

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

**by Teleconference Call ONLY**

**Teleconference Call-in Number: 1 (888) 899-7789  
Passcode: 804443#**

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**Monday, May 18, 2020**

**1:00 PM**

**AGENDA**

**NOTICE:** This Meeting shall be conducted by teleconference call only as authorized and in accordance with Government Code section 54953 and the California Governor's Executive Order N-29-20 and N-33-20.

- 1. CALL TO ORDER, ROLL CALL**
- 2. PUBLIC COMMENT** (*Public may address the Board on any subject matter not on the agenda and within the Board's jurisdiction. See "Notice to the Public" below.*)
- 3. CONSENT AGENDA** (*All items on the Consent Agenda are considered to be routine and will be approved or rejected in a single motion. Any item placed on the Consent Agenda may be removed and placed on the Regular Agenda for discussion and possible action upon the request of any Board Member.*)  
Action: Recommend Approval of Consent Agenda by motion and roll call vote of the Board:
  - a. Minutes of April 27, 2020 Regular Board Meeting
  - b. Investment of Funds
    - Financial Reports
    - Investment Reports
  - c. Review of Paid Claims
- 4. VERBAL REPORTS FROM BOARD COMMITTEES**  
Receive verbal information regarding the following committee meetings:
  - Operations Committee Meeting – May 13, 2020
- 5. FISCAL YEAR 2019-20 OPERATIONS DIVISION PROPOSED BUDGET TRANSFER FOR SOUTH COAST CONDUIT PROJECT EXPENDITURES**  
Action: Recommend approval by motion and roll call vote of the Board
- 6. RESOLUTION NO. 707 – COMB FISCAL YEAR 2020-21 ANNUAL OPERATING BUDGET**  
Action: Recommend approval by motion and roll call vote of the Board

7. **GENERAL MANAGER REPORT**

Receive information from the General Manager on topics pertaining to COMB, including but not limited to the following:

- Administration
- Virtual Meetings
- Personnel
- Engineering/Operations Division

8. **ENGINEER / OPERATIONS DIVISION REPORT**

Receive information from the Water Resources Engineer, including but not limited to the following:

- Climate Conditions
- Water Quality and Sediment Management Study
- Infrastructure Improvement Projects / Work Plan
- Lake Cachuma Operations
- Operation and Maintenance Activities

9. **FISHERIES DIVISION REPORT**

Receive information regarding Fisheries Division, including but not limited to the following:

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

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

Receive information regarding the Lake Cachuma Oak Tree Program including but not limited to the following:

- Maintenance and Monitoring

11. **MONTHLY CACHUMA PROJECT REPORTS**

Receive information regarding the Cachuma Project, including but not limited to the following:

- a. Cachuma Water Reports – (Will be presented in June)
- b. Cachuma Reservoir Current Conditions
- c. Lake Cachuma Quagga Survey

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

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

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

**15. MEETING SCHEDULE**

- **June 22, 2020 at 1:00 PM**
- **Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)**

**16. COMB ADJOURNMENT**

**NOTICE TO PUBLIC**

**Posting of Agenda:** This agenda was posted at COMB's offices, located at 3301 Laurel Canyon Road, Santa Barbara, California, 93105 and on COMB's website, in accordance with Government Code Section 54954.2. The agenda contains a brief general description of each item to be considered by the Governing Board. The Board reserves the right to modify the order in which agenda items are heard. Copies of staff reports or other written documents relating to each item of business are on file at the COMB offices and are available for public inspection during normal business hours. A person with a question concerning any of the agenda items may call COMB's General Manager at (805) 687-4011.

**Written materials:** In accordance with Government Code Section 54957.5, written materials relating to an item on this agenda which are distributed to the Governing Board less than 72 hours (for a regular meeting) or 24 hours (for a special meeting) will be made available for public inspection at the COMB offices during normal business hours. The written materials may also be posted on COMB's website subject to staff's ability to post the documents before the scheduled meeting.

**Public Comment:** Any member of the public may address the Board on any subject within the jurisdiction of the Board that is not scheduled for as an agenda item before the Board. The total time for this item will be limited by the President of the Board. The Board is not responsible for the content or accuracy of statements made by members of the public. No action will be taken by the Board on any Public Comment item.

**Americans with Disabilities Act:** In compliance with the Americans with Disabilities Act, if you need special assistance to review agenda materials or participate in this meeting, please contact the Cachuma Operation and Maintenance Board office at (805) 687-4011 at least 48 hours prior to the meeting to enable the Board to make reasonable arrangements.

**Note:** If you challenge in court any of the Board's decisions related to the listed agenda items you may be limited to raising only those issues you or someone else raised at any public hearing described in this notice or in written correspondence to the Governing Board prior to the public hearing.

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

by Teleconference Call ONLY

**Monday, April 27, 2020  
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.

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	David Flora, Water Service Worker III, Lead
Edward Lyons, Administrative Manager/CFO	Timothy Robinson, Fisheries Division Manager
Joel Degner, Water Resources Engineer	Dorothy Turner, Administrative Assistant II

**Others Present:**

Cathy Taylor, City of Santa Barbara

**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

- a. Minutes of March 23, 2020 Regular Board Meeting
- b. Investment of Funds
  - Financial Reports
  - Investment Reports
- c. Review of Paid Claims

Ms. Gingras presented the Consent Agenda as provided within the Board Packet. Discussion of financials was deferred in light of the quarterly financial review contained in this agenda. Ms. Gingras fielded questions from the Board. Subsequently, Director Hanson motioned to approve the Consent Agenda. Seconded by Director Sneddon, the motion carried with a unanimous vote of six in favor.

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

**4. VERBAL REPORTS FROM BOARD COMMITTEES**

- *Administrative Committee Meeting – April 16, 2020* – Director Holcombe reported that the Administrative Committee had reviewed the committee agenda items thoroughly and had forwarded both items to the Board, to be addressed in this agenda.
- *Operations Committee Meeting – April 17, 2020* – Ms. Gingras summarized the items from the Operations Committee Meeting and noted that item number three from that meeting had been forwarded to the Board and is contained in this agenda.

**5. FINANCIAL REVIEW – 3<sup>RD</sup> QUARTER FISCAL YEAR 2019-20**

Mr. Lyons presented the quarterly review of finances to the Board, highlighting revenues and their sources as well as expenditures. He reviewed underlying detail for various line items by division and noted any budgetary variances due to timing or unanticipated expense. Additionally, Mr. Lyons provided the Board with projected Revenue and Expense for the remainder of the fiscal year. He reviewed the deliverables in progress and fielded questions from the Board.

**6. PROPOSED DRAFT FISCAL YEAR 2020-21 OPERATING BUDGET**

Mr. Lyons presented the draft Operating Budget for fiscal year 2020-21. He provided a comprehensive overview of the budgetary process and timeline. Mr. Lyons reviewed, in detail, the projected draft budget revenues and expenditures and fielded questions from the Board. Additionally, he provided the Board with options for the quarterly member agency assessments for discussion. The draft budget was received with positive comments with the final draft to be brought to the Board at the May meeting for consideration and adoption.

**7. RESOLUTION NO. 706 – BUREAU OF RECLAMATION WATERSMART DROUGHT RESILIENCY ASSISTANCE AGREEMENT**

Ms. Gingras presented Resolution No. 706 to the Board, noting that the Bureau of Reclamation Assistance Agreement is in hand. She requested that the Board approve the Resolution authorizing the execution of the assistance agreement and the submission of same to Reclamation. Director Sneddon moved to approve the Resolution. Seconded by Director Hayman, the motion carried with a unanimous vote of six in favor.

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

**8. GENERAL MANAGER REPORT**

- Administration
- U. S. Bureau of Reclamation
- Operations

Ms. Gingras presented the General Manager report, highlighting the status of the renewal of the Cachuma Project Transferred Project Works Contract, the upgrade of COMB's Microsoft Outlook to provide better cybersecurity and the development of the Divisions' annual work plans. Additionally, she reported staff's participation in Reclamation's Emergency Action Plan training and COMB's continued in-place COVID-19 protocols. Finally, Ms. Gingras provided an update in respect to the Sycamore Canyon Slope Stabilization project CalOES / FEMA review.

## **9. WATER RESOURCES ENGINEER REPORT**

- Climate Conditions
- Water Quality and Sediment Management Study
- AWIA Risk and Resilience Assessment
- Infrastructure Improvement Project Updates

Mr. Degner presented the monthly Engineering report, highlighting climate and reservoir conditions, including storage and usage forecasts. He reported successful deployment of a water quality buoy, noting that data was already being received from it and shared with the COMB Member Agencies. Additionally, Mr. Degner updated the Board with the status of various projects, including the AWIA Risk and Resilience Assessment and fielded questions from the Board.

## **10. OPERATIONS DIVISION REPORT**

- Lake Cachuma Operations
- Operation and Maintenance Activities

Mr. Flora presented the Operations Division report, highlighting continued COVID-19 safety measures and monthly ongoing maintenance tasks. He noted that external structure maintenance had begun and advised that the internal structure work is deferred until such time as two person teams are allowed to work together. Finally, Mr. Flora reported the successful replacement of two solenoid valves at Lauro 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, highlighting the Hilton Creek water deliveries and the ongoing tasks mandated by the 2000 Biological Opinion. He reported that the berm at the mouth of the Santa Ynez River had breached and was open to the ocean, for migrating fish. Additionally he reported that Reclamation had initiated a fish passage supplemental water release, followed by an additional post surge release. Mr. Robinson fielded questions from the Board.

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

- Maintenance and Monitoring

Mr. Robinson presented the Lake Cachuma Oak Tree Program report. He highlighted the completion of the 2019 inventory and the update of the project database.

## **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, noting only a small amount of State Project Water deliveries into the lake.

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

There were no requests for agenda items from the Directors.

**15. [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 3:18 PM

**16. [CLOSED SESSION]: ANNUAL PERFORMANCE REVIEW**

- a. [Government Code Section 54957(b)(1)]  
Title: General Manager

**17. [CLOSED SESSION]: CONFERENCE WITH LABOR NEGOTIATORS**

- a. [Government Code Section 54957.6(a)]  
Agency designated representatives: Board President  
Unrepresented Employee: General Manager

**18. RECONVENE INTO OPEN SESSION**

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

The Board came out of Closed Session at 4:50 PM.

15a. *Cachuma Operation & Maintenance Board v. Santa Ynez River Water Conservation District, Improvement District Number 1*, Case No. 19CV01873 – Breach of Contract and Declaratory Relief

There was no reportable action.

16a. Annual Performance Review – General Manager

The Board completed its annual performance review of the General Manager

17a. Conference with Labor Negotiators

The Board gave direction to the President regarding the proposed employment agreement for General Manager Janet Gingras.



**19. MODIFICATION OF GENERAL MANAGER’S COMPENSATION**

With a unanimous vote of six in favor, the Board approved a 2.5% increase to the General Manager’s compensation, retroactively effective April 1, 2020.

**20. MEETING SCHEDULE**

- **May 18, 2020 at 1:00 PM, COMB Office**
- **Board Packages available on COMB website [www.cachuma-board.org](http://www.cachuma-board.org)**

**21. COMB ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:09 PM.

Respectfully submitted,

\_\_\_\_\_  
Janet Gingras, Secretary of the Board

	<i>Approved</i>
√	<i>Unapproved</i>

**APPROVED:**

\_\_\_\_\_  
Polly Holcombe, President of the Board

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**Cachuma Operation & Maintenance Board**  
**Statement of Net Position**  
As of April 30, 2020  
**UNAUDITED FINANCIALS**

**Apr 30, 20**

**ASSETS**

**Current Assets**

**Checking/Savings**

**Trust Funds**

1210 - Warren Act Trust Fund

\$ 251,576.19

1220 - Renewal Fund

10,215.61

**Total Trust Funds**

\$ 261,791.80

1050 - General Fund

596,091.80

1100 - Revolving Fund

128,095.15

**Total Checking/Savings**

985,978.75

**Accounts Receivable**

1301 - Accounts Receivable

126,571.45

**Total Accounts Receivable**

126,571.45

**Other Current Assets**

1010 - Petty Cash

500.00

1200 - LAIF

1,880,526.12

1303 - Bradbury SOD Act Assessment Receivable

201,351.00

1304 - Lauro Dam SOD Assessment Receivable

31,080.14

1400 - Prepaid Insurance

14,764.72

**Total Other Current Assets**

2,128,221.98

**Total Current Assets**

3,240,772.18

**Fixed Assets**

1500 - Vehicles

475,733.27

1505 - Office Furniture & Equipment

355,185.56

1510 - Mobile Offices

97,803.34

1515 - Field Equipment

537,803.92

1525 - Paving

38,351.00

1550 - Accumulated Depreciation

(1,341,093.60)

**Total Fixed Assets**

163,783.49

**Other Assets**

1923 - Deferred Outflow (GASB 75)

214,063.00

1910 - Long Term Bradbury SOD Act Assessment Receivable

4,478,803.07

1920 - Long Term Lauro SOD Act Assessment Receivable

804,089.14

1922 - Deferred Outflow of Resources (GASB 68)

497,820.00

**Total Other Assets**

5,994,775.21

**TOTAL ASSETS**

**\$ 9,399,330.88**

**Cachuma Operation & Maintenance Board**  
**Statement of Net Position**  
As of April 30, 2020  
**UNAUDITED FINANCIALS**

	<b>Apr 30, 20</b>
<b>LIABILITIES &amp; NET POSITION</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2200 - Accounts Payable	\$ 61,243.84
<b>Total Accounts Payable</b>	61,243.84
<b>Other Current Liabilities</b>	
2550 - Vacation/Sick	182,133.24
2561 - Bradbury Dam SOD Act	201,351.00
2563 - Lauro Dam SOD Act	31,080.14
2565 - Accrued Interest SOD Act	57,465.00
2567 - Loan Payable Current EPFP	434,126.11
2590 - Deferred Revenue	261,791.80
<b>Total Other Current Liabilities</b>	1,167,947.29
<b>Total Current Liabilities</b>	1,229,191.13
<b>Long Term Liabilities</b>	
2602 - Long Term Liability-Bradbury	4,478,793.07
2603 - Long Term SOD Act Liability - Lauro	804,089.14
2604 - OPEB Long Term Liability	5,384,212.00
2605 - Loan Payable Principal - EPFP	126,955.58
2610 - Net Pension Liability (GASB 68)	1,732,868.00
2611 - Deferred Inflow of Resources (GASB 68)	141,294.00
<b>Total Long Term Liabilities</b>	12,668,211.79
<b>Total Liabilities</b>	13,897,402.92
<b>Net Position</b>	
3000 - Opening Balance Net Position	(5,296,580.05)
3901 - Retained Net Assets	(880,829.03)
Net Income	1,679,337.04
<b>Total Net Position</b>	(4,498,072.04)
<b>TOTAL LIABILITIES &amp; NET POSITION</b>	<b>\$ 9,399,330.88</b>

**Cachuma Operation & Maintenance Board**  
**Statement of Revenues and Expenditures**  
 Budget vs. Actuals July 2019 - June 2020

	Fisheries				Operations				TOTAL			
	Jul '19 - Apr 20	Budget	\$ Over/ (Under) Budget	% of Budget	Jul '19 - Apr 20	Budget	\$ Over/ (Under) Budget	% of Budget	Jul '19 - Apr 20	Budget	\$ Over/ (Under) Budget	% of Budget
<b>Revenue</b>												
<b>3000 REVENUE</b>												
3001 · O&M Budget (Qtrly Assessments)	\$936,636.00	\$936,631.00	\$5.00	100.0%	\$3,687,368.00	\$3,687,371.00	-\$3.00	100.0%	\$4,624,004.00	\$4,624,002.00	\$2.00	100.0%
3006 · Warren Act	448,856.53	591,523.00	-142,666.47	75.88%	0.00				448,856.53	591,523.00	-142,666.47	75.88%
3009 · EPFP Loan (Qtrly Assessments)	0.00				347,587.63				347,587.63	0.00	347,587.63	100.0%
3010 · Interest Income	0.00				13,276.09				13,276.09	0.00	13,276.09	100.0%
3020 · Misc Income	0.00				777.37				777.37	0.00	777.37	100.0%
3021 · Grant Income	0.00				448.00				448.00	0.00	448.00	100.0%
3035 · Cachuma Project Betterment Fund	90,000.00	90,000.00	0.00	100.0%	0.00				90,000.00	90,000.00	0.00	100.0%
3042 · Sycamore Cnyn Slope Stabln Reim	0.00				381,270.00	450,752.00	-69,482.00	84.59%	381,270.00	450,752.00	-69,482.00	84.59%
3043 · Grant-QC Crossing #8	1,010,700.00	1,010,700.00	0.00	100.0%	0.00				1,010,700.00	1,010,700.00	0.00	100.0%
<b>Total 3000 REVENUE</b>	<b>\$2,486,192.53</b>	<b>\$2,628,854.00</b>	<b>-\$142,661.47</b>	<b>94.57%</b>	<b>\$4,430,727.09</b>	<b>\$4,138,123.00</b>	<b>\$292,604.09</b>	<b>107.07%</b>	<b>\$6,916,919.62</b>	<b>\$6,766,977.00</b>	<b>\$149,942.62</b>	<b>102.22%</b>
<b>Expense</b>												
3100 · LABOR - OPERATIONS	\$ -	\$ -	\$ -		\$ 760,461.85	\$ 952,164.00	\$ (191,702.15)	79.87%	\$ 760,461.85	\$ 952,164.00	\$ (191,702.15)	79.87%
<b>3200 VEH &amp; EQUIPMENT</b>												
3201 · Vehicle/Equip Mtce	0.00				40,444.29	30,000.00	10,444.29	134.81%	40,444.29	30,000.00	10,444.29	134.81%
3202 · Fixed Capital	0.00				521.35	15,000.00	-14,478.65	3.48%	521.35	15,000.00	-14,478.65	3.48%
3203 · Equipment Rental	0.00				520.36	5,000.00	-4,479.64	10.41%	520.36	5,000.00	-4,479.64	10.41%
3204 · Miscellaneous	0.00				2,205.90	5,000.00	-2,794.10	44.12%	2,205.90	5,000.00	-2,794.10	44.12%
<b>Total 3200 VEH &amp; EQUIPMENT</b>	<b>0.00</b>				<b>43,691.90</b>	<b>55,000.00</b>	<b>-11,308.10</b>	<b>79.44%</b>	<b>43,691.90</b>	<b>55,000.00</b>	<b>-11,308.10</b>	<b>79.44%</b>
<b>3300 · CONTRACT LABOR</b>												
3301 · Conduit, Meter, Valve & Misc	0.00				11,543.30	20,000.00	-8,456.70	57.72%	11,543.30	20,000.00	-8,456.70	57.72%
3302 · Buildings & Roads	0.00				5,969.92	20,000.00	-14,030.08	29.85%	5,969.92	20,000.00	-14,030.08	29.85%
3303 · Reservoirs	0.00				10,755.05	30,000.00	-19,244.95	35.85%	10,755.05	30,000.00	-19,244.95	35.85%
3304 · Engineering, Misc Services	0.00				10,763.68	25,000.00	-14,236.32	43.06%	10,763.68	25,000.00	-14,236.32	43.06%
<b>Total 3300 · CONTRACT LABOR</b>	<b>0.00</b>				<b>39,031.95</b>	<b>95,000.00</b>	<b>-55,968.05</b>	<b>41.09%</b>	<b>39,031.95</b>	<b>95,000.00</b>	<b>-55,968.05</b>	<b>41.09%</b>
<b>3400 · MATERIALS &amp; SUPPLIES</b>												
3401 · Conduit, Meter, Valve & Misc	0.00				68,761.72	65,000.00	3,761.72	105.79%	68,761.72	65,000.00	3,761.72	105.79%
3402 · Buildings & Roads	0.00				1,630.35	8,000.00	-6,369.65	20.38%	1,630.35	8,000.00	-6,369.65	20.38%
3403 · Reservoirs	0.00				3,904.45	5,000.00	-1,095.55	78.09%	3,904.45	5,000.00	-1,095.55	78.09%
<b>Total 3400 · MATERIALS &amp; SUPPLIES</b>	<b>0.00</b>				<b>74,296.52</b>	<b>78,000.00</b>	<b>-3,703.48</b>	<b>95.25%</b>	<b>74,296.52</b>	<b>78,000.00</b>	<b>-3,703.48</b>	<b>95.25%</b>
<b>3500 · OTHER EXPENSES</b>												
3501 · Utilities	0.00				5,135.53	7,000.00	-1,864.47	73.37%	5,135.53	7,000.00	-1,864.47	73.37%
3502 · Uniforms	0.00				2,090.56	5,000.00	-2,909.44	41.81%	2,090.56	5,000.00	-2,909.44	41.81%
3503 · Communications	0.00				11,650.11	20,500.00	-8,849.89	56.83%	11,650.11	20,500.00	-8,849.89	56.83%
3504 · USA & Other Services	0.00				2,736.00	4,000.00	-1,264.00	68.4%	2,736.00	4,000.00	-1,264.00	68.4%
3505 · Miscellaneous	0.00				8,638.66	8,000.00	638.66	107.98%	8,638.66	8,000.00	638.66	107.98%
3506 · Training	0.00				538.53	3,000.00	-2,461.47	17.95%	538.53	3,000.00	-2,461.47	17.95%
<b>Total 3500 · OTHER EXPENSES</b>	<b>0.00</b>				<b>30,789.39</b>	<b>47,500.00</b>	<b>-16,710.61</b>	<b>64.82%</b>	<b>30,789.39</b>	<b>47,500.00</b>	<b>-16,710.61</b>	<b>64.82%</b>
4100 · LABOR - FISHERIES	570,578.53	704,515.00	-133,936.47	80.99%	0.00				570,578.53	704,515.00	-133,936.47	80.99%
<b>4200 · VEHICLES &amp; EQUIP - FISHERIES</b>												
4270 · Vehicle/Equip Mtce	35,649.02	20,000.00	15,649.02	178.25%	0.00				35,649.02	20,000.00	15,649.02	178.25%
4280 · Fixed Capital	28,941.74	35,000.00	-6,058.26	82.69%	0.00				28,941.74	35,000.00	-6,058.26	82.69%
4290 · Miscellaneous	132.84	2,500.00	-2,367.16	5.31%	0.00				132.84	2,500.00	-2,367.16	5.31%
<b>Total 4200 · VEHICLES &amp; EQUIP - FISHERIES</b>	<b>64,723.60</b>	<b>57,500.00</b>	<b>7,223.60</b>	<b>112.56%</b>	<b>0.00</b>				<b>64,723.60</b>	<b>57,500.00</b>	<b>7,223.60</b>	<b>112.56%</b>
<b>4220 · CONTRACT LABOR - FISHERIES</b>												
4221 · Meters & Valves	0.00	3,000.00	-3,000.00	0.0%	0.00				0.00	3,000.00	-3,000.00	0.0%

**Cachuma Operation & Maintenance Board**  
**Statement of Revenues and Expenditures**  
 Budget vs. Actuals July 2019 - June 2020

	Fisheries				Operations				TOTAL			
	Jul '19 - Apr 20	Budget	\$ Over/ (Under) Budget	% of Budget	Jul '19 - Apr 20	Budget	\$ Over/ (Under) Budget	% of Budget	Jul '19 - Apr 20	Budget	\$ Over/ (Under) Budget	% of Budget
4222 · Fish Projects Maintenance	9,746.11	25,000.00	-15,253.89	38.98%	0.00				9,746.11	25,000.00	-15,253.89	38.98%
<b>Total 4220 · CONTRACT LABOR - FISHERIES</b>	<b>9,746.11</b>	<b>28,000.00</b>	<b>-18,253.89</b>	<b>34.81%</b>	<b>0.00</b>				<b>9,746.11</b>	<b>28,000.00</b>	<b>-18,253.89</b>	<b>34.81%</b>
<b>4300 · MATERIALS/SUPPLIES - FISHERIES</b>												
4390 · Miscellaneous	8,749.38	7,000.00	1,749.38	124.99%	0.00				8,749.38	7,000.00	1,749.38	124.99%
<b>Total 4300 · MATERIALS/SUPPLIES - FISHERIES</b>	<b>8,749.38</b>	<b>7,000.00</b>	<b>1,749.38</b>	<b>124.99%</b>	<b>0.00</b>				<b>8,749.38</b>	<b>7,000.00</b>	<b>1,749.38</b>	<b>124.99%</b>
<b>4500 · OTHER EXPENSES - FISHERIES</b>												
4502 · Uniforms	2,367.87	3,500.00	-1,132.13	67.65%	0.00				2,367.87	3,500.00	-1,132.13	67.65%
<b>Total 4500 · OTHER EXPENSES - FISHERIES</b>	<b>2,367.87</b>	<b>3,500.00</b>	<b>-1,132.13</b>	<b>67.65%</b>	<b>0.00</b>				<b>2,367.87</b>	<b>3,500.00</b>	<b>-1,132.13</b>	<b>67.65%</b>
<b>4999 · GENERAL &amp; ADMINISTRATIVE</b>												
5000 · Director Fees	0.00				7,930.00	12,500.00	-4,570.00	63.44%	7,930.00	12,500.00	-4,570.00	63.44%
5001 · Director Mileage	0.00				463.21	500.00	-36.79	92.64%	463.21	500.00	-36.79	92.64%
5100 · Legal	0.00				20,656.08	75,000.00	-54,343.92	27.54%	20,656.08	75,000.00	-54,343.92	27.54%
5101 · Audit	0.00				13,598.00	22,750.00	-9,152.00	59.77%	13,598.00	22,750.00	-9,152.00	59.77%
5150 · Unemployment Tax	0.00				4,949.89	5,000.00	-50.11	99.0%	4,949.89	5,000.00	-50.11	99.0%
5200 · Liability Insurance	0.00				3,178.88	50,551.00	-47,372.12	6.29%	3,178.88	50,551.00	-47,372.12	6.29%
5310 · Postage/Office Exp	0.00				7,151.64	5,000.00	2,151.64	143.03%	7,151.64	5,000.00	2,151.64	143.03%
5311 · Office Equip/Leases	0.00				7,121.84	9,200.00	-2,078.16	77.41%	7,121.84	9,200.00	-2,078.16	77.41%
5312 · Misc Admin Expenses	0.00				9,159.10	14,000.00	-4,840.90	65.42%	9,159.10	14,000.00	-4,840.90	65.42%
5313 · Communications	0.00				5,663.61	8,500.00	-2,836.39	66.63%	5,663.61	8,500.00	-2,836.39	66.63%
5314 · Utilities	0.00				6,527.56	9,737.00	-3,209.44	67.04%	6,527.56	9,737.00	-3,209.44	67.04%
5315 · Membership Dues	0.00				9,613.25	9,410.00	203.25	102.16%	9,613.25	9,410.00	203.25	102.16%
5316 · Admin Fixed Assets	0.00				1,127.52	3,000.00	-1,872.48	37.58%	1,127.52	3,000.00	-1,872.48	37.58%
5318 · Computer Consultant	0.00				20,106.69	16,500.00	3,606.69	121.86%	20,106.69	16,500.00	3,606.69	121.86%
5325 · Emp Training/Subscriptions	0.00				1,935.30	2,000.00	-64.70	96.77%	1,935.30	2,000.00	-64.70	96.77%
5330 · Admin Travel/Conferences	0.00				1,042.95	2,000.00	-957.05	52.15%	1,042.95	2,000.00	-957.05	52.15%
5331 · Public Information	0.00				1,644.49	3,500.00	-1,855.51	46.99%	1,644.49	3,500.00	-1,855.51	46.99%
<b>Total 4999 · GENERAL &amp; ADMINISTRATIVE</b>	<b>0.00</b>				<b>121,870.01</b>	<b>249,148.00</b>	<b>-127,277.99</b>	<b>48.92%</b>	<b>121,870.01</b>	<b>249,148.00</b>	<b>-127,277.99</b>	<b>48.92%</b>
<b>5299 · ADMIN LABOR</b>	<b>0.00</b>				<b>433,370.60</b>	<b>610,984.00</b>	<b>-177,613.40</b>	<b>70.93%</b>	<b>433,370.60</b>	<b>610,984.00</b>	<b>-177,613.40</b>	<b>70.93%</b>
<b>5400 · GENERAL &amp; ADMIN - FISHERIES</b>												
5407 · Legal - FD	23,476.10	100,000.00	-76,523.90	23.48%	0.00				23,476.10	100,000.00	-76,523.90	23.48%
5410 · Postage / Office Supplies	3,174.24	4,000.00	-825.76	79.36%	0.00				3,174.24	4,000.00	-825.76	79.36%
5411 · Office Equipment / Leases	3,803.80	6,518.00	-2,714.20	58.36%	0.00				3,803.80	6,518.00	-2,714.20	58.36%
5412 · Misc. Admin Expense	3,394.60	7,500.00	-4,105.40	45.26%	0.00				3,394.60	7,500.00	-4,105.40	45.26%
5413 · Communications	3,150.04	5,805.00	-2,654.96	54.26%	0.00				3,150.04	5,805.00	-2,654.96	54.26%
5414 · Utilities	3,513.31	5,243.00	-1,729.69	67.01%	0.00				3,513.31	5,243.00	-1,729.69	67.01%
5415 · Membership Dues	6,041.75	5,955.00	86.75	101.46%	0.00				6,041.75	5,955.00	86.75	101.46%
5416 · Admin Fixed Assets	245.67	3,000.00	-2,754.33	8.19%	0.00				245.67	3,000.00	-2,754.33	8.19%
5418 · Computer Consultant	10,826.65	9,000.00	1,826.65	120.3%	0.00				10,826.65	9,000.00	1,826.65	120.3%
5425 · Employee Education/Subscription	860.70	2,500.00	-1,639.30	34.43%	0.00				860.70	2,500.00	-1,639.30	34.43%
5426 · Director Fees	4,270.00	6,700.00	-2,430.00	63.73%	0.00				4,270.00	6,700.00	-2,430.00	63.73%
5427 · Director Mileage	249.40	300.00	-50.60	83.13%	0.00				249.40	300.00	-50.60	83.13%
5430 · Travel	197.89	2,500.00	-2,302.11	7.92%	0.00				197.89	2,500.00	-2,302.11	7.92%
5431 · Public Information	805.50	1,500.00	-694.50	53.7%	0.00				805.50	1,500.00	-694.50	53.7%

