

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

held at

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

Monday, December 18, 2023

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 1:00 PM.

Directors Present:

Polly Holcombe, Carpinteria Valley Water District

Lauren Hanson, Goleta Water District

Kristen Sneddon, City of Santa Barbara

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

Joel Degner, Engineer/Operations Division Manager

Timothy Robinson, Fisheries Division Manager

Elijah Papen, Senior Program Analyst

Shane King, Operations Supervisor

Rosey Bishop, Administrative Assistant II

Others Present:

John Britton, Bartlett Pringle Wolf, LLP

Sean Edwards, Bartlett Pringle Wolf, LLP

Will Kane, Total Compensation Inc.

Matt Young, COSB Water Agency

Matthew Scrudato, COSB Water Agency

Dakota Corey, City of Santa Barbara

Dana Hoffenberg, City of Santa Barbara

Nick Turner, Montecito Water District

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

- a. Minutes of October 23, 2023, Regular Board Meeting
- b. Minutes of November 13, 2023, Regular Board Meeting
- c. Investment of Funds
 - Financial Reports
 - Investment Reports
- d. Review of Paid Claims

Ms. Gingras presented the Consent Agenda items and noted that the November Minutes would be deferred to January for approval. Mr. Lyons reviewed the Financial Statements and Paid Claims reports. He recapped revenues received and highlighted collected funds from the Cachuma Project Member Units for their Renewal Fund obligation and funds from SYRWD ID1. Several Paid Claims of note included remittances to ESRI, Earth Systems, Flowers & Associates, Tierra Contracting, Badger Daylighting Corporation and Peter Lapidus Construction. He fielded questions from the Board.

Director Hanson motioned to approve Consent Agenda items a. c. and d. Director Sneddon seconded the motion which carried with a vote of five in favor and one absentee.

Ayes: Hanson, Sneddon, Holcombe

Nays:

Absent: Hayman

Abstain:

4. VERBAL REPORTS FROM BOARD COMMITTEES

President Holcombe reported that she and Director Hansen attended an Administrative Committee meeting and noted that the items on that agenda would be covered in the current meeting.

5. TOTAL COMPENSATION SYSTEMS, INC. PRESENTATION OF OTHER POST-EMPLOYMENT BENEFITS (OPEB) ACTUARIAL REPORT AS OF JUNE 30, 2023

Mr. Lyons introduced Mr. Will Kane, an Actuary from Total Compensation Systems, Inc. COMB contracted with this firm to perform the annual OPEB liability valuation. Mr. Kane presented the roll forward valuation which is based on the prior year's census data and noted that there was not much volatility. Mr. Kane went through the current benefit structure for COMB employees and retirees, followed by the valuation results for the current year, what to expect for the upcoming year and going into the future. He noted that the total OPEB liability is 3.4 million which is the same result as the previous year, with only minor differences occurring. A full valuation will occur next year. Mr. Kane fielded questions from the Board.

6. BARTLETT, PRINGLE WOLF, LLP PRESENTATION OF ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) – FISCAL YEAR ENDING JUNE 30, 2023

Mr. Lyons introduced Mr. John Britton and Mr. Sean Edwards of Bartlett, Pringle Wolf, LLP (BPW) and invited them to present the results of the ACFR audit for Fiscal Year 2022-23. Mr. Britton reviewed the audited financial statements, statement of cash flows and several footnotes and disclosures. The most notable event of the fiscal year was the capitalization of the Secured Pipeline which had a very positive impact on the balance sheet. Mr. Britton also discussed the Letter of Required Communications that BPW issued regarding accounting practices and policies. COMB received an unmodified report ("clean opinion") and concluded there were no management concerns, accounting issues or reportable conditions affiliated with the audit. Mr. Britton fielded questions from the Board.

7. CALIFORNIA STATE CONTROLLER REPORT FOR FISCAL YEAR ENDING JUNE 30, 2023

Mr. Britton proceeded with a brief review of the annual California State Controller Report, reporting on information about the organization and information directly from the audit expressed as populated numbers on the report that will be filed with the State after it has been received by the Board. He fielded comments from the Board.

8. UNEXPENDED FUNDS – FISCAL YEAR ENDING JUNE 30, 2023

Mr. Lyons presented the cash basis reconciliation of unexpended funds for the fiscal year 2022-23. He stated that in conjunction with the annual audit, COMB performed this reconciliation to look at all the assessments and collected grant revenue which is then matched up against expenses incurred to see if there is a surplus or deficit. Mr. Lyons was happy to report a surplus which he proposed returning in full to the COMB Member Agencies in accordance with their membership percentages.

Director Sneddon motioned to approve the return of unexpended funds. Director Hanson seconded the motion which carried with a vote of five in favor and one absentee.

Ayes: Hanson, Holcombe, Sneddon

Nays:

Absent: Hayman

Abstain:

9. EQUIPMENT PURCHASE – OPERATIONS DIVISION

Mr. Degner requested the Board's approval for the purchase of a replacement backhoe loader. The existing loader has various limitations and needs replacement. COMB received two quotes for two different models: the 320P John Deere Caterpillar was less expensive, could lift more and was recommended by other local operators. Ms. Gingras added that the equipment is discounted 43% and is typically purchased through a downpayment and lease arrangement, but that in this case the better option was to buy outright. The Board expressed support. Mr. Degner and Ms. Gingras fielded questions from the Board.

