

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

by Teleconference Call ONLY

**Monday, September 28, 2020
1:00 PM**

1. CALL TO ORDER, ROLL CALL

The meeting was called to order by Ms. Gingras at 1:01 PM.

All attendees participated telephonically pursuant to California Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20.

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	Shane King, Operations Supervisor
Edward Lyons, Administrative Manager/CFO	Dorothy Turner, Administrative Assistant II
Joel Degner, Engineer/Operations Division Manager	Perri Wolfe, Administrative Analyst
Timothy Robinson, Fisheries Division Manager	

Others Present:

Cathy Taylor, City of Santa Barbara	Matt Young, SB County Water Agency
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2. PUBLIC COMMENT

Director Holcombe congratulated and expressed gratitude to Ms. Gingras and Mr. Robinson on their fifteen years of service to Cachuma Operation and Maintenance Board.

3. CONSENT AGENDA

- a. Minutes of July 27, 2020 Regular Board Meeting
- b. Minutes of August 24, 2020 Regular Board Meeting
- c. Investment of Funds
 - Financial Reports
 - Investment Reports
- d. Review of Paid Claims

Ms. Gingras presented the Consent Agenda, advising that it would be divided into three sections for voting purposes. She presented item 3.a. of the Consent Agenda for consideration and approval by the Board. Director Sneddon motioned to approve the item, followed by a second from Director Hayman. The motion carried with a vote of four ayes and 2 abstentions.

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

Ms. Gingras presented item 3.b. of the Consent Agenda for consideration and approval by the Board. Director Sneddon motioned to approve the item. Director Holcombe seconded the motion which carried with a vote of five ayes and one abstention.

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

Finally, Ms. Gingras presented items 3.c. and 3.d. of the Consent Agenda for consideration and approval and asked Mr. Lyons to provide comments on the financial statements. Mr. Lyons highlighted revenues and expenditures of note and fielded questions. Director Hanson put forth a motion to approve items 3.c. and 3.d. 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

- ***Oak Tree Committee Meeting – September 3, 2020*** – Director Hayman provided a summary of the Oak Tree Committee meeting noting that the agenda includes further discussion of the Oak Tree program. She advised the Board that the committee was briefed by staff with respect to the Lake Cachuma Oak Tree Restoration program for FY 2020-21 and provided recommendations to the report summary and program improvements concerning new plantings and mitigation plantings for the next two fiscal years in order to complete the program's requirements early.
- ***Operations Committee Meeting – September 17, 2020*** – Director Sneddon reported out on the Operations Committee, noting that the committee supported the additional expense with respect to the Secured Pipeline project and anticipated a project update in October.

5. LAKE CACHUMA SECURED PIPELINE ENGINEERING DESIGNS - MAKAI OCEAN ENGINEERING CONTRACT ADJUSTMENT

Mr. Degner provided justification for the additional work needed for this project, outlining the tasks that comprise the work and their total cost. He noted his plan to provide the Board with final designs at the October meeting.

6. INFRASTRUCTURE IMPROVEMENT PROJECT - SCADA SYSTEM PROGRAMMABLE LOGIC CONTROLLERS (PLC) UPGRADE PROJECT

Mr. Degner presented this project, recapping the history of the current SCADA system and the critical need for upgrade. He advised that the proposed consultant had performed well and had come in under budget,

for the Lauro and Cater upgrades already completed. He asked the Board to approve execution of a Professional Service Agreement between COMB and Aspect Engineering Group to upgrade the remaining six Programmable Logic Controllers. Mr. Degner advised that work to be performed in this fiscal year would remain within budget. The final proposed SCADA system upgrade at Ortega will be deferred into the next fiscal year. Director Sneddon motioned for approval, followed by a second from Director Hayman. The motion carried with a unanimous vote of six in favor.

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

7. LAKE CACHUMA OAK TREE RESTORATION PROGRAM – FISCAL YEAR 2020-21

Mr. Robinson provided a historical overview of the Oak Tree Restoration project and summarized the annual plan. He reported the numbers of surviving trees and the number of trees still to be planted in order to meet the target. Mr. Robinson advised he will plant three hundred new trees this year and one hundred trees to replace non-surviving trees. He fielded questions from the Board. Director Hayman motioned to approve the plan and was seconded by Director Sneddon. The motion carried with a unanimous vote of six in favor.