**Cachuma Operation & Maintenance Board**  
**Statement of Revenues and Expenditures**  
 Budget vs. Actuals July 2019 - June 2020

	Fisheries				Operations				TOTAL			
	Jul '19 - Apr 20	Budget	\$ Over/ (Under) Budget	% of Budget	Jul '19 - Apr 20	Budget	\$ Over/ (Under) Budget	% of Budget	Jul '19 - Apr 20	Budget	\$ Over/ (Under) Budget	% of Budget
5441 · Audit	17,322.00	12,250.00	5,072.00	141.4%	0.00				17,322.00	12,250.00	5,072.00	141.4%
5443 · Liab & Property Ins	1,711.70	24,745.00	-23,033.30	6.92%	0.00				1,711.70	24,745.00	-23,033.30	6.92%
<b>Total 5400 · GENERAL &amp; ADMIN - FISHERIES</b>	<b>83,043.35</b>	<b>197,516.00</b>	<b>-114,472.65</b>	<b>42.04%</b>	<b>0.00</b>				<b>83,043.35</b>	<b>197,516.00</b>	<b>-114,472.65</b>	<b>42.04%</b>
5499 · ADMIN LABOR-FISHERIES	157,637.12	240,823.00	-83,185.88	65.46%	0.00				157,637.12	240,823.00	-83,185.88	65.46%
5510 · Integrated Reg. Water Mgt Plan	0.00				4,821.72	5,000.00	-178.28	96.43%	4,821.72	5,000.00	-178.28	96.43%
<b>6000 · SPECIAL PROJECTS</b>												
6062 · SCADA	0.00				27,148.65	35,000.00	-7,851.35	77.57%	27,148.65	35,000.00	-7,851.35	77.57%
6090 · COMB Office Building	0.00				6,136.40	25,000.00	-18,863.60	24.55%	6,136.40	25,000.00	-18,863.60	24.55%
6096 · SCC Structure Rehabilitation	0.00				391,029.94	400,000.00	-8,970.06	97.76%	391,029.94	400,000.00	-8,970.06	97.76%
6097 · GIS and Mapping	0.00				5,575.00	10,000.00	-4,425.00	55.75%	5,575.00	10,000.00	-4,425.00	55.75%
6105 · ROW Management Program	0.00				0.00	20,000.00	-20,000.00	0.0%	0.00	20,000.00	-20,000.00	0.0%
6120 · Emergency Pumping Fac Project	0.00				35,575.00	225,000.00	-189,425.00	15.81%	35,575.00	225,000.00	-189,425.00	15.81%
6132 · Sycamore Canyon Slope Stabiliz	0.00				574,490.21	605,242.00	-30,751.79	94.92%	574,490.21	605,242.00	-30,751.79	94.92%
6135 · SCC San Jose Creek Pipe Stabili	0.00				183,222.99	150,000.00	33,222.99	122.15%	183,222.99	150,000.00	33,222.99	122.15%
6136 · SCC Isolation Valve Evaluation	0.00				25,755.71	100,000.00	-74,244.29	25.76%	25,755.71	100,000.00	-74,244.29	25.76%
6137 · SCC Lower Reach Lateral Structu	0.00				13,571.00	150,000.00	-136,429.00	9.05%	13,571.00	150,000.00	-136,429.00	9.05%
6138 · Cachuma Watershed Mgmt Study	0.00				233,554.58	325,085.00	-91,530.42	71.84%	233,554.58	325,085.00	-91,530.42	71.84%
<b>Total 6000 · SPECIAL PROJECTS</b>	<b>0.00</b>				<b>1,496,059.48</b>	<b>2,045,327.00</b>	<b>-549,267.52</b>	<b>73.15%</b>	<b>1,496,059.48</b>	<b>2,045,327.00</b>	<b>-549,267.52</b>	<b>73.15%</b>
<b>6200 · FISHERIES ACTIVITIES</b>												
6201 · FMP Implementation	10,862.51	33,000.00	-22,137.49	32.92%	0.00				10,862.51	33,000.00	-22,137.49	32.92%
6202 · GIS and Mapping	3,730.00	10,000.00	-6,270.00	37.3%	0.00				3,730.00	10,000.00	-6,270.00	37.3%
6203 · Grants Technical Support	0.00	10,000.00	-10,000.00	0.0%	0.00				0.00	10,000.00	-10,000.00	0.0%
6204 · SYR Hydrology Technical Support	0.00	6,000.00	-6,000.00	0.0%	0.00				0.00	6,000.00	-6,000.00	0.0%
6205 · USGS Stream Gauge Program	80,149.15	100,000.00	-19,850.85	80.15%	0.00				80,149.15	100,000.00	-19,850.85	80.15%
6206 · Tri County Fish Team Funding	0.00	5,000.00	-5,000.00	0.0%	0.00				0.00	5,000.00	-5,000.00	0.0%
6207 · Oak Tree Restoration Program	16,581.62	30,000.00	-13,418.38	55.27%	0.00				16,581.62	30,000.00	-13,418.38	55.27%
<b>Total 6200 · FISHERIES ACTIVITIES</b>	<b>111,323.28</b>	<b>194,000.00</b>	<b>-82,676.72</b>	<b>57.38%</b>	<b>0.00</b>				<b>111,323.28</b>	<b>194,000.00</b>	<b>-82,676.72</b>	<b>57.38%</b>
<b>6300 · HABITAT ENHANCEMENT</b>												
6303 · Tributary Projects Support	1,179.38	20,000.00	-18,820.62	5.9%	0.00				1,179.38	20,000.00	-18,820.62	5.9%
6315 · Quiota Creek Crossing 8												
6315-1 · QC-8 Erosion Control & Reforest	520.00				0.00				520.00	0.00	520.00	100.0%
6315 · Quiota Creek Crossing 8 - Other	1,199,142.46	1,176,000.00	23,142.46	101.97%	0.00				1,199,142.46	1,176,000.00	23,142.46	101.97%
<b>Total 6315 · Quiota Creek Crossing 8</b>	<b>1,199,662.46</b>	<b>1,176,000.00</b>	<b>23,662.46</b>	<b>102.01%</b>	<b>0.00</b>				<b>1,199,662.46</b>	<b>1,176,000.00</b>	<b>23,662.46</b>	<b>102.01%</b>
<b>Total 6300 · HABITAT ENHANCEMENT</b>	<b>1,200,841.84</b>	<b>1,196,000.00</b>	<b>4,841.84</b>	<b>100.41%</b>	<b>0.00</b>				<b>1,200,841.84</b>	<b>1,196,000.00</b>	<b>4,841.84</b>	<b>100.41%</b>
7007 · INTEREST EXPENSE-EPFP	0.00				24,178.08				24,178.08	0.00	24,178.08	100.0%
<b>Total Expense</b>	<b>\$ 2,209,011.08</b>	<b>\$ 2,628,854.00</b>	<b>\$ (419,842.92)</b>	<b>84.03%</b>	<b>\$ 3,028,571.50</b>	<b>\$ 4,138,123.00</b>	<b>\$ (1,109,551.50)</b>	<b>73.19%</b>	<b>\$ 5,237,582.58</b>	<b>\$ 6,766,977.00</b>	<b>\$ (1,529,394.42)</b>	<b>77.4%</b>
<b>Net Surplus / Deficit</b>	<b>\$ 277,181.45</b>	<b>\$ -</b>	<b>\$ 277,181.45</b>	<b>100.0%</b>	<b>\$ 1,402,155.59</b>	<b>\$ -</b>	<b>\$ 1,402,155.59</b>	<b>100.0%</b>	<b>\$ 1,679,337.04</b>	<b>\$ -</b>	<b>\$ 1,679,337.04</b>	<b>100.0%</b>

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# CACHUMA OPERATION & MAINTENANCE BOARD

## BOARD MEMORANDUM

Date:	May 18, 2020
Submitted by:	Janet Gingras

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**SUBJECT:** Investment Report – April 30, 2020

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### **RECOMMENDATION**

The Board of Directors receive and file the Cachuma Operation and Maintenance Board Investment Report as of April 30, 2020.

### **DISCUSSION**

Cash and investment programs are maintained in accordance with California Government Code Section 53600 et seq. and COMB's adopted investment policy. These policies ensure proper control and safeguards are maintained throughout the financial transaction process. Pursuant to State law, the COMB Board adopts a detailed investment policy through a Board resolution on an annual basis.

Reports on COMB's investment portfolio and cash position are developed and presented to the COMB Board on a monthly basis, in conformity with the California Government Code.

#### Unrestricted Cash

Unrestricted cash exceeding current operating needs is invested in LAIF to generate interest income. In April, COMB collected \$1.2M in quarterly O&M assessments from the COMB Member Agencies that will be applied toward fourth quarter expenditures.

The average monthly effective yield rate, as of April 2020, is reported at 1.648%.

See Table 1 below for a summary of balances held in unrestricted accounts.

TABLE 1			
Unrestricted Reserve Funds		Date	Principal
Local Agency Investment Fund (LAIF)			
Previous Balance		03/31/2020	\$ 680,526.12
(+) Deposits/Credits			1,204,979.65
(-) Checks/Withdrawals			-
Statement Balance		04/30/2020	\$ 1,885,505.75

#### Restricted Cash

The Cachuma Project Warren Act Trust Fund (Trust Fund) and Cachuma Project Master Contract Renewal Fund (Renewal Fund) are two separate funds that have been established through contracts with the U.S.


Bureau of Reclamation (Reclamation). The Trust Fund and the Renewal Fund require annual and five-year plans which are used to inform the Funds Committee in making decisions on expenditures for betterment of the Cachuma Project.

See Table 2 below for a summary of balances held in restricted accounts.

TABLE 2			
Restricted Reserve Funds		Date	Principal
American Riviera Bank Renewal Account			
	Previous Balance	03/31/2020	\$ 10,215.61
	(+) Deposits/Credits		-
	(-) Checks/Withdrawals		-
	Statement Balance	04/30/2020	\$ 10,215.61
American Riviera Bank Warren Act Trust Fund			
	Previous Balance	03/31/2020	\$ 398,004.70
	(+) Deposits/Credits		8,815.00
	(-) Checks/Withdrawals		-155,243.51
	Statement Balance	04/30/2020	\$ 251,576.19

**STATEMENT**

The above statement of investment activity for the month of April, 2020, complies with legal requirements for investment policy of government agencies, AB 1073. I hereby certify that it constitutes a complete and accurate summary of all American Riviera Bank and LAIF investments of this agency for the period indicated.

  
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 Secretary

**Cachuma Operation & Maintenance Board**

**Paid Claims**  
As of April 30, 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>1050 - General Fund</b>				
04/08/2020	27599	ACWA-Joint Powers Insurance Authority	Workers' Compensation Program 1/1/20-3/31/20	-11,467.10
04/08/2020	27600	All Around Landscape Supply	Supplies (Ops)	-164.34
04/08/2020	27601	Aqua-Flo Supply	Supplies (Fisheries)	-23.91
04/08/2020	27602	Aspect Engineering Group	SCADA Upgrade - Lauro Reservoir PLC	-7,068.18
04/08/2020	27603	Association of Ca Water Agencies/JPIA	May Health Benefits Premium	-32,920.62
04/08/2020	27604	AT&T	Long Distance 2/28/20-3/27/20	-34.75
04/08/2020	27605	City of Santa-Barbara	Trash / Recycling March 2020	-285.46
04/08/2020	27606	Cox Communications Santa Barbara	Business Internet April 2020	-140.00
04/08/2020	27607	Eurofins Eaton Analytical, LLC	Lake Cachuma Water Quality Study - Sampling	-4,335.00
04/08/2020	27608	Famcon Pipe & Supply	South Coast Conduit Piping Supplies	-5,167.80
04/08/2020	27609	Frontier Communications	Phone Service - North Portal	-62.45
04/08/2020	27610	Frontier Communications	Phone Service - Alarm, Fax, Modem, Board Room	-192.27
04/08/2020	27611	Harrison Hardware	Supplies (Fisheries)	-154.42
04/08/2020	27612	HDR Engineering, Inc.	FMP Implementation & Tributary Projects - Engineering Services	-609.36
04/08/2020	27613	Home Depot Credit Services	Supplies (Ops & Fisheries)	-211.54
04/08/2020	27614	Industrial Networking Solutions	Sierra Wireless Airlink Raven Cellular Gateways (Ops)	-4,094.04
04/08/2020	27615	MarBorg Industries	Portable Facilities - Outlying Stations	-387.92
04/08/2020	27616	Pacific Coast Jiffy Lube	2019 Ford F-150 - Oil Change & Service (Ops)	-114.94
04/08/2020	27617	Powell Garage	2003 Ford F-150 - Service & Repair (Fisheries)	-1,020.76
04/08/2020	27618	SAS Institute, Inc.	GIS & Mapping - JMP Software Renewal (Fisheries)	-930.00
04/08/2020	27619	SB Home Improvement Center	Supplies (Fisheries)	-91.08
04/08/2020	27620	Southern California Edison	Electricity - Main & Outlying Stations	-930.81
04/08/2020	27621	Staples Credit Plan	Office Supplies (Ops & Fisheries)	-855.80
04/08/2020	27622	Trenchalk Network Services, Inc.	Microsoft Outlook Upgrade	-1,200.00
04/08/2020	27623	Trenchalk Network Services, Inc.	Network Support	-2,433.10
04/08/2020	27624	Underground Service Alert of So. Calif.	Ticket Charges & Database Fee (Ops)	-143.65
04/08/2020	27625	Woodard & Curran	Lake Cachuma Water Quality Study - Professional Services	-10,292.25
04/08/2020	27626	Wright Express Fleet Services	Fleet Fuel March 2020	-2,030.51
04/09/2020	27627	American Riviera Bank - Card Service	Supplies (Ops & Fisheries)	-290.03
04/09/2020	27628	Boyd & Associates	Alarm Monitoring 4/1/20-9/30/20	-82.50
04/09/2020	27629	Coastal Copy, LP	Copier Maintenance - Kyocera Taskalfas 3051ci & 6052ci	-342.36
04/09/2020	27630	ECHO Communications	Message Service April 2020	-71.50
04/09/2020	27631	J&C Services	Office Cleaning Service - Weekly 2/2/20-3/20/20	-600.00
04/09/2020	27632	Premiere Global Services	Conference Calls March 2020	-359.74
04/09/2020	27633	Wells Fargo Vendor Fin Serv	Copier Leases - Kyocera Taskalfas 3051ci & 6052ci	-411.08
04/09/2020	27634	Zac Gonzalez Landscaping & Tree Care	Landscape Maintenance March 2020	-480.00
04/23/2020	27635	Cabela's LLC/Bass Pro LLC	Waders (Fisheries)	-349.64
04/23/2020	27636	County of Santa Barbara Water Agency Dept	IRWM Share of Cost 7/1/19-12/31/19	-2,934.82
04/23/2020	27637	Farm Supply Company	Supplies - Fencing (Fisheries)	-646.44
04/23/2020	27638	Impulse Advanced Communications	Phone Service - Main Office	-445.10
04/23/2020	27639	Instrument & Valve Services Company	Calibration of Equipment	-1,918.36
04/23/2020	27640	Void	Void	0.00
04/23/2020	27641	Peter Lapidus Construction, Inc.	Oak Tree Program - Backhoe Transport	-797.50
04/23/2020	27642	PG&E	Electricity - North Portal & Tecolote Tunnel	-342.02
04/23/2020	27643	Powell Garage	2015 Ford F-150 Service & Repair (Fisheries)	-1,025.36
04/23/2020	27644	SB Home Improvement Center	Supplies (Fisheries)	-177.20
04/23/2020	27645	Southern California Edison	Electricity - Outlying Stations	-42.78
04/23/2020	27646	Sparkletts	Operations Safety	-28.40
04/23/2020	27647	The Gas Company	Gas - Main Office	-60.56
04/23/2020	27648	United States Geological Survey	USGS Quarterly Joint Funding Agreement 2/1/20-4/30/20	-23,912.50
04/23/2020	27649	Verizon Wireless	Operations Cell Phones, iPads, SCADA USBs & Cellular Modems	-792.08
04/23/2020	27650	Winema Industrial & Safety Supply	Supplies - PPE & First Aid (Ops & Fisheries)	-144.19
04/27/2020	042720A	American Riviera Bank (ARB)	EPFP Loan Payment 1 of 2	-28,123.75
04/27/2020	042720B	American Riviera Bank (ARB)	EPFP Loan Payment 2 of 2	-10,354.21
Total 1050 - General Fund				<u>-162,094.18</u>
<b>TOTAL</b>				<b><u>-162,094.18</u></b>

**APPROVALS**

**Director** \_\_\_\_\_

**Director** \_\_\_\_\_

**Director** \_\_\_\_\_

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# CACHUMA OPERATION & MAINTENANCE BOARD

## Operations Committee Meeting

by Teleconference Call ONLY  
Teleconference Call-in Number: 1 (888) 899-7789  
Passcode: 804443#

---

Wednesday, May 13, 2020  
Time: 11:00 AM

### AGENDA

Chair: Director Sneddon  
Member: Director Holcombe

1. Call to Order
2. Public Comment (*Public may address the Committee on any subject matter not on the agenda and within the Committee's jurisdiction*)
3. Fiscal Year 2019-20 Operations Division Proposed Budget Transfer for South Coast Conduit (SCC) Project Expenditures (*for information and possible recommendation*)
4. Engineer / Operations Division Project Updates (*for information*)
  - Water Quality and Sediment Management Study
  - Secured Pipeline Project Engineering Designs
5. Adjournment

#### NOTICE TO THE PUBLIC

**Public Comment:** The public is welcome to attend and observe the meeting. A public comment period will be included at the meeting where any member of the public may address the Committee on any subject within the Committee's jurisdiction. The total time for this item will be limited by the Chair.

**Americans with Disabilities Act:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Cachuma Operation & Maintenance Board (COMB) at 687-4011 at least 48 hours prior to the meeting to enable staff to make reasonable arrangements.

[This Agenda was posted at COMB offices, 3301 Laurel Canyon Road, Santa Barbara, CA and Noticed and Delivered in Accordance with Section 54954.1 and .2 of the Government Code.]

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# CACHUMA OPERATION & MAINTENANCE BOARD

## BOARD MEMORANDUM

Date:	May 18, 2020
Prepared by:	Joel Degner
Approved by:	Janet Gingras

---

**SUBJECT:** Fiscal Year 2019-20 Operations Division Proposed Budget Transfer for South Coast Conduit (SCC) Project Expenditures

---

**RECOMMENDATION:**

The Board of Directors review and approve:

- 1) The proposed budget transfer from the Fiscal Year 2019-20 Operations Division budget SCC Isolation Valve account (6136) and the SCC Lower Reach Lateral account (6137) to the SCC Structure Rehabilitation account (\$48K) and the SCADA account (\$25K); and
- 2) The purchase of SCC Lower Reach Lateral Rehabilitation components (\$90K) for future planned work.

**SUMMARY:**

During development of the Fiscal Year 2020-21 operations work plan and while implementing Board approved improvement projects, subsequent rehabilitation projects have emerged. When completed, these projects will avoid further deterioration or damage to components in the South Coast Conduit system. Funding for these projects would be transferred from the Operations Division special project accounts budget (2) that have been partially expended for the current fiscal year. Staff is recommending a budget transfer for expenditures on essential projects as outlined in the recommendation and described below.

**BACKGROUND:**

**Ortega Control Station Valve #1 Replacement**

Ortega Control Station – Valve #1 is a 24-inch gate valve originally installed in the 1950s. Most of the valves in the Ortega Control Station were replaced in 2005 as part of the Ortega Reservoir Retrofit. Valve #1, however, was not replaced. During a shutdown in January 2020 – a large amount of leak-by (~90 gallons per minute) was observed past the valves at Ortega Control Station. The leak-by appeared to be originating from Valve #1. Valves at the control station were re-exercised but an improved isolation was not achieved.

In the Fiscal Year 2019-20 operating budget, COMB staff included a project for the installation of an isolation valve along the SCC in the Montecito area to facilitate the AVAR/BO rehabilitation work. However, Montecito Water District completed repairs to their system following the debris flow and were able to utilize Jameson Reservoir as an alternate water supply for most their system during the shutdown of the SCC in January 2020.



*Ortega Control Station – Valve #1*

Due to the leak-by observed from the control station, it would have been very difficult or impossible to install an in-line isolation valve. Now that the shutdown work for the AVAR/BO rehabilitation project is complete, a higher priority emerged which is to replace the leaking valve at Ortega Control Station. COMB requested three quotes from valve suppliers. The lowest cost quote (when factoring in shipping and tax) was \$27,890 from

Core and Main located in Valencia, CA. The valve would need to be installed during the winter period (2020-21) when demands are lower. Staff recommends a budget transfer of \$28,000 from account 6136 (SCC Isolation Valve) to account 6096 (SCC Structure Rehabilitation) for the purchase of the 24" gate valve.

### **PLC 8 Replacement**

Programmable logic controller (PLC) 8 allows COMB and Cater Treatment Plant to share SCADA data. Cater Treatment Plant operators control the flows in the South Coast Conduit utilizing the Booster Pump Station at the treatment plant and the motorized control valve at Ortega Reservoir. COMB SCADA system provides a redundant backup to Cater Treatment plant and it is critical that COMB and Cater Treatment Plant share data on flows and reservoir levels in the system. PLC 8 was installed in 2003 and is in need of replacement due to susceptibility to failure during power shutdowns. Aspect Engineering successfully replaced the Lauro Control PLC 7 on April 28<sup>th</sup> and 29<sup>th</sup> with minimal disruption to the SCADA system. The PLC 7 replacement project was a pilot test for COMB's planned PLC replacement in the next several years. Aspect Engineering provided a quote to replace PLC 8 in an amount not-to-exceed \$25,000. Staff recommends a budget transfer of \$25,000 from account 6136 (SCC Isolation Valve) to account 6062 (SCADA) to engage Aspect Engineering for replacement of PLC 8.



### **Goleta West Conduit Engineering Evaluation**

Goleta West Conduit is a 33" pipeline which originates at the Glen Anne Turnout. Between the turnout and the meter, a portion of the pipeline is exposed. The exposed mortar coating has cracked in several places. COMB plans to repair the mortar coating to preserve the integrity of the underlying steel pipeline. COMB requested quotes from two engineering firms experienced with South Coast Conduit system and plans to enter into a contract for an amount not-to-exceed \$20,000 to provide an evaluation and recommend a method of repair. Staff recommends a budget transfer of \$20,000 from account 6137 (SCC Lower Reach Laterals) to account 6096 (SCC Structure Rehabilitation) to provide an engineering evaluation and method of repair on the Goleta West Conduit.

### **SCC Lateral Rehabilitation Project**

There are forty-four lateral connections housed in concrete structures on the Lower Reach of the South Coast Conduit. Each connection generally contains two gate valves, a meter, and an air vent component. Most of the laterals in the Upper Reach section of the system have been abandoned with the exception of Stow Ranch and the Goleta West Conduit.



COMB is in the process of finalizing the designs for the SCC Lower Reach Lateral Rehabilitation project. Originally, COMB planned to perform some of the rehabilitation work this Fiscal Year 2019-2020. However, with the COVID19 restrictions and to ensure supply continuity, the rehabilitation contracting work will not likely occur until late fall/winter of 2020. Using remaining funds from this account, COMB staff recommends purchasing the parts to rehabilitate the Summerland Turnout in the Montecito area and purchase key parts (valves and air vacuum / air release valves) needed for the lower reach lateral rehabilitation work. Purchasing a portion of the key parts needed for the project will allow COMB to respond more quickly in the event of an unplanned outage and would limit potential for long-lead items to disrupt future schedules. Staff is recommending the purchase of parts for the SCC Lower Reach Lateral Rehabilitation Project in an amount not-to-exceed \$90K.



**FISCAL IMPACTS:**

The South Coast Conduit Isolation Valve project (6136) was budgeted in the amount of \$150,000 for the current fiscal year. To date, \$25,000 has been expended for design costs and \$50,000 has been transferred to, and allocated for, the water quality monitoring buoy purchase. COMB staff recommends utilizing a portion of the remaining funds for replacement of PLC 8 (\$25,000) and the purchase of the Ortega gate valve (\$28,000).

The SCC Lower Reach Lateral Structures project (6137) was budgeted in the amount of \$150,000 for the current fiscal year with a total of \$30,000 in engineering design costs expended to date. COMB staff recommends utilizing funds (\$20,000) from this account for an engineering evaluation on the Goleta West Conduit (lateral structure) and procuring lateral structure components (\$90K) needed to facilitate future lateral rehabilitation work and to be prepared for unplanned outages.

The table below shows the accounts and the proposed budget transfer for project expenditures. These funds have been collected and will not alter the FY 2019-20 operating budget assessments.

Account	Name	Description	Budget	Expenditures	Transfers	Balance
<i>From:</i>	6136	SCC Isolation Valve	\$ 150,000			\$ 150,000
		Engineering		\$ (25,000)		\$ 125,000
		WQ Bouy			\$ (50,000)	\$ 75,000
		<i>Budget Transfer</i>			\$ (53,000)	
						\$ 22,000
<i>To:</i>	6062	SCADA	\$ 25,000			\$ 25,000
	6096	SCC Structure Rehab	\$ 28,000			\$ 28,000
			\$ 53,000			\$ 53,000
Account	Name	Project	Budget	Expenditures	Transfers	Balance
<i>From:</i>	6137	SCC LR Laterals	\$ 150,000			\$ 150,000
		SCC Lateral Engineering		\$ (30,000)		\$ 120,000
		Lateral Components Purchase		\$ (90,000)		
		<i>Budget Transfer</i>			\$ (20,000)	
						\$ 10,000
<i>To:</i>	6096	SCC Structure Rehab	\$ 20,000			\$ 20,000

**COMMITTEE STATUS:**

The Operations Committee reviewed:

- 1) The proposed budget transfer from the FY 2019-20 Operations Division budget SCC Isolation Valve account (6136) and the SCC Lower Reach Lateral account (6137) to the SCC Structure Rehabilitation account (\$48K) and the SCADA account (\$25K); and
- 2) The proposed purchase of rehabilitation components in the amount of \$90K for future work

and forwards to the Board with a recommendation to approve.

