division's work plan is nearly complete and staff is looking forward to the work on the South Reach.

**8. OPERATIONS DIVISION REPORT**

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. King presented the Operations Division report. He reported that staff had successfully exercised various vales, repaired the log boom and continued with weed abatement. Staff had also attended in-person training for traffic control. Mr. King mentioned that COMB had made some needed equipment purchases and noted that staff anticipates the South Reach structure maintenance.

**9. FISHERIES DIVISION REPORT**

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

Mr. Robinson presented the Fisheries Division report and advised that target flows at the measuring points remain well above the minimum required. He provided updates on Stranding surveys, regular monitoring tasks and migrant trapping status as well as Redd surveys. He noted that staff will begin to plan for the tributary projects. Finally, Mr. Robinson advised that the fish accounts remain full and that the 2023 Annual Monitoring Summary requires one small final touch in order to be complete.

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

- Maintenance and Monitoring

Mr. Robinson reported that inventory of the oak trees was finished. Quality Assurance and Quality Control remain to be completed. He advised that staff continues to monitor the status of inundated oak trees for health as the lake levels remain high.

**11. MONTHLY CACHUMA PROJECT REPORTS**

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

Ms. Gingras presented the Cachuma Project reports commenting that water loss for the month was slightly higher than usual but was in alignment over all for the water year. As well, she stated that surplus water remains available to Member Agencies.

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

There were no requests from the directors for future agenda items.

**13. [CLOSED SESSION]: ANNUAL PERFORMANCE REVIEW**

- a. [Government Code Section 54957(b)(1)] Title: General Manager

The directors adjourned into closed session at 2:35 PM.

**14. [CLOSED SESSION]: CONFERENCE WITH LABOR NEGOTIATORS**

- a. [Government Code Section 54957.6(a)]  
Agency designated representatives: Board President  
Unrepresented Employee: General Manager

**15. RECONVENE INTO OPEN SESSION**

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

- 13a. Annual Performance Review – General Manager
- 14a. Conference with Labor Negotiators

The Board reconvened into open session at 3:17 PM. There was no reportable action regarding item 13.a.

With respect to item 14.a. the Board President was directed to negotiate and speak with the General Manager regarding the proposed labor agreement. The General Manager was directed to assess future compensation opportunities for staff and report back to the Board.

**16. MODIFICATION OF GENERAL MANAGER’S COMPENSATION**

For the purpose of the motion, Mr. Carter stated that the Board had proposed a modification to the General Manager compensation, comprised of a market adjustment, COLA adjustment and merit increase.

Director Hayman provided the motion to approve the proposed salary modification. Director Sneddon seconded the motion, which carried unanimously with a vote of six in favor.

- Ayes:** Sneddon, Hayman, Hanson, Holcombe
- Nays:**
- Absent:**
- Abstain:**


**17. MEETING SCHEDULE**

- Regular Board Meeting – June 24, 2024 at 1:00 PM
- Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)

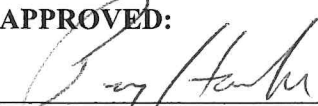
**18. COMB ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:20 PM.

Respectfully submitted,

  
\_\_\_\_\_  
Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

**APPROVED:**  
  
\_\_\_\_\_  
Polly Holcombe, President of the Board