

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

**Monday, April 25, 2022
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.

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
Edward Lyons, Administrative Manager/CFO
Joel Degner, Engineer/Operations Division Manager

Tim Robinson, Fisheries Division Manager
Dorothy Turner, Administrative Assistant

Others Present:

Joshua Haggmark, City of Santa Barbara
Catherine Taylor, City of Santa Barbara

Stephen Torigiani, Young, Wooldridge LLP
Matt Young, COSB Water Agency

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

- a. Minutes of March 28, 2022 Regular Board Meeting
- b. Investment of Funds
 - Financial Reports
 - Investment Reports
- c. Review of Paid Claims

Ms. Gingras presented the Consent Agenda items and asked Mr. Lyons to review the Paid Claims report. Mr. Lyons drew the Board's attention to various paid claims of note, including remittances to Hudson Waterproofing, Integra Chemical Co., Westfork Environmental, Atlas Performance Industries and Reclamation. He fielded questions from the Board.

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

Ayes: Hayman, Hanson, Holcombe

Nays:

Absent: Sneddon

Abstain

4. VERBAL REPORTS FROM BOARD COMMITTEES

- *Administrative Committee Meeting – April 14, 2022* – President Holcombe reported that the committee had received a third quarter financial review and held a discussion regarding the continued state of emergency, both of which will be presented to the Board during this meeting.
- *Special Operations Committee Meeting – April 19, 2022* – Director Sneddon state that the committee had received information regarding the purchase a new Operations vehicle which is included in this agenda with a recommendation to approve.

5. RESOLUTION NO. 747 – CONFIRMATION OF LOCAL EMERGENCY - ACKNOWLEDGEMENT OF GOVERNOR NEWSOM’S DECLARED STATE OF EMERGENCY (HEALTH AND SAFETY)

Ms. Gingras presented this item, providing a summary of the recent statistics surrounding the incidence of COVID-19 and concerns regarding staffing. A lengthy discussion followed among the Board members.

Director Hanson provided a motion to approve the resolution regarding the state of emergency. Director Sneddon seconded and the motion carried with a vote of five aye votes and one nay vote.

Ayes: Sneddon, Hanson, Holcombe

Nays: Hayman

Absent:

Abstain

6. FINANCIAL REVIEW – 3RD QUARTER FY 2022

Mr. Lyons shared his presentation of the third quarter financial review with the Board. He reviewed revenues received during the quarter as well as expenditures by division. He provided explanation for any variances in comparison to the budget and noted that fourth quarter forecasts are based on Fiscal Year 2022-23 budgeting efforts currently under way. Finally, Mr. Lyons reviewed the status of the various Administrative Division’s deliverables.

7. RATIFICATION OF ADDENDUM TO EMERGENCY ENGINEERING CONTRACT – ORTEGA RESERVOIR REPAIR

Mr. Degner provided the Board with a review of the emergency situation that arose at Ortega Reservoir and the mitigation and repair efforts undertaken by staff and contractors. Due to the emergency nature of the incident, it was necessary to come back to board to ratify certain expenses that exceeded

expectations. Mr. Degner provided support for the additional expenses and fielded comments from Board Members.

Director Sneddon motioned to ratify the additional expense. Director Hanson seconded the motion which passed unanimously with a vote of six in favor;

Ayes: Sneddon, Hayman, Hanson, Holcombe

Nays:

Absent:

Abstain

8. OPERATIONS DIVISION REPLACEMENT FLEET VEHICLE PURCHASE

Mr. Degner presented this item to replace the 2007 Chevy Silverado, which is unsafe for its intended use. The division is in need of a dedicated vehicle capable of towing heavy equipment. He requested approval to purchase one or the other of two quoted vehicles and noted that the National Auto Fleet Group vehicle was preferred, which, if available will be less costly. As well, he described several anticipated advantages to the new vehicle, including fuel efficiency and bio-diesel compatibility. Ms. Gingras also advised the Board that the 2007 Silverado will be offered at public auction in order to recoup some of the cost.

Director Hayman motioned to approve the purchase not to exceed \$85,000, followed by a second from Director Sneddon. The motion carried with a vote of six in favor.

Ayes: Sneddon, Hayman, Hanson, Holcombe

Nays:

Absent:

Abstain

9. GENERAL MANAGER REPORT

- Administration
- Meetings
- 2021-2022 Accomplishments / Internal Goals

Ms. Gingras presented her General Manager report, highlighting the status of the annual operating budget, the imminent demolition of the accounting trailer, contracts executed during the third quarter and meetings attended by staff. She included her annual list of COMB prior year accomplishments and goals for 2022-23. Ms. Gingras noted receipt of the DDW permit and advised that grant funding reporting for the secured pipeline was already under way. She fielded comments of appreciation from the Board with respect to the list of accomplishments and goals.