**LIST OF EXHIBITS:**

N/A

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# CACHUMA OPERATION & MAINTENANCE BOARD

## BOARD MEMORDUM

Date:	May 18, 2020
Submitted by:	Edward Lyons
Approved by:	Janet Gingras

---

**SUBJECT:** Resolution No. 707 - COMB Fiscal Year 2020-21 Annual Operating Budget

---

**RECOMMENDATION:**

The Board of Directors;

- 1) Approve Resolution No. 707 adopting the COMB Fiscal Year 2020-21 Annual Operating Budget with consideration of any modifications made at time of adoption.
- 2) Provide direction to staff on the proposed timing of collection for operating budget assessments.

**BACKGROUND:**

Each year, the Board of Directors approves the COMB Operating Budget (Budget) for the following fiscal year, which runs from July 1 through June 30. The Budget is COMB's financial work plan, translated in expenditures, supported by revenues. The Budget provides a framework for effecting policy directives, executing operational plans, and implementing infrastructure improvement projects necessary to operate and maintain the Cachuma Project Transferred Project Works. It establishes the direction for the near term and, to the extent decisions have continuing implications, it establishes a long-term course as well. The Budget also supports the work associated with implementation of the Fish Management Plan and the 2000 Cachuma Project Biological Opinion.

Development of the COMB Operating Budget was based on a zero-based budgeting methodology. Unlike traditional incremental budgeting, this methodology employs a detailed examination of expenditures wherein only the necessary budget amount for each line item is presented for discussion. This approach addresses the most fundamental and prioritized service needs and represents the minimum level of funding needed for effective operations.

At the beginning of the annual budget planning cycle, COMB staff prepares estimated budget projections. In March, staff presented a proposed Operating Budget to the General Managers and technical staff of the COMB Member Agencies. Staff then incorporated comments received into the draft operating budget prior to submission to the COMB Administrative Committee.

On April 16, 2020, the COMB Administrative Committee reviewed the Draft FY 2020-21 Operating Budget and, after providing comments, forwarded it to the COMB Governing Board for review and consideration.

On April 27, 2020, the COMB Governing Board was provided the Draft FY 2020-21 Operating Budget and an overview of the revenue and cost assumptions included therein.

**DISCUSSION:**

Presented for approval and adoption is the COMB Fiscal Year (FY) 2020-21 Operating Budget. The budget reflects projected operating expenses for the COMB Operations Division, Fisheries Division and the General and Administrative expenses for FY 2020-21. These projected expenditures have been refined through development of divisional annual work plans, the Board adopted Five-Year (2021-2025) Infrastructure Improvement Plan, and required implementation activities associated with the 2000 Biological Opinion.

The COMB Gross Operating Budget for FY 2020-21, excluding offsetting revenues, is \$5.2M as compared to the adopted FY 2019-20 Operating Budget of \$6.8M, which reflects a decrease of \$1.6M (23.7%).

The net change from the previous fiscal year is described by the following items:

- A decrease in the Fisheries Division Habitat Improvement Projects and Program Support Services of \$1.2M (86.7%). In FY 2019-20, COMB completed a fish passage improvement project on Quiota Creek which represents the last identified fish passage project within the Quiota Creek drainage.
- A decrease in the Operations Division Infrastructure Improvement Projects and Special Projects of \$415K (20.3%). The timing and ranking of projects are dependent on factors such as: (1) water supply reliability, (2) risk, (3) critical need/life cycle of asset, (4) safety, and (5) service disruption necessary to accomplish project.
- A decrease in General & Administrative Expenses, excluding administrative salaries of \$102K (22.5%) which is attributed to a decrease in anticipated litigation costs of \$80K and general liability insurance costs of \$25K.
- An increase in total Salaries and Benefits of \$81K (3.2%) which includes full staffing of 15 employees, a 2.5% COLA adjustment and a slight increase in the CalPERS obligation.
- An increase in total Operations and Maintenance of \$39K (10.4%) due in part to projected contract labor related to ongoing costs for water quality sampling.

The Net Operating Budget including offsetting revenues for FY 2020-21 is \$4.8M and is compared to the adopted FY 2019-20 Adopted Operating Budget of \$4.6M, which is an increase of \$184K (4.0%). In addition to the aforementioned items, the change in net budget as compared to the prior fiscal year is due to less offsetting revenues (i.e. grant reimbursement, Warren Act Trust Fund) projected for FY 2020-21.

Historically, the net annual Operating Budget has been funded by equal installments of quarterly assessments from COMB Member Agencies. On April 27, 2020, the COMB Board of Directors reviewed the quarterly assessment schedule and the basis of collection. As requested, staff presented two options as shown in Table 1 below. Selection of an option will be determined at the COMB Board meeting on May 18, 2020.

**Table 1 - COMB Quarterly Assessments**

	Q1	Q2	Q3	Q4	Total
Option 1:	\$ 1,202,111	\$ 1,202,111	\$ 1,202,111	\$ 1,202,111	\$ 4,808,442
	25%	25%	25%	25%	100%
Option 2:	\$ 1,063,653	\$ 1,024,814	\$ 1,588,112	\$ 1,131,862	\$ 4,808,442
	22%	21%	33%	24%	100%

Option 1: Based on Historical Method - Equal Installments

Option 2: Based on Projected Cash Outflows or Project Implementation

**LEGAL COUNSEL:**

Legal Counsel has reviewed Resolution No. 707.

**COMMITTEE STATUS:**

The Administrative Committee reviewed the COMB Proposed FY 2020-21 Annual Operating Budget and optional schedule for assessment collection and forwards to the Board for consideration and possible adoption.

**LIST OF EXHIBITS:**

- 1) Resolution No. 707
- 2) COMB Fiscal Year 2020-21 Annual Operating Budget

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**RESOLUTION NO. 707**

**RESOLUTION OF THE GOVERNING BOARD OF THE  
CACHUMA OPERATION & MAINTENANCE BOARD ADOPTING THE  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2021**

**WHEREAS**, the Cachuma Operation & Maintenance Board (“COMB”) is a joint powers authority and public entity, organized and existing in the County of Santa Barbara in accordance with Government Code Section 6500 et seq., and operating pursuant to the 1996 Amended and Restated Agreement for the Establishment of a Board of Control to Operate and Maintain the Cachuma Project - Cachuma Operation And Maintenance Board, dated May 23, 1996 (“Amended and Restated Agreement”), as amended by an Amendment to the Amended and Restated Agreement made effective September 16, 2003; and as amended by the Second Amendment to the 1996 Amended and Restated Agreement made effective November 20, 2018 (collectively the “Joint Powers Agreement”); and

**WHEREAS**, the Member Agencies of COMB consist of the Goleta Water District, the City of Santa Barbara, the Montecito Water District, and Carpinteria Valley Water District; and

**WHEREAS**, COMB operates and maintains Cachuma Project facilities pursuant to a Transfer of Operation and Maintenance Contract with the United States Bureau of Reclamation, including the South Coast Conduit (“SCC”) and appurtenances. The SCC is a critical piece of infrastructure that provides for the conveyance of Cachuma Project water and State Project water to 250,000 residents on the South Coast of Santa Barbara County; and

**WHEREAS**, COMB staff developed the Fiscal Year (FY) 2020-21 Annual Operating Budget using zero-based budgeting methodology, which unlike traditional incremental budgeting, employs a detailed examination of expenditures wherein only the necessary budget amount for each line item is presented for discussion; and

**WHEREAS**, COMB staff presented the COMB Draft FY 2020-21 Operating Budget to the General Managers and staff of the Member Agencies for review and incorporated comments and suggestions prior to being presented to the Administrative Committee for its review; and

**WHEREAS**, on April 16, 2020, the COMB Administrative Committee reviewed the Draft FY 2020-21 Operating Budget and, after providing comments, forwarded it to the COMB Governing Board for review and consideration; and

**WHEREAS**, on April 27, 2020, the Governing Board was provided an overview of the Draft FY 2020-21 Operating Budget with assurances that it was based on Board priorities, demonstrates fiscal accountability, and ensures future financial sustainability; and

**WHEREAS**, on May 18, 2020, the COMB Governing Board was presented the FY 2020-21 Annual Operating Budget with Board incorporated comments for approval and adoption; and

**WHEREAS**, it is in the best interest of COMB to approve and adopt the COMB FY 2020-21 Annual Operating Budget for sound financial operation of COMB.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF COMB AS FOLLOWS:**

1. The Governing Board finds and determines that the facts set forth in the above recitals and in the documents referenced herein are true and correct.
2. The Governing Board approves and adopts, with consideration of any modifications made at the time of adoption, the COMB FY 2020-21 Annual Operating Budget ending June 30, 2021.
3. This Resolution shall take effect immediately.

**PASSED, APPROVED AND ADOPTED** by the Governing Board of the Cachuma Operation and Maintenance Board, this 18<sup>th</sup> day of May 2020, by the following roll call vote:

Ayes:

Nays:

Abstain:

Absent:

**APPROVED:**

\_\_\_\_\_  
President of the Governing Board

**ATTEST:**

\_\_\_\_\_  
Secretary of the Governing Board



# Fiscal Year 2020-21 Operating Budget



**Mission Statement:**

*“To provide a reliable source of water to our member agencies in an efficient and cost effective manner for the betterment of our community.”*



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## Our Mission

*To provide a reliable source of water to our member agencies  
in an efficient and cost effective manner  
for the betterment of our community.*



Cachuma Lake – North Portal Intake Tower  
Photo Credit: D. Flora

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## Cachuma Operation and Maintenance Board

### Board of Directors

Name	Title	Member Agency
Polly Holcombe	President	Carpinteria Valley Water District
Kristen Sneddon	Vice President	City of Santa Barbara
Lauren Hanson	Director	Goleta Water District
Cori Hayman	Director	Montecito Water District

### General Manager

Janet L. Gingras

### Staff Contributors

Edward Lyons, Administrative Manager, CFO

Joel Degner, Water Resources Engineer

Tim Robinson, Fisheries Division Manager

Elijah Papen, Program Analyst II

Dorothy Turner, Administrative Assistant II

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### COMB AT A GLANCE

Form of government	Joint Powers Authority
Date of organization	January 1, 1957
Number of full-time staff	15
Lake Cachuma maximum storage (acre feet)	193,305
Lake Cachuma spillway elevation (feet)	753
Tecolote Tunnel (miles)	6
South Coast Conduit (SCC) pipeline (miles)	26
SCC design capacity	45 million gallons per day
Number of reservoirs	4
Number of structures maintained	220
Number of meters maintained	28

### COMB MEMBER AGENCIES

<b>COMB Member Agency</b>	<b>COMB Board Representation</b>
Goleta Water District	2 Votes
City of Santa Barbara	2 Votes
Carpinteria Valley Water District	1 Vote
Montecito Water District	1 Vote
<b>Total</b>	<b>6 Votes</b>

### CACHUMA PROJECT WATER ENTITLEMENT

<b>Cachuma Project Member Unit</b>	<b>Entitlement (%)</b>	<b>Entitlement (AFY)</b>
Goleta Water District	36.25%	9,322
City of Santa Barbara	32.19%	8,277
Carpinteria Valley Water District	10.94%	2,813
Montecito Water District	10.31%	2,651
SYR Water Conservation District, ID No. 1	10.31%	2,651
<b>Total</b>	<b>100.00%</b>	<b>25,714</b>

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## General Manager's Message

The COMB Fiscal Year (FY) 2020-21 Operating Budget (Budget) provides the foundation for implementing critical infrastructure improvement projects necessary to operate and maintain the Cachuma Project Transferred Project Works. In addition, the Budget supports the work associated with implementation of the Fish Management Plan and the 2000 Cachuma Project Biological Opinion. The Budget document provides detailed information about the Cachuma Operation and Maintenance Board (COMB) revenue and expenditure forecast in the coming year and addresses the main points and major decisions made in compiling the Budget. The Budget provides the financial plan required to implement our mission and will enable staff to utilize the resources needed to achieve our goals.

Adoption of the Budget is one of the most important actions taken by the Board of Directors. The Budget is COMB's financial work plan, translated in expenditures, supported by revenues. It establishes the direction for the near term, and to the extent the decisions have continuing implications, it establishes a long-term course as well. The Budget is a projection of revenues and expenditures needed for operation, maintenance, administration, infrastructure and habitat improvements associated with providing an essential water supply to our Member Agencies.

The FY 2019-20 Operating Budget funded the highest priority projects and activities necessary to achieve our goals while keeping expenditures as low as possible. Significant fiscal challenges continue to face the COMB Member Agencies who fund COMB in FY 2020-21. Rising costs for essential materials and supplies, pressure on our Members Agencies' budgets from the eight-year drought condition and unexpected natural disasters, in addition to other external factors make financial projections more difficult than normal. From the start of this budget process, we scrutinized our budget planning assumptions, established prudent financial targets and set priorities with careful consideration.

Staff has worked aggressively to maintain costs in all areas of the budget by improving operating efficiencies and effectively utilizing internal resources to achieve our objectives. In alignment with Board adopted policies, staff shares a commitment of continued diligence in everyday work production and performance and recognizes the important obligation charged to COMB in support of our Member Agencies and external stakeholders.

## Summary

In this dynamic financial environment, monitoring the budget and responding to changes or unanticipated events is a continuing process. COMB will continue to report financial activity in a timely and transparent manner to the Board and Member Agencies. Cost management will remain a key objective in light of ongoing pressures on water rates and financial reserves at the Member Agency level. Staff is committed to sustaining a sound financial position that ensures the ability to identify and resolve future challenges.

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## **SECTION I – COMB OVERVIEW**

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## HISTORY OF COMB

The Cachuma Project was constructed in the early 1950's by the United States Department of the Interior, Bureau of Reclamation (Reclamation or USBR) under contract with the Santa Barbara County Water Agency on behalf of the Cachuma Project Member Units.



*Construction of Bradbury Dam*

The Cachuma Project Member Units (Member Units) are the Carpinteria Valley Water District, Goleta Water District, Montecito Water District, City of Santa Barbara, and the Santa Ynez River Water Conservation District, Improvement District No. 1. The Member Units entered into contracts with the Santa Barbara County Water Agency for the purpose of receiving water from the Cachuma Project for the use and benefit of the Member Units. Over the past sixty years, the Project has been the principal water supply for the Upper Santa Ynez Valley and the South Coast communities, delivering an average of approximately 25,000 acre-feet per year.

On January 1, 1957, the Cachuma Operation and Maintenance Board (COMB) was formed as a Joint Powers Authority (JPA) through an agreement organized by the Cachuma Project Member Units pursuant to the provisions of Articles 1, 2, and 4 of Chapter 5, Division 7, Title 1 of the California Government Code. The resulting JPA agreement was entered into by the Member Units, who, in doing so, became Member Agencies of COMB, in order to provide for the joint exercise of powers by those Member Agencies for the rights to, the facilities of, and the operation, maintenance and use of the Reclamation's project known as the "Cachuma Project." These rights and powers included the storage, treatment, transport and appurtenant facilities, and all necessary tangible and intangible property and rights. Under the JPA Agreement, COMB also has the authority for the financing of costs for the capture, development, treatment, storage, transport and delivery of water.

COMB's organizational structure originally consisted of the six (6) Cachuma Project beneficiaries: the Carpinteria County Water District, Goleta Water District, Montecito Water District, the City of Santa Barbara, Summerland Water District, and Santa Ynez River Water Conservation District (Parent District).

In 1993, the Parent District assigned its rights and obligations under Contract No. 175r-1802 (Water Repayment Contract between USBR and Santa Barbara County) to Santa Ynez River Water Conservation District, Improvement District No. 1 (ID No. 1). In 1995, the Summerland Water District and Montecito Water District combined, with Montecito Water District as successor in interest.

**HISTORY OF COMB (CONTINUED)**

In 2016, the Santa Ynez River Water Conservation District, Improvement District No. 1 (ID No. 1) notified the COMB Board of its stated intent to withdraw from the Agreement. A Separation Agreement was entered into by ID No. 1, COMB, and the remaining COMB Member Agencies and was approved by all parties effective August 28, 2018. Pursuant to the terms and conditions of the Separation Agreement, ID No. 1 was deemed no longer a Member Agency of COMB and had departed from the COMB JPA Agreement as of May 27, 2016. ID No. 1 continues to be a member of the Cachuma Project which carries certain benefits and obligations associated with the Project as outlined in various agreements.

Today, the organization is comprised of four Cachuma Project Member Units, known collectively as COMB's Member Agencies: the Carpinteria Valley Water District, the Goleta Water District, the Montecito Water District, and the City of Santa Barbara.

The Governing Board is composed of one publicly elected representative member from each of the governing bodies and is appointed by appropriate action of each governing board to serve on the COMB Board. The appointed Board members are authorized to carry out the provisions of the JPA agreement and any other agreement entered into by the Governing Board. The Board of Directors are responsible for setting policy on matters such as fiscal management and financial planning, Board administration, infrastructure improvements, and long range planning documents.

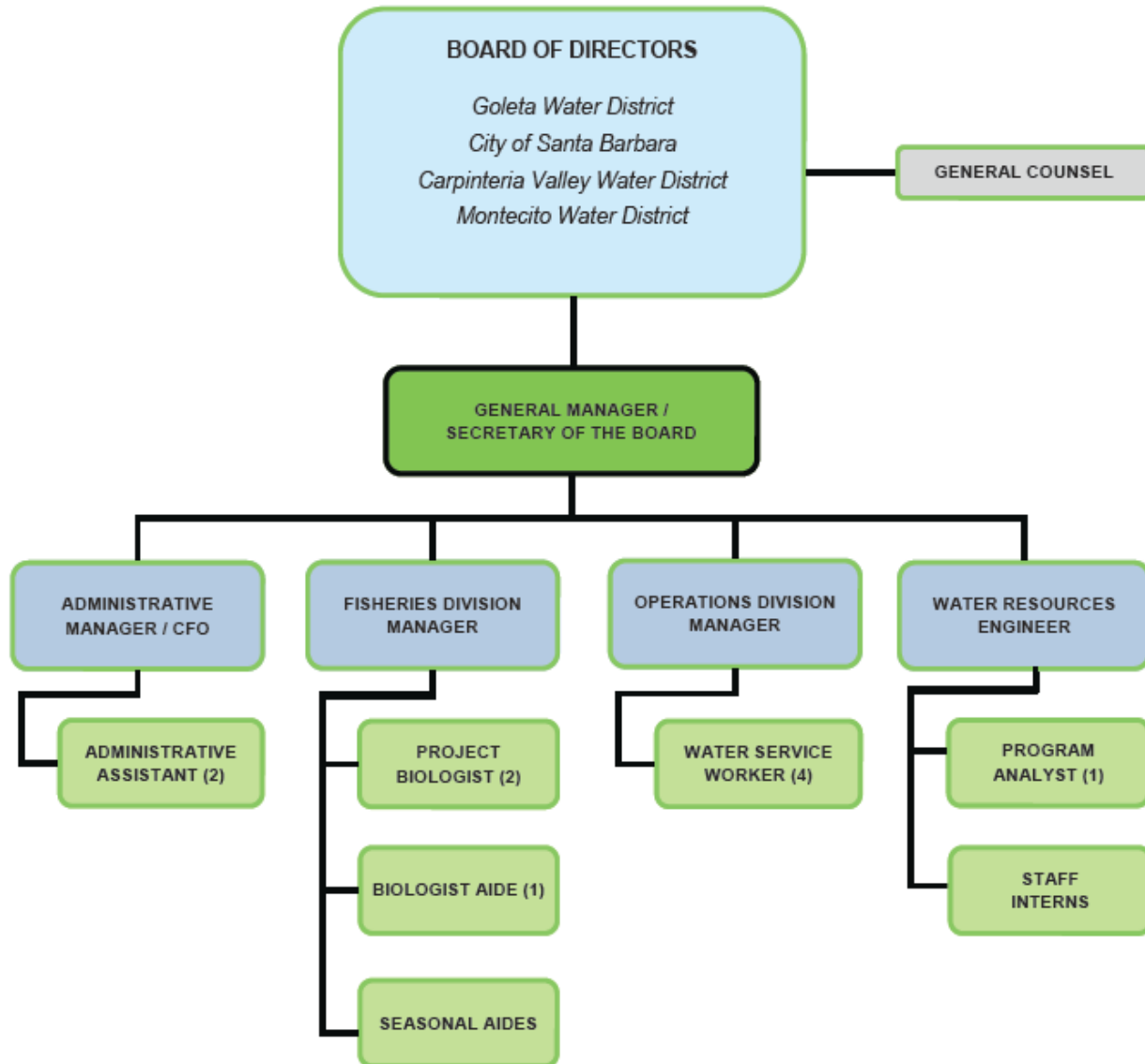
Day-to-day operations are executed by the General Manager who serves at the pleasure of the Board. The General Manager oversees a staff of 15 full time employees including division managers, certified distribution operators, senior biology staff, a water resources engineer, a program analyst, and administrative personnel. Figure 1.1 on the following page provides an overview of the COMB Organizational Structure.



*Bradbury Dam*

COMB ORGANIZATIONAL STRUCTURE

Figure 1.1 –COMB Organizational Structure

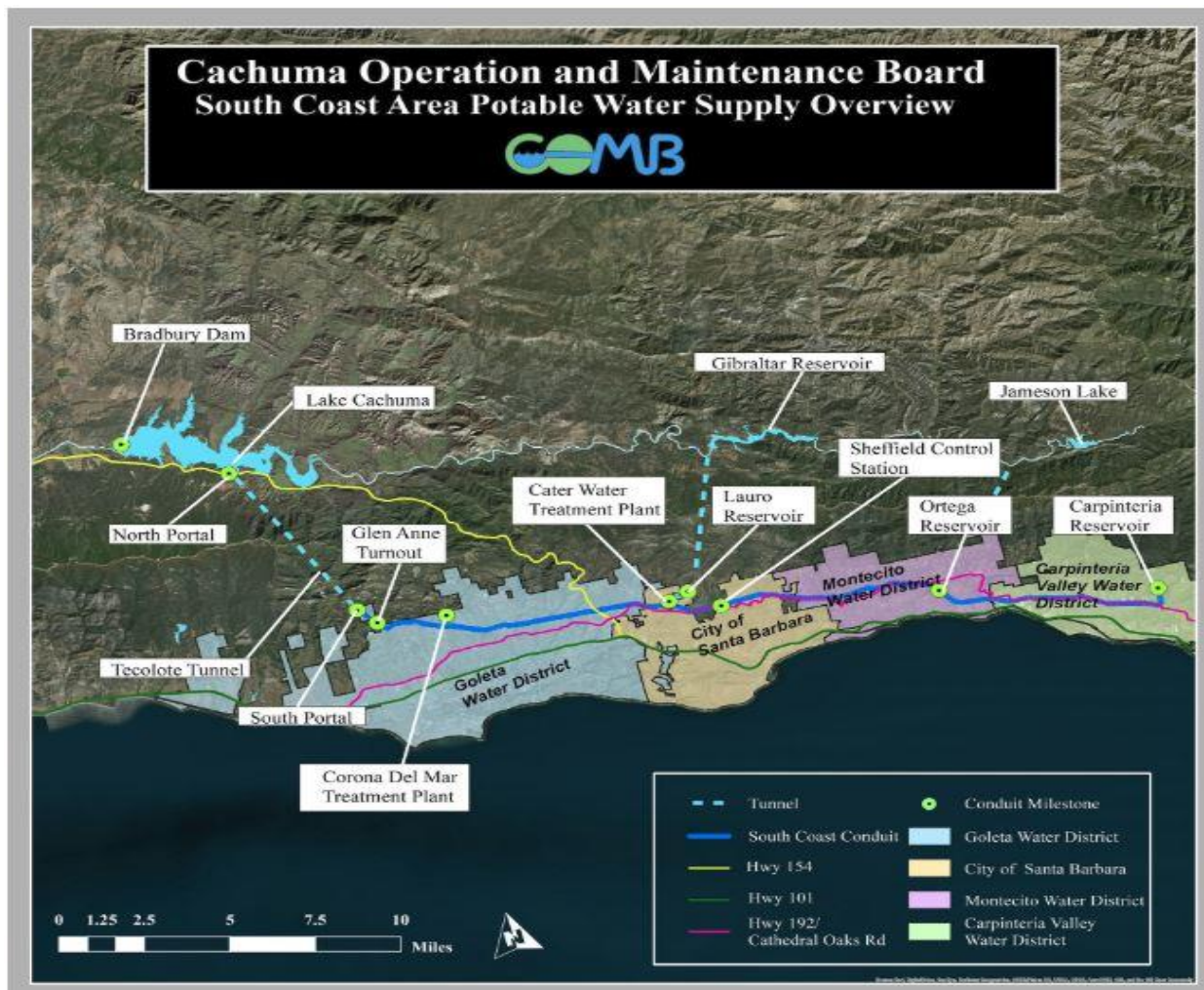


**CACHUMA PROJECT FACILITIES MAP**

During the mid-1950’s, Reclamation constructed the Cachuma Project for diversion, storage, carriage, and distribution of waters of the Santa Ynez River and its tributaries for irrigation, municipal, industrial, domestic and other beneficial uses.

Lake Cachuma and Bradbury Dam is located on the Santa Ynez River approximately 25 miles northwest of Santa Barbara. Water from Lake Cachuma is conveyed to the COMB Member Agencies through the Tecolote Tunnel intake tower at the east end of the reservoir. The Tecolote Tunnel extends 6.4 miles through the Santa Ynez Mountains from Lake Cachuma to the headworks of the South Coast Conduit. The South Coast Conduit system is a high-pressure concrete pipeline that extends from the Tecolote Tunnel outlet to the Carpinteria area, a distance of over 26 miles, and includes four regulating reservoirs and various appurtenant structures. Figure 1.2 below provides an overview of the Cachuma Project Facilities Map.

**Figure 1.2 – Cachuma Project Facilities Map**



## TRANSFERRED PROJECT WORKS CONTRACT

On February 24, 1956, Reclamation, the original Member Units, and the Agency entered into a contract which provided for the transfer of Operation and Maintenance (O&M) of Transferred Project works to the Original Member Units. The O & M contract has been amended by amendatory contracts since that time, one of which was executed with COMB as the contractor. In March 2003, Reclamation entered into a new contract with the Cachuma Operation and Maintenance Board for the operation and care of the transferred project works including the Tecolote Tunnel and the South Coast Conduit system. The contract remains in effect through September 30, 2020. COMB has initiated the contract renewal process with Reclamation. Completion of the contract renewal is expected to run parallel with the Master Contract renewal process currently underway between Reclamation, the Santa Barbara County Water Agency and the Cachuma Project Member Units.

COMB is responsible for diversion of water to the South Coast through the Tecolote Tunnel, and operation and maintenance of the South Coast Conduit pipeline, flow control valves, meters, and instrumentation at control stations, and turnouts along the South Coast Conduit and at four regulating reservoirs. COMB coordinates closely with the Bureau of Reclamation and Member Agencies' staff to ensure that water supplies meet daily demands.

