

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

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

**Monday, February 24, 2020
1:00 PM**

1. CALL TO ORDER, ROLL CALL

The meeting was called to order by President Holcombe at 1:01 PM.

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	Scott Engblom, Project Biologist
Edward Lyons, Administrative Manager/CFO	Dorothy Turner, Administrative Assistant II
Joel Degner, Water Resources Engineer	

Others Present:

Fray Crease, Santa Barbara County Water Agency	Cathy Taylor, City of Santa Barbara
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2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

- a. Minutes of January 27, 2020 Regular Board Meeting
- b. Investment of Funds
 - Financial Reports
 - Investment Reports
- c. Review of Paid Claims

Ms. Gingras presented the Consent Agenda and introduced Mr. Lyons who reviewed revenues and paid claims, highlighting various expenditures, including the return of FY 2018-19 unexpended funds to the COMB Member Agencies. The Consent Agenda was divided into two motions. Director Hanson motioned to approve item 3.a. of the Consent Agenda, noting a small correction. Seconded by Director Sneddon, the motion passed with a vote of five in favor and one abstention.

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

Director Hanson moved to approve items 3.b and 3.c. of the Consent Agenda. Director Sneddon seconded the motion which carried with a unanimous vote of six in favor.

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

4. VERBAL REPORTS FROM BOARD COMMITTEES

- *Operations Committee Meeting – February 10, 2020* – Director Sneddon, reporting on behalf of the Operations Committee, noted that the committee had forwarded two items to the Board for approval and had received updates on current Operations Division activities.
- *Administrative Committee Meeting – February 13, 2020* – Director Holcombe reported on behalf of the Administrative Committee, stating that the Personnel Policy and Employee Handbook had been forwarded to the Board for approval, however other items were tabled at committee level for further review.
- *Fisheries Committee Meeting – February 19, 2020* – Director Hanson noted, on behalf of the Fisheries Committee, that acceptance of the National Fish and Wildlife Foundation grant proposal had been forwarded to the Board for consideration. Updates had been received on other Fisheries activities.

5. UPDATED 2020 PERSONNEL POLICY AND EMPLOYEE HANDBOOK

Mr. Lyons presented the Personnel Policy and Employee Handbook to the Board for receipt and filing. He provided background on the project and previous versions. He presented a slideshow summarizing the latest labor laws. Mr. Lyons fielded questions from the Board, in particular concerning Arbitration Agreements and Independent Contractors. Director Sneddon motioned that the Personnel Policy and Employee Handbook be received and filed, with one minor modification. Director Hanson seconded and the motion carried with a unanimous vote of six in favor.

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

6. PURCHASE OF WATER QUALITY MONITORING BUOY

Mr. Degner presented the agenda item to approve the purchase of a Water Quality Monitoring Buoy, and a line item transfer of budgeted funds to cover the purchase. He fielded questions from the Board. Director Hanson motioned to approve the purchase and budget modification. Seconded by Director Sneddon, the motion passed with a unanimous vote of six in favor.

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

7. RESOLUTION NO. 704 – 2021-2025 INFRASTRUCTURE IMPROVEMENT PLAN

Mr. Degner introduced the agenda item, providing background on the process undertaken to draft the Infrastructure Improvement Plan. He fielded comments and questions from the Board. Following discussion and noting a few minor edits to the Plan, Director Sneddon motioned to approve and adopt the 2021-2025 Infrastructure Improvement Plan. Director Hayman seconded the motion which carried with a unanimous vote of six in favor.

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

8. NATIONAL FISH AND WILDLIFE FOUNDATION GRANT

Mr. Engblom presented the proposal to accept a National Fish and Wildlife Foundation grant to improve fish habitat near Quiota Creek Crossing 8. After discussion, the Board expressed its desire to receive further information regarding various concerns surrounding the project and asked that the matter be returned to Committee and brought back to the Board at a later date.

9. GENERAL MANAGER REPORT

- Administration
- Meetings
- U.S. Bureau of Reclamation

Ms. Gingras presented the General Manager report, highlighting a return of premium to be received from ACWA JPIA Property and General Liability Program due to COMB's low ratio of claims to premiums paid. Further she reported that COMB had attended Santa Barbara County Office of Emergency Management meetings and had participated in a Reclamation tour of facilities. Ms. Gingras noted that Reclamation was pleased with COMB's progress in completing projects. She fielded questions from the Board.

10. ENGINEER / OPERATIONS REPORT

- Climate Conditions
- Annual Permit Reporting
- AWIA Risk and Resilience Assessment
- Infrastructure Improvement Project Updates
- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Degner presented the Engineer/Operations report and provided an update on recent climate conditions, noting that January & February were the second driest on record. He updated the Board on the status of division projects, including the Risk & Resilience project, the Infrastructure Improvement Plan and upcoming Schedule E maintenance. He reported that the Operations Division staff had been

exercising valves in anticipation of Schedule E shutdowns, had continued sampling of water quality at Lake Cachuma and had provided assistance to Fisheries with the Oak Tree program.

11. FISHERIES DIVISION REPORT

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

Mr. Engblom presented the Fisheries Division report, highlighting migrant trapping, occurring only in Hilton Creek at this time, and the monitoring of Redds in both Hilton and Salsipuedes creeks. He noted the early emergence of young of the year and fielded questions from the Board.

12. PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM

- Maintenance and Monitoring

Mr. Engblom presented the Oak Tree Program report, noting that three hundred trees had been planted in Lake Cachuma Park, with assistance from Operations. He advised that staff is performing inventory and irrigating young trees due to dry climate conditions.

13. 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 nothing of significance. The reports indicate that apparent water loss is very low due to updated modeling.

14. DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING

There were no requests from directors for future agenda items.

15. [CLOSED SESSION]: CONFERENCE WITH LEGAL COUNSEL: EXISTING AND POTENTIAL LITIGATION

- a. [Government Code Section 54956.9(d)(1)]
Name of matter: *Cachuma Operation & Maintenance Board v. Santa Ynez River Water Conservation District, Improvement District Number 1*, Case No. 19CV01873 – Breach of Contract and Declaratory Relief

The Board entered into Closed Session at 3:01 PM.

16. RECONVENE INTO OPEN SESSION

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

- 15a. *Cachuma Operation & Maintenance Board v. Santa Ynez River Water Conservation District, Improvement District Number 1*, Case No. 19CV01873 – Breach of Contract and Declaratory Relief

The Board came out of Closed Session at 3:44 PM. There was no reportable action.

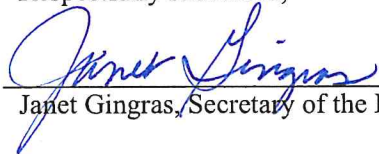
17. MEETING SCHEDULE

- **March 23, 2020 at 1:00 PM, COMB Office**
- **Board Packages available on COMB website www.cachuma-board.org**

18. COMB ADJOURNMENT

There being no further business, the meeting was adjourned at 3:47 PM.

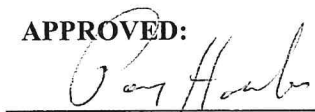
Respectfully submitted,



Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

APPROVED:



Polly Holcombe, President of the Board