

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

*held at*

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

**Monday, August 26, 2024  
1:00 PM**

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**MINUTES**

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

The regular meeting of the Board of Directors was called to order by President Holcombe at 1:08 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  
Edward Lyons, Administrative Manager / CFO  
Joel Degner, Engineer/Operations Division Mgr.  
Tim Robinson, Fisheries Division Manager

Shane King, Ops Supervisor/Chief Distribution Operator  
Elijah Papen, Water Resources Analyst  
Rosey Bishop, Administrative Assistant II  
Dorothy Turner, Administrative Assistant II

**Others Present:**

Dakota Corey, City of Santa Barbara  
Dana Hoffenberg, City of Santa Barbara

Matthew Scrudato, County of SB Water Agency

**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

- a. Minutes of July 22, 2024 Regular Board Meeting
- b. Investment of Funds
  - Financial Reports
  - Investment Reports
- c. Review of Paid Claims

President Holcombe asked for a motion to approve item 3.a. which was provided Director Sneddon and seconded by Director Hanson. The motion to approve the Minutes carried with a vote of five in favor and one abstention.

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

Ms. Gingras presented the financial reports and paid claims. Mr. Lyons provided detail on paid claims of note, including remittances to Quinn Company, R.A. Atmore, Zac Gonzales Landscaping, Peter Lapidus and Smith MEP, among others.

Director Hanson made a motion to approve items 3.b and 3.c. Director Hayman seconded the motion which passed with a vote of six in favor.

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

#### **4. VERBAL REPORTS FROM BOARD COMMITTEES**

- Oak Tree Committee Meeting – July 25, 2024
- Fisheries Committee Meeting – July 31, 2024
- Operations Committee Meeting – August 21, 2024

Director Hayman presented the Oak Tree Committee agenda and stated that the report will be discussed in this meeting.

Director Hanson, on behalf of the Fisheries Committee, noted that the results of the annual Warren Act Trust Fund/Renewal Fund/Betterment Fund meeting would be discussed in this agenda with other information to be presented in the Fisheries Division report.

Director Holcombe reported out regarding the Operations Committee, briefly recapping each item and noting that each was to be addressed in today's meeting.

#### **5. BOARD COMMITTEE APPOINTMENTS FOR FISCAL YEAR 2024-25**

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

President Holcombe advised that she saw no reason to make changes in committee appointments unless a director requested a change. As no discussion or other comments ensued, she stated that appointments would remain as they are for the current fiscal year.

#### **6. FINANCIAL REVIEW – 4<sup>th</sup> QUARTER FISCAL YEAR 2023-24**

Mr. Lyons shared his Powerpoint presentation to illustrate the quarterly financial data. He reviewed revenues received during the quarter and then presented actual expenditures for each division for the prior fiscal year, as compared to the budget. He provided explanation for any variances. Mr. Lyons fielded questions from the Board. Finally, in reviewing the administrative deliverables, he stated that the annual financial audit would begin on the following day and that COMB would also undergo a full OPEB Valuation this fiscal year.

**7. CACHUMA PROJECT MASTER CONTRACT RENEWAL FUND AND WARREN ACT TRUST FUND – LONG-TERM AND ANNUAL PLAN / SANTA BARBARA COUNTY BETTERMENT FUND**

Ms. Gingras introduced the item by listing for the Board the names of the Funds Committee members who were present at their meeting. She invited Mr. Lyons to discuss the results of the meeting. He reviewed the accounting for the upcoming water year and itemized the sources of revenues available for qualified expenditures. Mr. Robinson discussed the proposed use of funds in greater detail, referring the Board to Table 5 of the report which lists planned expenditures. He reviewed the five-year plan briefly and fielded questions from the Board.

Mr. Lyons noted that the Funds Committee concurred with the proposed expenditures. Finally, he reported that the Funds Committee meeting was followed immediately by the Betterment Fund Committee meeting wherein the County committed to contribute the full \$100,000 which will be used to offset the USGS Stream Gauge program.

Director Sneddon motioned to approve the proposed expenditures followed by a second from Director Hanson. The motion carried with a vote of six in favor.

**Ayes:** Sneddon, Hayman, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:**

**8. COMB/CVWD COOPERATIVE AGREEMENT - PROPOSED SECOND ADDENDUM**

Ms. Gingras provided a brief overview of the history of the cooperative agreement and the need for the second addendum. Mr. Degner provided additional detail. Ms. Gingras and Mr. Degner fielded questions from the Board.

Director Hanson motioned to approve the Second Addendum to the Cooperative Agreement. Director Sneddon seconded the motion which passed with a vote of six in favor.

**Ayes:** Sneddon, Hayman, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:**

**9. RESOLUTION NO. 809 - 2024 WINTER STORM DAMAGE – LAURO DEBRIS BASIN DEBRIS REMOVAL CONSTRUCTION CONTRACT (FEMA ELIGIBLE)**

Mr. Degner presented the agenda item and stated that the Lauro Debris Basin project had been placed for bid. The lowest, responsive bid was submitted by Peter Lapidus Construction, Inc. Upon Board approval and execution of the bid contract, work will commence in order to prepare for runoff during the rainy season.

