

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

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

**Monday, January 28, 2019
1:00 PM**

1. CALL TO ORDER, ROLL CALL

The meeting was called to order at 1:00 PM by Vice-President Hanson, who chaired the meeting.

Those in attendance were:

Directors Present:

Lauren Hanson, Goleta Water District
Kristen Sneddon, City of Santa Barbara
Polly Holcombe, Carpinteria Valley Water District
Cory Hayman, Alternate, 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, Water Resources Engineer
David Flora, Jr. Water Service Worker III (Lead)

Dave Stewart, Operations Division Manager
Tim Robinson, Fisheries Division Manager
Dorothy Turner, Administrative Assistant II

Others Present:

Fray Crease, SB Water Agency
Kelley Dyer, City of Santa Barbara
Charles Hamilton, Resident

Nina Pisani, Bartlett, Pringle Wolf, LLP
Else Wolff, SY River Water Conservation District

2. INTRODUCTION OF NEW DIRECTOR

Vice-President Hanson welcomed Alternate Director Cori Hayman of the Montecito Water District and invited her to introduce herself to the Board, staff and public. Director Hayman summarized her recent election to the Montecito Water Board, her professional background, and her community involvement. Director Hanson expressed welcome on behalf of the Board members.

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONSENT AGENDA**

- a. Minutes of November 16, 2018 Special Board Meeting
- b. Minutes of November 26, 2018 Regular Board Meeting
- c. Investment of Funds
 - Financial Reports
 - Investment Reports
- d. Review of Paid Claims

Ms. Gingras presented the Consent Agenda items. Director Hanson announced that items “a” and “b” would be addressed in a separate motion in order to allow Director Hayman to abstain. Director Holcombe made a motion to approve items “a” and “b” of the Consent Agenda, followed by a second from Director Sneddon. The motion passed unanimously with a vote of five in favor and one abstention.

Ayes: Sneddon, Holcombe, Hanson

Nays:

Absent:

Abstain: Hayman

Ms. Gingras presented items “c” and “d”, clarifying certain items in the Payment of Claims report. She fielded questions from the Board. Director Holcombe made a motion to approve items “c” and “d” of the Consent Agenda, motion seconded by Director Sneddon. The motion passed unanimously with a vote of six in favor.

Ayes: Sneddon, Hayman, Holcombe, Hanson

Nays:

Absent:

Abstain:

5. **VERBAL REPORTS FROM BOARD COMMITTEES**

Ms. Gingras introduced each of the reports from the Board committees, noting that items are addressed in the Board meeting agenda.

- ***Fisheries Committee Meeting – January 11, 2019:*** Director Holcombe summarized the Committee Meeting items, as provided in the agenda.
- ***Administrative Committee Meeting – January 18, 2019:*** Director Holcombe summarized the Committee Meeting items, as provided in the agenda, noting that the meeting was robust and extremely productive.

6. **FISCAL YEAR 2018-19 MID-YEAR ELECTIONS**

- a. Election of President
- b. Election of Vice-President

Director Hanson introduced the topic and nominated Director Holcombe for the office of President, calling for any other nominations. As there were none, nominations were closed. Director Hanson called for a vote, resulting in the unanimous election of Director Holcombe as President of the Board.

Ms. Gingras confirmed with Director Hanson that there was no need for an election for the office of Vice-President, as Director Hanson will fulfill her term.

7. MID-YEAR BANKING RESOLUTIONS

- a. Resolution No. 677 Authorizing Investment of Monies in the Local Agency Investment Fund
- b. Resolution No. 678 Establishing a Supplemental Account Agreement for Telephone Transfers
- c. Resolution No. 679 Authorizing Signatories for General Fund Account at American Riviera Bank
- d. Resolution No. 680 Authorizing Signatories for Revolving Fund Account at American Riviera Bank
- e. Resolution No. 681 Authorizing Signatories for Trust Fund and Renewal Fund Accounts at American Riviera Bank

Ms. Gingras presented resolutions 677 through 681 as provided in the Board packet. Director Holcombe made a motion to approve the resolutions as presented, motion seconded by Director Sneddon. The motion passed unanimously with six in favor.

