

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

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**Monday, June 27, 2022  
1:00 PM**

**MINUTES**

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

The regular meeting of the Board of Directors was called to order by President Holcombe at 1:03 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

**Directors Absent:**

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	Tim Robinson, Fisheries Division Manager
Joel Degner, Engineer/Operations Division Manager	Dorothy Turner, Administrative Assistant

**Others Present:**

Catherine Taylor, City of Santa Barbara	Matt Young, COSB Water Agency
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**2. PUBLIC COMMENT**

There was no public comment.

**3. RESOLUTION NO. 752 – CONFIRMATION OF LOCAL EMERGENCY -  
ACKNOWLEDGEMENT OF GOVERNOR NEWSOM’S DECLARED STATE OF  
EMERGENCY (HEALTH AND SAFETY)**

Ms. Gingras presented Resolution No. 752 for consideration. Members of the Board commented briefly.

Direct Hanson motioned to approve the resolution, followed by a second from Director Sneddon. The motion carried with a vote of five in favor.

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

#### 4. CONSENT AGENDA

- a. Minutes of May 12, 2022 Special Board Meeting
- b. Minutes of May 23, 2022 Regular Board Meeting
- c. Investment of Funds
  - Financial Reports
  - Investment Reports
- d. Review of Paid Claims

Ms. Gingras presented the consent agenda items, referencing minutes for both the special and regular May meetings. Mr. Lyons reviewed revenues and expenditures of note, including receipt of the fourth quarter O&M budget assessments and remittances to Peter Lapidus, Atlas Performance Group. Tierra Contracting and Cushman Contracting, among others.

Director Hanson provided the motion to approve the Consent Agenda items. Director Sneddon seconded and the motion carried with a vote of five in favor.

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

#### 5. VERBAL REPORTS FROM BOARD COMMITTEES

- *Administrative Committee Meeting – June 16, 2022* – President Holcombe, referring to the committee agenda, advised that the two items were included in today’s agenda.

#### 6. FISCAL YEAR 2022-23 ELECTIONS AND APPOINTMENTS OF CACHUMA OPERATION AND MAINTENANCE BOARD

- a. Election of President
- b. Election of Vice-President
- c. Appointment of ACWA/JPIA Representative and Alternate
- d. Appointment of General Counsel
- e. Appointment of Secretary of the Board
- f. Appointment of Treasurer /Auditor-Controller

Ms. Gingras introduced the annual elections and appointments and passed the item to the members for discussion.

- a. Director Sneddon nominated President Holcombe to serve as President for the 2022-23 term and provided the requisite motion. Director Hanson seconded the motion which carried with a vote of five in favor.

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

- b. President Holcombe nominated Director Sneddon to serve as Vice President for the 2022-23 term and provided the requisite motion. Director Hanson seconded the motion which carried with a vote of five in favor.

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

With respect to items c. through f., nominations for appointments were as follows:

ACWA/JPIA Representative – President Holcombe  
General Counsel – William Carter  
Secretary of the Board – Janet Gingras  
Treasurer/Auditor-Controller – Edward Lyons

Director Sneddon moved to appoint the positions as nominated, followed by a second from Director Hanson. The motion carried with a vote of five in favor.

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

**7. RESOLUTION NO. 753 – ADOPTION OF COMB 2022 SUSTAINABILITY PLAN**

Ms. Gingras introduced the Sustainability Plan and asked Mr. Lyons to comment on the edits since the Board's last review of the plan. Mr. Lyons noted that the edits were made in response to board comments and concerned the definition of climate change and the description of what COMB's role is in regard to climate change response. He fielded comments from the Board as well as a request to include in the document mention of the \$2.25 million dollar grant that COMB received from the Department of Water Resources Urban and Multi-benefit Drought Relief Program.

Director Sneddon motioned to approve the Plan with the addition of the aforementioned grant. Director Hanson seconded the motion which passed with a vote of five in favor.