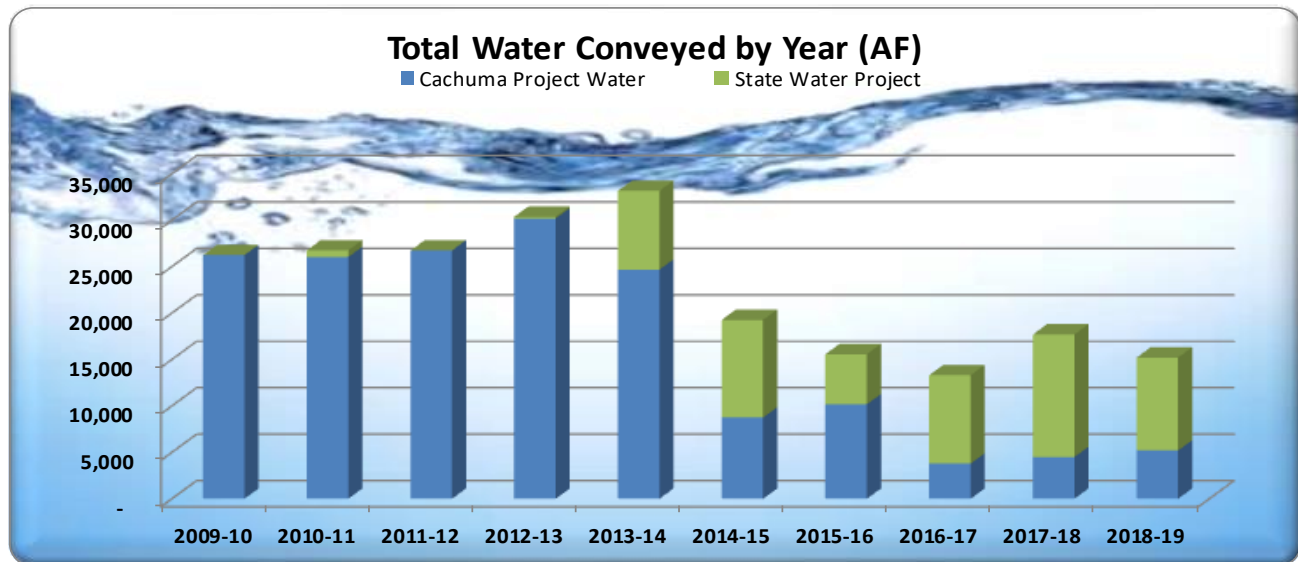
COMB staff reads meters and accounts for Project water deliveries on a monthly basis, and performs repairs and preventative maintenance on Project facilities and equipment. COMB safeguards Project lands and rights-of-way on the South Coast as the contractor for Reclamation. COMB is responsible for issuing Project water production and use reports, operations reports, fisheries reports, and financial and investment reports which track operation and maintenance expenditures. Tables 1.1 and 1.2 on the following pages provide a 10-year history, by fiscal year, of water conveyed by source and by COMB Member Agency.



*Tecolote Tunnel Construction*

**TRANSFERRED PROJECT WORKS CONTRACT (CONTINUED)****Table 1.1 – Total Water Conveyed by Fiscal Year, by Source of Water Via South Coast Conduit (Acre Feet)**

| Fiscal Year            | Cachuma Project Deliveries <sup>(1)</sup> | State Water Project Deliveries <sup>(1),(2)</sup> | Total  |
|------------------------|-------------------------------------------|---------------------------------------------------|--------|
| 2009-10                | 26,233                                    | -                                                 | 26,233 |
| 2010-11                | 26,026                                    | 718                                               | 26,744 |
| 2011-12                | 26,732                                    | -                                                 | 26,732 |
| 2012-13                | 30,180                                    | 193                                               | 30,373 |
| 2013-14                | 24,674                                    | 8,483                                             | 33,157 |
| 2014-15 <sup>(3)</sup> | 8,750                                     | 10,506                                            | 19,256 |
| 2015-16 <sup>(3)</sup> | 10,174                                    | 5,391                                             | 15,565 |
| 2016-17 <sup>(3)</sup> | 3,787                                     | 9,519                                             | 13,306 |
| 2017-18 <sup>(3)</sup> | 4,484                                     | 13,204                                            | 17,688 |
| 2018-19 <sup>(3)</sup> | 5,192                                     | 10,008                                            | 15,201 |



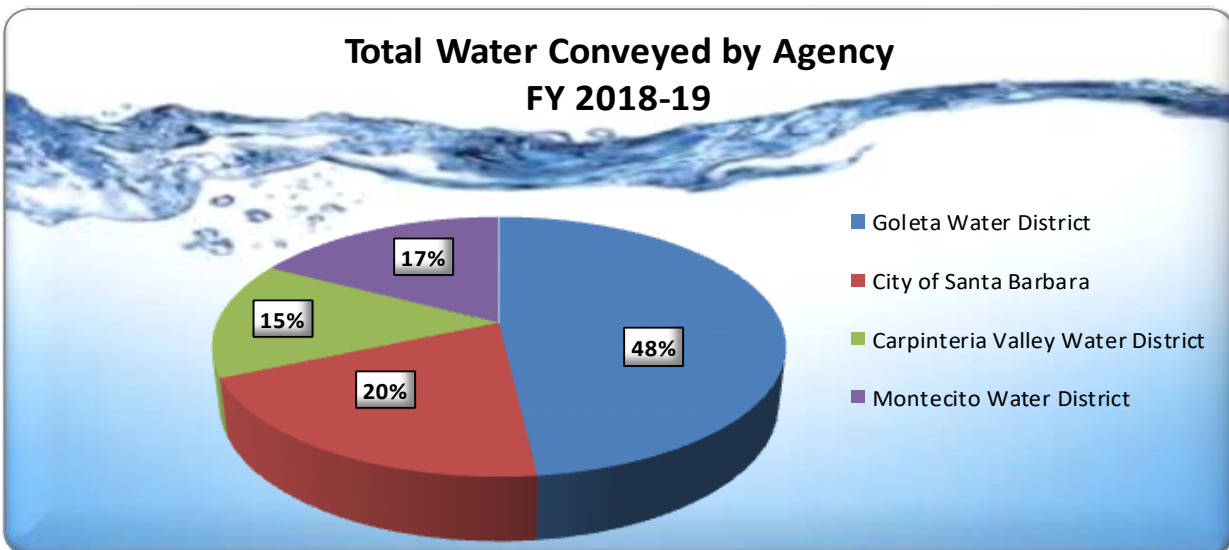
## Notes:

- (1) Reported in Acre Feet. One Acre Foot = 325,851 Gallons of Water
- (2) State Water Project deliveries include both Table A Water and Supplemental Water Purchases.
- (3) In Water Year 2014-15 (Oct-Sep), the annual Cachuma Project water allocation was reduced to 45% due to ongoing drought conditions and low lake level. Subsequent annual allocations were as follows: WY 2015-16 (0%), WY 2016-17 (40%), WY 2017-18 (40%), WY 2018-19 (100%), and WY 2019-20 (100%).
- (4) FY 2019-20 actual water deliveries were not available at the time of this report.

Source: Cachuma Monthly Water Reports

**TRANSFERRED PROJECT WORKS CONTRACT (CONTINUED)****Table 1.2 – Total Water Conveyed by Fiscal Year, by COMB Member Agency  
Via South Coast Conduit (Acre Feet) <sup>(1), (2), (3)</sup>**

| Fiscal Year            | Goleta Water District | City of Santa Barbara | Carpinteria Valley Water District | Montecito Water District | Total  |
|------------------------|-----------------------|-----------------------|-----------------------------------|--------------------------|--------|
| 2009-10                | 11,306                | 8,109                 | 2,875                             | 3,944                    | 26,233 |
| 2010-11                | 11,456                | 9,082                 | 3,100                             | 3,106                    | 26,744 |
| 2011-12                | 11,842                | 8,356                 | 3,147                             | 3,387                    | 26,732 |
| 2012-13                | 11,789                | 10,409                | 3,647                             | 4,528                    | 30,373 |
| 2013-14                | 11,593                | 12,655                | 4,335                             | 4,574                    | 33,157 |
| 2014-15 <sup>(4)</sup> | 7,296                 | 7,684                 | 1,855                             | 2,421                    | 19,256 |
| 2015-16 <sup>(4)</sup> | 5,037                 | 6,513                 | 1,209                             | 2,807                    | 15,565 |
| 2016-17 <sup>(4)</sup> | 4,949                 | 3,940                 | 1,916                             | 2,501                    | 13,306 |
| 2017-18 <sup>(4)</sup> | 7,782                 | 4,108                 | 2,533                             | 3,264                    | 17,688 |
| 2018-19                | 7,330                 | 3,051                 | 2,212                             | 2,608                    | 15,201 |

**Notes:**

- (1) Reported in Acre Foot. One Acre Feet = 325,851 Gallons of Water
- (2) Includes Cachuma Project and State Water Project [Table A Water] and Supplemental Water Purchases.
- (3) Santa Ynez River Water Conservation District, ID No. 1 receives its Project allocation through a State Water Project exchange agreement.
- (4) Starting with Water Year 2014-15 (Oct-Sep), the annual Cachuma Project water allocation was reduced to 45% due to ongoing drought conditions and low lake level. Subsequent annual allocations were as follows: WY 2015-16 (0%), WY 2016-17 (40%), WY 2017-18 (40%), WY 2018-19 (100%), and WY 2019-20 (100%)
- (5) FY 2019-20 actual water deliveries were not available at the time of this report

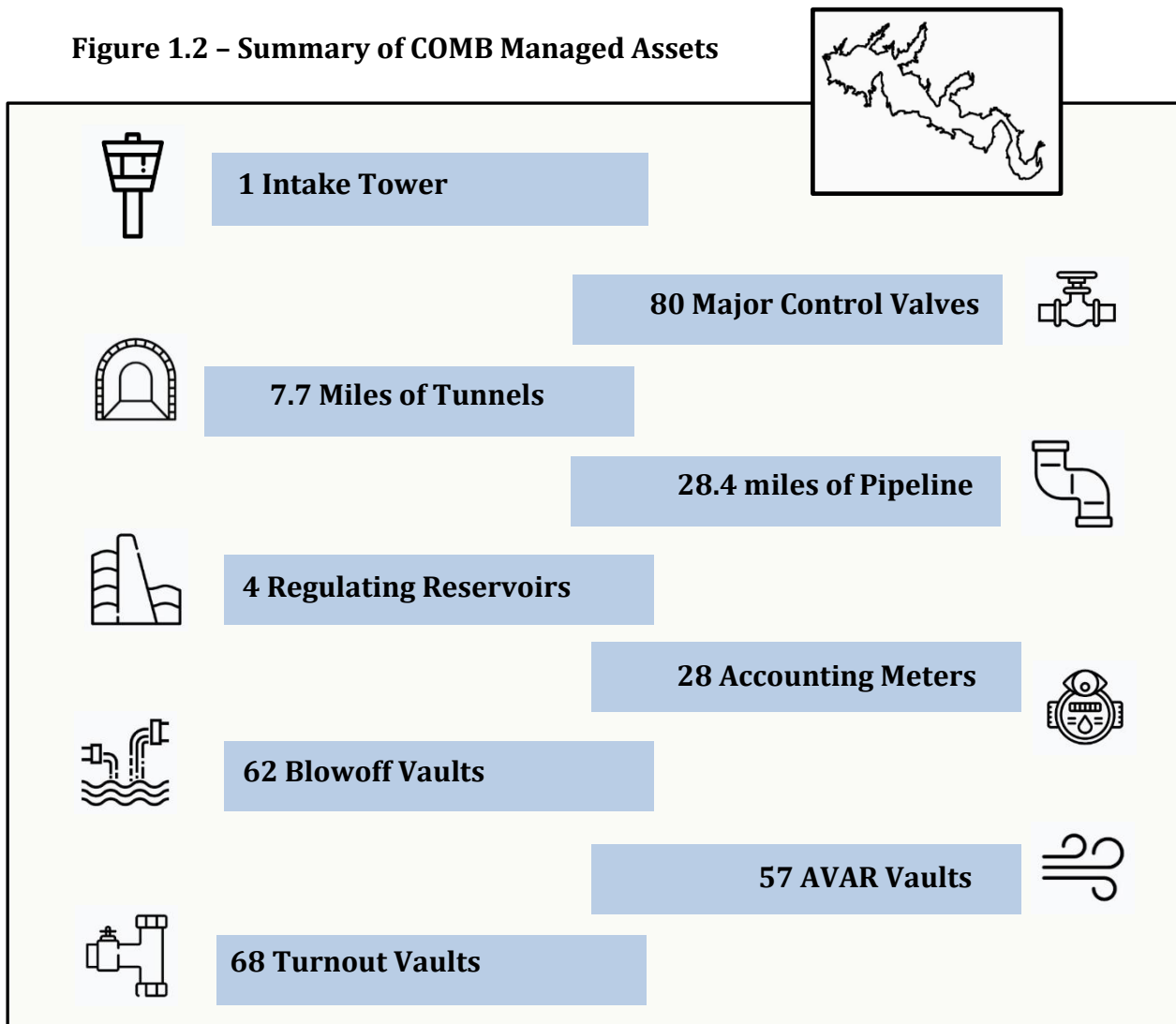
Source: Cachuma Monthly Water Reports

**COMB MANAGED ASSETS**

COMB, through a Transferred Project Works contract, is responsible for operating and maintaining the USBR facilities. COMB operates and maintains the Cachuma Project critical infrastructure assets which include the North Portal, Tecolote Tunnel, South Coast Conduit, Sheffield Tunnel, and Glen Anne, Lauro, Ortega, and Carpinteria Reservoir locations.

A comprehensive inventory was assembled for COMB assets using the Gutteridge, Haskins & Davey (GHD) asset management tool available through the EPA website. The GHD method allows for organizing a hierarchy of assets, which can be characterized by asset class, original cost, replacement cost, effective life, probability of failure, and renewal strategy (abandon, maintain, repair, replace), among other inputs. It is useful for viewing assets and their current conditions in a single location, while identifying assets or categories of assets that will need near or long-term work. Figure 1.2 provides a summary of COMB Managed Assets.

**Figure 1.2 – Summary of COMB Managed Assets**





**COMB MANAGED ASSETS (CONTINUED)****Intake Tower**

COMB operates and maintains the North Portal Intake Tower, which diverts water from Lake Cachuma into the Tecolote Tunnel and to the South Coast Conduit (SCC) for delivery to COMB Member Agencies. The vertical intake tower was built by the U. S. Bureau of Reclamation during construction of the Cachuma Project and stands 120 feet tall. The intake tower is located approximately mid-reservoir and contains five slide gates, each at varying levels on the pentagonal-shaped tower. The slide gates are used to manage the conveyance of water from the lake at various elevations depending on lake conditions.

**Valves**

COMB operates and maintains over 80 large control valves located within gate chambers, control stations, and dam inlet-outlet works. Most of the large control valves measure 30 inches or more in diameter. The large control valves are located throughout the system and allow distribution or service area isolation when maintenance on the system is required. COMB performs annual maintenance to ensure their operability.

**Tunnels**

COMB maintains four separate tunnels covering over 7.7 miles throughout the Cachuma Project system. The tunnels vary in length, with the most significant being the 6.4-mile Tecolote Tunnel, which provides water conveyance from Lake Cachuma through the Santa Ynez Mountains to the South Coast Conduit where it is delivered to the water districts. The tunnels are horseshoe shaped, concrete walled tunnels and were built by Reclamation during the creation and installation of the Cachuma Project.



**COMB MANAGED ASSETS (CONTINUED)****Pipeline**

COMB operates and maintains over 28.4 miles of concrete conveyance pipeline throughout the system. The primary pipeline is referred to as the South Coast Conduit (SCC) and is composed of over 9.5 miles of 48-inch diameter reinforced concrete cylinder pipe in the upper reach of the system, and 17.0 miles of 27 to 36-inch bar-wrapped concrete cylinder pipe within the lower reach.

The SCC is original with the exception of 330 feet installed as part of a Highway 154 realignment project in 1970, 2,900 feet of welded steel pipe installed in 1980, and approximately 2,000 feet of welded steel pipe installed in the upper reach as part of the Modified Upper Reach Reliability Project (MURRP) in 2012.

**Reservoirs**

COMB operates and maintains four regulating reservoirs which balance conveyance operations within the south coast area of the Cachuma Project system.

Two of the reservoirs are zoned earth-filled embankment dams originally designed and installed by the Bureau of Reclamation. Lauro Dam has a structural height of 137 feet, a crest length of 540 feet, and a storage capacity of 518 acre-feet. Seismic safety modifications were completed in 2006, which brought the facility into seismic compliance. Glen Anne Dam located in the upper reach is currently non-operational. The two reservoirs located in the lower reach of the system are Ortega Reservoir and Carpinteria Reservoir. They are homogenous earth-filled structures and provide for over 100 acre-feet of storage capacity combined. Both Ortega and Carpinteria Reservoirs have two separate bays divided by a center wall and were covered with aluminum roofs in 2007 and 2005, respectively.

**COMB MANAGED ASSETS (CONTINUED)****Meters**

COMB reads and maintains 28 accounting meters throughout the system. Of the 28 meters, 11 are integrated with SCADA to allow remote tracking and historical logging of flow measurements. COMB also tracks pressure and water quality parameters such as turbidity, specific conductance, pH, and temperature-using sensors located at the North Portal.

**Structures**

COMB operates and maintains approximately 200 SCC structures throughout the system. This includes 62 blow-off vaults, 57 air-vacuum air-release (AVAR) vaults, and 68 turnouts through the peaks and valleys of SCC system. Each structure is unique, but generally consists of a concrete vault structure, metal lid with lock box, ladder rungs, SCC access hole with lid, and either blow-off pipe plumbing, AVAR plumbing, or turnout plumbing with risers and valves. The purpose of these appurtenant structures is to allow staff access to system components, in order to release/admit air for pipeline protection, release water for maintenance purposes or emergencies, and to service internal assembly and/or valves.

**INFRASTRUCTURE IMPROVEMENT PLAN - FY 2021-2025**

In February 2020, the COMB Board adopted the COMB Infrastructure Improvement Plan (IIP). The IIP formalizes the strategy for implementation of capital projects and programs needed to carry out the goals and policy objectives of the Board. The IIP is organized and structured to identify and prioritize rehabilitation projects necessary to protect, improve, and sustain a reliable source of water conveyed from the Cachuma Project to the South Coast communities of Santa Barbara County.

Projects outlined in the IIP have been identified based on U.S. Bureau of Reclamation inspection recommendations, COMB asset inventory analysis, and other staff observations and recommendations. The identification of a project within the five-year plan does not guarantee construction. The initiation of any project requires Board of Director's approval for a project to advance to design and ultimately construction. Additionally, the Board of Directors has the ongoing ability to review and revise projects based upon unforeseen conditions, priorities, and financial resources.

## NATIONAL MARINE FISHERIES SERVICE BIOLOGICAL OPINION AND FISH MANAGEMENT PLAN

The United States Bureau of Reclamation currently operates and maintains Bradbury Dam and associated water transport and delivery structures, collectively known as the Cachuma Project on and near the Santa Ynez River for several local water agencies. The Santa Ynez River is about 900 square miles in watershed area with Bradbury Dam located approximately 48 miles from the Pacific Ocean.



The National Marine Fisheries Services (NMFS) is the United States federal agency that oversees protection of Southern California steelhead (*Oncorhynchus mykiss*, *O. mykiss*). The Cachuma Project Biological Opinion (BO) and the Lower Santa Ynez River Fish Management Plan (FMP) were issued in 2000 for implementation of steelhead management actions developed over many years of study by the Cachuma Project Member Units. The BO addresses the effects of the

proposed Cachuma Project operations on steelhead and its designated critical habitat in accordance with Section 7 of the Endangered Species Act of 1973. The goal is to provide physical projects and management strategies that will protect, enhance, restore and create new habitat for spawning and rearing of endangered steelhead, while keeping a balance between fish management, other ecological needs, and the delivery of adequate water supplies to customers of local water agencies and groundwater recharge.

On behalf of the U. S. Bureau of Reclamation, COMB is responsible for implementation of the 2000 Biological Opinion and Fish Management Plan related to the Cachuma Project on the Santa Ynez River. These activities include ongoing scientific studies along the river, monitoring and recording changing conditions, and implementation of fish passage improvements as outlined in the 2000 Biological Opinion. In addition, a consensus based, long-term Fish Management Program was developed which provides protection for steelhead/rainbow trout downstream of Bradbury Dam through a combination of water releases from Bradbury Dam through the Hilton Creek watering system, and the removal or modification of numerous fish passage barriers to steelhead on tributaries to the mainstem Santa Ynez River. By implementing these actions, stakeholders in the Cachuma Project have created significant additional habitat for steelhead within the Santa Ynez River watershed.



## DROUGHT RESPONSE AND MANAGEMENT

Efficient use of water has long been a priority within the Cachuma Project Service Area. Water purveyors are dependent on local water supplies, and have experienced periodic droughts including 1989-91, and the recent multi-year drought which commenced in 2012. During a drought period, the COMB Member Agencies dramatically increase their conservation efforts in order to minimize the impact of water shortages on the community. Drought conditions can last many years. The reductions in Cachuma Project water supplies have a major impact on water supply management for the COMB Member Agencies.

During the drought that began in 2012, COMB was responsible for the implementation of the Emergency Pumping Facility Project (EPFP), which allowed water to be pumped and conveyed during the time when lake levels were extremely low and unable to flow via gravity into the Tecolote Tunnel. After an all-time low of 7% reservoir capacity during 2016, Lake Cachuma rebounded to approximately 73% capacity during the February 2019 storms and subsequent inflows.

In March 2019, the United States Drought Monitor removed drought conditions from Santa Barbara County. However, the COMB Member Agencies continue to face a water supply shortage until such time that their respective groundwater basins have been recharged and supplemental water obligations are repaid.

### Cachuma Lake Intake Tower - Lake Elevation at Different Points in Time

*August 2016*



*February 2019*

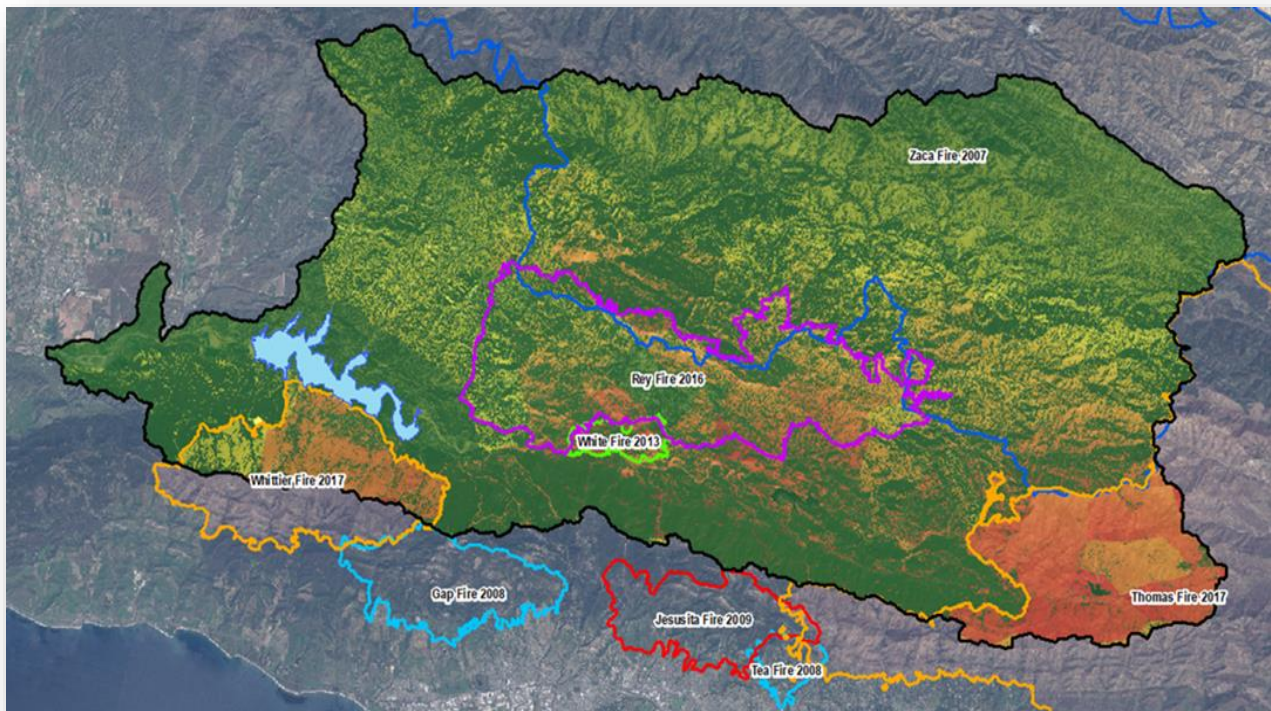


*March 2020*



**DROUGHT RESPONSE AND MANAGEMENT (CONTINUED)**

Additionally, the period from 2012 to 2016 was the driest on record for precipitation and runoff in the Santa Ynez River watershed above Bradbury Dam. The watershed was adversely affected by a series of wildfires that resulted from the dry weather conditions. These were: the Zaca Fire (2007), White Fire (2010), Rey Fire (2016), Whittier Fire (2017), and Thomas Fire (2017). These five fires burned approximately 180,000 acres, or two-thirds of the watershed.



In the spring of 2019, a sequence of storms brought above average rainfall to the watershed, raising water storage to a high level of 80.9% reservoir capacity (May 30, 2019). As the reservoir and watershed continue to recover, COMB has launched the following two separate initiatives to analyze the impact to the watershed and improve water quality and water storage in Lake Cachuma with the goal of reducing the impact of future events.

**Lake Cachuma Emergency Pumping Facility Secured Pipeline Project** is a more permanent version of previous Emergency Pumping Facilities, having a bottom-mounted permanent pipeline component. The EPF Secured Pipeline Project will make available the use of an additional 20,500 acre-feet of reservoir water and imported water until sufficient inflow to the lake occurs and the reservoir level returns to a normal operating condition for gravity feed.

## DROUGHT RESPONSE AND MANAGEMENT (CONTINUED)

A similar facility was temporarily installed and operated in the 1957-1958 and 1990-1991, and the occasional need for such a facility was envisioned when the reservoir was originally designed and constructed in 1953 by the U.S. Department of the Interior, Bureau of Reclamation.

**Lake Cachuma Water Quality and Sediment Management Study** - The two-year study, which commenced in 2019, will establish management actions to address raw surface water quality and sedimentation today, and in the future. The Study is envisioned to go beyond just fire impacts, to include identification and characterization of issues, development of mitigation and control projects, and management actions that may include, but not be limited to, sampling and data collection, in-lake treatment, erosion control, and watershed management. The Study will also focus on the impact of drought on fluctuating lake levels, water supply, and water quality. The Study will be developed in coordination with COMB's Member Agencies.

## CURRENT RESERVOIR ELEVATION

As of March 31, 2020, the elevation in Lake Cachuma was 735 feet, which equates to 142,852 acre-feet of water (or 73.9% capacity). COMB staff has developed a lake elevation projection model for forecasting lake elevations and has implemented a regime to request Member Agencies' projected imports and exports on a periodic basis as part of its ongoing planning process.



*March 2020*

**FY 2019-20 ACCOMPLISHMENTS**

During fiscal year 2019-20, COMB continued to focus its efforts on water supply reliability, infrastructure improvements, environmental stewardship, policies and financial responsibility, and improving workforce capabilities. Outlined below are highlights of accomplishments during this past fiscal year.