10. ENGINEER'S REPORT

- Climate Conditions and Water Quality
- Lake Elevation Projections
- La Mirada Line Valve Project
- Infrastructure Improvement Projects

Mr. Degner presented the Engineer's report which highlighted climate conditions and their impact on lake elevation, water quality, deployment of the EPPF. as well as the anticipated secured pipeline project. He advised the Board of the estimated amount of the Parent District's water rights release. Mr.

Degner provided an update on the bid status for the Secured Pipeline project, noting modifications needed to the permits. Additionally, he reported that the La Mirada project was complete and had gone smoothly. Staff's current focus is now routine structure maintenance, weed abatement and the SCADA server upgrade. Finally he noted that the Schedule F AVAR BO shutdown had been deferred to November, 2022. Mr. Degner fielded questions from the Board.

11. OPERATIONS DIVISION REPORT

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Degner presented the Operations Division report noting that staff had been very busy with construction projects. He reported that staff had been staged on or near the construction sites for oversight as well as availability should an unexpected event occur requiring assistance. Operations staff is now catching up on routine tasks. He reported that valve exercising has been under way and elaborated on the final tasks surrounding the completion of the Ortega pipeline repair. Mr. Degner fielded comments from the Board.

12. FISHERIES DIVISION REPORT

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

Mr. Robinson presented the Fisheries Division report, first clarifying for the Board that permits for the Emergency Pumping Facility apply to the entire project which includes the modifications required for the Secured Pipeline. He noted that target flows to Hilton Creek continue to maintain the fishery. Mr. Robinson reported COMB has secured landowner permissions to install the planned USGS flow monitoring station upstream of the Highway 154 Bridge which will improve the accuracy of target flow measurements and water quality monitoring. The next step is to secure the required permits. Finally he noted the end of the trapping season and summarized the normal monitoring activities as well as reporting the recent hiring of two new seasonal staff. Mr. Robinson fielded questions from the Board.

13. PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM

- Maintenance and Monitoring

Mr. Robinson, in presenting the Oak Tree report, commented once again that the lack of recent rain requiring staff to continue irrigation efforts. Additionally, he noted that the participants in a recent large event at Live Oak Campground successfully took care to protect the new oak tree seedlings recently planted by staff.

14. MONTHLY CACHUMA PROJECT REPORTS

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

Ms. Gingras commented that CCWA continues to deliver water from the State Water Project to Cachuma Lake. She advised that the water reports represented an otherwise unexceptional month.

15. DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING

There were no agenda requests from directors.

16. [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 3:15 PM.

17. [CLOSED SESSION]: ANNUAL PERFORMANCE REVIEW

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

18. [CLOSED SESSION]: CONFERENCE WITH LABOR NEGOTIATORS

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

19. RECONVENE INTO OPEN SESSION

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

- 16a. Potential Litigation: Conference with Legal Counsel
17a. Annual Performance Review – General Manager
18a. Conference with Labor Negotiators

The Board reconvened into Open Session at 3:47 PM. Mr. Carter reported out of Closed Session as follows:

With respect to Item #16a there was no reportable action.

With respect to Item #17a there was no reportable action.

With respect to Item #18a the Board President was directed to negotiate and speak with the General Manager regarding the proposed labor agreement.

20. MODIFICATION OF GENERAL MANAGER'S COMPENSATION

President Holcombe thanked Janet Gingras, General Manager, for her stellar leadership, hard work and prolific accomplishments. President Holcombe advised that the Board intends to extend Ms. Gingras' contract term through 2026. Director Hanson, with enthusiasm, put forth the motion to extend the contract followed by an equally enthusiastic second from Director Sneddon. The motion carried unanimously with a vote of six in favor.

Ayes: Sneddon, Hayman, Hanson, Holcombe

Nays:

Absent:

Abstain

President Holcombe then advised Ms. Gingras that the Board was happy to increase Ms. Gingras' salary by 5.17%, effective April 1, 2022. Director Sneddon motioned to approve the increase. Director Hanson seconded the motion which carried unanimously with a vote of six in favor.

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

21. MEETING SCHEDULE

- **Special Board Meeting – May 12, 2022 at 10:00 AM**
- **Regular Board Meeting – May 23, 2022 at 1:00 PM**
- **Board Packages available on COMB website www.cachuma-board.org**

22. COMB ADJOURNMENT

There being no further business, the meeting was adjourned at 3:56 PM.

Respectfully submitted,

Janet Gingras
Janet Gingras (May 24, 2022 13:56 PDT)
Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

APPROVED:

Polly Holcombe
Polly Holcombe (May 24, 2022 16:08 PM)
Polly Holcombe, President of the Board