

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

*held at*

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

**Monday, July 24, 2023  
1:00 PM**

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**MINUTES**

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

The regular meeting of the Board of Directors was called to order by President Holcombe at 1:04 PM

**Directors Present:**

Polly Holcombe, Carpinteria Valley Water District (Remote)

Kristen Sneddon, City of Santa Barbara

Lauren Hanson, Goleta Water District

**Director 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

Joel Degner, Engineer/Operations Division Manager

Shane King, Ops Supervisor/Chief Distrib. Operator

Elijah Papen, Senior Program Analyst

Timothy Robinson, Fisheries Division Manager

Ursula Santana, Administrative Assistant II

Dorothy Turner, Administrative Assistant II

**Others Present:**

Dana Hoffenberg, City of Santa Barbara

Leah Makler, Goleta Water District

Matt Young, COSB Water Agency

Dakota Corey, City of Santa Barbara

**2. PUBLIC COMMENT**

The Board welcomed Ursula Santana as the new Administrative Assistant.

**3. CONSENT AGENDA**

- a. Minutes of June 26, 2023 Regular Board Meeting
- b. Investment of Funds
  - Financial Reports
  - Investment Reports
  - Review of Paid Claims

Ms. Gingras, General Manager, presented the consent agenda for the Board's consideration. Mr. Lyons, Administrative Manager/CFO, reviewed several expenditures of note, including payments to Gibbs Truck Centers, Makai Ocean Engineering, Ramsay Asphalt and to Flowers and Associates.

Director Hanson motioned to approve the Consent Agenda, followed by a second from Director Sneddon. The motion carried with a vote of five in favor and one absent.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

#### **4. VERBAL REPORTS FROM BOARD COMMITTEES**

- Fisheries Committee Meeting – July 12, 2023
- Administrative Committee Meeting – July 18, 2023

Director Hanson reviewed the Fisheries Committee topics, noting that they were addressed in today's agenda. President Holcombe followed with a summary of the Administrative Committee meeting and its recommendations.

#### **5. BOARD COMMITTEE APPOINTMENTS FOR FISCAL YEAR 2023-24**

President Holcombe announced no changes to the current committee assignments as noted within the agenda and called for a motion, provided by Director Sneddon, and seconded by Director Hanson. The motion carried with a vote of five in favor and one absent;

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

#### **6. PROPOSED ANNUAL RESOLUTIONS**

Ms. Gringas presented Resolutions No. 782 through No. 790, noting that the approval of the annual Resolutions is a basic housekeeping item. The resolutions will supersede prior resolutions of the same subject matter.

Director Sneddon motioned to adopt Resolutions No. 782 through No. 790 as presented and Director Hanson seconded. The motion carried with a vote of five in favor and one absent.

**Ayes:** Sneddon, Hanson and Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

#### **7. UPDATE TO FISCAL POLICY – CAPITALIZATION OF ASSETS / DISPOSAL OF ASSETS PROVISIONS**

Mr. Lyons presented the update to the fiscal policy for the Board to consider. The update related to the accounting for fixed assets, as recommended by the Government Financial Officers Association. As well, the Board discussed the possible capitalization of certain COMB infrastructure projects, including the Modified Upper Reach Reliability Project (MURRP) and the Lake Cachuma Secured Pipeline Project. In discussion, it was noted that capitalization of certain assets would significantly improve COMB's financial position and reviewed by COMB's auditors.

Director Hanson motioned to approve the update to the Fiscal Policy as presented including the capitalization of the Lake Cachuma Secured Pipeline Project. Director Sneddon seconded the motion. The motion carried with a vote of five in favor and one absent. The capitalization of the MURRP will be brought back for possible inclusion following additional discussion with Reclamation regarding title to assets within their easement.

**Ayes:** Sneddon, Hanson and Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

## **8. OPTIONS FOR CALPERS UNFUNDED ACCRUED LIABILITY (UAL) PAYMENTS**

Mr. Lyons presented the Board with options for paying the CalPERS unfunded accrued liability (UAL) obligation. Currently, COMB pays the UAL on a monthly basis. Staff analysis indicated that making a lump sum payment would result in savings of \$2,600 annually. Staff will analyze the cost savings each year to determine the best option for future payment of UALs.

Director Sneddon motioned to approve full lump sum payment of the UAL and Director Hanson seconded. The motion carried with a vote of five in favor and one absent

**Ayes:** Sneddon, Hanson and Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

## **9. RESOLUTION NO. 791 – PROPOSITION 1 (IRWMP) SUBGRANT AGREEMENT WITH SANTA BARBARA COUNTY WATER AGENCY**

Ms. Gingras presented Resolution No. 791 for the Board to consider. The adoption of Resolution No. 791 approves the execution of the Proposition 1 (IRWMP) subgrant agreement with the Santa Barbara County Water Agency to secure grant funding for the Secured Pipeline project.