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

8. GENERAL MANAGER REPORT

- Administration
- Virtual Meetings
- Engineering / Operations

Ms. Gingras presented the General Manager report, highlighting the 2020-21 water rates which elicited questions and a lengthy discussion. She reported that the CAFR audit was on schedule for a December Board presentation. Additionally Ms. Gingras noted that staff attended a virtual meeting held by the County Office of Emergency Management to discuss the review process of the County's Hazard Mitigation Plan (HMP) and annexes. A brief review followed of Reclamation's recent safety and security inspections. Finally, Mr. Carter was invited to update the Board regarding the status of the Amendment to Contract for the Transfer of the Operation and Maintenance of the Cachuma Transferred Project Works Contract. He advised that Reclamation would sign the contract by September 30th.

9. ENGINEER'S REPORT

- Climate Conditions
- Lake Elevation / Downstream Release Update
- AWIA Emergency Response Plan
- Infrastructure Improvement Projects / Work Plan

Mr. Degner presented the Engineer's Report, reviewing climate conditions and noting record temperatures on September 6th. As temperatures cool, he expects the reservoir to turn over, a factor which would affect water quality. Mr. Degner reported that the downstream water rights release currently underway has released approximately five thousand acre feet. If the flow stabilizes and continues at the current rate

through November, a total release of approximately twelve thousand acre feet would be anticipated. Mr. Degner advised that the Emergency Response Plan (ERP) has been certified as required by the America's Water Infrastructure Act of 2018. Finally, he reviewed the infrastructure improvement projects and fielded questions from the Board.

10. OPERATIONS DIVISION REPORT

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. King presented the Operations Division report, which included updates of routine operations such as Right-of-Way monitoring, flow changes, inspections and Dig Alerts. He reviewed additional activities, highlighting construction of an enclosure surrounding shelving units to protect valves and pipe fittings from exposure, monitoring of a Tidwell electrical conduit installation and a power supply replacement for a Venturi meter at Ortega reservoir.

11. FISHERIES DIVISION REPORT

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

Mr. Robinson presented the Fisheries Division report, focusing on the RPM 6 tasks necessitated by the water rights release. He noted that the NMFS request to ramp up to 150 cfs, rather than initially releasing at that rate seems to have worked well. He added that routine Biological Opinion monitoring was ongoing. Mr. Robinson noted that Reclamation is considering a reinstall of the Hilton Creek Backup Watering System and performing the needed repairs. Finally, Mr. Robinson reported that trees were being planted for reforestation, the final step to complete the South Side Erosion Control and Reforestation project at Quiota Creek Crossing No. 8. Mr. Robinson will begin to work on NFWF grant reimbursement for the project.

12. PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM

- Maintenance and Monitoring

Mr. Robinson reported that normal maintenance of the oak trees was underway, including irrigation, weeding and cage and tag maintenance.

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 and noted that they represent the penultimate month of the water year. She asked Mr. Degner if he wished to add any observations. Mr. Degner commented that the unaccounted for water loss amount warranted monitoring.

14. DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING

Director Hayman advised that she would like to reconvene in-person meetings with safety precautions.

Director Holcombe reiterated that she would like a water rates update at the next meeting.

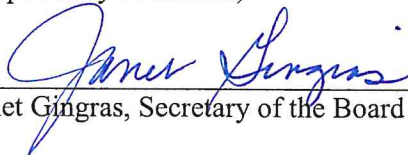
15. MEETING SCHEDULE

- **October 26, 2020 at 1:00 PM**
- **Board Packages available on COMB website www.cachuma-board.org**

16. COMB ADJOURNMENT

There being no further business, the meeting was adjourned at 2:17 PM.


Respectfully submitted,



Janet Gingras, Secretary of the Board

√	<i>Approved</i>
	<i>Unapproved</i>

APPROVED:



Polly Holcombe, President of the Board