

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

*held at*

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

**Monday, February 26, 2024  
1:00 PM**

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**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.

**Directors Present:**

Polly Holcombe, Carpinteria Valley Water District  
Lauren Hanson, Goleta Water District  
Cori Hayman, Montecito Water District  
Kristen Sneddon, City of Santa Barbara

**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

Shane King, Ops Supervisor/Chief Distribution Operator  
Elijah Papen, Senior Program Analyst  
Rosey Bishop, Administrative Assistant II  
Dorothy Turner, Administrative Assistant II

**Others Present:**

Alex Pappas, SYRWCD (Parent District)  
Dakota Corey, City of Santa Barbara  
Dana Hoffenberg, City of Santa Barbara

Matthew Scrudato, COSB Water Agency  
Matt Young, COSB Water Agency

**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

- a. Minutes of January 22, 2024 Regular Board Meeting
- b. Investment of Funds
  - Financial Reports
  - Investment Reports
- c. Review of Paid Claims

Ms. Gingras presented the Consent Agenda Minutes and invited Mr. Lyons to comment on the Financial reports. Mr. Lyons reviewed revenues received and provided background for various expenditures of note, including Rain for Rent, the unexpended funds remittances to the COMB Member Agencies and the payment of the water rights fees for Bradbury and Lauro reservoirs.

President Holcombe asked for a motion to approve the Consent Agenda which was provided by Director Hayman, followed by a second from Director Hanson. The motion carried unanimously with a vote of six in favor.

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

**Nays:**

**Absent:**

**Abstain:**

**4. VERBAL REPORTS FROM BOARD COMMITTEES**

- Administrative Committee Meeting – February 6, 2024
- Operations Committee Meeting – February 15, 2024

President Holcombe advised that items discussed during the Administrative Committee are included in this agenda based on the committee recommendation to move them forward to the Board.

Director Sneddon recapped the Operations Committee meeting and noted that the committee supported moving the agenda item forward to the Board with some minor edits.

**5. RESOLUTION NO. 795 – DECLARATION OF LOCAL EMERGENCY – FEBRUARY 2024 WINTER STORMS**

Ms. Gingras introduced the resolution, noting that it would facilitate potential FEMA funding for repairs of damages sustained in the recent storms. Mr. Degner presented a series of slides documenting the damages sustained. He discussed the repairs needed or completed, in particular, the washouts at the unimproved areas of the Lauro Bypass Channel and debris basins. He fielded questions and comments from the Board.

Director Hanson moved to approve the declaration of emergency. Director Sneddon seconded the motions which passed unanimously with a vote of six in favor.

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

**Nays:**

**Absent:**

**Abstain:**

**6. FINANCIAL REVIEW – 2<sup>ND</sup> QUARTER FISCAL YEAR 2023-24**

Mr. Lyons shared his presentation of the second quarter financial review with the Board. He recapped revenues received during the quarter. He provided explanation for any variances as compared to the budgets for each division and noted that certain offsets to expenditures were included in the calculations. Noting that numbers for quarters one and two were actual results, he provided forecasted estimates of the expected budgetary position for the end of the current fiscal year. Mr. Lyons reviewed the status of the Administrative Division's deliverables and fielded questions from the Board.

**7. PROFESSIONAL SERVICES AGREEMENT EXTENSION – BARTLETT, PRINGLE & WOLF, LLP**

Ms. Gingras and Mr. Lyons discussed the recommendation that the Board extend the currently expiring contract with COMB's external auditor, Bartlett, Pringle, Wolf, LLP (BPW), advising that capitalization of certain COMB assets is under way but will not be completed until the next audit period. In order to

move that project forward seamlessly, it would be expedient to allow BPW to complete the project. The cost for the additional year is \$25,000.

Director Hayman provided the motion to approve the extension. Director Sneddon seconded the motion which carried unanimously with a vote of six in favor.

