

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

held at

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

**Monday, December 16, 2024
1:00 PM**

MINUTES

1. CALL TO ORDER, ROLL CALL

The regular meeting of the Board of Directors was called to order by President Holcombe at 1:01 PM.

Directors Present:

Polly Holcombe, Carpinteria Valley Water District

Kristen Sneddon, City of Santa Barbara

Lauren Hanson, Goleta Water District

Directors Absent:

Cori Hayman, Montecito Water District

General Counsel Present:

William Carter - Musick, Peeler, Garrett, LLP

Staff Present:

Janet Gingras, General Manager

Edward Lyons, Administrative Manager / CFO

Tim Robinson, Fisheries Division Manager

Shane King, Ops Supervisor/Chief Distribution Operator

Elijah Papen, Water Resources Analyst

Rosey Bishop, Administrative Assistant II

Dorothy Turner, Administrative Assistant II

Others Present:

John Britton, CPA, Bartlett, Pringle Wolf, LLP

Dakota Corey, City of Santa Barbara

Sean Edwards, CPA, Bartlett, Pringle Wolf, LLP

Dana Hoffenberg, City of Santa Barbara

Will Kane, Total Compensation Systems, Inc.

Matthew Scrudato, County of SB Water Agency

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

- a. Minutes of November 18, 2024 Regular Board Meeting
- b. Investment of Funds
 - Financial Reports
 - Investment Reports
- c. Review of Paid Claims

Ms. Gingras summarized the Consent Agenda items and asked Mr. Lyons to discuss the financial statements. Mr. Lyons directed Board attention to the Paid Claims report and reviewed several of note,

9. UNEXPENDED FUNDS – FISCAL YEAR ENDING JUNE 30, 2024

Mr. Lyons introduced the unexpended funds report and referred the Board to the attached modified cash basis reconciliation of unexpended funds. He advised the Board that FY 2023-24 unexpended funds, less previous Board approved carryover of funds to FY 2024-25, would be returned to the Member Agencies based upon their membership percentages.

Director Hanson provided the motion to approve the return of unexpended funds. Director Sneddon seconded the motion which passed with a vote of five in favor.

Ayes: Sneddon, Hanson, Holcombe

Nays:

Absent: Hayman

Abstain:

10. RESOLUTION NO. 810 - SANTA BARBARA COUNTY AIR POLLUTION CONTROL DISTRICT GRANT FUNDING AWARD

Mr. Papen presented Resolution No. 810, requesting Board approval for the General Manager to execute a grant agreement in the amount of \$79,000 awarded by the Santa Barbara County Air Pollution Control District. He advised that COMB had received a bid in the amount of \$175,000, against which the grant funds would be offset. Yet to be determined is a potential Federal Incentive Tax Credit that could further offset costs.

Director Hanson motioned to adopt Resolution No. 810. Director Sneddon seconded and the motion carried with a vote of five in favor.

Ayes: Sneddon, Hanson, Holcombe

Nays:

Absent: Hayman

Abstain:

11. CONSTRUCTION CONTRACT – COMB HQ PHOTOVOLTAIC AND ELECTRIC VEHICLE CHARGING SYSTEM PROJECT

Mr. Papen introduced the proposed construction of a vehicle charging system. Staff issued a Request for Proposal and the lowest competitive bid was received from Santa Barbara Solar Group in the amount of \$175,000, proposing to install a solar panel system. Mr. Papen provided kWh production data, which would offset most of COMB's office demand in addition to providing charge for COMB's current and future fleet of electronic vehicles. A Board discussion ensued concerning the potential sale of electricity, the expected life of the system, recoup of costs as well as gasoline savings and contributions to sustainability.

Director Sneddon put forth the motion to approve the construction project, followed by a second from Director Hanson. The motion carried with a vote of five in favor.

Ayes: Sneddon, Hanson, Holcombe

Nays:

Absent: Hayman

Abstain:

13. CONSULTANT CONTRACT – PROPOSED HABITAT IMPROVEMENT PROJECT

Mr. Robinson presented the proposed contract and sole source justification with HDR Engineering, Inc to perform preliminary (60%) design and engineering services. He described the proposed multi-phase project to improve fish access and habitat within Hilton Creek. Mr. Robinson also asked for Board approval to submit a grant application to the California Department of Fish and Wildlife (CDFW) to offset some of the costs of the project. A discussion followed the presentation.

After discussion and dependent upon Reclamation approval, Director Sneddon provided a motion to approve the project and contract. Director Hanson seconded the motion. The motion carried with a vote of five in favor.

Ayes: Sneddon, Hanson, Holcombe

Nays:

Absent: Hayman

Abstain:

14. GENERAL MANAGER REPORT

- Administration
- Virtual Meetings

Ms. Gingras presented a brief General Manager report, touching on the ACWA JPIA President's Award, the preliminary 2025-26 budget schedule and staff attendance at the Santa Ynez River Flood Forecast Coordination meeting. She fielded questions from the Board.

15. ENGINEER'S REPORT

- Climate Conditions
- Lake Elevation Projection
- Infrastructure Improvement Projects

Mr. Papen presented a verbal Engineer's report, stating that lake elevation is at 90% capacity. The forecasting model has been updated and the new log boom installed at the North Portal. He described the recent Sheffield Tunnel inspection which was partially completed and postponed to allow for further communications testing. Mr. Papen did note that valuable data was collected during the partial inspection.

16. OPERATIONS DIVISION REPORT

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. King presented a verbal Operations Division report and added a few comments about the Sheffield Tunnel inspection. He reported that the North Portal access road work was complete and described the log boom replacement. Mr. King advised that staff installed a skimmer system in the Lauro debris basin to reroute storm water away from the reservoir. The crane truck has been received and is being placed into service. Staff is preparing structures and outlying stations for the rainy season.

17. FISHERIES DIVISION REPORT

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

Mr. Robinson presented the Fisheries Division report stating that target flows continue to be met and exceeded. He reported that Reclamation had begun to reinstall the Hilton Creek Emergency Backup

System and consider repairs to leaking valves. Mr. Robinson also provided updates on normal monitoring activities and surveys. Finally, he reported that two fish passage projects were complete and that there were no changes to the State Water Board order to report.

18. PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM

- Maintenance and Monitoring

Mr. Robinson indicated that some trees required watering as there has been little rain, and the annual inventory was due to begin within the week.

19. MONTHLY CACHUMA PROJECT REPORTS

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

Ms. Gingras presented the monthly reports to the Board and reported that staff is analyzing a slight increase in the apparent water loss.

20. CALENDAR YEAR 2025 COMB REGULAR BOARD MEETING SCHEDULE

Ms. Gingras presented the proposed board meeting schedule. It was noted that there were three meetings in 2025 that are moved back to the third Monday. Director Sneddon also advised that she is open to a discussion to return the meeting time to 2:00 PM.

21. DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING

There were no requests from directors.

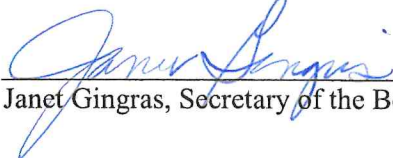
22. MEETING SCHEDULE

- Regular Board Meeting – January 27, 2025 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 3:13 PM.

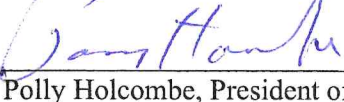
Respectfully submitted,



Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

APPROVED:



Polly Holcombe, President of the Board