**Water Resources Engineering Division**

- Lake Water Quality and Sediment Management Study – Managed the Lake Cachuma Water Quality and Sediment Management Study on behalf of the COMB Member Agencies.
  - Provided supplemental water quality sampling at Lake Cachuma and incorporated water quality profiling at the Intake Tower for South Coast treatment plants as part of a monthly sampling program.
  - Upgraded and calibrated the water quality sonde to more efficiently take profiles including chlorophyll a and phycoyanin concentrations.
- Secured Pipeline Project - Applied for and was awarded \$750k for the Secured Pipeline Project through Reclamation’s FY 2019 Drought Resiliency Program - WaterSMART Grants.
- Sycamore Canyon Slope Stabilization Project - Completed the Sycamore Canyon Slope Stabilization project that was partially funded by FEMA Public Assistance Program Grant.
- San Jose Creek Pipeline Protection Project - Completed the emergency protection measures for the South Coast Conduit in San Jose Creek.
- Arroyo Paredon Bridge Replacement - Worked with Caltrans and an external contractor to ensure South Coast Conduit was protected while the Arroyo Paredon Bridge on State Route 192 was replaced.
- Certifications - Completed AWWA Utility Risk & Resilience Certification Program.
  - Program analyst certified as D2 for staff resiliency.
- Asset Management - Completed an asset management inventory for the Cachuma Project assets managed by COMB.
- Infrastructure Improvement Plan - Prepared the FY 2021-2025 Infrastructure Improvement Plan.
- AVAR/BO Rehabilitation Project - Completed Schedule B AVAR-BO Shutdown which involved 10 structures rehabilitated in a 72-hour shutdown window.
- ESRI User Conference - Created a digital reconstruction of the original 1954 bathymetry survey and presented results and techniques to ESRI User Conference.



**FY 2019-20 ACCOMPLISHMENTS (CONTINUED)****Water Resources Engineering Division (Continued)**

- Lake Cachuma Elevation Projection Model - Continued to improve lake elevation projection modeling for water supply and conveyance planning purposes.
- GIS/GPS - Updated GIS of SCC incorporating elevations based on drawings to allow evaluation of depth of cover at key locations (slopes/creek crossings).
  - Updated plan and profiles of sections of the South Coast Conduit to better plan shutdowns and dewatering estimates.
- Hazard Mitigation Plan - Drafted a COMB Annex to the Santa Barbara County Multi-Jurisdictional Hazard Mitigation Plan which was approved and adopted by FEMA, allowing COMB access to additional grant funding opportunities.
- Emergency Pumping Facility Project (EPFP) - Contracted and coordinated with Makai Ocean Engineering to prepare a feasibility study for a bottom-mounted secured pipeline as part of the Emergency Pumping Facility Project.
- Engineering Administration - Digitized historical collection of Manager's Report of Operations (MROs) from the 1950s until present.

**Operations Division**

- Successfully performed five shutdowns to complete important maintenance work.
- Provided construction management of an external contractor to install rock slope protection at North Portal access road.
- Provided construction management of an external contractor for the completion of the Sycamore Canyon Slope Stabilization project. Project was completed on time and within budget.
- Provided construction management of an external contractor for the completion of San Jose Emergency repair project. Project was completed on time and within budget.
- Staff cleaned and recoated Lauro Control Station Valve Pit and influent flume line.
- Staff completed installation of floorstands and stem extensions at Station 477+30 (San Antonio Creek Blowoff) and dug out degeneration box.
- Rehabilitated Open Air Vent at Station 78+00 by replacing top corroded vault section and lid with the assistance from external contractor.
- Protected South Coast Conduit where it was exposed in culvert at Station 304+40 with the assistance from an external contractor.

**FY 2019-20 ACCOMPLISHMENTS (CONTINUED)****Operations Division (Continued)**

- Performed the Routine Operation & Maintenance inspection with USBR Engineering staff and completed three recommendations following inspections (coated Lauro influent line, installed air vent at Barger Pass turnout and raised air vent at 230+51).
- Successfully performed Schedule B shutdown dewatering, construction management, and recharge to rehabilitate 10 structures with the assistance from external contractor.
- Staff installed a new wash water pump at the Lake Cachuma intake tower.
- Monitored the Wood Glenn culvert repair working in close coordination with an external contractor and the City of Santa Barbara staff to ensure the SCC was properly protected during all aspects of the project.
- Monitored numerous construction projects along the right-of-way that were related to the rebuilding efforts following the Montecito debris flows in 2018 to ensure protection of the South Coast Conduit.
- Hired and trained two new water service worker employees.
- Replaced the North Portal gantry crane transformer.
- Staff performed North and South reach structure maintenance.
- Revegetated and planted native plants and trees at San Jose Creek and Sycamore Canyon project sites.
- Attended USBR dam tender training.
- Staff was recertified in CPR and first aid.
- Staff participated in confined space training.
- Staff replaced the Lauro outlet pipe AVAR.
- Staff removed vegetation at all sites to ensure defensible space as required by the fire marshal.
- Staff placed log boom sections at DeVaul Canyon to help prevent the spread of algae bloom.

**FY 2019-20 ACCOMPLISHMENTS (CONTINUED)****Fisheries Division**

- Conducted all 2000 BiOp compliance monitoring in the LSYSR basin and its tributaries including Lake Cachuma water quality monitoring.
- Completed the WY2016 and WY2017 Annual Monitoring Reports/Summaries.
- Submitted the WY2018 and WY2019 Annual Monitoring Reports/Summaries to Reclamation and the COMB Fisheries Committee.
- Wrote and successfully implemented the WY2019 Migrant Trapping Plan to stay within Incidental Take Limits as stipulated in the 2000 BiOp.
- Collaborated with CDFW on their DIDSON Fish Migration Program in Salsipuedes Creek.
- Conducted all Fish Passage Supplementation monitoring and reporting.
- Completed all Hilton Creek Gravel Augmentation implementation and reporting for the last of a 2-year program.
- Carefully monitored Hilton Creek during any high flow or interruption of flow events and provided reports to Reclamation.
- Completed all reporting and reimbursements for the Quiota Creek Crossing 5 and Crossing 9 Fish Passage Enhancement Projects.
- Completed construction of the Quiota Creek Crossing 8 Fish Passage Enhancement Projects, the last identified fish passage project within the Quiota Creek drainage.
- Obtained a state of the art backpack Electro-Fisher unit and had four full-time staff complete a weeklong training course conducted by US Fish and Wildlife Service in Electro-fishing that certifies staff in its use.
- Deployed a new state of the art YSI Sonde for water quality monitoring.
- Worked closely with Reclamation on all requested Bradbury Dam, HCWS and HCEBS testing, modifications or operations to safeguard the fishery downstream of the dam.
- Planted 300 mitigation oak trees near Lake Cachuma as part of the surcharge operation at the Dam.
- Completed the 2018 Annual Oak Tree Survey and reported the status of the Lake Cachuma Oak Tree Restoration Program to the Oak Tree Committee and COMB Board.
- Presented and participated in three professional conferences in Fisheries Science and GIS technologies.

**FY 2019-20 ACCOMPLISHMENTS (CONTINUED)****Administrative Division****CAFR Audit / Budget Process**

- Fiscal Year 2017-18 Comprehensive Annual Financial Report (CAFR) was awarded the Certificate of Achievement for Excellence in Financial Reporting from the GFOA.
- Fiscal Year 2018-19 Audited Financial Statements received an unmodified (“clean”) opinion.
- Successfully completed a Single Audit requirement in compliance with two Federal grant awards received in Fiscal Year 2018-19. Received an unmodified (“clean”) opinion.
- Expanded Budget Document initiated and approved by Board.

**Risk Management**

- Initiated Cybersecurity Risk and Resiliency Assessment.
- Recipient of ACWA/JPIA Presidents Special Recognition Award for low loss ratio in the Liability and Property Insurance programs.
- Recognized a 31% decrease in COMB’s auto and general liability insurance policy premiums as compared to the past two fiscal years.

**Grant Funding**

- Participated in the Santa Barbara County Integrated Regional Water Management (IRWM) Plan 2019 Update which was adopted by the County Board of Supervisors.
- Assisted with the application process for additional FEMA funding for the Sycamore Canyon Slope Stabilization project.

**IT Technology / Communications**

- Advancement of IT network and infrastructure and security protocols.
- Completed an internal assessment of telephone hardware/software and long distance service costs which concluded with the installation of T1 line that resulted in a 35.8% reduction in annual communication costs.

**Policy and Procedure**

- Updated COMB Personnel Policy and Employee Handbook.

**Reporting / Cost Tracking**

- Advancement of Water Accounting model.
- Advancement of Infrastructure and Habitat Improvement Project Tracking activities and costs.



## **SECTION II – FISCAL OVERSIGHT**

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## COMB GOVERNANCE

As set forth in Section 1.3 of the COMB JPA, COMB is governed by a Board of Directors (Board), which has the authority to conduct the business and policy-making affairs of COMB. All powers of COMB are exercised through the Board. Members of the Board are obligated to uphold both the Constitution of the United States and the Constitution of the State of California. Board members are also required to comply with all applicable laws regulating their conduct, including conflict of interest, financial disclosure and open government laws. (California Government Code Section 1360; and Article 20, Section 3 of the California Constitution.)



COMB has five standing committees: the Administrative Committee (financial, personnel and legal matters); the Operations Committee; the Fisheries Committee; the Public Outreach Committee; and the Lake Cachuma Oak Tree Committee. Each committee is composed of two Board members and one alternate Board member. Appointments to the committees are made by the President of the Board, typically during the first month of the fiscal year or as necessary. The committees meet with staff on an as-needed basis, and review and recommend proposed actions to the Board concerning, among other things, capital improvements, finance, and other matters. On occasion, COMB utilizes ad-hoc committees that are temporary in nature.

COMB's General Manager is responsible for overall management of the day-to-day and long-term operations and activities of COMB.

## FINANCIAL, ADMINISTRATIVE AND OPERATING POLICIES

The COMB Board establishes policies and resolutions to comply with federal and state law, government code, various Cachuma Project operating and JPA agreements, applicable administrative policies and generally-accepted accounting principles. These policies include:

### **Board Governance Policy**

COMB Board Resolution No. 676, adopted November 26, 2018

The Board Governance policy sets forth the basic professional and ethical standards to be followed by the COMB Board. The objectives of this Policy are to (1) outline the function, role and responsibility of the Board; (2) provide guidance for dealing with ethical issues; (3) heighten awareness of these ethical issues and values as critical elements in Board members' conduct and governing practices; and (4) support effective and timely decision-making.

**FINANCIAL, ADMINISTRATIVE AND OPERATING POLICIES (CONTINUED)****Board Governance Policy (Continued)**

This policy was adopted pursuant to Section 1.7 of the 1996 Amended and Restated Joint Powers Agreement (COMB JPA) for the Establishment of a Board of Control to exercise the powers of the Agreement.

**Annual Statement of Investment Policy**

COMB Board Resolution No. 689, adopted July 22, 2019

This policy sets forth guidelines by which surplus funds may be invested. The policy requires that the investment of surplus money of COMB shall be made in securities in accordance with Section 53601 of the Government Code. Investments are made taking into consideration the following factors: the probable income as well as the probable safety of said funds, exercising the judgment and care under the circumstances prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not in regard to speculation, but in regard to the permanent disposition of said funds.

This policy further requires the Board Secretary submit a month report to the Board in accordance with Section 53646(b) of the Government Code.

**Fiscal Policy**

COMB Board Resolution No. 674, adopted November 26, 2018

The purpose of this policy is to identify and outline fiscal policies and guidelines pursuant to federal and state law, government code, various Cachuma Project operating and JPA agreements, applicable administrative policies and generally-accepted accounting principles.

This policy sets forth the basic framework for the overall fiscal management of COMB and provides guidelines for evaluating both current activities and proposals for future programs. This policy further provides a guideline to the administrative and finance staff in planning and directing the day-to-day financial affairs, and in developing financial recommendations to the COMB Board.

The objective of this policy is to achieve long-term stability and a positive financial condition. An important aspect of the policy is the application of budget and fiscal policies in the context of a long-term financial approach.

The scope of this policy includes accounting, auditing, financial reporting, internal control, operating and capital budgeting, revenue management, cash and investment management, expenditure control, asset management, strategic plans and debt management.



**FINANCIAL, ADMINISTRATIVE AND OPERATING POLICIES (CONTINUED)****Procurement Policy**

Adopted by the COMB Board August 27, 2017

The procurement policy sets forth uniform procedures for the procurement of equipment, non-professional and professional services, supplies, and formal bidding and contracting for COMB.

The objective of a procurement policy is to ensure timely, efficient, and cost effective procurement within the guidelines of good business practices and transparent public policy. Unless stated otherwise, the policy applies to all purchasing actions regardless of funding source and payment method. All procurements shall be reasonable and necessary.

This policy applies to the procurement of equipment, services, and supplies using funds authorized for expenditure by the adopted annual budget.

**Reserve Policy**

A reserve account provides resources to ensure sufficient funding is available to meet operating, capital and debt service obligations, comply with legally mandated requirements, and have the ability to respond to unforeseen events or emergencies.

COMB has traditionally operated without a formalized reserve fund and has utilized COMB quarterly assessments for operational expenditures. In addition, special assessments have been authorized by the Board during extraordinary or unforeseen events.

**Annual Audit**

An annual audit is performed by an independent public accounting firm with an audit opinion to be included with COMB's published Comprehensive Annual Financial Report (CAFR).

The external auditor presents the COMB Board, on an annual basis, with audited financial statements in accordance with Government Auditing Standards issued by the Comptroller General of the United States and the State Controller's Minimum Audit Requirements for California Special Districts. The external auditor expresses an opinion about whether the financial statements fairly represent the financial position of COMB.

The external auditor also evaluates the adequacy of COMB's internal control system, the electronic data processing and, where weaknesses are noted, makes appropriate recommendations for improvements. The external auditor will further submit a written management letter which communicates suggested improvements in the District's financial operations, and any deficiencies in internal controls that need to be addressed by COMB.

## BASIS OF ACCOUNTING

COMB operates as a proprietary fund-type. All proprietary fund-types use a flow of economic resources measurement focus. Under this measurement focus, all assets and liabilities associated with the operation of these funds are included on the Statement of Net Position and where appropriate, total net position (i.e., fund equity) are segregated into invested in capital and unrestricted net position. Proprietary fund-type operating statements present increases (revenues) and decreases (expenses) in total net position.

All proprietary fund-types utilize the accrual basis of accounting. Under this method, revenues are recognized when earned, regardless of when received, and expenses are recognized at the time the related liabilities are incurred, regardless of when paid.

COMB's accounting policies and procedures are consistent with:

- Generally Accepted Accounting Principles (GAAP)
- Governmental Accounting Standards Board (GASB)
- Office of Management and Budget (OMB) Circular A-133 "Audits of States, Local Governments, and Non-Profit Organizations" related to federal assistance and federal grant programs.

## FUND STRUCTURE

To provide for accountability of public monies in accordance with applicable federal and state law and regulations, various Cachuma Project and JPA agreements and Board policies, the following funds have been established in the Treasury of COMB. COMB operates under one fund for financial statement and budgetary purposes. Because COMB is a pass-through agency, all revenues are equal to the expenditures included in the budget. As such, the overall Fund Balance excluding the Warren Act Trust Fund and Renewal Fund is expected to be zero. Unexpended funds are identified through the audit process and returned to the Member Agencies on an annual basis.

### General Fund

Receipts from COMB O&M assessments, Cachuma Project pass-thru revenues, federal and state grant reimbursements, the Cachuma Project Betterment Fund, and miscellaneous income are deposited into the General Fund. Payments from the General Fund are made in accordance with COMB Fiscal Policy (adopted November 26, 2018) and COMB Procurement Policy (adopted August 27, 2017) and include the following items:

- Infrastructure and Habitat Improvement Projects
- Operation and Maintenance Costs
- Administrative Costs
- Loans and Obligations
- Cachuma Project Pass-thru Charges
- Transfers to the Revolving Fund

**FUND STRUCTURE (CONTINUED)****Revolving Fund**

The Revolving Fund is used to pay employee compensation and payroll related federal, state and local taxes. The fund is replenished through transfers from the General Fund.

**Investment Fund**

The COMB Board of Directors established a General Fund from which monies may be expended for specific and general operating purposes. From time to time, COMB has on hand in the General Fund monies which are surplus to COMB's immediate operating needs. The COMB Board determined to be in the public interest to invest such surplus funds in a manner which insures a maximum return consistent with safety on such investments while maintaining the integrity of such surplus funds.

Cash and investment programs are maintained in accordance with California Government Code Section 53600 et seq. to ensure that proper controls and safeguards are maintained. Pursuant to State law, the COMB Board adopts a detailed investment policy through a Board resolution on an annual basis. Reports on COMB's investment portfolio and cash position are presented to the COMB Board on a monthly basis at a regularly scheduled public meeting, in conformity with Section 53646(a) of the California Government Code.

**Warren Act Trust Fund**

The Warren Act Trust Fund is a requirement of the Cachuma Project Warren Act Contract that the Central Coast Water Authority (CCWA) negotiated with the US Bureau of Reclamation for delivery and transport of State Water Project (SWP) water through the Cachuma Project facilities.

A 1995 memorandum of understanding executed in conjunction with the Warren Act Contract established a charge of \$43 per acre-foot (AF) (\$58 initially with a \$15 service charge by Reclamation), which is not indexed. Payments are required upon delivery of SWP water to Cachuma Reservoir. CCWA makes quarterly payments to COMB based on the prior quarter's water deliveries to the lake. Article 3.a. of the MOU provides that funds be deposited into the Warren Act Trust Fund.

Expenditures of the Warren Act Trust Fund revenues, as further detailed in the MOU, are considered restricted and are limited to the following:

- Environmental Restoration
- Wastewater Reclamation
- Water Conservation
- Innovative Water Management Techniques
- Cachuma Project Betterment

The current Warren Act contract expires in July 2020. Renewal discussions are currently underway between CCWA and the US Bureau of Reclamation. Both parties anticipate that a

**FUND STRUCTURE (CONTINUED)****Warren Act Trust Fund (Continued)**

temporary contract extension will be issued prior to the expiration date and will remain in effect until a final contract is executed. By extension of the contract, the current MOU will remain in place.

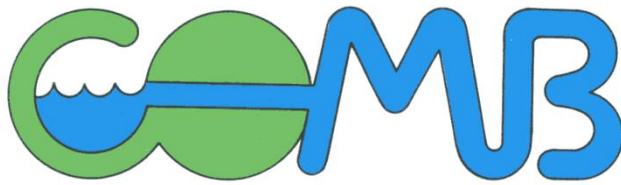
**Renewal Fund**

The Renewal Fund is a requirement of the 1995 Renewal Master Contract (executed in 1996) entered into for water conveyance from the Cachuma Project to the five Cachuma Project Member Units, which are: the Carpinteria Valley Water District, Goleta Water District, Montecito Water District, City of Santa Barbara, and the Santa Ynez River Water Conservation District, Improvement District No. 1 (ID No. 1).

The Renewal Master Contract requires the payment of \$10 per AF of water made available by the Cachuma Project during the water year which runs from October 1 to September 30. The Renewal Fund itself is capped at \$257,100, which is related to the current annual operational yield of 25,714 AF.

Article 27(a) of the Cachuma Project Renewal Master Contract (MCA 27) established the Renewal Fund into which monies are deposited and from which monies are expended. As provided in this Article, the purpose of Renewal Fund is to finance the following activities:

- Mitigation activities associated with the selected alternative identified in the final Cachuma Project Renewal EIS/EIR.
- Activities which may be required of the Contracting Officer by SWRCB orders affecting the Project Water Rights.
- Studies described in sub-article 7 (b) which are specific to conducting and preparing studies and reports that are required to be submitted by Reclamation to the SWRCB pursuant to Board WR94-5 paragraph 3, including fisheries studies and other related studies under the continuing jurisdiction of the SWRCB.
- Studies relating to modifications in the Cachuma Project operations pursuant to sub-article 9 (g), including to protect the environment and groundwater quality downstream of Bradbury Dam, conserve Project Water, and promote efficient water management.
- Restoration of riparian or other habitat of the Santa Ynez River and its watershed which has been adversely affected by the Project.
- Activities of Reclamation pursuant to sub-article 27 (i) that are required by law to be the Contractor, those shall be included in the Long Term Plan and Annual Work Plan and reimbursed by the Renewal Fund.



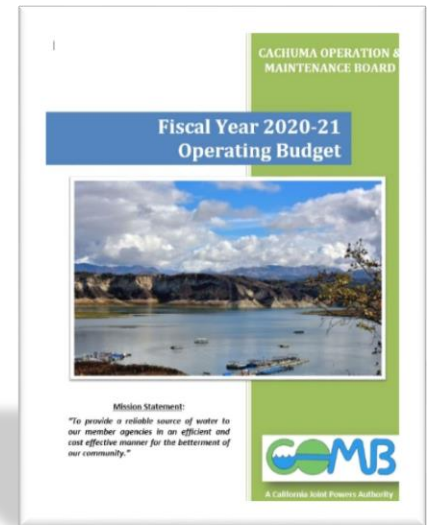
## **SECTION III – BUDGET OVERVIEW**

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## COMB ANNUAL OPERATING BUDGET

Each year, the Board of Directors approves the COMB Operating Budget for the following fiscal year that runs from July 1 through June 30.

The development and adoption of an annual budget is based on the Board of Director's financial and operational policies. Its purpose is to maintain fiscal stability by providing a structural balance between revenues and expenditures and to identify programs of work COMB has pledged to support. In addition, the budget provides the financial resources necessary to achieve or advance management strategies and goals. It serves as a financial road map and communication tool describing programs of work, resource requirements, and functions as a guideline in accomplishing our mission in the most efficient, fiscally sustainable manner while ensuring maximum value to our Member Agencies.

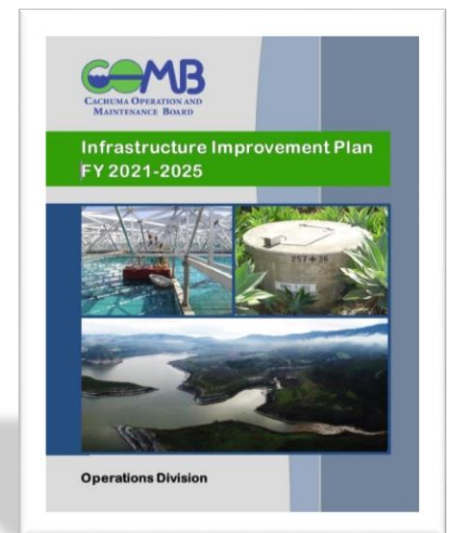


The COMB Operating Budget for FY 2020-21 is further detailed in Section VI – COMB Operating Budget (see page 61).

## FINANCIAL PLANNING

The Cachuma Operation and Maintenance Board operates under an annual budget which is adopted by the Board of Directors in accordance with established short and long term financial plans. The Government Finance Officers Association recommends that all governmental entities use some form of strategic planning to provide a long-term perspective for service delivery and budgeting.

COMB has developed a comprehensive five-year Infrastructure Improvement Plan (IIP) which is used as an internal guideline for forecasting, budgeting and long term financial planning. COMB staff has updated the plan for FY 2021-25,



The IIP formalizes the strategy for implementation of capital projects and programs needed to carry out the goals and policy objectives of the Board. The IIP is organized and structured to identify and prioritize rehabilitation projects necessary to protect, improve, and sustain a reliable source of water conveyed from the Cachuma Project to the South Coast communities of Santa Barbara County.

**FINANCIAL PLANNING (CONTINUED)**

The IIP identifies the improvements needed in the Cachuma Project System and sets forth review criteria to enable the prioritization of projects for scheduling improvements during the five-year period. The IIP is intended to serve many purposes including:

- **Long Range Planning Document**

As a long-range planning document, the IIP describes the key infrastructure improvements needed for a five-year horizon and identifies additional projects that should be evaluated on a regular basis for potential future inclusion. The goal of the five-year plan is to identify the critical needs projects for near-term implementation.

- **Cachuma Project Cost Analysis**

The IIP provides an outline of costs associated with rehabilitation of the Cachuma Project which serves to provide guidance for long-term rate analysis efforts performed by our Member Agencies.

- **Budget Development**

The annual COMB Operating Budget outlines discrete projects and affiliated costs to communicate needed investment for the forthcoming fiscal cycle. The IIP provides detailed guidance on priority projects to be included in the annual operating budget.

- **Communication to Stakeholders**

The IIP communicates to COMB's stakeholders the array of infrastructure improvements necessary to maintain a reliable supply of water. Communicating the condition of assets and the challenges associated with competing financial resources provides a basis for our Member Agencies to consider COMB projects and their own priorities.

Prior to drafting the IIP, COMB conducted a critical needs assessment, which included an internal inventory of assets, a conditions assessment, an estimate of replacement costs, and a projection by which assets require immediate or near-term replacement for major infrastructure and appurtenances. This assessment was supplemented with the U.S. Bureau of Reclamation site inspection recommendations (periodic and comprehensive reviews) of selected Cachuma Project facilities and components.

In developing the IIP, COMB staff, with input from the Member Agencies' technical staff, developed the following list of goals to serve as the guiding principles of the plan.



**FINANCIAL PLANNING (CONTINUED)****IIP Established Goals**

- Carryout COMB's mission of providing a reliable source of water to our Member Agencies.
- Identify infrastructure vulnerabilities and operational deficiencies (Risk Management).
- Provide for a systematic selection of critical projects.
- Maintain current level of service while allocating infrastructure improvement costs over time.
- Identify funding requirements for long term capital planning.
- Serve as a basis for annual budget development.
- Create a framework for ensuring reliable and sustainable operations.
- Serve as a planning document for the Board of Directors.

COMB staff incorporated elements of COMB internal analysis and Reclamation site inspections to produce a list of projects for further consideration. The projects included in the IIP represent the minimal level of investment necessary to continue to meet regulatory requirements, critical needs, and sustain vital infrastructure.

The IIP is updated on an annual basis and submitted to the Operations Committee for review and comment. Following Committee review and recommendations, the IIP and its annual amendments are presented to the Board of Directors for final approval.



## STRATEGIC INITIATIVES

As COMB moves into the next fiscal year, staff is committed to upholding the core values that have shaped its standard of excellence while adapting to changing conditions and environment. As part of the FY 2020-21 budgeting planning process, COMB focused on the following six internal key strategic initiatives.

### **Strategic Initiative #1: Cost-Effectiveness and Value**

Maintain and improve the cost effectiveness and value of COMB services to our Member Agencies.

- Efficiently manage and maintain infrastructure
- Continue to review and prioritize IIP
- Invest in system improvements efficiently
- Enhance asset management program
- Leverage technologies to improve system

### **Strategic Initiative #2: Water Supply Reliability**

Sustain a safe, reliable water supply for Member Agencies.

- Ensure reliable water supply conveyance
- Analyze watershed conditions – watershed stewardship
- Implement drought response and resiliency measures
- Protect State Water imports
- Monitor/defend against natural & human-made disasters

### **Strategic Initiative #3: Distribution Facilities Improvements**

Identify, prioritize and implement projects necessary to protect, improve, and sustain the Cachuma Project conveyance system and appurtenance structures.

- Infrastructure improvement planning
- Asset management plan
- Develop risk and resiliency plan
- Update facilities security and emergency preparedness plan
- Continue ongoing operations and maintenance

**STRATEGIC INITIATIVES (CONTINUED)****Strategic Initiative #4: Environmental Stewardship and Public Trust Resources**

Continue to monitor changing climate conditions, develop and implement strategies to increase sustainability of the steelhead/trout population and improve fish passages along the Santa Ynez River.

- Continue monitoring and survey program per the 2000 Biological Opinion
- Protect and enhance steelhead habitats in accordance with Fish Management Plan
- Monitor climate conditions
- Adhere to environmental regulatory requirements
- Improve watershed protection
- Continue resource planning

**Strategic Initiative #5: Business Policies and Financial Responsibility**

Operate in a productive, cost-effective, transparent and efficient manner to ensure sound financial stability.

- Advancement of policies and procedures
- Enhance CAFR audit/budget documents
- Develop short/long term financial plans
- Transfer of risk / risk management
- Leverage advances in technology
- Update business continuity plan

**Strategic Initiative #6: Foster Leadership and Strengthen Workforce Capabilities**

Continue to promote a safe and positive work environment and provide opportunities for all employees to use their diverse talents to grow professionally and prepare for the challenges of the future.

