

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

**Monday, October 25, 2021  
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 1:06 PM.

All attendees participated electronically pursuant to California Government Code sections 54953(b)(1), (b)(2), (e)(1) and (e)(3) (AB 361).

**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	Shane King, Operations Supervisor
Edward Lyons, Administrative Manager/CFO	Perri Wolfe, Administrative Analyst
Joel Degner, Engineer/Operations Division Manager	Dorothy Turner, Administrative Assistant II
Timothy Robinson, Fisheries Division Manager	

**Others Present:**

Joshua Hagmark, City of Santa Barbara	Catherine Taylor, City of Santa Barbara
Robert McDonald, Carpinteria Valley Water District	Kathleen Werner, Goleta Water District
Matt Scudato, County of Santa Barbara	

**2. RESOLUTION NO. 735 – CONFIRMATION OF LOCAL EMERGENCY - RATIFICATION OF GOVERNOR NEWSOM’S DECLARED STATE OF EMERGENCY (HEALTH AND SAFETY)**

Ms. Gingras introduced Resolution No. 735 for Board approval. A Board discussion followed with input and advice from Counsel which resulted in amendments to the Resolution.

Director Hanson motioned to approve the Resolution as amended. Director Sneddon seconded and the motion carried unanimously with a vote of six in favor.

**Ayes:** Sneddon, Hayman, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:**

### 3. PUBLIC COMMENT

There was no public comment.

### 4. CONSENT AGENDA

- a. Minutes of September 27, 2021 Regular Board Meeting
- b. Investment of Funds
  - Financial Reports
  - Investment Reports
- c. Review of Paid Claims

Ms. Gingras presented the Consent Agenda for approval and invited Mr. Lyons to provide financial report comments. Mr. Lyons reviewed revenues collected and drew Board attention to various expenditures, including remittances to CalPortland, the USGS Stream Gauge quarterly payment, the final payment for the modular buildings and the Safety of Dams pass-through payments.

Director Hanson put forth a motion to approve the Consent Agenda items, followed by a second from Director Hayman. The motion passed unanimously with a vote of six in favor.

**Ayes:** Sneddon, Hayman, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:**

### 5. VERBAL REPORTS FROM BOARD COMMITTEES

- ***Fisheries Committee Meeting – October 15, 2021*** – Director Hanson reported that the Fisheries committee has forwarded the purchase of monitoring equipment to the Board with a recommendation to approve. She noted that the committee received updates on the other committee agenda items and expects the stream gauge contract amendment to return to committee after review by Reclamation.
- ***Operations Committee Meeting - October 21, 2021*** – Director Sneddon reported that the Operations committee has forwarded items 3a, 3d and 3e of the committee agenda to the Board with recommendations to approve at this meeting. She noted that the Board would receive updates on the other items in staff reports.

### 6. FINANCIAL REVIEW – 1<sup>ST</sup> QUARTER FISCAL YEAR 2021-22

Mr. Lyons provided a recap of COMB's financial activities for the first quarter of Fiscal Year 2022-22. Directing the Board's attention to the PowerPoint presentation included in the packet, he reviewed sources of revenues collected, followed by analysis of the divisional results as compared to the budget. Mr. Lyons provided explanation for budget variances where appropriate. Finally, he reviewed the revised calculation for the Renewal Fund obligation for Water Year 2021-22 pursuant to the Cachuma Project Master Renewal Contract.

### 7. CARPINTERIA VALLEY WATER DISTRICT (CVWD) DRAFT COOPERATIVE AGREEMENT

Mr. Degner presented the Board with the draft Cooperative Agreement and provided historical and recent background pertaining to the proposed plan for rehabilitation of the lower reach of the South

Coast Conduit. He advised that COMB and Carpinteria Valley Water District (CVWD) have developed a plan that is to their mutual benefit, each assuming a portion of the work and incurring an equal share of the costs. Staff informed the Board that a final version of the cooperative agreement will be presented to the Board at their next meeting for approval.

**8. INFRASTRUCTURE IMPROVEMENT PROJECT (IIP) – SECURED PIPELINE PROJECT CONTRACT ADDENDUM**

Mr. Degner presented staff memorandum requesting a contract addendum with Makai Ocean Engineering (Makai) for additional engineering services and bid phase support for remaining tasks. Staff has requested Makai to continue the secured pipeline design investigation which includes reviewing the 2021 bathymetric survey to ascertain whether the new survey results might impact/change the original design.

President Holcombe motioned to approve the contract addendum in the amount specified. The motion was seconded by Director Sneddon and carried with a vote of six in favor.

