

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

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

**Monday, November 18, 2019  
1:00 PM**

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**1. CALL TO ORDER, ROLL CALL**

The meeting was called to order by President Holcombe at 1:00 PM.

**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	Tim Robinson, Fisheries Division Manager
Edward Lyons, Administrative Manager/CFO	Dorothy Turner, Administrative Assistant II
Joel Degner, Water Resources Engineer	

**Others Present:**

Cathy Taylor, City of Santa Barbara	Matt Young, County of Santa Barbara
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**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

- a. Minutes of October 3, 2019 Special Board Meeting
- b. Minutes of October 28, 2019 Regular Board Meeting
- c. Investment of Funds
  - Financial Reports
  - Investment Reports
- d. Review of Paid Claims

Ms. Gingras presented the Consent Agenda items as provided in the Board Packet, highlighting revenues received from grant funding and reviewing various expenditures, including the purchase of a new COMB vehicle and annual insurance premium payments. She fielded questions from the Board.

President Holcombe called for a motion to approve the Consent Agenda items. Director Hanson so moved and Director Sneddon seconded. The motion carried with a vote of five in favor.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

#### 4. VERBAL REPORTS FROM BOARD COMMITTEES

- *Lake Cachuma Oak Tree Committee Meeting – November 1, 2019* – Director Sneddon, reported on behalf of the Oak Tree Committee. She advised that the committee will meet again to continue its work.
- *Operations Committee Meeting – November 11, 2019* – Director Sneddon reported on behalf of the Operations Committee, noting that the item is to be covered in today's agenda.

#### 5. PROFESSIONAL SERVICES AGREEMENT - SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) PROGRAMMABLE LOGIC CONTROLLERS (PLC) REPLACEMENT

Ms. Gingras introduced the SCADA item as contained in the Board Packet, calling upon Mr. Degner to provide detail regarding the recommendation. Mr. Degner described COMB's current SCADA equipment, noting its age and the need to update to current standards. He outlined the requests for proposals and the plan to upgrade the Lauro PLC as a first phase of the project. Director Sneddon motioned to approve the execution of a Professional Services Agreement per staff recommendation. Director Hanson seconded and the motion carried with a vote of five in favor.

**Ayes:** Sneddon, Hanson, Holcombe

**Nays:**

**Absent:** Hayman

**Abstain:**

#### 6. GENERAL MANAGER REPORT

- Personnel
- Administration
- Engineering / Operations

Ms. Gingras presented topics as provided in the General Manager report, highlighting recent staff training, in particular staff participation in Dam Tender training. She commented on the ACWA JPIA award recognizing COMB's low claims to premiums paid ratio. Further, Ms. Gingras reported the status of the Risk and Resiliency Plan currently in development. Finally she noted that Reclamation, with staff participation, will conduct an inspection to review the operation and maintenance of the South Coast Conduit (SCC).

#### 7. ENGINEER / OPERATIONS REPORT

- Climate Conditions
- Lake Cachuma Water Quality and Sediment Management Study
- Infrastructure Improvement Project Status

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Degner presented the Engineer/Operations report, highlighting continued low delivery numbers and anticipated dry conditions over the next three months. He noted that evaporation rates in 2019 were the lowest in over fifty years. Mr. Degner reported on the status of the Lake Cachuma Water Quality and Sediment Management Study. Mr. Degner also reported that a Member Agency technical staff meeting will be convened to review coordination on the AWIA Risk and Resiliency Plans. Mr. Degner summarized the ongoing operations maintenance work and the winterizing of various SCC sites. He fielded questions from the Board.

#### **8. QUIOTA CREEK CROSSING 8 FISH PASSAGE IMPROVEMENT PROJECT UPDATE**

Mr. Robinson presented the report as contained in the Board Packet. He reviewed the current financial status of the project, noting that most invoices had been received and accounted for in the expenditures listed therein. He fielded questions from the Board. Mr. Robinson provided a presentation of the installation process of the crossing with photos and closed with a beginning-to-end animated film of the bridge being installed.

#### **9. FISHERIES DIVISION REPORT**

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

Mr. Robinson presented the Fisheries Division report highlighting increased deliveries to Hilton Creek's upper release point. He noted Reclamation's intent to shut off lower reach deliveries to the creek and take the emergency backup system off line. Mr. Robinson reported that normal Biological Opinion monitoring continues with Beaver Dam surveys upcoming.

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

- Maintenance and Monitoring

Mr. Robinson provided a brief overview of the Lake Cachuma Oak Tree program, reporting that maintenance of the trees is ongoing. Additionally he commented that the Oak Tree committee will convene on December 13, 2019 to draft a plan for the program of work.

#### **11. 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 that they reflected the first month of the new water year. She stated there was nothing unusual to report.

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

There were no requests for future meeting agenda items.

**13. [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 1:49 PM.

**14. RECONVENE INTO OPEN SESSION**

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

- 13a. *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 2:37 PM. There was no reportable action.

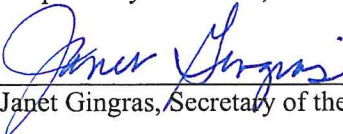
**15. MEETING SCHEDULE**

- December 16, 2019 at 1:00 PM, COMB Office
- Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)

**16. COMB ADJOURNMENT**


There being no further business, the meeting was adjourned at 2:38 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