Ayes: Sneddon, Hayman, Holcombe, Hanson

Nays:

Absent:

Abstain:

8. TOTAL COMPENSATION SYSTEMS, INC. PRESENTATION OF OTHER POST EMPLOYMENT BENEFITS (OPEB) ACTUARIAL STUDY (2018)

Ms. Gingras introduced Mr. Geoffrey Kischuk with Total Compensation Systems, Inc., via conference phone, to present a slide show on Other Post-Employment Benefits (OPEB) Actuarial Study with a measurement date of June 30, 2018. Mr. Kischuk provided the Board with an overview of the valuation approach, results and assumptions contained therein, as well as recent changes in OPEB accounting standards. He fielded questions from the Board. Director Holcombe motioned that the OPEB Actuarial Study be received and filed. Director Sneddon seconded the motion which passed unanimously with six in favor.

Ayes: Sneddon, Hayman, Holcombe, Hanson

Nays:

Absent:

Abstain:

9. BARTLETT, PRINGLE WOLF, LLP PRESENTATION OF COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) – FISCAL YEAR ENDING JUNE 30, 2018

Ms. Gingras provided an overview of the Comprehensive Annual Financial Report (CAFR) and introduced Ms. Nina Pisani of Bartlett, Pringle & Wolf, LLP (BPW) to present the CAFR report for

fiscal year ending June 30, 2018 in further detail. Ms. Pisani presented highlights of the financial section of the report. Mr. Lyons then followed and reviewed the statistical section of the report. Mr. Lyons and Ms. Pisani fielded questions from the board. Ms. Pisani summarized the content of the Letter of Required Communications. Directors Sneddon and Holcombe were complimentary to staff for producing another clean audit and CAFR.

Director Hanson asked staff to bring the finalized copy of the CAFR to the next board meeting for receipt and filing, stating that the action for this agenda item will address only the annual constructive return contained in staff's recommendation. Director Holcombe motioned that unexpended funds be returned to the member agencies. The motion was seconded by Director Sneddon. Ms. Gingras suggested that the returns be delayed until receipt of the California Department of Fish and Wildlife (CDFW) grant funds for crossings five and nine. Director Holcombe amended the motion to return the unexpended funds to member agencies, pending receipt of the grant funds. The motion was seconded by Director Sneddon and passed unanimously, as amended, with six in favor.

Ayes: Sneddon, Hayman, Holcombe, Hanson

Nays:

Absent:

Abstain:

10. **CALIFORNIA STATE CONTROLLERS REPORT FOR FISCAL YEAR ENDING
JUNE 30, 2018**

Ms. Pisani (BPW) presented the report as provided in the board packet. Director Holcombe made a motion to receive and file the COMB State Controller Report. The motion was seconded by Director Sneddon and passed unanimously with six in favor.

Ayes: Sneddon, Hayman, Holcombe, Hanson

Nays:

Absent:

Abstain:

11. **FINANCIAL REVIEW – 2ND QUARTER FISCAL YEAR 2018-19**

Mr. Lyons presented his Power Point slides covering the second quarter of Fiscal Year 2018-19. He reviewed revenues and expenditures, explaining variances from budget within each division. In addition, he summarized upcoming deliverables. Director Holcombe motioned that the financial review be received and filed. Seconded by Director Sneddon, the motion passed unanimously with six in favor.

Ayes: Sneddon, Hayman, Holcombe, Hanson

Nays:

Absent:

Abstain:

12. **RESOLUTION NO. 682 – ACCEPTANCE OF GRANT AGREEMENT WITH CALIFORNIA
DEPARTMENT OF FISH AND WILDLIFE FOR THE FISH PASSAGE IMPROVEMENT AT
QUIOTA CREEK CROSSING NUMBER EIGHT**

Mr. Robinson presented the California Department of Fish and Wildlife (CDFW) Grant Agreement to provide funding for the Fish Passage Improvement Project Crossing No. 8, in the amount of \$1,010,700.