- Promote a safe working environment
- Provide training and continuing education
- Pursue licensing and certification
- Invest in professional growth
- Reinforce employee recruitment and retention

**FY 2020-21 DIVISION GOALS AND PRIORITIES**

In December of each year, COMB Division Managers prepare a list of priorities by division and general area of responsibility. The list is reviewed by the General Manager and refined as appropriate. The goals are then presented to the Board of Directors at their January meeting. Outlined below are highlights of priorities to be initiated during fiscal year 2020-21.

**Water Resources Engineering Division**

- Completion of infrastructure risk and resiliency assessment
- Update South Coast Conduit hydraulic model / system schematic
- Implementation of approved infrastructure improvement projects
- Emergency response plans updated
- Develop SCADA Master Plan
- Continue enhancement of Lake Projection model
- Advance Right-of-Way Program of work
- Operational and efficiency improvements
- Operational administrative policies defined
- Secure grant funding opportunities
- Safety and security measures implemented
- Staff professional development and training

**Operations Division**

- Implementation of approved infrastructure improvement projects
- Continued repair and maintenance of COMB facilities and infrastructure
- Emergency response plans updated
- Implement Field Maplet system improvements
- Assist with SCADA System Improvements
- Safety and security plans updated
- Staff professional development and training

**FY 2020-21 DIVISION GOALS AND PRIORITIES (CONTINUED)****Fisheries Division**

- Continue implementation of the monitoring and survey program per the 2000 Biological Opinion
- Continue collaboration with Reclamation on best management practices for Hilton Creek
- Continue annual development and implementation of a Migrant Trapping Plan in collaboration with Reclamation
- Discuss with Reclamation the possibility of a long-term gravel augmentation program in Hilton Creek and other locations
- Work with Reclamation to gather continuous data on water temperature going into LSYR
- Maintain the LSYR *O. mykiss* scale inventory and conduct analyses on data
- Continue working with the US Geological Survey on stream gauge program
- Continue to maintain and develop landowner relationships in the LSYR basin
- Continue education and collaboration with other *O. mykiss* monitoring programs within the southern California Steelhead DPS to improve collective knowledge.
- Staff professional development and training

**Administrative Division**

- Development of framework for comprehensive strategic planning process
- Advancement of financing approaches (SRF, grants, bonds, debt obligations)
- Advancement of risk management programs
- Emergency response plans updated
- Complete cyber security risk and resiliency assessment
- Injury Illness Prevention Plan updated
- Payroll system and timekeeping system upgraded
- Development of employee health and wellness plan
- Advancement of Board policies and internal procedures
- Staff professional development and training

## BUDGET DEVELOPMENT

### Budget Development

Development of the budget is based on a zero-based budgeting methodology. This methodology employs a detailed examination of expenditures wherein only the necessary budget amount for each line item is presented for discussion. This approach addresses fundamental and prioritized service needs and represents the minimum level of funding needed for effective operations.

At the beginning of the annual budget planning cycle, COMB staff prepares estimated budget projections and presents a draft Operating Budget to the General Managers and technical staff of the COMB Member Agencies. Staff then incorporates any comments received into the proposed operating budget prior to submission to the COMB Administrative Committee.



Following review by the Administrative Committee, COMB staff then conducts a budget workshop with the COMB Board, at a public meeting, to review the draft operating budget, the proposed upcoming infrastructure and habitat improvement projects, and any revenue and expenditure assumptions and projections contained therein.

Depending on the quantity or nature of comments received during the budget workshop, the draft budget may be sent back to committee for further consideration or brought back to the Board at its next meeting, as revised, for adoption.

### Budget Approval

The final COMB Operating Budget is approved and adopted by the Board of Directors through a resolution during a scheduled public meeting.

Once adopted by the Board, management continues to closely monitor and report on projects, expenditures, and revenues throughout the fiscal year to ensure compliance with the budget, as well as the integrity, transparency and quality of operations.

### Budget Calendar

Table 3.1 provides the budget process schedule for FY 2020-21.

**BUDGET DEVELOPMENT (CONTINUED)****Table 3.1 – FY 2020-21 Budget Process Schedule**

| <b>Deliverables</b>                                                                                                                                                                                                    | <b>Jan</b> | <b>Feb</b> | <b>Mar</b> | <b>Apr</b> | <b>May</b> | <b>Jun</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|------------|------------|------------|------------|
| Updates to:<br>- Infrastructure Improvement Projects<br>- Habitat Improvement Projects<br>- Projected COMB Managed Revenues<br>- Projected General & Administrative Expenditures<br>- Projected Operating Expenditures | X          | X          |            |            |            |            |
| Draft Budget Document Developed                                                                                                                                                                                        |            | X          |            |            |            |            |
| Draft Budget Internal Review Process                                                                                                                                                                                   |            |            | X          |            |            |            |
| Member Agency Review Process                                                                                                                                                                                           |            |            | X          |            |            |            |
| Administrative Committee Draft Budget Review                                                                                                                                                                           |            |            |            | X          |            |            |
| Board Draft Budget Review                                                                                                                                                                                              |            |            |            | X          |            |            |
| Update Draft Budget – Prepare Final Budget                                                                                                                                                                             |            |            |            | X          |            |            |
| Board Adopts Final Operating Budget                                                                                                                                                                                    |            |            |            |            | X          |            |

**BUDGET POLICIES****Balanced Budget**

The primary budget objective is to provide the highest possible level of service to COMB's stakeholders and members of the public without impairing COMB's financial condition. COMB will make every effort to keep current expenditures less than current assessments and revenues. Current expenditures are defined as operating expenses, debt payment and infrastructure and habitat improvement projects. COMB will endeavor to operate within the approved budgetary amounts to avoid subsequent assessments to its Member Agencies.

**Outside Funding Sources**

COMB staff actively pursues outside funding sources for all infrastructure improvement projects. Outside funding sources, such as grants, are used to finance only those improvement projects that are consistent with the Five-Year Infrastructure Improvement Project Plans and COMB priorities, and whose operating and maintenance costs have been included in future operating budget forecasts.

Board policy requires that all grant agreements are to be approved through Committee and by the Board prior to acceptance.

**BUDGET POLICIES (CONTINUED)****Pass-Through Revenues and Charges**

In addition to the annual Operating Budget, COMB collects and manages various other assessments which are considered pass-through revenues and charges. COMB has been granted the authority, by various agreements, for administering the provisions, collection and payment of these revenues including the USBR Entitlement Obligation (USBR Water Rates), the Bradbury and Lauro Safety of Dams (SOD) Repayment Obligations, and the State Water Resource Control Board Water Rights Fee. Since these payments are considered pass-thru revenues and charges, they are not recorded as revenue on COMB's financial statements.

COMB will endeavor to provide sufficient information to its Member Agencies regarding USBR and other pass-through charges to enable them to gain a full understanding of the charges.

**Budgeted Expenditures**

As stated in COMB's Procurement Policy, the General Manager has the authority to approve expenditures made for official COMB business up to a maximum of \$25,000, provided such expenditures are within the budget, as adopted by the COMB Board. Purchases of equipment, services, or supplies exceeding \$25,000 are submitted, through the appropriate Committee, to the Board of Directors for review and approval. This expenditure authority limitation does not apply to routine, recurring operational expenses already approved within the annual operating budget, such as salaries, benefits, insurance, legal and IT services.

Emergency expenditures, as defined in COMB's Procurement policy, are subject to approval by the General Manager or designee, who in turn notifies the Board President of actions taken and brings notification to the full Board within 30 days of the expenditure being made. In such an event, a determination is made and considered by the Board if a special assessment is warranted to cover non-budgeted emergency expenditures.

Any capital expenditure or form of indebtedness in excess of one million dollars requires unanimous consent by the COMB Board through a board resolution.

**Allocation of General and Administrative Expenses**

General and Administrative expenses include costs for support of all administrative functions of COMB such as: Director fees, legal expenditures, general liability and property insurance, audit fees, temporary/contract labor, utilities, IT and communications, postage and office supplies, training, education and subscriptions and miscellaneous expenses. General and Administrative expenses are generally allocated between Operations Division (65%) and Fisheries Division (35%).



**BUDGET POLICIES (CONTINUED)****Budget Adjustments / Augmentations**

The budget may be adjusted or augmented throughout the year by Board action to accommodate an expenditure that was either unanticipated or indeterminable at the time the annual budget was adopted. This process involves a recommendation by staff to the appropriate Board committee prior to submission to the Board for consideration.

A budget adjustment is defined as the process of reallocating budgeted funds to an alternate account and does not change the overall approved budget amount. A budget augmentation is defined as an increase to the approved budget and the need for additional assessments.

The Board considers the recommendation at a public meeting and approves or rejects such requests by motion and majority vote of the Board. Any budget adjustment or augmentation that increases the cost of a capital expenditure or form of indebtedness in excess of one million dollars requires unanimous consent by the COMB Board through a board resolution.

**Member Agency Payment of Assessments**

Current operations of COMB are funded by assessment of the Member Agencies, with the assessments based on the Member Agencies' Cachuma Project entitlement percentages. Operating assessments are calculated each year through the Budget process. Member Agencies are billed at the start of each quarter for their allocable amount.

Section 4.2 of Article IV of the COMB JPA outlines the division of Cachuma Project Costs among the Member Agencies. Section 4.2 states: "Parties shall divide and pay the administrative costs, the storage operation and maintenance costs, and the conveyance and operations and maintenance costs, including the payment of any loans or obligations incurred by the Cachuma Operation and Maintenance Board pursuant to the provisions of Article I, Section 1.3(h) (iv) and Section 1.3 (i), according to their use of the facilities and their participation in the benefit of the annual yield of the Cachuma Project. Such costs shall be assessed to the parties upon a schedule approved by the Cachuma Operation and Maintenance Board."

**Non-Member Agency Payment Obligations**

Pursuant to the Separation Agreement between COMB and Santa Ynez River Conservation District, ID No. 1 (ID No. 1), starting in Fiscal Year 2017-18 and going forward, certain actual expenditures incurred by COMB will be collected from ID No. 1 through an invoice issued quarterly to it by COMB. In addition, COMB collects payments from ID No. 1 for continuing pass-through obligations pursuant to the terms of the Separation Agreement, dated August 31, 2018.

**BUDGET POLICIES (CONTINUED)****Unexpended Funds**

Unexpended funds occur when assessments (revenues) collected from the Member Agencies through the budget process exceed actual expenditures. Unexpended funds are identified through the audit process and returned to the Member Agencies using one of four methods. These methods include: 1) the issuance of checks made payable to each Member Agency; 2) constructively returning the unexpended funds by reducing future quarterly assessments; 3) carrying forward unexpended funds for work in process; and/or 4) reducing the projected operating budget for the following fiscal year.

The Board of Directors shall take action annually to approve the methodology for return once unexpended funds are identified.

**Financial Statement Reporting**

Division financial statements are provided to each division manager on a monthly basis. Expenditures are reviewed to ensure that actual costs to-date do not exceed the adopted budget.

Unaudited financial statement including a statement of paid claims and an investment report are received and filed by the Board on a monthly basis at a regularly scheduled public meeting.

On a quarterly basis, the Administrative Manager / Chief Financial Officer (CFO) provides a fiscal year-to-date financial review of the unaudited interim financial reports to the Board of Directors, comparing actual expenditures to the budget. Additionally, the General Manager provides a quarterly report of contracts executed pursuant to COMB's Procurement policy.

In compliance with Government Code section 53891(a), COMB submits its annual Financial Transaction Report and annual Government Compensation in California to the State Controller's office for posting on its public website.

**COMB MANAGED REVENUES AND EXPENDITURES**

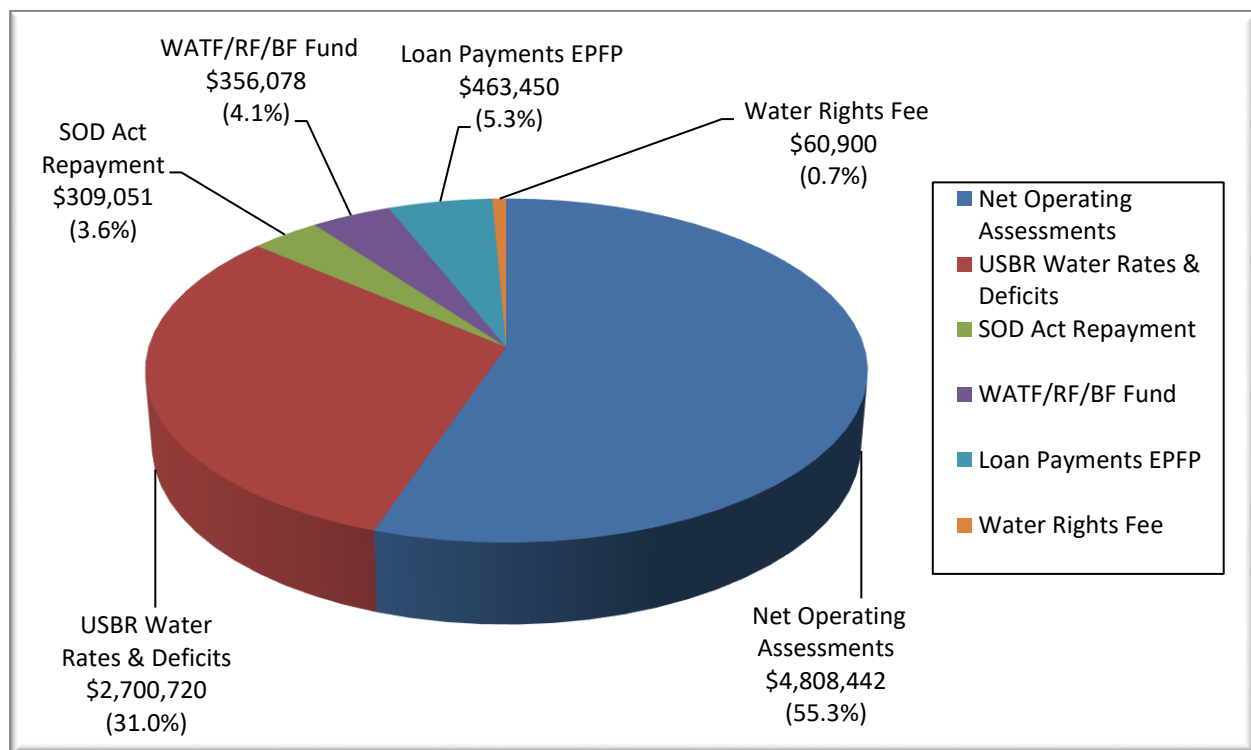
In addition to the annual Operating Budget, COMB collects and manages various other assessments which are considered pass-through revenues and charges. COMB has been granted the authority, by various agreements, for administering the provisions, collection and payment of these revenues including the following:

- USBR Entitlement Obligation (USBR Water Rates)
- Bradbury Safety of Dams (SOD) Repayment Obligations
- Lauro Safety of Dams (SOD) Repayment Obligations
- State Water Resource Control Board Water Rights Fee

COMB is also responsible for managing various federal, state and local grant revenues, as well as, various restricted trust fund accounts to be used for the betterment of the Cachuma Project.

The previous ten fiscal years’ COMB Managed Revenues is reflected in Table 3.2. For FY 2020-21, COMB’s projected managed revenues and expenditures total \$8,685,396 as shown in Figure 3.1. A breakdown of this amount is reflected in Tables 3.3 and 3.4.

**Figure 3.1 – FY 2020-21 COMB Managed Revenue by Source**



## COMB MANAGED REVENUES AND EXPENDITURES (CONTINUED)

Table 3.2 – Previous Ten Fiscal Years' COMB Managed Revenues (1)

| Fiscal Year                | Net Operating Assessments <sup>(9)</sup> | USBR Water Rates & Deficits | SOD Act Repayment | Grant Revenue | WATF/RF/BF Fund <sup>(2)</sup> | Loan Payments EPFP | Water Rights Fee | Total Managed Revenues |
|----------------------------|------------------------------------------|-----------------------------|-------------------|---------------|--------------------------------|--------------------|------------------|------------------------|
| 2010-11                    | \$ 2,575,914                             | \$ 2,291,540                | \$ 196,958        | \$ -          | \$ 362,700                     | \$ -               | \$ 21,474        | \$ 5,448,586           |
| 2011-12 <sup>(3)</sup>     | \$ 3,153,353                             | \$ 2,245,657                | \$ 196,958        | \$ 3,595,540  | \$ 358,094                     | \$ -               | \$ 35,708        | \$ 9,585,310           |
| 2012-13                    | \$ 3,955,261                             | \$ 2,418,137                | \$ 196,958        | \$ 1,072,139  | \$ 353,329                     | \$ -               | \$ 35,707        | \$ 8,031,531           |
| 2013-14                    | \$ 4,325,615                             | \$ 2,346,421                | \$ 196,958        | \$ 689,076    | \$ 349,467                     | \$ -               | \$ 37,804        | \$ 7,945,341           |
| 2014-15 <sup>(4),(5)</sup> | \$ 5,389,631                             | \$ 2,272,353                | \$ 196,958        | \$ 3,637,828  | \$ 363,321                     | \$ -               | \$ 41,300        | \$ 11,901,392          |
| 2015-16                    | \$ 5,556,673                             | \$ 977,048                  | \$ 196,958        | \$ 705,205    | \$ 661,728                     | \$ -               | \$ 41,300        | \$ 8,138,913           |
| 2016-17                    | \$ 4,415,707                             | \$ 1,129,078                | \$ 309,051        | \$ 1,542,476  | \$ 381,178                     | \$ 406,011         | \$ 46,897        | \$ 8,230,397           |
| 2017-18                    | \$ 2,587,215                             | \$ 1,728,642                | \$ 309,051        | \$ -          | \$ 710,361                     | \$ 463,450         | \$ 48,991        | \$ 5,847,710           |
| 2018-19 <sup>(6)</sup>     | \$ 4,197,066                             | \$ 3,189,982                | \$ 309,051        | \$ 1,886,408  | \$ 629,521                     | \$ 463,450         | \$ 52,162        | \$ 10,727,640          |
| 2019-20 <sup>(7),(8)</sup> | \$ 4,624,002                             | \$ 2,312,529                | \$ 309,051        | \$ 1,461,452  | \$ 681,523                     | \$ 463,450         | \$ 60,900        | \$ 9,912,907           |

## Notes:

(1) COMB has been granted the authority, by various agreements, for administering the provisions, collection and payment of certain pass-thru revenues including the USBR Entitlement Obligation (USBR Water Rates), the Bradbury and Lauro Safety of Dams (SOD) Repayment Obligations, and the State Water Resource Control Board Water Rights Fee. These pass-thru revenues are not reflected in COMB's audited financial statements.

(2) WATF/RF/BF = Warrant Act Trust Fund / Renewal Fund / Betterment Fund.

(3) FY 2011-12 Grant Revenue includes Proposition 50 grant funds affiliated with the construction of the Modified Upper Reach Reliability Project (\$2.9M) and California Department of Fish and Wildlife grant funds affiliated with Quiota Creek Project (\$700k).

(4) FY 2014-15 Operating Assessments includes \$1.8M paid by the City of Santa Barbara to fund its proportionate share of the Emergency Pumping Facilities Project. The remaining South Coast Member Agencies elected to finance their obligation through two notes payable agreements with American Riviera Bank.

(5) FY 2014-15 Grant Revenue includes funding related to Emergency Pumping Facilities Project from various sources: IRWMP, DWR, SWRCB and USBR.

(6) FY 2018-19 USBR Water Rates include (1) an installment payment for Extraordinary O&M Costs (\$420K) related to the replacement of the 30" cone valves on Bradbury Dam (Total Cost - \$1.2M) amortized over a 3-year period, and (2) approximately \$860k of the FY 2015-17 USBR Deficits paid in-full by three Cachuma Project Member Units. The remaining Member Units elected to pay their obligation over a 5-year period.

(7) FY 2019-20 USBR Water Rates include (1) 2nd installment payment for Extraordinary O&M Costs (\$420K) - see Footnote 6, and (2) approximately \$200k of the FY 2015-17 USBR Deficits due from two Cachuma Project Member Units which elected to pay their obligation over a 5-year period.

(8) FY 2019-20 Grant Revenue includes funding related to Sycamore Canyon Slope Stabilization FEMA Assistance (\$450k) and California Department of Fish and Wildlife grant funds affiliated with Quiota Creek Project (\$1.01M).

(9) Pursuant to the terms and conditions of the Separation Agreement, ID No. 1 was deemed no longer a Member Agency of COMB and had departed from the COMB JPA Agreement as of May 27, 2016. ID No. 1 continues to be a member of the Cachuma Project which carries certain benefits and obligations associated with the Project as outlined in various agreements. Payments received from ID No. 1 for certain COMB BiOp and Oak Tree related expenditures vary by year and will be returned to the COMB Member Agencies upon collection.

## COMB MANAGED REVENUES AND EXPENDITURES (CONTINUED)

Table 3.3 – FY 2020-21 COMB Managed Revenues and Expenditures <sup>(1)</sup>

| Category                                       | FY 2019-20<br>Budget | FY 2019-20<br>Est. Actuals | FY 2020-21<br>Budget |
|------------------------------------------------|----------------------|----------------------------|----------------------|
| <b>Revenues:</b>                               |                      |                            |                      |
| COMB Net Operating Budget <sup>(2)</sup>       | \$ 4,624,002         | \$ 4,624,002               | \$ 4,808,442         |
| USBR Water Rates/Deficits <sup>(3)</sup>       | 2,700,720            | 2,312,529                  | 2,700,720            |
| CDFW Grant Funding                             | 1,010,700            | 1,010,700                  | 0                    |
| Warren Act Trust Fund                          | 591,523              | 591,523                    | 62,780               |
| Loan Payments - EPFP                           | 463,450              | 463,450                    | 463,450              |
| FEMA Assistance                                | 450,752              | 450,752                    | 0                    |
| Bradbury SOD Act                               | 261,647              | 261,647                    | 261,647              |
| SB County Contribution                         | 90,000               | 90,000                     | 90,000               |
| Water Rights Fee                               | 52,500               | 60,900                     | 60,900               |
| Lauro SOD Act                                  | 47,404               | 47,404                     | 47,404               |
| Renewal Fund                                   | 0                    | 0                          | 203,298              |
| <b>Total Managed Revenues:</b>                 | <b>\$ 10,292,698</b> | <b>\$ 9,912,907</b>        | <b>\$ 8,698,641</b>  |
| <b>Expenditures:</b>                           |                      |                            |                      |
| <b>Contracts/Agreements</b>                    |                      |                            |                      |
| U.S. Bureau of Reclamation                     | \$ 2,700,720         | \$ 2,312,529               | \$ 2,700,720         |
| Bradbury SOD Act Repayment                     | 261,647              | 261,647                    | 261,647              |
| Lauro SOD Act Repayment                        | 47,404               | 47,404                     | 47,404               |
| Water Rights Fee                               | 52,500               | 60,900                     | 60,900               |
| <b>Subtotal:</b>                               | <b>\$ 3,062,271</b>  | <b>\$ 2,682,480</b>        | <b>\$ 3,070,671</b>  |
| <b>Personnel</b>                               |                      |                            |                      |
| Operations Division                            | \$ 952,164           | \$ 925,309                 | \$ 1,010,141         |
| Fisheries Division                             | 704,515              | 690,865                    | 729,413              |
| Administrative Division                        | 851,808              | 733,681                    | 849,843              |
| <b>Subtotal:</b>                               | <b>\$ 2,508,486</b>  | <b>\$ 2,349,855</b>        | <b>\$ 2,589,397</b>  |
| <b>Operation and Maintenance</b>               |                      |                            |                      |
| Operations Division                            | \$ 275,500           | \$ 294,200                 | \$ 329,000           |
| Fisheries Division                             | 96,000               | 89,771                     | 81,000               |
| <b>Subtotal:</b>                               | <b>\$ 371,500</b>    | <b>\$ 383,971</b>          | <b>\$ 410,000</b>    |
| <b>General and Administrative</b>              |                      |                            |                      |
| Operations Division                            | \$ 254,148           | \$ 175,014                 | \$ 235,713           |
| Fisheries Division                             | 197,516              | 104,483                    | 114,411              |
| <b>Subtotal:</b>                               | <b>\$ 451,664</b>    | <b>\$ 279,497</b>          | <b>\$ 350,124</b>    |
| <b>Infrastructure and Improvement Projects</b> |                      |                            |                      |
| Infrastructure Improvement Projects            | \$ 1,545,242         | \$ 1,464,815               | \$ 1,260,000         |
| Special Projects                               | 500,085              | 550,085                    | 370,000              |
| Habitat Improvement Projects                   | 1,226,000            | 1,222,945                  | 35,000               |
| Program Support Services                       | 164,000              | 148,978                    | 150,000              |
| <b>Subtotal:</b>                               | <b>\$ 3,435,327</b>  | <b>\$ 3,386,823</b>        | <b>\$ 1,815,000</b>  |
| <b>Total Expenditures before Debt:</b>         | <b>\$ 9,829,248</b>  | <b>\$ 9,082,625</b>        | <b>\$ 8,235,191</b>  |
| Debt Service - American Riviera Bank           | 463,450              | 463,450                    | 463,450              |
| <b>Total Expenditures:</b>                     | <b>\$ 10,292,698</b> | <b>\$ 9,546,075</b>        | <b>\$ 8,698,641</b>  |

**Footnotes**

(1) Consolidated schedule including COMB annual Operating Budget and Contractual Obligations managed by COMB.

(2) COMB Board adopts the annual Operating Budget.

(3) USBR Water Rates/Deficits (Estimated Actuals FY 2019-20) - Includes (1) an installment payment for Extraordinary O&M Costs (\$420K) related to the replacement of the 30" cone valves on Bradbury Dam (Total Cost - \$1.2M) amortized over a 3-year period, and (2) approximately \$200k of the FY 2015-17 USBR Deficits (three Cachuma Project Member Units elected to pay their deficit balance in-full. The remaining Member Units elected to pay their obligation over a 5-year period.)

