

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

**Monday, December 13, 2021  
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 1:02 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  
Tobe Plough, Montecito Water District

**General Counsel Present:**

William Carter, Musick, Peeler, Garrett, LLP

**Staff Present:**

Janet Gingras, General Manager	Tim Robinson, Fisheries Division Manager
Edward Lyons, Administrative Manager/CFO	Dorothy Turner, Administrative Assistant
Joel Degner, Engineer/Operations Division Manager	Perri Wolfe, Administrative Analyst

**Others Present:**

Dakota Corey, City of Santa Barbara	Nick Turner, Montecito Water District
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**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

- a. Minutes of October 25, 2021 Regular Board Meeting
- b. Minutes of November 8, 2021 Special Board Meeting
- c. Minutes of November 15, 2021 Regular Board Meeting
- d. Investment of Funds
  - Financial Reports
  - Investment Reports
- e. Review of Paid Claims

Ms. Gingras presented the Consent Agenda items and asked Mr. Lyons to comment upon the financial statements. Mr. Lyons recapped revenues and expenditures for the months of October and November,

2021. He highlighted various Paid Claims of note, including payments to Reclamation, Environmental Systems Research Institute, Atlas Performance Industries and Manzanita Nursery.

Ms. Gingras asked for a motion to approve items 3.a through 3.c only. Director Hanson provided a motion, followed by a second from Director Sneddon. The motion carried with a vote of five in favor with one abstention.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:** Plough

Director Hanson motioned to approve the remaining Consent Agenda items. Director Plough seconded the motion which carried with a vote of six in favor.

**Ayes:** Sneddon, Plough, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:**

**4. RESOLUTION NO. 741 – CONFIRMATION OF LOCAL EMERGENCY -  
ACKNOWLEDGEMENT OF GOVERNOR NEWSOM’S DECLARED STATE OF  
EMERGENCY (HEALTH AND SAFETY)**

Ms. Gingras proposed that the Board approve the required resolution to continue meetings remotely according to the declared state of emergency. Director Plough provided the motion to approve the resolution. Director Sneddon seconded and the motion carried with a vote of six in favor.

**Ayes:** Sneddon, Plough, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:**

**5. VERBAL REPORTS FROM BOARD COMMITTEES**

- *Administrative Committee Meeting – December 6, 2021* – Director Holcombe reviewed the committee items briefly and noted that all items were included in this agenda.

**6. GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) DISTINGUISHED BUDGET  
PRESENTATION AWARD – FISCAL YEAR 2021-22**

Ms. Gingras commended Mr. Lyons and staff for the Distinguished Budget Award. Further she advised the Board that this was the second consecutive year that COMB received this prestigious recognition.

**7. TOTAL COMPENSATION SYSTEMS, INC. PRESENTATION OF OTHER POST-  
EMPLOYMENT BENEFITS (OPEB) ACTUARIAL REPORT AS OF JUNE 30, 2021**

Mr. Lyons introduced Mr. Will Kane of Total Compensation Systems, Inc. and invited him to present his OPEB actuarial report to the Board. Mr. Kane noted that this report is a roll-forward estimate for the year ended June 30, 2021. A full valuation will be performed next year. Mr. Kane shared a

Powerpoint presentation summarizing the elements of the report and methods of valuation. He fielded a number of questions from Board.

**8. BARTLETT, PRINGLE WOLF, LLP PRESENTATION OF ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) – FISCAL YEAR ENDING JUNE 30, 2021**

Mr. Lyons introduced Mr. John Britton, of Bartlett, Pringle, Wolf, LLP (BPW), and invited him to present the results of the ACFR audit for Fiscal Year 2020-21. BPW issued an unmodified (“clean”) opinion, concluding there were no management concerns or reportable conditions affiliated with the audit. Mr. Britton reviewed the basic financial statements and provided detail for the variances over the prior audit. Further he reviewed the cash flow report and several footnotes of interest. Finally, Mr. Britton reviewed the Letter of Required Communications with the Board.

**9. CALIFORNIA STATE CONTROLLER REPORT FOR FISCAL YEAR ENDING JUNE 30, 2021**

Mr. Britton proceeded with a brief review of the Controller Report, stating that it had been populated with numbers taken directly from the audit and will be filed with the State by January 31, 2022. He fielded questions from the Board.