Following discussion, Director Holcombe motioned that the grant agreement be accepted after legal review and approval. Director Hanson seconded the motion which passed unanimously with six in favor.

Ayes: Sneddon, Hayman, Holcombe, Hanson

Nays:

Absent:

Abstain:

13. **GENERAL MANAGER REPORT**

- Administrative Division Accomplishments / Internal Goals
- Water Resources Engineer Accomplishments / Internal Goals
- Operations Division Accomplishments / Internal Goals
- Fisheries Division Accomplishments / Internal Goals

Ms. Gingras presented her report as provided in the board packet. The report contained a comprehensive list of 2018 activities, accomplishments and goals for each division, highlighting the upcoming 2019-2020 upcoming budget, contracts executed by the General Manager, awards received from ACWA/JPIA and various other items. The Board complimented staff on their broad scope of work and accomplishments.

14. **WATER RESOURCES ENGINEER REPORT**

- Forecasted Lake Elevations - Cachuma Conveyance Operations
- Climate Conditions
- Tecolote Tunnel Inspection
- Infrastructure Improvement Project Status

Mr. Degner presented his report as contained in the Board packet, highlighting spill conditions from Gibraltar Reservoir resulting from the recent storm activity. He provided an update on the estimated timing of installing the Emergency Pumping System as related to lake elevations and supply demands. He fielded questions from the board. Additionally, Mr. Degner noted that evaporation measurements have aligned to historic rates due to wildlife abatement measures taken to protect the evaporation pan.

Mr. Degner reported on the December Lake Cachuma Tecolote Tunnel Inspection Walk-Through and provided an update on the condition of the tunnel. He fielded questions from the board. Finally, Mr. Degner provided a recap of the status of ongoing infrastructure projects.

15. **OPERATIONS DIVISION REPORT**

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Flora presented his report as provided in the board packet, highlighting the shutdowns for maintenance and rehabilitation of the conduit, the completion of annual exercising of valves, as well as ongoing winterizing tasks. There were no questions from the board.

16. **FISHERIES DIVISION REPORT**

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

Mr. Robinson provided an update on Hilton Creek and the Hilton Creek Watering System. Additionally, Mr. Robinson reported that the lagoon at the mouth of the Santa Ynez River is open and annual migrant fish trapping has begun. He further advised that Quiota Creek Crossings 5 and 9 were completed and work is scheduled to begin this year on Crossing 8.

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

- Maintenance and Monitoring

Mr. Robinson presented his report as provided in the Board packet, reporting that 300 oak trees were planted during December 2018. Additionally he presented a poster which detailed the Oak Tree Program, noting that the poster has been displayed at recent conferences and had received positive feedback.

18. **MONTHLY CACHUMA PROJECT REPORTS**

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

Ms. Gingras presented the monthly Cachuma Project reports to the Board for its information. There were no questions.

19. **2019 COMB REGULAR BOARD MEETING CALENDAR**

Ms. Gingras presented the 2019 calendar of regular Board meetings to the Directors for their information.

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

There were no requests from Board members.

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

- a. [Government Code Section 54956.9(d)(2)]
Name of matter: Right-of-Way / Access claims re: Reclamation Property

The board went into Closed Session at 3:45 PM

22. **RECONVENE INTO OPEN SESSION**

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

The board came out of Closed Session at 4:36 PM.

Item #22 a – There was no reportable action.

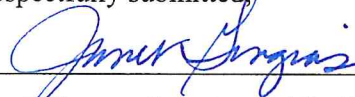
23. **MEETING SCHEDULE**

- February 25, 2019 at 1:00 PM, COMB Office
- Board Packages available on COMB website www.cachuma-Board.org

24. **COMB ADJOURNMENT**

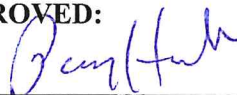
There being no further business, the meeting was adjourned at 4:40 PM.

Respectfully submitted,



Janet Gingras, Secretary of the Board

APPROVED:



Polly Holcombe, President of the Board

√	<i>Approved</i>
	<i>Unapproved</i>