Director Hayman provided the motion to approve the project, followed by Director Sneddon's second. The motion carried with a vote of six in favor.

**Ayes:** Sneddon, Hayman, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:**

**10. OPERATIONS DIVISION EQUIPMENT PURCHASES**

- a. Crane Truck
- b. Intake Log Boom

Mr. Degner opened the discussion of the purchases proposed by the Operations Division. He advised that he had obtained chassis and bed quotes for a new crane truck. Upon its purchase, COMB's existing two crane trucks will be sold at auction.

Mr. Degner followed with a discussion of the need for and cost of a new log boom for the protection of the North Portal. He noted that COMB will refurbish and reuse the existing log boom at other sites. Staff hopes to offset the costs incurred by this purchase with grant funding. Directors expressed interest in the installation of security measures around the North Portal.

Director Sneddon motioned to approve the two purchases. Director Hanson seconded the motion which passed with a vote of six in favor.

**Ayes:** Sneddon, Hayman, Hanson, Holcombe

**Nays:**

**Absent:**

**Abstain:**

**11. LAKE CACHUMA OAK TREE RESTORATION PROGRAM ANNUAL REPORT**

Mr. Robinson presented the annual Oak Tree program report. He provided statistics on target numbers of self-sustaining trees, numbers planted and numbers surviving. As well, Mr. Robinson reviewed the costs to date of the program. As the program sunsets, Mr. Robinson and staff will continue maintenance efforts and update statistics as necessary.

**12. GENERAL MANAGER REPORT**

- Administration
- U.S. Bureau of Reclamation

Ms. Gingras presented the General Manager report. She provided information regarding the upcoming health benefits open enrollment and noted that increases in health insurance premiums were embedded in the current budget. She provided an update on the Bradbury SOD contract, noting that Reclamation has incurred costs beyond the original contract. COMB staff continues to discuss an amendment to the contract and revision to the payment schedule with Reclamation. A technical meeting is scheduled for November. Additionally, Ms. Gingras advised that Reclamation has invited COMB staff to provide input and field expertise in a Value Planning Study Session required by Term 24(a) of the Water Board Order.

**13. ENGINEER'S REPORT**

- Climate Conditions
- 2024 Lake Fire
- Winter Storm Damage and Repairs
- Infrastructure Improvement Projects Update

Mr. Degner initiated his report with an update on climate and the expected La Nina conditions. He provided a Lake Fire update and information regarding FEMA reimbursement with respect to the Toro

Canyon structure. Mr. Degner drew Board attention to a new table added to the report to track 2024 storm damages. The table includes the costs for the Lauro debris removal project.

**14. OPERATIONS DIVISION REPORT**

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. King presented the Operations Division report, advising that it had been a very busy few weeks, with far more Dig Alerts than usual. He noted the finished car port installation, the upcoming lateral work and the upgrade to the North Portal generator, which will provide valuable generator data. Mr. King reported that Aspect will work on the SCADA system next week and that staff had replaced the Valley Club meter successfully. Structure maintenance continues. Finally, Mr. King mentioned that Reclamation intends to recommend cameras at the North Portal resulting from their site security inspection.

**15. FISHERIES DIVISION REPORT**

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

Mr. Robinson began his Fisheries report with a short discussion of the five watersheds potentially impacted by the Lake Fire. He provided updates on the normal BiOp related tasks that staff performs and the status of permits for the upcoming Fish Passage Enhancement project. Mr. Robinson noted that the surcharge water accounting table indicates that debiting of surcharge water accounts began with the cessation of surplus water. His report now contains updates on the various terms issued by the State Water Board, as requested by the Fisheries Committee.

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

- Maintenance and Monitoring
- End of Program Plan

Mr. Robinson proceeded to the Oak Tree report and advised that staff is engaged in watering years 12 and 13 trees. He also provided a report of the park renovation activity currently underway in their recreational vehicle camping area and its impact on COMB oak trees.

**17. MONTHLY CACHUMA PROJECT REPORTS**

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

Ms. Gingras stated that the water reports indicated a normal month with a small increase in apparent water loss, which staff is reviewing.

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

Directors requested a Security of Facilities discussion in conjunction with the upcoming and required five year update to COMB's Risk and Resiliency Plan as required under the America Water Infrastructure Act.

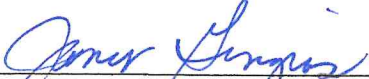
**19. MEETING SCHEDULE**

- **Regular Board Meeting – September 23, 2024 at 1:00 PM**
- **Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)**

**20. COMB ADJOURNMENT**

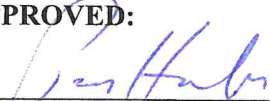
There being no further business, the meeting was adjourned at 3:10 PM.

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