**10. UNEXPENDED FUNDS – FISCAL YEAR ENDING JUNE 30, 2021**

Mr. Lyons presented the calculation of unexpended funds for fiscal year 2020-21 and explained that they were tied to the financials on a cash basis. He stated that the major portion of the funds were generated by the postponement of planned for and budgeted projects in the 2020-21 fiscal year. Mr. Lyons reminded the Board that a portion of the unexpended funds had already been returned to the Member Agencies via reductions to fiscal year 2020-21 fourth quarter assessments, as this excess was anticipated during that year. Noting that COMB is sensitive to the Member Agencies’ budgets, Ms. Gingras advised that staff will return the funds to the COMB Member Agencies in accordance with their contribution percentages.

Director Plough motioned to approve the calculation and return of unexpended funds, followed by a second from Director Hanson. The motion carried with a vote of six in favor.

**Ayes:** Sneddon, Plough, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:**

**11. GENERAL MANAGER REPORT**

- Administration
- Personnel Training

Ms. Gingras presented the General Manager report, touching briefly on several topics, including the sustainability plan to come before the Board in the near term, as well as work under way on the Multi-Jurisdictional Hazard Mitigation Plan in collaboration with County of Santa Barbara and partners. She also reported that Mr. Degner and Mr. Lyons are both now certified in the Incident Command System, having completed the FEMA ICS 100 course. Ms. Gingras fielded questions and requests from the Board.

**12. ENGINEER’S REPORT**

- Climate Conditions
- Lake Elevation Projections
- Infrastructure Improvement Projects

Mr. Degner's verbal Engineering report highlighted the upcoming storm event and included a review of the lake elevation model. He then proceeded with the Operations Division report.

### **13. OPERATIONS DIVISION REPORT**

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Degner provided a verbal, Powerpoint supported report on the activities of the Operations Division. Staff undertook several major, intense projects in the past month, including the rehabilitation of the Summerland/Montecito turnout which is now functional. He detailed the Ortega reservoir dive inspection results and subsequent repairs and focused largely on the Carpinteria Reservoir cleaning project and valve replacement. Finally, Mr. Degner advised that the La Mirada Isolation Valve project should begin in early January as contracts are now in place. He fielded questions and requests from the Board.

### **14. FISHERIES DIVISION REPORT**

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

Mr. Robinson presented the Fisheries Division report, beginning with a weather report focused on the upcoming storms. He reported that target flows to Hilton Creek and the Highway 154 Bridge are being met and that RPM6 monitoring has concluded. Further, Mr. Robinson reported that staff had worked with Reclamation to secure the flanges on the Hilton Creek Emergency Backup System floating pipeline. Otherwise, he stated that normal, required monitoring had been accomplished, although the monitoring of beaver activity was still under way. Finally, Mr. Robinson reported that HDR Engineering had been onsite to evaluate all the fish passage crossings. He fielded questions and requests from the Board.

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

- Maintenance and Monitoring

Mr. Robinson presented the Oak Tree Program report, stating that irrigation efforts continue. Staff has planted approximately 200 of the planned 300 oak trees, some of which were in collaboration with Mr. Kenneth Knight's project. He noted that staff expected to complete the planting season by the end of the year.

**17. 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 for review. She advised that the Central Coast Water Agency is steadily delivering water to the lake, except for interruptions for scheduled maintenance.

**18. CALENDAR YEAR 2022 COMB REGULAR BOARD MEETING SCHEDULE**

Ms. Gingras presented the Regular Board Meeting calendar for 2022, generating no discussion and noting that it could be subject to change or revision.

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

Director Sneddon requested that the Board receive an update on the performance of the fish passage crossings following the forecasted rain events.

**20. [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. Potential Litigation: Conference with Legal Counsel

The Board convened the Closed Session at 3:10 PM.

**21. RECONVENE INTO OPEN SESSION**

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

- 19a. 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
- 19b. Potential Litigation: Conference with Legal Counsel

The Board reconvened into Open Session at 3:41 PM. As stated during Closed Session and with a quorum present, there was no reportable action.

**22. MEETING SCHEDULE**

- **Special Board Meeting - January 10, 2022 at 1:00 PM**
- **Regular Board Meeting – January 24, 2022 at 1:00 PM**
- **Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)**

**24. COMB ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:43 PM.

Respectfully submitted,

*Janet Gingras*  
Janet Gingras (Jan 28, 2022 11:04 PST)  
Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

**APPROVED:**

*Polly Holcombe*  
Polly Holcombe (Jan 28, 2022 11:13 PST)  
Polly Holcombe, President of the Board