

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

**Monday, July 25, 2022  
1:00 PM**

---

**MINUTES**

**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

**Directors Absent:**

Cori Hayman, 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, Engineer/Operations Division Manager

Elijah Papan, Program Analyst III

Daniel Razo, Biologist Aide

Dorothy Turner, Administrative Assistant

**Others Present:**

Joshua Haggmark, City of Santa Barbara

Matthew Scrudato, COSB Water Agency

Catherine Taylor, City of Santa Barbara

Nicholas Turner, Montecito Water District

**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

- a. Minutes of June 27, 2022 Regular Board Meeting
- b. Investment of Funds
  - Financial Reports
  - Investment Reports
- c. Review of Paid Claims

Ms. Gingras introduced the Consent Agenda items and called upon Mr. Lyons to comment on the financial reports. Mr. Lyons reviewed revenues and directed Board attention to a number of

expenditures, including payments to Santa Barbara Office Interiors, Illumina, National Auto Group, various costs pertaining to infrastructure improvement projects.

As there were no comments or questions from the Board, Director Sneddon provided a motion to approve the Consent Agenda items, followed by a second from Director Hanson. The motion passed with a vote of five in favor.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain**

**4. RESOLUTION NO. 755 – CONFIRMATION OF LOCAL EMERGENCY - ACKNOWLEDGEMENT OF GOVERNOR NEWSOM’S DECLARED STATE OF EMERGENCY (HEALTH AND SAFETY)**

Ms. Gingras presented Resolution No. 755. Following a short discussion, Director Hanson motioned to approve the Resolution. Director Sneddon seconded and the motion carried with a vote of five in favor.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain**

**5. BOARD COMMITTEE APPOINTMENTS FOR FISCAL YEAR 2022-23**

1. Administrative Committee
2. Operations Committee
3. Fisheries Committee
4. Lake Cachuma Oak Tree Committee
5. Public Outreach Committee

Ms. Gingras introduced the staff memo regarding Board committee appointments and asked President Holcombe to make appointments for Fiscal Year 2022-23. Receiving no requests for changes, President Holcombe advised that the committee structures worked well and would remain the same for Fiscal Year 2022-23. She provided a motion to ratify the committee structure which was seconded by Director Sneddon and carried with a vote of five in favor.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain**

**6. PROPOSED ANNUAL RESOLUTIONS**

- a. Resolution No. 756 Adopting Annual Statement of Investment Policy
- b. Resolution No. 757 Authorizing Investment of Monies in the Local Agency Investment Fund
- c. Resolution No. 758 Establishing a Supplemental Account Agreement for Telephone Transfers
- d. Resolution No. 759 Establishing a Check Signing Policy for General Fund Account Payment of Claims

- e. Resolution No. 760 Authorizing Signatories for General Fund Account at American Riviera Bank
- f. Resolution No. 761 Authorizing Signatories for Revolving Fund Account at American Riviera Bank
- g. Resolution No. 762 Establishing a Check Signing Policy for Cachuma Project Trust Fund and Master Contract Renewal Fund Accounts for Payment of Claims
- h. Resolution No. 763 Authorizing Signatories for Trust Fund and Renewal Fund Accounts at American Riviera Bank
- i. Resolution No. 764 Establishing a Time and Place for Board Meetings

Ms. Gingras introduced the annual resolutions and suggested that the Board could pass them all via a single motion or extract any item to address separately. Director Sneddon moved to approve the resolutions under a single motion. Director Hanson seconded the motion which passed with a vote of five in favor.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain**

## **7. GENERAL MANAGER REPORT**

- Administration
- Virtual Meetings

Ms. Gingras presented the General Manager report, reviewing the contracts that had been executed during the prior quarter. She reported that staff had attended the County Office of Emergency Management (OEM) meeting and been provided an overview of the OEM's newly updated website. As well, OEM staff presented their Drought Incident Overview, including program and resource data, all of which is available at their ReadySBC.org website.

## **8. ENGINEER'S REPORT**

- Climate Conditions and Water Quality
- ESRI User Conference
- Lake Elevation Projections
- Infrastructure Improvement Projects

Mr. Degner presented the Engineer's report and reviewed the current climate conditions, noting a La Nina condition is forecasted for the third year in a row. He reported that staff had attended the ESRI conference where Mr. Papen presented his abstract, "3D Analysis of Water Utility Pipeline and Land Elevation Changes". Mr. Degner reviewed lake elevation projections and discussed scenarios for installation of the Emergency Pumping Facility. Finally Mr. Degner provided updates for the ongoing Infrastructure Improvement Projects. He fielded questions and comments from the Board.

## **9. ESRI USER CONFERENCE STAFF PRESENTATION**

Mr. Papen presented his "3D Analysis of Water Utility Pipeline and Land Elevation Changes", recently given at the ESRI conference. Using the ArcGIS software tools he was able to create a 3D visual of the location, depth, surrounding construction and aggrading and degrading of the overburden with respect to the conduit. This software provides COMB with highly useful data which allows staff to address current and potential issues that would not have been apparent without the software. The Board

expressed their enthusiastic appreciation for the enhancements this data brings to operations and thanked Mr. Papen.

#### **10. OPERATIONS DIVISION REPORT**

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Degner presented the Operations Division report. Mr. Degner reported that Operations had a busy month. The lateral project led by the Carpinteria Valley Water District and located near the Polo Grounds, is now complete. Lateral work continues in the South Reach with COMB staff close by to monitor. Mr. Degner provided updates on various ongoing tasks, including structure maintenance, clearing of vegetation, the annual cathodic survey and the upcoming Bureau inspection.

#### **11. FISHERIES DIVISION REPORT**

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

Mr. Razo presented the Fisheries Division report and provided an update on target flows to Hilton Creek and the Highway 154 Bridge. He reported that Reclamation had performed electrical testing and flushed the in-lake Hilton Creek Watering System. Additionally, Mr. Razo reported that snorkel surveys were pending prior to the anticipated downstream Water Rights Release. Staff is also poised to monitor for fish safety and water quality during the release.

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

- Maintenance and Monitoring

Mr. Razo provided an update on the Oak Tree program activities. He advised that irrigation and weeding continued. As well, staff performed some much-needed maintenance to the water trailer to better support and stabilize the water tank.

#### **13. MONTHLY CACHUMA PROJECT REPORTS**

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

Ms. Gingras drew the Board's attention to the water reports and noted that the June reports were fairly routine.

#### **14. 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 into Closed Session at 2:09 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 2:30 PM. There was no reportable action for either of items 16a. or 16b.

**18. MEETING SCHEDULE**

- August 22, 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 2:31 PM.

Respectfully submitted,

*Janet Gingras*  
Janet Gingras (Aug 29, 2022 10:19 PDT)  
Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

**APPROVED:**

*Polly Holcombe*  
Polly Holcombe (Aug 29, 2022 10:40 PDT)  
Polly Holcombe, President of the Board