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

**9. IIP – PROPOSED MOBILE OFFICE BUILDING CONTRACT ADDENDUM**

Ms. Gingras presented the staff memo requesting approval to enter into a contract addendum with Atlas Performance, Inc. (API) to purchase and install a 480 square foot mobile office building for the Accounting Division. Ms. Gingras indicated that a recent inspection of the existing building uncovered a deterioration of the roof, as well as, termite infestation. She noted that sufficient funding for this project is contained in the current budget.

Director Sneddon put forth a motion to approve the contract, followed by a second from Director Hayman. The motion carried with a vote of six in favor.

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

**10. PROPOSED PURCHASE OF FISHERIES DIVISION EQUIPMENT**

Mr. Robinson presented the Board with a multi-year plan to purchase PIT (Passive Integrated Transponder) tag tracking equipment that would allow COMB to track PIT tagged fish which have already been tagged and released in the lower Santa Ynez River basin by California Department of Fish and Wildlife. He outlined the steps to be taken in each year, beginning with a feasibility study at Hilton Creek, requiring the purchase of a handheld reader and external antenna, followed by additional purchases in subsequent years.

Director Hanson put forth a motion to approve the purchase of equipment. Director Sneddon seconded and the motion passed with a unanimous vote of six in favor.

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

## **11. GENERAL MANAGER REPORT**

- Administration
- Virtual Meetings

Ms. Gingras summarized the topics within her report, highlighting AB 361 and COVID 19 data compiled by staff as well as an update on the Alisal Fire, noting measures taken to prevent Aquatic Invasive Species contamination by aircraft drafting from local reservoirs. She provided a table of contracts executed during the last quarter and recapped the Santa Barbara County Office of Emergency Management meeting attended by staff.

## **12. ENGINEER'S REPORT**

- Climate Conditions
- Lake Elevation Projections
- Alisal Fire
- Infrastructure Improvement Projects

Mr. Degner presented the Engineer's report with an update on climate conditions and lake elevation. With continued dry conditions, he reported that the Secured Pipeline could be installed in 2022 as early as April or May. As well, he noted that the recent storm will moderate wildfire concerns but was not sufficient to produce runoff into the reservoirs. Finally, he reviewed the Infrastructure Improvement Projects briefly.

## **13. OPERATIONS DIVISION REPORT**

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. King presented the Operations Division report, noting staff's recent monitoring of several construction projects to ensure protection of the conduit, as well as various ongoing operations, including structure maintenance. He reported that staff will continue the work on the ADA ramp to the mobile offices and begin construction of the overhead deck cover.

## **14. FISHERIES DIVISION REPORT**

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

Mr. Robinson presented the Fisheries Division report with an update on target flows to Hilton Creek and the Highway 154 Bridge. He reported the completion of the Water Rights 89-18 release with compliments to the Parent District for its management of the release. As well, he advised that Reclamation tightened flanges on the Hilton Creek Emergency Backup System pipeline to stop observed leakage. Otherwise, Mr. Robinson stated that normal monitoring and BiOp mandated activities are ongoing.

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

- Maintenance and Monitoring

Mr. Robinson reviewed the Oak Tree Program staff memo, highlighting an early start to the planting season and the collection of acorns for propagation. He informed the Board of a donation by Mr. Kenneth Knight of one hundred trees, to be incorporated into the mitigation inventory. Mr. Robinson advised that COMB staff will assist in the planting operations of the donated trees.

**16. MONTHLY CACHUMA PROJECT REPORTS**

- a. Cachuma Reservoir Current Conditions
- b. Lake Cachuma Quagga Survey

Ms. Gingras presented the Cachuma Project reports and noted the deliberate omission of the Cachuma Water reports due to a few anomalies that need to be resolved prior to the end of the Water Year. She advised that they will be included in the next set of monthly reports.

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

President Holcombe requested that the Directors be sent the amended resolution language as per Item No. 2 of this agenda, in advance of the November 15, 2021 regular Board Meeting.

**18. [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 convened the Closed Session at 3:38 PM.

**19. RECONVENE INTO OPEN SESSION**

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

- 18a. 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 reconvened into Open session at 3:47 PM. There was no reportable action.

**20. MEETING SCHEDULE**

- **November 15, 2021 at 9:00 AM**
- **Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)**

Ms. Gingras noted the addition of a Special Board Meeting on November 8, 2021 at 1:00 PM.

**22. COMB ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:52 PM.

Respectfully submitted,

*Janet Gingras*  
Janet Gingras (Dec 15, 2021 11:25 PST)  
Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

**APPROVED:**

*Polly Holcombe*  
Polly Holcombe (Dec 15, 2021 11:38 PST)  
Polly Holcombe, President of the Board