Director Hanson motioned and Director Sneddon seconded to adopt Resolution No. 791 and authorize the Board President to execute the subgrant agreement with the County Water Agency. The motion carried with a vote of five in favor and one absent.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

## **10. PROPOSED AMENDMENT TO THE COMB/CVWD COOPERATIVE AGREEMENT**

Ms. Gingras introduced the proposed amendment to the cooperative agreement with Carpinteria Valley Water District (CVWD) for Board consideration. The proposed amendment would evenly allocate the total expenditures between the two agencies at \$1.1 million each, with CVWD agreeing to relieve COMB of several tasks and add them to the CVWD work plan. The execution of the amendment would take place following CVWD Board's vote to approve it at their upcoming meeting. As well, the COMB Board thanked CVWD for their assistance and cooperation in the amendment process.

Director Sneddon motioned and Director Hanson seconded the motion to approve the execution of the amendment to the cooperative agreement with Carpinteria Valley Water District. The motion carried with a vote of five in favor and one absent.

**Ayes:** Sneddon, Hanson and Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

**11. QUIOTA CREEK 2023 STORM DAMAGE REPAIRS – PROPOSED PROJECT FUNDING AND PERMIT ACQUISITION**

Mr. Robinson presented the request for Board approval to pursue funding and permit acquisition for repairs to various fish passage enhancement projects damaged in the 2023 storms.

Mr. Robinson illustrated the damages to the fish passage crossings with before and after photos of the crossings and described the proposed repairs. He recommended submitting a grant application to the Wildlife Conservation Board to fund the repairs described and applying for the necessary permits for all the crossings. He provided support for sole sourcing the repairs.

Director Hanson motioned and Director Sneddon seconded the motion to approve the recommendations as outlined in the staff memorandum, including spending up to \$200,000 available from the Renewal Fund. The motion carried with a vote of five in favor and one absent.

**Ayes:** Sneddon, Hanson and Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

**12. GENERAL MANAGER REPORT**

- Administration
- U.S. Bureau of Reclamation

Ms. Gringras presented the General Manager report, first reviewing the contracts executed during the prior quarter. She reported that contracts for the annual Scopes of Work for Fisheries Division support will be drafted. Ms. Gringras noted that staff received a \$6,000 invoice from Reclamation for administrative expenses associated with the renewal of the O&M contract. Finally, Ms. Gringras noted that Reclamation asked COMB to facilitate development of a draft study plan (requirement from WRO 2019-048) with the Cachuma Conservation Release Board (CCRB) and downstream interests.

**13. ENGINEER'S REPORT**

- Climate Conditions
- North Portal Elevator Water Damager
- Lake Cachuma Water Quality and Sediment Management Study
- 2023 Winter Storm Repairs Update
- Infrastructure Improvement Projects Update

Mr. Degner, Engineer/Operations Division Manager, presented the Engineer's Report. He noted that El Niño climate conditions persist. As well, he provided an update on needed repairs to the North Portal elevator shaft due to groundwater intrusion. Mr. Degner advised that sediment core samples had been taken, in conjunction with Lake Cachuma Water Quality and Sediment Management study and are currently under analysis. He summarized ongoing activities to repair damage from the winter storms and noted, in particular the discovery that sediment has clogged the Lauro Stilling Well. Efforts to coordinate debris removal at the Stilling Well are under way. Finally, Mr. Degner reviewed the status of the various Infrastructure Improvement projects.

**14. OPERATIONS DIVISION REPORT**

Mr. King, Operations Supervisor, presented the Operations Division report. He noted that Reclamation will perform its annual inspections the first week of August. Staff housekeeping and maintenance operations are under way in preparation for the inspection. Mr. King reported that a leaking air vent at Ortega Reservoir had been replaced. Finally, he recapped Aspect Engineering's SCADA maintenance activities and replacement of level transducers at Carpinteria Reservoir.

**15. FISHERIES DIVISION REPORT**

Mr. Robinson, Fisheries Divisions Manager, presented the Fisheries Division Report. He noted that target flows at Hilton Creek and Highway 154 measuring sites continued to be above the minimums required. Mr. Robinson reported that, as Reclamation reduces flow, staff will ramp up stranding surveys. Finally he confirmed that the spill and availability of surplus water had ended as of June 30<sup>th</sup>.

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

Mr. Robinson, Fisheries Divisions Manager, presented the Progress Report on Lake Cachuma Oak Tree Program. He reported that approximately 22 trees, inundated during the recent storms, were at risk of mortality. Routine watering and weeding continue. Mr. Robinson will monitor tree loss and evaluate any need for replacement trees.

**17. MONTHLY CACHUMA PROJECT REPORTS**

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

Ms. Gingras noted that the Cachuma Project reports were routine.

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

There were no requests from Directors.

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

- a. [Government Code Section 54956.9(d)(1)]  
Potential Litigation: Conference with Legal Counsel

The Board adjourned into Closed Session at 2:37 PM.

**20. RECONVENE INTO OPEN SESSION**

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

19a. Potential Litigation: Conference with Legal Counsel

The Board reconvened in Open Session at 2:58 PM. There was no reportable action.

**21. MEETING SCHEDULE**

- **Regular Board Meeting – August 28, 2023 at 1:00 PM**
- **Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)**

**22. COMB ADJOURNMENT**

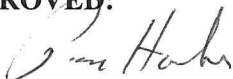
There being no further business, the meeting was adjourned at 2:59 PM.

Respectfully submitted,

  
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Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

**APPROVED:**

  
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Polly Holcombe, President of the Board