Director Sneddon motioned to approve the equipment purchase. Director Hanson seconded the motion which carried with a vote of five in favor and one absentee.

Ayes: Hanson, Holcombe, Sneddon

Nays:

Absent: Hayman

Abstain:

10. QUIOTA CREEK CROSSINGS NO. 5 AND 9 – FINAL PROJECT REPORT

Mr. Robinson provided the Board with a verbal report of the completion of the repairs at Quiota Creek Crossings 5 and 9, illustrated with before and after photos. He stated the two-part project went smooth and was a great success overall. He brought attention to the financial report which recapped the construction, engineering and permitting costs of the project, which came in under budget overall. He also highlighted the collaborative efforts of Resource Agencies and Private Sector working together for a common good for the public trust. Mr. Robinson fielded questions from the Board.

11. GENERAL MANAGER REPORT

- Administration

Ms. Gingras presented the General Manager report which addressed the annual Fall Conference for ACWA in which the JPIA recognizes members that achieve 20% or less in liability, property and workers compensation programs. Ms. Gingras recognized COMB for receiving the President's Award, which she attributed to the safety practices of staff. Ms. Gingras also outlined the preliminary budget

process schedule, the annual IT Consultant meeting, the purchase of two new workstations for staff, and a Workers Comp Webinar attended by administrative staff.

12. ENGINEER'S REPORT

- Climate Conditions
- Lake Elevation Projections
- Winter Storm Preparation
- Infrastructure Improvement Projects

Mr. Degner updated on the past month's climate conditions noting the dry weather and fuel moisture, which was getting down to critical, high-risk levels. He noted that forecasted rain will help to prevent fire risk and the present El Nino conditions which are predicted to continue. The Lake elevation update noted no significant changes. He further noted the winter storm work and that Tierra Contracting completed the Lauro Reservoir Bypass Road. Mr. Degner also provided an update on FEMA project reimbursement including funding received for county wide debris removal. Additional funding is anticipated for sediment removal which is currently pending EHP (environmental historic preservation) review. Mr. Degner also spoke about infrastructure projects for the upcoming year. Mr. Degner fielded questions from the Board.

13. OPERATIONS DIVISION REPORT

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. King presented the Operations Division report and advised that staff were working on the structure maintenance program, exercising valves and air vents, and repainting confined space signs. Mr. King also reported that operations staff have pulled and cleaned all the fish screens and exercised the slide gates. In addition, they also repaired a section of the log boom around the intake tower. Mr. King reported that ESYS (Energy Control Company) came out for annual maintenance on the outlet work valve for the lower reservoir and that staff have replaced the Lauro Reservoir debris basin dewatering pump. Operations staff have also started on the valve exercising program.

14. FISHERIES DIVISION REPORT

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

Mr. Robinson presented the Fisheries Division report, noting the Biological Compliance work being performed as requested by Reclamation. The Fisheries Division has also completed the fall snorkel survey, and they continue to monitor target flows at Hilton Creek and other locations, which are being met and measuring above the minimum requirement. Operations at Bradbury Dam and the Outlet Works consisted of the 30-inch valve replacement, which was completed by Reclamation in November, and that the temporary pumps installed worked well to provide water downstream during the project while preserving project water in the lake. Mr. Robinson fielded questions from the Board.

15. PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM

- Maintenance and Monitoring

Mr. Robinson reported that the present dry conditions have called for more watering of newly planted trees. Upcoming rain in the forecast will allow staff to focus on tree inventory which requires looking at each tree planted to see if it is alive or dead, what type it is, how much growth it has gained and if there is a need for maintenance. Mr. Robinson fielded questions from the Board.

16. MONTHLY CACHUMA PROJECT REPORTS

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

Ms. Gingras reported that there was nothing out of the ordinary to report.

17. CALENDAR YEAR 2024 COMB REGULAR BOARD MEETING SCHEDULE

Ms. Gingras presented the 2024 Regular Board Meeting calendar.

18. DIRECTORS' REQUEST FOR AGENDA ITEMS FOR FUTURE MEETING

There were no requests from Board members.

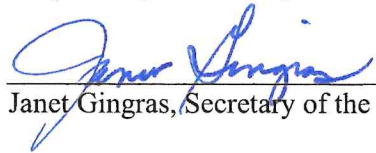
19. MEETING SCHEDULE

- Regular Board Meeting – January 22, 2024, at 1:00 PM
- Board Packages available on COMB website www.cachuma-board.org

20. COMB ADJOURNMENT

There being no further business, the meeting was adjourned at 2:35 PM.

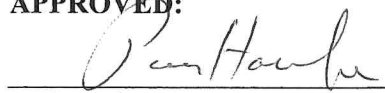
Respectfully submitted,



Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

APPROVED:



Polly Holcombe, President of the Board