**PROJECTED OBLIGATION BY CACHUMA PROJECT MEMBER UNIT**

The COMB Operating Budget and pass-through revenues and charges are funded by assessments from the Cachuma Project Member Units. Amounts are allocated based on various contractual agreements or approved methodologies. The projected obligation for FY 2020-21 is reflected in Table 3.4

**Table 3.4 – FY 2020-21 Projected Obligation by Cachuma Project Member Unit**

| CATEGORY                                     | GWD                | City of SB         | CVWD              | MWD                | SYRWCD ID No. 1  | Totals             |
|----------------------------------------------|--------------------|--------------------|-------------------|--------------------|------------------|--------------------|
| COMB Gross Operating Budget                  | \$2,087,344        | \$1,853,561        | \$629,946         | \$593,669          | \$0              | \$5,164,520        |
| USBR Water Rates (WY 2020-21) <sup>(1)</sup> | 906,250            | 804,750            | 273,500           | 257,750            | 257,750          | 2,500,000          |
| USBR Deficits - FY 2015-2017 <sup>(2)</sup>  | 148,540            | 0                  | 0                 | 0                  | 52,180           | 200,720            |
| Bradbury SOD Act <sup>(3)</sup>              | 94,847             | 84,224             | 28,624            | 26,976             | 26,976           | 261,647            |
| Cachuma Project Renewal Fund                 | 73,696             | 65,442             | 22,241            | 20,960             | 20,960           | 203,298            |
| Lauro SOD Act <sup>(4)</sup>                 | 19,159             | 17,013             | 5,782             | 5,449              | 0                | 47,404             |
| Water Rights Fee <sup>(5)</sup>              | 22,076             | 19,604             | 6,662             | 6,279              | 6,279            | 60,900             |
| EPFP Loan Assessment <sup>(6)</sup>          | 360,461            | 0                  | 0                 | 102,989            | 0                | 463,450            |
| <b>Total Gross Obligation</b>                | <b>\$3,712,373</b> | <b>\$2,844,594</b> | <b>\$966,756</b>  | <b>\$1,014,072</b> | <b>\$364,145</b> | <b>\$8,901,939</b> |
| Less Offsetting Revenues:                    |                    |                    |                   |                    |                  |                    |
| Warren Act Trust Fund                        | (\$25,374)         | (\$22,532)         | (\$7,658)         | (\$7,217)          | \$0              | (\$62,780)         |
| Renewal Fund                                 | (82,167)           | (72,964)           | (24,797)          | (23,369)           | 0                | (203,298)          |
| County Betterment Fund                       | (36,375)           | (32,301)           | (10,978)          | (10,346)           | 0                | (90,000)           |
| <b>Total Offsetting Revenue</b>              | <b>(\$143,916)</b> | <b>(\$127,797)</b> | <b>(\$43,433)</b> | <b>(\$40,932)</b>  | <b>\$0</b>       | <b>(\$356,078)</b> |
| <b>Sub Total Projected Net Obligation</b>    | <b>\$3,568,457</b> | <b>\$2,716,797</b> | <b>\$923,323</b>  | <b>\$973,140</b>   | <b>\$364,145</b> | <b>\$8,545,861</b> |
| Non-Member Agency Obligation <sup>(7)</sup>  | (24,250)           | (21,534)           | (7,319)           | (6,897)            | 60,000           | 0                  |
| <b>Total Projected Net Obligation</b>        | <b>\$3,544,207</b> | <b>\$2,695,263</b> | <b>\$916,004</b>  | <b>\$966,243</b>   | <b>\$424,145</b> | <b>\$8,545,861</b> |

## Notes:

- Based on preliminary estimate received from USBR.
- GWD and SYRWCD ID No. 1, only - Includes USBR deficit amounts FY 2015-17 amortized over 5 years. City of SB, CVWD and MWD have paid their obligation in-full.
- USBR pass-through costs - projection reflects no change from previous year.
- USBR pass-through costs - projection reflects no change from previous year.
- State Board of Equalization pass-through cost – based on actual amount paid during FY 2019-20.
- GWD and MWD, only - projection reflects no change from previous year.
- Pursuant to the terms and conditions of the Separation Agreement, ID No. 1 was deemed no longer a Member Agency of COMB and had departed from the COMB JPA Agreement as of May 27, 2016. ID No. 1 continues to be a member of the Cachuma Project which carries certain benefits and obligations associated with the Project as outlined in various agreements. Payments received from ID No. 1 for certain COMB BiOp and Oak Tree related expenditures, vary by year, and will be returned to the COMB Member Agencies upon collection.



## **SECTION IV - COMB MANAGED REVENUES**

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## SECTION IV - COMB MANAGED REVENUES

In addition to the annual Operating Budget, COMB collects and manages various other assessments which are considered pass-through revenues and charges. COMB has been granted the authority, by various agreements, for administering the provisions, collection and payment of these revenues including the USBR Entitlement Obligation (USBR Water Rates), the Bradbury and Lauro Safety of Dams (SOD) Repayment Obligations, and the State Water Resource Control Board Water Rights Fee.

### COMB OPERATING BUDGET

COMB operates under an annual Operating budget which is adopted by the Board of Directors in accordance with established short and long-term financial plans. The COMB Operating budget reflects projected operating expenses for the COMB Operations Division, the Fisheries Division and General and Administrative expenses.

The budget may be amended throughout the year by Board action. The Board considers the request of staff at a public meeting and approves or rejects such requests by motion and majority vote of the Board.

Annual budget revenues are funded by quarterly assessments of COMB Member Agencies and are based on the Member Agencies' proportionate Cachuma Project entitlement percentages. Included in the budget is the cost of personnel and administration, operation and maintenance, fisheries related work and infrastructure improvement projects related to the Cachuma Project storage and conveyance facilities. These facilities include the Tecolote Tunnel, the South Coast Conduit (SCC), and four regulating dams and reservoirs (Glen Annie, Lauro, Ortega and Carpinteria). During the fiscal year ended June 30, 2020, COMB conducted and/or completed a number of special studies and projects using revenue provided by these assessments. These projects included storage of key components of the Emergency Pumping Facility, improvements to the South Coast Conduit; and rehabilitation and betterment of control stations, valves and structures.

**Table 4.1**  
**COMB Operating Budget Allocation Percentages**

| <b>Member Unit</b>       | <b>COMB Operating Budget Allocation %</b> |
|--------------------------|-------------------------------------------|
| Goleta Water District    | 40.42 %                                   |
| City of Santa Barbara    | 35.89 %                                   |
| Carpinteria Valley WD    | 12.20 %                                   |
| Montecito Water District | 11.50 %                                   |
| <b>Total</b>             | <b>100.00%</b>                            |

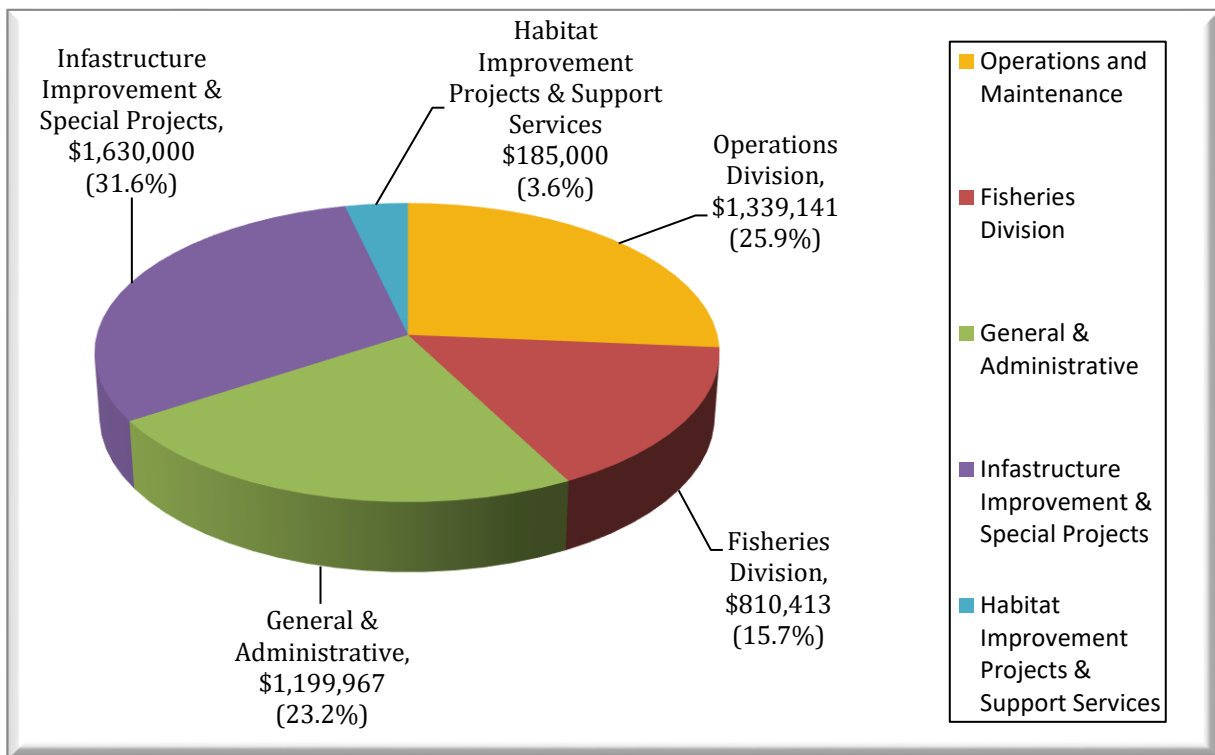
In 2016, the Santa Ynez River Water Conservation District, Improvement District No. 1 (ID No. 1) notified the COMB Board of its stated intent to withdraw from the COMB Joint Powers Agreement. A Separation Agreement was entered into by ID No. 1, COMB, and the remaining COMB Member Agencies and was approved by all parties effective August 28, 2018.

**COMB OPERATING BUDGET (CONTINUED)**

Pursuant to the terms and conditions of the Separation Agreement, ID No. 1 is no longer a Member Agency of COMB and has departed from the COMB JPA Agreement as of May 27, 2016. ID No. 1 continues to be a member of the Cachuma Project which carries certain benefits and obligations associated with the Project and specific COMB activities as outlined in the Separation Agreement. Payments received from ID No. 1 for certain COMB BiOp and Oak Tree related expenditures, previously assessed to the current COMB Member Agencies, will be returned to the COMB Member Agencies upon collection.

The COMB gross Operating budget, not including pass-thru expenditures, for FY 2020-21 is \$5,164,520 and is further broken down by major category as depicted in Figure 4.1.

**Figure 4.1 – FY 2020-21 Operating Budget by Division**



The primary budgetary objective is to provide the highest possible level of service to the Cachuma Project Members. Continual efforts are made to improve productivity, lower costs, and enhance services. COMB staff evaluates and selects current year infrastructure improvements and special projects based on the following criteria: water supply reliability, risk, critical need, safety and service disruption. Projects may vary by year depending on external and uncontrolled factors such as ongoing drought conditions, lake elevation and natural disasters (i.e. fire, significant rain events, debris flow, etc.).

The COMB gross budget history for the previous ten fiscal years is outlined in Table 4.2 on the following page.

**Table 4.2 – Previous Ten Fiscal Years’ Gross Operating Budget History**

| Fiscal Year | Operations Division O&M | Fisheries Division O&M | General and Admin | Infrastructure Improvement & Special Projects | Habitat Improvement Projects & Support | Total       |
|-------------|-------------------------|------------------------|-------------------|-----------------------------------------------|----------------------------------------|-------------|
| 2010-11     | \$1,035,762             | \$658,208              | \$1,041,126       | \$307,500                                     | \$594,000                              | \$3,636,596 |
| 2011-12     | \$1,082,717             | \$497,162              | \$1,061,863       | \$1,627,175                                   | \$1,153,001                            | \$5,421,918 |
| 2012-13     | \$1,033,944             | \$501,193              | \$1,103,289       | \$3,349,500                                   | \$1,167,000                            | \$7,154,926 |
| 2013-14     | \$1,032,947             | \$635,559              | \$1,205,754       | \$481,270                                     | \$1,088,000                            | \$4,443,530 |
| 2014-15     | \$1,059,736             | \$634,641              | \$1,315,450       | \$5,454,000                                   | \$447,000                              | \$8,910,827 |
| 2015-16     | \$1,100,197             | \$632,994              | \$1,234,251       | \$3,689,250                                   | \$2,132,000                            | \$8,788,693 |
| 2016-17     | \$1,097,375             | \$691,118              | \$1,082,056       | \$2,561,250                                   | \$2,283,000                            | \$7,714,799 |
| 2017-18     | \$1,062,108             | \$753,374              | \$1,139,848       | \$1,020,000                                   | \$1,343,000                            | \$5,318,330 |
| 2018-19     | \$1,101,747             | \$763,409              | \$1,196,679       | \$1,842,983                                   | \$2,349,996                            | \$7,254,814 |
| 2019-20     | \$1,227,664             | \$800,751              | \$1,227,664       | \$2,045,327                                   | \$1,390,000                            | \$6,766,977 |

Unexpended funds are identified through the audit process and returned to the Member Agencies using one of four methods. These methods include: 1) the issuance of checks made payable to each Member Agency; 2) constructively returning the unexpended funds by reducing the Member Agency’s quarterly assessments; 3) carrying forward unexpended funds for work in process; and/or 4) reducing the projected operating budget for the following fiscal year. The Board of Directors shall take action annually to approve the methodology for return once unexpended funds are identified.

### USBR WATER RATES

Through Resolution No. 224 and the Water Rates Agreement, COMB is responsible for administering provisions of the Water Rates Agreement for the Cachuma Project. This includes calculating and distributing bills and assessments for water; administering payments from the Cachuma Member Units to the United States pursuant to the provisions of the Master Contract, the Cachuma Member Unit water supply contracts with Santa Barbara County Water Agency and the water rates agreement. COMB is required to make payment directly to the United States to satisfy those agreements.



The water rates are developed annually by the rate-setting branch of Reclamation (Regional Office) located in Sacramento and are based on projected Operating and Maintenance (O&M) costs for the upcoming water year. The South-Central California (Fresno) Area Office is responsible for providing the Regional Office estimated budgets and projected O&M costs pertaining to the Cachuma Project for formulation of the water rates. The total projected amount for FY 2020-21 is \$2.5M.

### USBR WATER RATE DEFICITS

USBR Water Rate Deficits occur due to a deficiency in revenues (USBR projected budget) compared to actual operational and any extraordinary costs for a particular fiscal year.

Reclamation reported a deficit total of \$426,864 for FY 2015, a deficit total of \$1,003,523 for FY 2016, and a deficit total of \$302,053 for FY 2017. Three Cachuma Project Member Units elected to pay their deficit obligation in-full during FY 2018-19. The remaining two Cachuma Project Member Units elected to pay their obligation over a five-year period.

Reclamation reported net surplus for FY 2018 of \$13,513 which was comprised of a deficit in regular O&M expenses of \$227,879 and was offset by a surplus in extraordinary O&M expenses of \$241,392.

The FY 2019 surplus/deficit will be reported with the WY 2020-21 Water Rate calculations.

### GRANT FUNDING / FINANCIAL ASSISTANCE

COMB has developed a grant program by utilizing a team of staff members to write proposals, administer grants and carry out grant contracts.

In 2019, the COMB Engineering Division was selected under the US Bureau of Reclamation Drought Resiliency Program for a WaterSMART Drought Resiliency Project grant in the amount of \$750,000. COMB staff is currently working with Reclamation staff on a grant agreement for COMB Board review and approval. If accepted, funds from this grant will be applied towards the Secured Pipeline Project.

In 2019, the COMB Fisheries Division applied for and received a federal grant award from the California Department Fish and Wildlife (CDFW)-Fisheries Restoration Grant Program (FRGP) in the amount of \$1,010,700. Funds were applied towards the fish passage improvement at Crossing Number 8 on Quiota Creek which was completed in early 2020. This crossing represents the last identified fish passage project within the Quiota Creek drainage.

In 2018, the COMB Engineering Division prepared a change in the project scope of work, under the FEMA Project Assistance request for the Sycamore Canyon Slope Stabilization Project, to include hazard mitigation and submitted a Hazard Mitigation Grant Program (HMGP) Sub-application as an alternate funding source. The HMGP sub-application required a Hazard Mitigation Plan (HMP) annex to Santa Barbara County's HMP plan which was prepared and submitted to CalOES and FEMA. FEMA approved the change in scope of work which increased funding from \$50K to \$450K. The project was completed in September, 2019.

**WARREN ACT TRUST FUND / RENEWAL FUND**

The Warren Act Trust Fund is a requirement of the Cachuma Project Warren Act Contract negotiated between the Central Coast Water Authority (CCWA) and the Bureau of Reclamation for delivery and transport of State Water Project water through the Cachuma Project facilities. A 1995 memorandum of understanding executed in conjunction with the Warren Act Contract established a charge of \$43 per acre-foot (AF) (\$58 initially with a \$15 service charge by Reclamation), which is not indexed. Payments are required upon delivery of State Water Project (SWP) water to Cachuma Reservoir. CCWA makes quarterly payments to COMB based on the prior quarter's water deliveries to the lake.

The Renewal Fund is a requirement of the 1995 Renewal Master Contract (Contract No. I75r-1802R between the United States and Santa Barbara County Water Agency) entered into for water conveyance from the Cachuma Project to the five Cachuma Project Member Units. The Member Units are the Carpinteria Valley Water District, the Goleta Water District, the Montecito Water District, the City of Santa Barbara, and the Santa Ynez River Water Conservation District, Improvement District No. 1 (ID No. 1).

The Renewal Master Contract requires the payment of \$10 per acre-foot of water made available by the Cachuma Project. The Renewal Fund itself is capped at \$257,100, which is related to the current annual operational yield of 25,714 AF. The aggregate amount to be deposited in the Renewal Fund at the start of each Water year by the Cachuma Member Units is not to exceed an amount that bears a ratio to \$257,100, which is inverse to the ratio that the aggregate amount paid into the Warrant Act Trust Fund during the immediately preceding Calendar Year bears to \$300,000.

For calendar year 2019, total SWP deliveries into the lake were 1,460 AF which converts to \$62,780 of Warren Act Trust Fund revenue available for FY 2020-21. Therefore, the amount required to be deposited into the Renewal Fund by the Cachuma Member Units is projected to be \$203,298 based on based on the following calculation:

|               |                                                                        |
|---------------|------------------------------------------------------------------------|
| <b>Given:</b> | WATF = \$62,780                                                        |
|               | AOY = Annual Operation Yield of 25,714 x \$10 = \$257,100              |
|               | RFC = Renewal Fund Calculation = $[1 - (WATF / \$300,000)] \times AOY$ |
| <b>Then:</b>  | RFC = $[1 - (\$62,780 / \$300,000)] \times \$257,100$                  |
|               | RFC = \$203,298                                                        |

*Warren Act Trust Fund / Renewal Fund Annual Meeting*

The annual meeting of the Cachuma Project Warren Act Trust Fund / Renewal Fund (Funds Committee) occurs in the spring of each year. At the annual meeting, the Funds Committee reviews the Annual and Long Term Plan prepared as outlined in the Master Renewal Contract document. The participating Committee members discuss and subsequently vote how to apply the Warren Act Trust Fund / Renewal Fund monies for program expenditures and activities in the upcoming fiscal year.

### BRADBURY DAM / LAURO DAM SAFETY OF DAMS (SOD) ACT REPAYMENT CONTRACTS

Under the terms and conditions of a repayment contract executed in 2002, COMB is responsible for payment to the United States for fifteen percent (15%) of the total amount of Safety of Dams (SOD) Act funds expended by the United States for structural stability and related work at Bradbury Dam and Lauro Dam.



*Bradbury Dam*



*Lauro Dam*

**Bradbury Dam:** The fifteen percent obligation under the Bradbury SOD contract is \$7,605,739 and is to be repaid by annual payments over a 50-year period. COMB's payment obligation for FY 2020-21 is \$261,647 with assessments collected from the Cachuma Project Member Units in accordance with each Members' Cachuma Project entitlement percentages.

**Lauro Dam:** The fifteen percent obligation under the Lauro SOD contract is \$1,009,737 and is to be repaid by annual payments over a 50-year period. COMB's payment obligation for FY 2020-21 is \$47,404 and assessments are collected from the COMB Member Agencies in accordance with each Member Agencies' pro-rata Cachuma Project entitlement percentages.

### LOAN PAYMENTS - EPFP

During fiscal year ending 2015, COMB contracted for the construction of the Emergency Pumping Facilities Project to provide continued delivery of water from Lake Cachuma to the Member Agencies until sufficient inflow occurred and the reservoir levels returned to normal operating condition.



*EPFP Barge*

In order to implement this large-scale project, three of the four South Coast Member Agencies agreed to finance their proportionate share through a commercial financing arrangement with the Bank of Santa Barbara, who merged with American Riviera Bank during 2016.

**LOAN PAYMENTS – EPFP (CONTINUED)**

The Districts participating in the financing were the Goleta Water District, Montecito Water District and Carpinteria Valley Water District. The City of Santa Barbara chose to fund their portion of costs through quarterly assessments. While COMB secured the financing for the project, the three districts participating in the debt obligation provided the guarantee for repayment of their allocated percentage. The financing arrangement was converted to a sixty-month repayment loan as of July 25, 2016. Carpinteria Valley Water District opted to pay off their obligation in-full on or about the conversion date. COMB assesses the remaining Member Agencies at the end of each quarter, for the monthly loan payments made on their behalf during that period.

**BETTERMENT FUND**

Article 8 (b) of the Cachuma Project Member Unit contracts with Santa Barbara County Water Agency requires the County Water Agency to provide \$100,000 annually for beneficial purposes consistent with the Water Agency Act and within the Santa Ynez River watershed or the Cachuma Project service area. All decisions relating to the expenditure of such funds must be agreed to by both the County Water Agency and the Cachuma Member Agency Representative, acting by unanimous vote. Consistent with past years, COMB will receive \$90,000 to be used for the Santa Ynez River stream gauge program. The use of funds for FY 2020-21 is reflected in Table 4.3 below.

**Table 4.3 – Betterment Fund Expenditures – FY 2020-21**

| <b>Program</b>                                        | <b>Amount</b>     |
|-------------------------------------------------------|-------------------|
| USGS Stream Gauging Program (COMB Fisheries Division) | \$ 90,000         |
| USGS Stream Gauging Program (County of SB)            | \$ 10,000         |
| <b>Total</b>                                          | <b>\$ 100,000</b> |

**WATER RIGHTS FEE**

Effective January 1, 2004, the Water Code was amended to require the State Water Board to adopt emergency regulations revising and establishing water right and water quality certification fees to be deposited in the Water Rights Fund in the State Treasury. Since then, the State Water Board has charged annual water right fees. The Water Code authorizes the State Water Board to periodically adjust the fees and requires the State Water Board to revise the fee schedule each fiscal year as necessary to conform to the revenue levels set forth in the annual Budget Act.

COMB is responsible for the assessment and payment of the water right fee on behalf of the Cachuma Project Members. Assessments are made according to the Cachuma Project entitlement percentages with all five Member Units being responsible for the Santa Ynez River Permit fees and the four South Coast Member Units being responsible for the Lauro Creek and W. Glen Anne Creek fees. The projected cost for FY 2020-21 is \$60,900.

**POTENTIAL REVENUE OPPORTUNITIES*****Integrated Regional Water Management Program (IRWMP)***

Beginning in September 2006, the Santa Barbara County Water Agency has worked with a County-wide group of approximately 29 cooperating partners including cities, special districts, water companies, joint powers authorities, and Non-Governmental Organizations (NGOs) to develop the first Integrated Regional Water Management (“IRWM”) Plan (completed in May 2007). The plan was recently updated in 2019 in response to DWR’s 2016 IRWM Guidelines. The Water Agency acts as the single eligible grant recipient responsible for administration of the



IRWM Grants. In accordance with the Memorandum of Understanding (MOU) and sub-grant agreements between the Water Agency and project proponents, the Water Agency functions as a pass through agency between the State and proponents. The Water Agency is responsible for organizing and forwarding the required project reporting information to the State and to review and submit claims to the State from each project proponent. Project proponents are then reimbursed once funding is received from the State.

On November 4, 2014, California voters approved Proposition 1, the Water Quality, Supply, and Infrastructure Improvement Act of 2014. The Proposition 1 Integrated Regional Water Management Grant Program, administered by Department of Water Resources (“DWR”), provides funding for projects that:

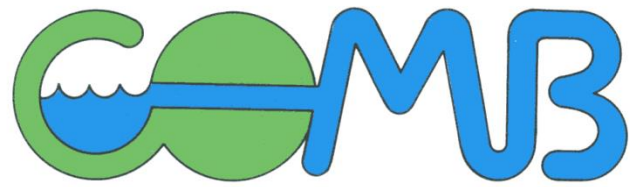
- Help water infrastructure systems adapt to climate change,
- Provide regional water self-reliance and water supply reliability, and
- Provide incentives for collaboration to manage water resources and set regional priorities for water infrastructure.

Proposition 1 authorized the statewide appropriation of \$510 million in IRWM funding for Implementation, Planning, and Disadvantaged Community Involvement efforts. Six (6) regions within the Central Coast Funding Area (“CCFA”) have been allocated a total of \$43 million over the expected appropriation rounds including Santa Barbara County. The Santa Barbara IRWM Region expects to receive approximately \$6.3 million in Proposition 1 Project Implementation funding. In December 2019, the cooperating partners submitted three regional projects totaling \$3.1M for Round 1 funding. The Round 2 application process is expected to occur in 2021 for the balance of available funds.

***Other Revenue Sources***

COMB staff is actively engaged to identify other sources of funding opportunities in an effort to lessen the financial burden on COMB’s Member Agencies. Other revenue sources include grant funding (USBR WaterSMART Grant and CDFW) and low interest debt financing (American Riviera Bank, State Revolving Fund Program, Water Infrastructure Act).





## **SECTION V - EXPENDITURES**

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**SECTION V – EXPENDITURES**

COMB expenditures are comprised of costs associated with personnel, operations and maintenance, general and administrative, and infrastructure and habitat improvement projects.

Staff assignments and project implementation are reviewed by the General Manager and the Division Managers to control costs and to provide the highest possible level of service to the COMB Member Agencies. Projects may vary by year depending on financial and operational constraints. Additionally, external and uncontrolled factors such as ongoing drought conditions, lake elevation and natural disasters (i.e. fire, significant rain events, debris flow, etc.) can have an impact on project implementation.

**PERSONNEL**

Recruitment, professional development and employee retention are considered to be key factors by COMB in order to achieve its short and long-term goals and objectives. The General Manager oversees a staff of 15 full time employees including four division managers, certified distribution operators, senior biology staff, program analyst and administrative personnel, as outlined in Table 5.1 – Personnel Count Summary.

**Table 5.1 – Personnel Count Summary**

| <b>Position</b>             | <b>Number Authorized FY 2018-19</b> | <b>Number Authorized FY 2019-20</b> | <b>Number Requested FY 2020-21</b> | <b>Change Over FY 2018-19</b> | <b>Change Over FY 2019-20</b> |
|-----------------------------|-------------------------------------|-------------------------------------|------------------------------------|-------------------------------|-------------------------------|
| General Manager             | 1                                   | 1                                   | 1                                  | 0                             | 0                             |
| Administrative Mg/CFO       | 1                                   | 1                                   | 1                                  | 0                             | 0                             |
| Water Resources Engineer    | 1                                   | 1                                   | 1                                  | 0                             | 0                             |
| Operations Division Manager | 1                                   | 1                                   | 1                                  | 0                             | 0                             |
| Fisheries Division Manager  | 1                                   | 1                                   | 1                                  | 0                             | 0                             |
| Senior Biologist            | 2                                   | 2                                   | 2                                  | 0                             | 0                             |
| Biologist Aide              | 1                                   | 1                                   | 1                                  | 0                             | 0                             |
| Water Service Worker        | 4                                   | 4                                   | 4                                  | 0                             | 0                             |
| Program Analyst             | 1                                   | 1                                   | 1                                  | 0                             | 0                             |
| Administrative Assistant    | 2                                   | 2                                   | 2                                  | 0                             | 0                             |
| <b>Total</b>                | <b>15</b>                           | <b>15</b>                           | <b>15</b>                          | <b>0</b>                      | <b>0</b>                      |

There are no projected staffing changes for FY 2020-21.

**PERSONNEL (CONTINUED)**

Personnel costs in FY 2020-21 are projected to total \$2.6 million, a 3.2% increase as compared to FY 2019-20. The increase is primarily attributed to a 2.5% COLA adjustment for all employees per the historical annual calculation which is based on the January Consumer Price Index (CPI) data. The COLA adjustment is obtained by averaging the prior thirteen months indexes for all urban consumers and comparing that average to the previous year averaged data. The U.S. City and the Los Angeles-Riverside data is averaged together to obtain the percentage COLA for the period. Table 5.2 provides a breakdown of the individual components of the projected Personnel costs for FY 2020-21 as compared to FY 2019-20 and FY 2018-19.

COMB participates in the California Public Employees’ Retirement System. On January 1, 2013, the Public Employees’ Pension Reform Act of 2013 (PEPRA) took effect. PEPRA limited pension benefits offered to new employees and increased the cost sharing between new employees and public employers. All employees hired after January 2013 who are not classified as “classic” members will contribute 6.75% of the CalPERS retirement premium.

Starting July 1<sup>st</sup> 2017, all employees hired before July 1, 2017 (and who are “Classic” employees as defined by CalPERS) began contributing towards their employee member contribution under a five year phased-in method. For fiscal year 2020-21, the classic member contribution rate is set at 5.6%. Additionally, the CALPERS line item reflects an increase in cost primarily due to an increase in the annual Unfunded Liability obligation as factored under the CALPERS 30-year amortization policy and pursuant to the Public Employee Pension Reform Act of 2013.