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

**Nays:**

**Absent:**

**Abstain:**

## **8. DIRECTOR COMPENSATION**

Ms. Gingras presented Ordinance No. 5 to increase Director compensation as allowed by law. She supported the reasoning behind the proposed increase. President Holcombe commented briefly.

Director Hanson motioned to approve Ordinance No. 5, followed by a second from Director Hayman. The Ordinance was adopted by a unanimous vote of six in favor.

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

**Nays:**

**Absent:**

**Abstain:**

## **9. RESOLUTION NO. 796 – PROPOSED FISCAL YEAR(S) 2025-2029 INFRASTRUCTURE IMPROVEMENT PLAN**

Mr. Degner presented the proposed 2025-2029 Infrastructure Improvement Plan (IIP). The Draft IIP was reviewed by both the General Managers, technical staff and the Operations Committee with recommendations incorporated therein. Using his slide show, Mr. Degner detailed what each proposed project entailed and the expected improvements to be realized, as well as the reasoning behind priority of projects. The Board requested some modifications to the resolution.

Director Sneddon motioned to approve the resolution with the modifications to the resolution as directed by the Board. Director Hanson seconded. The motion carried unanimously with a vote of six in favor.

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

**Nays:**

**Absent:**

**Abstain:**

## **10. GENERAL MANAGER REPORT**

- Administration

Ms. Gingras recapped the General Manager report, highlighting the submissions of invoices to the Cachuma Project Member Units for the second period water rates, as well as the estimated Cachuma Project Projected Obligation for fiscal year 2024-25 to the COMB Member Agencies. Ms. Gingras commented on the availability of surplus water and reported staff attendance at an AWWA seminar. Finally, she advised that staff is preparing the update to the Risk and Resilience Assessment and Emergency Response Plan which is due in March 2025.

## **11. ENGINEER'S REPORT**

- Climate Conditions
- Lake Elevation Projection
- Winter Storm Damage
- Infrastructure Improvement Projects

Mr. Degner presented the Engineer's report. He reported that the last two years taken together are the wettest two years on record. Mr. Degner provided updates on the current projects and ongoing discussions with OEM regarding reimbursement for Winter 2023 storm damages. Finally, he anticipated that the Board will see the Cachuma Lake Water Quality and Sediment Management Study on next month's agenda. Mr. Degner fielded questions from the Board.

## **12. OPERATIONS DIVISION REPORT**

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. King noted that much of the Operations activities had been addressed elsewhere. Staff accomplishments included assessment and repair, where possible, of recent storm damages. Normal maintenance activities included meter calibrations.

## **13. FISHERIES DIVISION REPORT**

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

Mr. Robinson presented the Fisheries Division report, noting that target flows are well above minimums, largely due to precipitation and Bradbury releases. He reported that staff will continue stranding surveys and trapping efforts as weather permits. Staff has completed beaver dam and redd surveys. Mr. Robinson also mentioned that repairs to Quiota Creek Crossings 5 and 9 had held up beautifully during the recent storms. Finally, he reported that work continues on the Annual Monitoring Report and Summary.

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

- Maintenance and Monitoring

Mr. Robinson reported that staff is performing tree inventory during the rainy season while irrigation is not required.

## **15. MONTHLY CACHUMA PROJECT REPORTS**

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

Ms. Gingras stated that the Cachuma Project reports were routine but noted that water loss was de minimus and carryover water was fully depleted due to the declaration of a spill event.

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

There were no requests from Board members.

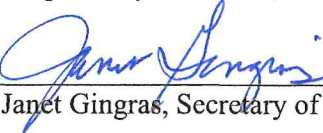
**18. MEETING SCHEDULE**

- **Regular Board Meeting – March 25, 2024 at 1:00 PM**
- **Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)**

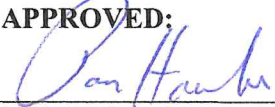
**19. COMB ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:58 PM.

Respectfully submitted,

  
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Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

**APPROVED:**  
  
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Polly Holcombe, President of the Board