

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

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

**Monday, October 28, 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  
Cori Hayman, Montecito Water District

**General Counsel Present:**

William Carter, Musick, Peeler & Garrett, LLP

**Staff Present:**

Janet Gingras, General Manager	Elijah Papen, Program Analyst
Edward Lyons, Administrative Manager/CFO	Tim Robinson, Fisheries Division Manager
Joel Degner, Water Resources Engineer	Dorothy Turner, Administrative Assistant II

**Others Present:**

Fray Crease, County Water Agency	Kevin Walsh, SYRWCD
Cathy Taylor, City of Santa Barbara	

**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

- a. Minutes of September 3, 2019 Special Board Meeting
- b. Minutes of September 23, 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 contained in the Board packet. She reviewed revenues briefly and noted periodic obligations paid to Reclamation, as well as final payment to the contractor for Sycamore Canyon Slope Stabilization, to be partially offset by FEMA reimbursement. Ms. Gingras fielded questions from the Board. Director Hanson motioned to approve the Consent Agenda items. 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**

- *Operations Committee Meeting – October 22, 2019* – Director Sneddon reported on behalf of the Operations Committee, noting that the item is presented within this agenda for Board discussion and possible approval.

**5. FINANCIAL REVIEW – 1<sup>ST</sup> QUARTER FISCAL YEAR 2019-20**

Mr. Lyons presented the Financial Review for the first quarter of Fiscal Year 2019-20 to the Board for receipt and filing. He highlighted total revenues and their sources as well as expenditures accounted for by division. Mr. Lyons reviewed budgetary variances generated by timing differences or expenditures in advance of expected reimbursements.

**6. RESOLUTION NO. 703 – LAKE CACHUMA SECURED PIPELINE ENGINEERING DESIGN SUPPORT**

Ms. Gingras introduced the agenda item and invited Mr. Degner to present Resolution No. 703 to the Board for possible approval. Mr. Degner provided background on the project and reviewed the proposed steps to move forward with the secured pipeline. He fielded questions from the Board. After discussion, Director Sneddon motioned to approve the resolution once the modifications requested by the Board have been made. Director Hayman seconded the motion which passed unanimously with a vote of six in favor.

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

**7. GENERAL MANAGER REPORT**

- Meetings
- Personnel
- Administration

Ms. Gingras presented the General Manager report as contained in the Board packet, highlighting the status of Round I funding through Integrated Regional Water Management Program (IRWMP). She noted COMB's participation in conference calls hosted by the County Office of Emergency Management. Additionally she reported that staff had participated in OSHA mandated Confined Space Entry training, provided by ACWA JPIA. Ms. Gingras congratulated the Administrative Manager/CFO and staff on the receipt of the Certificate of Achievement awarded for the Fiscal Year 2017-18 CAFR Audit Report. Ms. Gingras reported that the cost for COMB's liability insurance is significantly less this year due to COMB's very low claims loss ratio.

**8. ENGINEER / OPERATIONS REPORT**

- Climate Conditions
- Infrastructure Improvement Project Updates

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Degner presented the Engineer / Operations reports as contained in the Board packet, reviewing in detail the Sycamore Canyon Slope Stabilization and San Jose Creek Pipe Stabilization projects, both now completed. He provided a summary of other ongoing projects and noted that Operations is now fully staffed and efficiently addressing tasks.

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

Mr. Robinson provided a comprehensive update of the fish passage project at Quiota Creek Crossing 8, noting that the project, which began on September 30<sup>th</sup>, has made great progress with the new bridge being installed on the 29<sup>th</sup> of November. He updated the Board on the various tasks and challenges surrounding the project and reviewed the financial status of the project. Mr. Robinson advised that a complete summary will be provided upon completion of the project.

**10. FISHERIES DIVISION REPORT**

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

Mr. Robinson presented the Fisheries Division report, highlighting the status of repairs to the Hilton Creek Watering System. He noted progress in infrastructure updates and repairs. Additionally, Mr. Robinson reported that field monitoring is ongoing per the Biological Opinion but the Annual Reports were delayed due to staff support provided to Operations at the San Jose Creek project.

**11. PROGRESS REPORT ON LAKE CACHUMA OAK TREE PROGRAM**

- Maintenance and Monitoring

Mr. Robinson presented the Oak Tree report, noting that staff continues normal maintenance operations. Additionally, he reported that the annual Oak Tree committee meeting is scheduled.

**12. MONTHLY CACHUMA PROJECT REPORTS**

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

Ms. Gingras presented the Cachuma Project water reports. She noted nothing unusual within the reports other than that they represent the final month of the water year with totals to be carried over to the new water year.

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

There were no requests for future meeting agenda items.

**14. [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 2:48 PM

**15. RECONVENE INTO OPEN SESSION**

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

- 14a. *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 3:22 PM. There was no reportable action.

**16. MEETING SCHEDULE**

- **November 18, 2019 at 1:00 PM, COMB Office**
- **Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)**

**17. COMB ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:22 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