

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

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

**Monday, December 16, 2019
1:00 PM**

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
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:

John Britton, Bartlett, Pringle, Wolf, LLP	Nina Pisani, Bartlett, Pringle, Wolf, LLP
Fray Crease, SB County Water Agency	Cathy Taylor, City of Santa Barbara
John Dorwin, Attorney	Kevin Walsh, SYRWCD
Joel Mulder, ICF	

2. PUBLIC COMMENT

Mr. John Dorwin addressed the Board, on behalf of his client, regarding Ortega Ridge Road access issues.

3. CONSENT AGENDA

- a. Minutes of November 18, 2019 Regular Board Meeting
- b. Investment of Funds
 - Financial Reports
 - Investment Reports
- c. Review of Paid Claims

Ms. Gingras presented the Consent Agenda, highlighting revenues and various expenditures. Director Hayman requested to abstain from a vote to approve the November 18, 2019 Minutes. Accordingly, President Holcombe called for a motion to approve the November 18, 2019 Minutes. Motion was made by Director Hanson and seconded by Director Sneddon. The motion carried with a vote of five in favor and one abstention.

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

President Holcombe requested a motion to approve the remainder of the Consent Agenda. Director Hanson so moved. Seconded by Director Sneddon, the motion passed unanimously with a vote of six in favor.

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

4. VERBAL REPORTS FROM BOARD COMMITTEES

- *Administrative Committee Meeting – December 10, 2019* – Director Holcombe reported on behalf of the Administrative Committee, noting that items are addressed in this agenda.
- *Lake Cachuma Oak Tree Committee Meeting – December 13, 2019* – Director Hayman, reporting on behalf of the Oak Tree Committee, stated that direction given to staff included plantings of one hundred replacement Oak Trees and approval to plant three hundred new trees in order to meet mitigation requirements.

5. BARTLETT, PRINGLE WOLF, LLP PRESENTATION OF COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) – FISCAL YEAR ENDING JUNE 30, 2019

Mr. Lyons presented the agenda item, reviewing the CAFR process and noting that COMB has now received two certificates of achievement for excellence in financial reporting from the Government Finance Officers Association (GFOA). He introduced Mr. John Britton and Ms. Nina Pisani from Bartlett, Pringle, Wolf, LLP (BPW). Mr. Britton stated that BPW issued an unmodified (clean) opinion, concluding there were no management concerns or reportable conditions affiliated with the audit. He presented a summary of the audit results, highlighting changes year over year and providing explanation for those changes. Finally, Mr. Britton reported that his firm also performed a single compliance audit of Federal funds received by COMB, noting no deficiencies or issues of non-compliance. Mr. Britton fielded questions from the Board.

Director Sneddon motioned to receive and file the CAFR as presented. Director Hanson seconded the motion which carried unanimously with a vote of six in favor.

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

**6. CALIFORNIA STATE CONTROLLER REPORT FOR FISCAL YEAR ENDING
JUNE 30, 2019**

Ms. Pisani presented the draft State Controller report, noting its due date of January 31, 2020. She explained how the data was categorized in the required template and fielded questions from the Board. President Holcombe asked for a motion to receive and file the report. Director Hanson so motioned. Seconded by Director Sneddon, the motion passed unanimously with a vote of six in favor.

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

7. UNEXPENDED FUNDS – FISCAL YEAR ENDING JUNE 30, 2019

Ms. Gingras presented the Fiscal Year 2018-19 unexpended funds as detailed in the staff memo. She reported a return to Member Agencies in the amount of \$443,000. President Holcombe called for a motion to approve the return of unexpended funds. Director Hanson so moved; Director Sneddon seconded and the motion passed with a vote of six in favor.