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

**8. RESOLUTION NO. 754 – ADOPTION OF REVISED PROCUREMENT POLICY**

Ms. Gingras introduced the Revised Procurement Policy, reviewing the points outlined in the memorandum that supported the proposed changes. Mr. Lyons noted that COMB is unique in that purchases may be large, only available from single sources and more difficult to obtain in a timely

fashion. He stated that this revision is intended to reduce potential delays and increase COMB's efficiency.

Director Hanson motioned to adopt the revision of the procurement policy, followed by a second from Director Sneddon. The motion carried with a vote of five in favor.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain**

## **9. GENERAL MANAGER REPORT**

- Administration
- Virtual Meetings
- Staff Professional Development

Ms. Gingras presented the General Manager report, highlighting COMB's annual risk assessment review and COMB's attendance at the recent IRWMP meeting. She reported that Mr. Papen presented the pumping barge project at the IRWMP meeting. The project is now in the hands of the IRWMP sub-committee for scoring. Finally, Ms. Gingras reported, with pride, that COMB now has two certified D3 operators and three D2 operators. She fielded various positive comments from the Board.

## **10. ENGINEER'S REPORT [Do we need to include this much detail?]**

- Climate Conditions
- Wildfire Risks
- Water Quality
- South Coast Conduit Right-of-Way Survey
- Lake Elevation Projection
- Infrastructure Improvement Projects

Mr. Degner presented the Engineer's report, providing the climate update and noting the commensurate increase in wildfire risk. Lake levels continue to drop so COMB is now drafting warmer water above the thermocline through gate four. Mr. Degner mentioned that COMB has seen signs of an algal bloom and is awaiting results from sampling. He provided updates for the division, including status of the ROW survey and the ongoing IIP projects. Mr. Degner noted that construction of the secured pipeline is targeted to begin after September 1<sup>st</sup> and complete by the end of December 2022. Finally, he reported that contracts will go out this week for the Secured Pipeline project. Mr. Degner fielded comments, questions and suggestions from the Board.

## **11. OPERATIONS DIVISION REPORT**

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. King presented the Operations Division report, advising that annual structure maintenance is underway. As well, he reported the status of various projects, including the SCADA work, clearing of vegetation and the South Coast Conduit lateral rehabilitation. Finally, Mr. King advised the Board that the 2015 Chevy Silverado had sold at auction for a competitive price, news which the Board happily received.

## **12. FISHERIES DIVISION REPORT**

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

Mr. Robinson presented the Board with the target flow updates, noting that lake levels have reduced flow to Hilton Creek to .91 cubic feet per second. Mr. Robinson reported the status of the expected downstream water rights release and its potential impact on the fisheries as well as the status of the stream gauge station to be installed upstream of the Highway 154 bridge. In response to questions from the Board, he elaborated on the impact of the water rights release on the fisheries.

## **13. PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM**

- Maintenance and Monitoring

Mr. Robinson presented the Oak Tree report, stating that irrigation is ongoing as conditions remain dry. He complimented Cachuma Park's manager for the initiative taken in the placement of logs in front of the oak trees to protect them from vehicular damage.

## **14. MONTHLY CACHUMA PROJECT REPORTS**

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

Ms. Gingras presented the Cachuma Project reports, noting that they were routine. She advised that COMB has shared the Lake Elevation Projection Model with Reclamation and the County of Santa Barbara.

## **15. DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING**

There were no requests from directors for future agenda items.

## **16. [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
- b. [Government Code Section 54956.9(d)(1)] Potential Litigation: Conference with Legal Counsel

The Board adjourned to Closed Session at 2:11 PM

## **17. RECONVENE INTO OPEN SESSION**

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

16a. 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

16b. Potential Litigation: Conference with Legal Counsel

The Board reconvened into Open Session at 2:39 PM. There was no reportable action.

**18. MEETING SCHEDULE**

- **July 25, 2022 at 1:00 PM**
- **Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)**

**19. COMB ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:40 PM.

Respectfully submitted,

*Janet Gingras*

Janet Gingras (Aug 2, 2022 07:44 PDT)  
Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

**APPROVED:**

*Polly Holcombe*

Polly Holcombe (Aug 2, 2022 10:36 PDT)  
Polly Holcombe, President of the Board