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

8. GENERAL MANAGER REPORT

- Meetings
- Administration
- U.S Bureau of Reclamation
- Engineering/Operations Division
- Fisheries Division

Ms. Gingras presented the General Manager report as contained in the Board Packet, highlighting staff attendance at meetings, progress achieved with various Administrative tasks and the current status of the Cachuma Project Operation and Maintenance (O&M) Contract renewal. She noted that the draft of the O&M contract will be forwarded to the Member Agency technical staff for input upon receipt from Reclamation. Ms. Gingras updated the Board concerning the Operations and Fisheries Divisions' current projects, in particular the planned South Coast Conduit Schedules D and E shutdowns. She fielded questions from the Board. Finally, Ms. Gingras reported CCWA progress for State water deliveries and advised the Board that Reclamation had cancelled its contract to install two thirty inch cone valves at Bradbury, in favor of re-bidding the project to use incremental release valves. She reminded the Board that Member Agencies had funded \$1.2 million for this project in prior years. Reclamation plans to re-bid the project in the future, but has provided no information regarding funding.

9. ENGINEER / OPERATIONS REPORT

- Climate Conditions
- Infrastructure Improvement Project Status
- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Degner presented the Engineer/Operations report, highlighting current and forecasted climate conditions and reservoir inflows. He reported progress on the American Water Infrastructure Act Risk & Resiliency Plan (R&R), which will include Cyber security R&R assessment. Mr. Degner advised that the draft Infrastructure Improvement Plan had been provided the Member Agencies' technical staff for review and noted that the San Jose Creek project report had been forwarded to the Army Corps of Engineers. Additionally, he summarized sampling operations and Reclamation's recent O&M inspection of the conduit. Finally, Mr. Degner provided updates on the status of planned Schedules D & E shutdowns and fielded questions from the Board.

10. QUIOTA CREEK CROSSING 8 FISH PASSAGE IMPROVEMENT PROJECT UPDATE

Mr. Robinson presented the Quiota Creek Crossing 8 update as contained in the Board Packet. He noted that all critical tasks are complete with some minor tasks remaining. He detailed the three change orders that arose in conjunction with the project, reported the status of habitat mitigation activities and fielded questions from the Board. Director Sneddon moved to receive and file the report. Seconded by Director Hayman, the motion carried with six in favor.

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

11. FISHERIES DIVISION REPORT

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

Mr. Robinson provided updates to the Board, highlighting water deliveries to Hilton Creek, routine monitoring and survey activities as required in the Biological Opinion. He fielded questions from the Board. Mr. Robinson advised that reporting is progressing rapidly with internal review of the 2019 Annual Monitoring Report planned for this week and submission to Reclamation thereafter.

12. PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM

- Maintenance and Monitoring

Mr. Robinson reported on the Oak Tree Program activities, highlighting recent plantings of replacement trees and upcoming plans to add three hundred new trees to the inventory, as directed by the Oak Tree Committee.

13. MONTHLY CACHUMA PROJECT REPORTS

- a. Cachuma Water Reports
- b. Cachuma Reservoir Current Conditions

Ms. Gingras presented the Cachuma Project reports for the second month of the water year, noting very low water losses. She advised the Board that there was no Quagga mussel report as there had been no November survey.

14. 2020 COMB REGULAR BOARD MEETING CALENDAR

Ms. Gingras presented the projected Regular Board Meeting dates for 2020, noting those meetings which were scheduled outside the usual fourth Monday of the month. There were no comments from the Board.

15. DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING

Board members requested further information regarding the lack of a November Quagga mussel survey and Reclamation's funding plans for Bradbury valve replacement.

16. [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

Counsel advised that there was no need to hold a Closed Session.

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

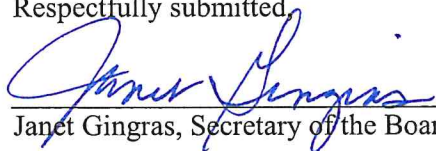
18. MEETING SCHEDULE

- **January 27, 2020 at 1:00 PM, COMB Office**
- **Board Packages available on COMB website www.cachuma-board.org**

19. COMB ADJOURNMENT

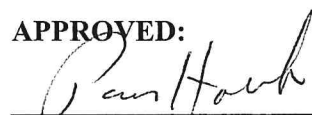
There being no further business, the meeting was adjourned at 2:42 PM.

Respectfully submitted,


Janet Gingras, Secretary of the Board

✓	<i>Approved</i>
	<i>Unapproved</i>

APPROVED:


Polly Holcombe, President of the Board