COMB also offers health insurance (medical, dental, vision & life), employee assistance program (EAP) and workers’ compensation through the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA). ACWA/JPIA is dedicated to providing the broadest possible affordable insurance coverage and related services to its member agencies. Active and retiree health insurance premiums for FY 2020-21 reflect an increase between 2-5% effective January 2021 as projected by ACWA/JPIA.

**Table 5.2 – FY 2019-20 Budgeted Personnel Costs**

| Category        | Actual<br>FY 2018-19 | Adopted<br>Budget<br>FY 2019-20 | Estimated<br>Actual<br>FY 2019-20 | Final<br>Budget<br>FY 2020-21 | Variance Analysis (*)     |                          |
|-----------------|----------------------|---------------------------------|-----------------------------------|-------------------------------|---------------------------|--------------------------|
|                 |                      |                                 |                                   |                               | \$<br>Higher /<br>(Lower) | %<br>Higher /<br>(Lower) |
| Labor           | \$1,386,835          | \$1,513,320                     | \$1,441,858                       | \$1,566,990                   | \$ 53,670                 | 3.5%                     |
| CalPERS         | 217,228              | 251,218                         | 246,519                           | 278,157                       | 26,940                    | 10.7%                    |
| Health Ins / WC | 483,481              | 628,180                         | 552,465                           | 624,375                       | (3,805)                   | -0.6%                    |
| FICA/Medicare   | 103,102              | 115,769                         | 109,012                           | 119,875                       | 4,106                     | 3.5%                     |
| <b>Total</b>    | <b>\$2,190,646</b>   | <b>\$2,508,486</b>              | <b>\$2,349,855</b>                | <b>\$2,589,397</b>            | <b>\$ 80,910</b>          | <b>3.2%</b>              |

(\*) Compares FY 2020-21 Final Budget to FY 2019-20 Adopted Budget

## OPERATIONS & MAINTENANCE

COMB Operations are comprised of two divisions: Operations and Fisheries.

### Operations Division

COMB's Operations Division is responsible for diversion of water from Lake Cachuma located in the Santa Ynez Valley to the South Coast of Santa Barbara County through the Tecolote Tunnel. In addition, the Operations Division responsibilities include operation and maintenance of the 26-mile South Coast Conduit conveyance pipeline, flow control valves, meters, instrumentation at control stations, turnouts and appurtenant structures along the South Coast Conduit and at four regulating reservoirs.



COMB coordinates closely with the Bureau of Reclamation and Member Agency staff to ensure that water supplies meet daily demands.

### Fisheries Division

COMB's Fisheries Division is responsible for implementation of the 2000 Biological Opinion and Fish Management Plan related to the Cachuma Project on the Santa Ynez River in Santa Barbara, California. These activities include ongoing scientific studies along the river, monitoring and recording changing conditions, and implementation of fish passage improvements as outlined in the 2000 Biological Opinion. The National Marine Fisheries Services (NMFS) is the agency that oversees protection of Southern California steelhead (*Oncorhynchus mykiss*).



Operation and Maintenance expenditures required to support the divisions include Vehicles & Equipment, Contract Labor, Materials & Supplies and Other Expenses. Projects and staff assignments are reviewed by the General Manager to control costs in this category. Table 5.3 includes a brief description of expenditures for each O&M category.

Operation and Maintenance expenditures in FY 2020-21 are projected to total \$410K, a 10.4% increase as compared to FY 2019-20.

**OPERATIONS & MAINTENANCE (CONTINUED)****Table 5.3 – Operation and Maintenance Expenditures Descriptions**

| Category               | Operations                                                                                                                                                                                                                                                                                              | Fisheries                                                                                                                                                                                                                                                                         |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Vehicles & Equipment   | Contains funds for outside<br>Includes funds for the purchase of fixed capital, equipment rental, vehicle and equipment maintenance, and fuel costs.                                                                                                                                                    | Includes funds for the purchase of fixed capital, equipment rental, vehicle and equipment maintenance, and fuel costs.                                                                                                                                                            |
| Contract Labor         | Contains funds for outside services and labor that cannot be supported by COMB staff which may include water quality sampling, elevator repair, tree trimming and removal services, heavy equipment and operators' labor costs for various small projects including meter calibration and meter repair. | Contains funds for outside services/labor to support equipment calibration on flow meters, and funds for technical assistance corresponding to the operation, maintenance and performance review of completed fish passage projects.                                              |
| Materials and Supplies | Covers costs related to the operation and maintenance of the conduit, reservoirs, and outlying buildings and roads.                                                                                                                                                                                     | Includes costs for the purchase of items needed for the Fisheries Monitoring Program specifically monitoring for migration, spawning and over-summering such as constructing and repairing fish migration traps and the equipment necessary to conduct snorkel and redds surveys. |
| Other Expenses         | Includes utilities, uniforms, hazardous waste disposal, communications (phones at facilities, and cell phones for operations and maintenance), Underground Service Alerts, and employee training and certifications.                                                                                    | Includes funds to pay for uniforms and personal protective gear for the fisheries division employees.                                                                                                                                                                             |

**OPERATIONS & MAINTENANCE (CONTINUED)****Table 5.4 – FY 2020-21 Operation and Maintenance Costs - Consolidated**

| Category             | Actual<br>FY 2018-19 | Adopted<br>Budget<br>FY 2019-20 | Estimated<br>Actual<br>FY 2019-20 | Final<br>Budget<br>FY 2020-21 | Variance Analysis (*)     |                          |
|----------------------|----------------------|---------------------------------|-----------------------------------|-------------------------------|---------------------------|--------------------------|
|                      |                      |                                 |                                   |                               | \$<br>Higher /<br>(Lower) | %<br>Higher /<br>(Lower) |
| Vehicles & Equip     | \$120,865            | \$112,500                       | \$121,087                         | \$122,500                     | \$10,000                  | 8.9%                     |
| Contract Labor       | 79,963               | 123,000                         | 106,435                           | 153,000                       | 30,000                    | 24.4%                    |
| Materials & Supplies | 89,407               | 85,000                          | 82,559                            | 85,000                        | 0                         | 0.0%                     |
| Other Expenses       | 45,171               | 51,000                          | 42,592                            | 49,500                        | (1,500)                   | (2.9%)                   |
| <b>Total</b>         | <b>\$335,407</b>     | <b>\$371,500</b>                | <b>\$352,673</b>                  | <b>\$410,000</b>              | <b>\$38,500</b>           | <b>10.4%</b>             |

(\*) Compares FY 2020-21 Final Budget to FY 2019-20 Adopted Budget

(\*\*) Includes both Operations and Fisheries Division.

**GENERAL & ADMINISTRATIVE**

General and Administrative expenses include costs for support of all administrative functions of COMB such as: Director fees, legal expenditures, general liability and property insurance, audit fees, utilities, IT and communications, postage and office supplies, training, education and subscriptions and miscellaneous expenses.

Costs are generally allocated between Operations and Maintenance (65%) and Fisheries Division (35%).

General and Administrative expenditures, excluding administrative labor and benefits, in FY 2020-21 are projected to total \$345.1K, a 23.6% decrease as compared to FY 2019-20.



The budget reflects decrease in litigation expenses of \$80K due to the anticipated settlement of an ongoing litigation matter. The budget further reflects a decrease in general liability insurance of \$24K due to an improved experience rating for claims made.

Table 5.5 provides a breakdown of the individual components of the projected General and Administrative costs for FY 2020-21 as compared to FY 2019-20 and FY 2018-19.

## GENERAL &amp; ADMINISTRATIVE (CONTINUED)

Table 5.5 – FY 2020-21 General and Administrative Costs (\*\*)

| Category                    | Actual<br>FY 2018-19 | Adopted<br>Budget<br>FY 2019-20 | Estimated<br>Actual<br>FY 2019-20 | Final<br>Budget<br>FY 2020-21 | Variance Analysis (*)     |                          |
|-----------------------------|----------------------|---------------------------------|-----------------------------------|-------------------------------|---------------------------|--------------------------|
|                             |                      |                                 |                                   |                               | \$<br>Higher /<br>(Lower) | %<br>Higher /<br>(Lower) |
| Director Fees               | \$12,487             | \$20,000                        | \$16,793                          | \$20,000                      | \$0                       | 0.0%                     |
| Audit                       | 21,860               | 35,000                          | 30,166                            | 35,000                        | 0                         | 0.0%                     |
| Legal                       | 92,460               | 175,000                         | 56,417                            | 100,000                       | (75,000)                  | (42.9%)                  |
| Unemployment Insurance      | 0                    | 5,000                           | 4,950                             | 5,000                         | 0                         | 0.0%                     |
| General Liability Insurance | 34,250               | 75,296                          | 44,652                            | 51,071                        | (24,225)                  | (32.2%)                  |
| Postage/Office Supplies     | 9,502                | 9,000                           | 9,432                             | 9,000                         | 0                         | 0.0%                     |
| Office Equip/Leases         | 14,827               | 15,718                          | 12,867                            | 16,218                        | 500                       | 3.2%                     |
| Misc. Admin Expense         | 21,007               | 21,500                          | 16,015                            | 21,500                        | 0                         | 0%                       |
| Communications              | 13,074               | 14,305                          | 11,200                            | 10,955                        | (3,350)                   | (23.4%)                  |
| Utilities                   | 13,932               | 14,980                          | 12,417                            | 14,980                        | 0                         | 0.0%                     |
| Membership Dues             | 14,822               | 15,365                          | 15,568                            | 15,900                        | 535                       | 3.5%                     |
| Admin Fixed Assets          | 16,726               | 6,000                           | 3,421                             | 6,000                         | 0                         | 0.0%                     |
| Computer Consultant         | 28,325               | 25,500                          | 32,496                            | 25,500                        | 0                         | 0.0%                     |
| Employee Education          | 3,020                | 4,500                           | 2,601                             | 4,500                         | 0                         | 0.0%                     |
| Travel                      | 1,911                | 4,500                           | 2,127                             | 4,500                         | 0                         | 0.0%                     |
| Public Info                 | 2,372                | 5,000                           | 4,600                             | 5,000                         | 0                         | 0.0%                     |
| IRWM                        | 5,115                | 5,000                           | 3,774                             | 5,000                         | 0                         | 0.0%                     |
| <b>Total</b>                | <b>\$305,692</b>     | <b>\$451,664</b>                | <b>\$279,497</b>                  | <b>\$350,124</b>              | <b>\$(101,540)</b>        | <b>(22.5%)</b>           |

(\*) Compares FY 2020-21 Final Budget to FY 2019-20 Adopted Budget

(\*\*) Excludes labor



*Cachuma Operation and Maintenance Board Meeting Room*



**INFRASTRUCTURE IMPROVEMENT PROJECTS**

Infrastructure planning and investment is critical to the ongoing reliability of the Cachuma Project, its facilities and its distribution system. COMB staff evaluates and selects current year infrastructure improvements and special projects based on the following criteria: water supply reliability, risk, critical need, safety, service disruption and the betterment of the Cachuma Project. Tables 5.6 and 5.7 below are the projects identified for implementation during fiscal year 2020-21. Detailed descriptions of each project can be found in the Appendix starting on page 84.

**Table 5.6 – FY 2020-21 Infrastructure Improvement Projects**

| Project Name                                      | Fiscal Year<br>2020-21 |
|---------------------------------------------------|------------------------|
| SCC Structure Rehabilitation                      | \$440,000              |
| COMB Building / Grounds Repair                    | \$300,000              |
| SCC Isolation Valve - Lower Reach                 | \$190,000              |
| SCC Lower Reach Lateral Structures Rehabilitation | \$150,000              |
| SCADA                                             | \$150,000              |
| ROW Identification Program                        | \$20,000               |
| GIS and Mapping                                   | \$10,000               |

**Table 5.7 – FY 2020-21 Operations Division Special Projects**

| Project Name              | Fiscal Year<br>2020-21 |
|---------------------------|------------------------|
| Secured Pipeline Project  | \$300,000              |
| Watershed Sanitary Survey | \$70,000               |

**HABITAT IMPROVEMENT PROJECTS**

The Fisheries Division is tasked, through Reclamation's operation of the Cachuma Project, with carrying out the fisheries monitoring, data analysis and tributary enhancement projects as described in the National Marine Fisheries Service's (NMFS) 2000 Biological Opinion. A consensus based, long-term fisheries program has been developed that provides protection for steelhead/rainbow trout (*Oncorhynchus mykiss*, *O. mykiss*) downstream of Bradbury Dam. This will be done through a combination of long-term monitoring, water releases from Bradbury Dam through the Hilton Creek Watering System, Hilton Creek Emergency Backup System and Outlet Works, passage flows to assist migrating steelhead, improved riparian habitat, and the removal or modification of numerous fish passage barriers to steelhead on tributaries of the Lower Santa Ynez River. In Table 5.8 below are the projects identified for implementation during fiscal year 2020-21.

**Table 5.8 – FY 2020-21 Habitat Improvement Projects**

| Project Name                              | Fiscal Year<br>2020-21 |
|-------------------------------------------|------------------------|
| Cachuma Lake Oak Tree Restoration Program | \$25,000               |
| Tributary Project Improvements            | \$10,000               |

**DEBT SERVICE****SOD Act Assessments Receivable and Contract Payable****Bradbury Dam SOD**

On July 1, 2002, COMB executed a repayment contract with U.S. Bureau of Reclamation under the Department of Interior of the United States (Reclamation). Under the terms of the agreement and in accordance with the United States Safety of Dams (SOD) Act, COMB will reimburse Reclamation for fifteen percent (15%) of the total amount of SOD Act funds expended by Reclamation to preserve the structural integrity of Bradbury Dam and related Cachuma Project facilities. COMB entered into a repayment contract with Reclamation when the project was deemed substantially complete. The repayment contract, as executed, calls for a repayment of 15% of a total cost of \$45,276,008 or approximately \$6,791,000 plus interest, as appropriate, over a 50-year period.

The repayment obligation has been allocated fifty-one and three tenths percent (51.3%) to irrigation uses (Irrigation Allocation) or \$3,483,989 and forty eight and seven tenths percent (48.7%) to municipal and industrial (M&I) uses (M&I Allocation) or \$3,307,412. The Irrigation allocation bears no interest and repayment commenced in fiscal year ending 2017. Interest during construction of \$325,477 was added to the M&I Allocation. During construction, COMB made advances of \$1,496,148 that were applied against the M&I Allocation amounts. Accounting for advances made by COMB during construction, the balance due under the M&I Allocation contract was \$2,136,741.

COMB's payment obligation for FY 2020-21 is \$261,648 and assesses the Cachuma Project Member Units in accordance with each Member's Cachuma Project entitlement percentages. The annual payment requirements to retire the contract through October 1, 2051, including interest payments at 5.856%, are presented in the following table. This table does not include future adjustments that may be made by Reclamation to the Bradbury Dam repayment contract due to additional incurred costs.

**Table 5.9 – Bradbury Dam SOD Obligation**

| FYE          | M&I Allocation    |                   | Irrigation Allocation | Total               |
|--------------|-------------------|-------------------|-----------------------|---------------------|
|              | Principal         | Interest          |                       |                     |
| 2021         | \$ 110,696        | \$ 54,174         | \$ 96,778             | \$ 261,648          |
| 2022         | 117,179           | 47,691            | 96,778                | 261,648             |
| 2023         | 124,041           | 40,829            | 96,778                | 261,648             |
| 2024         | 131,305           | 33,565            | 96,778                | 261,648             |
| 2025         | 138,994           | 25,876            | 96,778                | 261,648             |
| 2026 - 2030  | 302,883           | 26,857            | 483,890               | 813,630             |
| 2031 - 2035  |                   |                   | 483,890               | 483,890             |
| 2046 - 2040  |                   |                   | 483,890               | 483,890             |
| 2041 - 2045  |                   |                   | 483,890               | 483,890             |
| 2046 - 2050  |                   |                   | 483,890               | 483,890             |
| 2051 - 2052  |                   |                   | 193,556               | 193,556             |
| <b>Total</b> | <b>\$ 925,097</b> | <b>\$ 228,993</b> | <b>\$ 3,096,896</b>   | <b>\$ 4,250,986</b> |

**DEBT SERVICE (CONTINUED)****SOD Act Assessments Receivable and Contract Payable****Lauro Dam SOD**

On March 21, 2007, COMB executed a repayment contract with U.S. Bureau of Reclamation under the Department of Interior of the United States (Reclamation). Under the terms of the agreement and in accordance with the United States Safety of Dams (SOD) Act, COMB will reimburse Reclamation for fifteen percent (15%) of the total amount of SOD Act funds expended by Reclamation to preserve the structural integrity of Lauro Dam and reservoir; total costs not to exceed \$17,314,125. The primary contract for construction of the modification project was awarded by Reclamation in September 2005 and the work was deemed substantially complete in February 2007.

The total cost of the Lauro Dam SOD Act project was to be re-evaluated and repayment agreement amended as necessary. During 2017, Reclamation completed its final accounting for the project and issued a final repayment contract. The repayment obligation has been allocated fifty and seventy two one hundredths percent (50.72%) to irrigation uses (Irrigation Allocation) or \$512,139, and forty nine and twenty eight hundredths percent (49.28%) to municipal and industrial (M&I) uses (M&I Allocation) or \$497,598. The Irrigation allocation bears no interest

COMB's payment obligation for FY 2020-21 is \$47,405 and assesses the COMB Member Agencies (only) in accordance with each Member Agencies' pro-rata Cachuma Project entitlement percentages. The annual payment requirements to retire the contract through October 1, 2057, including interest payments at 4.556%, are presented in the following table. This table represents the final repayment contract amount issued during fiscal year 2017.

**Table 5.10 – Lauro Dam SOD Obligation**

| FYE          | M&I Allocation    |                   | Irrigation Allocation | Total             |
|--------------|-------------------|-------------------|-----------------------|-------------------|
|              | Principal         | Interest          |                       |                   |
| 2021         | 19,712            | 15,466            | 12,227                | 47,405            |
| 2022         | 20,610            | 14,568            | 12,227                | 47,405            |
| 2023         | 21,549            | 13,629            | 12,227                | 47,405            |
| 2024         | 22,531            | 12,647            | 12,227                | 47,405            |
| 2025         | 23,557            | 11,620            | 12,227                | 47,405            |
| 2026 - 2030  | 134,897           | 40,990            | 61,136                | 237,023           |
| 2031 - 2035  | 96,600            | 8,933             | 61,136                | 166,669           |
| 2046 - 2040  |                   |                   | 61,136                | 61,136            |
| 2041 - 2045  |                   |                   | 61,136                | 61,136            |
| 2046 - 2050  |                   |                   | 61,136                | 61,136            |
| 2051 - 2055  |                   |                   | 61,136                | 61,136            |
| 2056 - 2058  |                   |                   | 36,681                | 36,681            |
| <b>Total</b> | <b>\$ 339,456</b> | <b>\$ 117,853</b> | <b>\$ 464,632</b>     | <b>\$ 921,941</b> |

**DEBT SERVICE (CONTINUED)****Notes Payable – American Riviera Bank**

During fiscal year ending 2015, COMB contracted for the construction of the Emergency Pumping Facilities Project (EPFP) to provide continued delivery of water from Lake Cachuma to the Member Agencies until sufficient inflow occurred and the reservoir levels returned to normal operating condition. In order to implement this large-scale project, three of the four South Coast Member Agencies agreed to finance their proportionate share through a commercial financing arrangement with the Bank of Santa Barbara, which merged with American Riviera Bank during 2016.

The Districts participating in the financing were Goleta Water District, Montecito Water District and Carpinteria Valley Water District. The City of Santa Barbara chose to fund their portion through quarterly assessments.

While COMB secured the financing of the project, the three districts participating in the debt obligation provided the guarantee for repayment of their allocated percentage.

The financing arrangement was converted to a sixty-month repayment loan as of July 25, 2016. Carpinteria Valley Water District opted to pay off their obligation in-full on or about the conversion date. COMB assesses the remaining two Member Agencies at the end of each quarter, for the monthly loan payments made on their behalf during that period.

**Table 5.11 – Note Payable – American Riviera Bank**

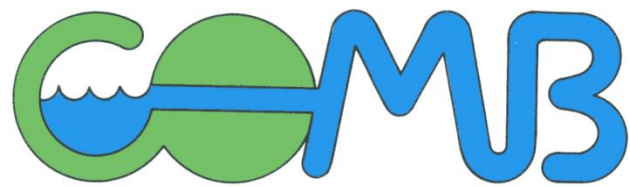
| FYE          | Principal         | Interest        | Total            |
|--------------|-------------------|-----------------|------------------|
| 2021         | \$ 450,990        | \$ 10,745       | \$ 461,735       |
| 2022         | 36,556            | 114             | 36,880           |
| <b>Total</b> | <b>\$ 487,546</b> | <b>\$10,859</b> | <b>\$498,405</b> |

**Changes in Long Term Debt – FY 2020-21**

Projected changes in long-term debt for FY 2020-21 by obligation are reflected in the following table.

**Table 5.12 – Changes in Long Term Debt FY 2020-21**

| Obligation        | Beginning Balance<br>July 1, 2020 | Additions   | Principal Payments | Adjustments | Ending Balance<br>June 30, 2021 |
|-------------------|-----------------------------------|-------------|--------------------|-------------|---------------------------------|
| Bradbury SOD      | \$ 4,021,993                      | \$ 0        | \$ 207,474         | \$ 0        | \$ 3,814,519                    |
| Lauro SOD         | 804,088                           | 0           | 31,939             | 0           | 772,149                         |
| Notes Payable ARB | 487,546                           | 0           | 450,90             | 0           | 36,556                          |
| <b>Total</b>      | <b>\$ 5,313,627</b>               | <b>\$ 0</b> | <b>\$690,403</b>   | <b>\$ 0</b> | <b>\$4,623,224</b>              |



## **SECTION VI – COMB OPERATING BUDGET**

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# Cachuma Operation and Maintenance Board Final Operating Budget Fiscal Year 2020-21



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**COMB OPERATING BUDGET HIGHLIGHTS****Summary**

The Operating Budget reflects projected operating expenses for the COMB Operations Division, the Fisheries Division as well as the General and Administrative expenses for FY 2020-21. These projected expenditures have been refined through development of divisional annual work plans, the Board adopted Five Year (2021-2025) Infrastructure Improvement Plan, and required implementation activities associated with the 2000 Biological Opinion.

Development of the budget was based on a zero-based budgeting methodology. Unlike traditional incremental budgeting, this methodology employs a detailed examination of expenditures wherein only the necessary budget amount for each line item is presented for discussion. This approach addresses the most fundamental and prioritized service needs and represents the minimum level of funding needed for effective operations.

As reflected in Table 6.1, the COMB Gross Operating Budget for FY 2020-21 excluding offsetting revenues is \$5.2M as compared to the adopted FY 2019-20 Operating Budget of \$6.8M, which reflects a decrease of \$1.6M (23.7%).

The net change from the previous fiscal year is described by the following items:

- A decrease in the Fisheries Division Habitat Improvement Projects of \$1.2M (86.7%). In FY 2019-20, COMB completed a fish passage improvement project on Quiota Creek which represents the last identified fish passage project within the Quiota Creek drainage.
- A decrease in the Operations Division Infrastructure Improvement Projects and Special Projects of \$415K (20.3%). The timing and ranking of projects are dependent on factors such as: (1) water supply reliability, (2) risk, (3) critical need/life cycle of asset, (4) safety, and (5) service disruption necessary to accomplish project.
- A decrease in General & Administrative Expenses, excluding administrative salaries of \$102K (22.5%) which is attributed to a decrease in anticipated litigation costs (\$80K) and general liability insurance costs (\$25K).
- An increase in total Salaries and Benefits of \$81K (3.2%) which includes full staffing of 15 employees, a 2.5% COLA adjustment and a slight increase in the CalPERS obligation.
- An increase in total Operations and Maintenance of \$39K (10.4%) due to in part to projected contract labor related to ongoing costs for water quality sampling.

The COMB Net Operating Budget including offsetting revenues for FY 2020-21 is \$4.8M and is compared to FY 2019-20 of \$4.6M, which is an increase of \$184K (4.0%).

**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)****Table 6.1- COMB Operating Budget: Consolidated Overview**

| <b>COMB OPERATING BUDGET</b>                                                  |                     |                     |                       |                   |
|-------------------------------------------------------------------------------|---------------------|---------------------|-----------------------|-------------------|
| <b>SALARIES &amp; BENEFITS</b>                                                | <b>FY 2019-20</b>   | <b>FY 2020-21</b>   | <b>Change (\$)</b>    | <b>Change (%)</b> |
| Operations Division                                                           | \$ 952,164          | \$ 1,010,141        | \$ 57,977             | 6.1%              |
| Fisheries Division                                                            | 704,515             | 729,413             | \$ 24,898             | 3.5%              |
| Administration                                                                | 851,808             | 849,843             | \$ (1,964)            | -0.2%             |
| <b>TOTAL</b>                                                                  | <b>\$ 2,508,486</b> | <b>\$ 2,589,397</b> | <b>\$ 80,910</b>      | <b>3.2%</b>       |
| <b>OPERATIONS &amp; MAINTENANCE EXPENSES</b>                                  |                     |                     |                       |                   |
| Operations Division                                                           | \$ 275,500          | \$ 329,000          | \$ 53,500             | 19.4%             |
| Fisheries Division                                                            | 96,000              | 81,000              | \$ (15,000)           | -15.6%            |
| <b>TOTAL</b>                                                                  | <b>\$ 371,500</b>   | <b>\$ 410,000</b>   | <b>\$ 38,500</b>      | <b>10.4%</b>      |
| <b>GENERAL &amp; ADMINISTRATIVE EXPENSES</b>                                  |                     |                     |                       |                   |
| Operation Division                                                            | \$ 254,148          | \$ 235,713          | \$ (18,435)           | -7.3%             |
| Fisheries Division                                                            | 197,516             | 114,411             | \$ (83,105)           | -42.1%            |
| <b>TOTAL</b>                                                                  | <b>\$ 451,664</b>   | <b>\$ 350,124</b>   | <b>\$ (101,540)</b>   | <b>-22.5%</b>     |
| <b>Total Operating Budget</b>                                                 | <b>\$ 3,331,650</b> | <b>\$ 3,349,520</b> | <b>\$ 17,870</b>      | <b>0.5%</b>       |
| <b>INFRASTRUCTURE IMPROVEMENT, HABITAT IMPROVEMENT &amp; SPECIAL PROJECTS</b> |                     |                     |                       |                   |
| <b>Operations Division</b>                                                    |                     |                     |                       |                   |
| Infrastructure Improvement Projects                                           | \$ 1,495,242        | \$ 1,260,000        | \$ (235,242)          | -15.7%            |
| Special Projects                                                              | 550,085             | 370,000             | \$ (180,085)          | -32.7%            |
| <b>TOTAL</b>                                                                  | <b>2,045,327</b>    | <b>1,630,000</b>    | <b>\$ (415,327)</b>   | <b>-20.3%</b>     |
| <b>Fisheries Division</b>                                                     |                     |                     |                       |                   |
| Habitat Improvement Projects                                                  | \$ 1,226,000        | \$ 35,000           | \$ (1,191,000)        | -97.1%            |
| Program Support Services                                                      | \$ 164,000          | \$ 150,000          | \$ (14,000)           | -8.5%             |
| <b>TOTAL</b>                                                                  | <b>1,390,000</b>    | <b>185,000</b>      | <b>\$ (1,205,000)</b> | <b>-86.7%</b>     |
| <b>TOTAL GROSS OPERATING BUDGET</b>                                           | <b>\$ 6,766,977</b> | <b>\$ 5,164,520</b> | <b>\$ (1,602,457)</b> | <b>-23.7%</b>     |
| Projected Offsetting Revenues                                                 | \$ (2,142,975)      | \$ (356,078)        |                       |                   |
| <b>TOTAL NET OPERATING BUDGET</b>                                             | <b>\$ 4,624,002</b> | <b>\$ 4,808,442</b> | <b>\$ 184,440</b>     | <b>4.0%</b>       |

**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)****Labor**

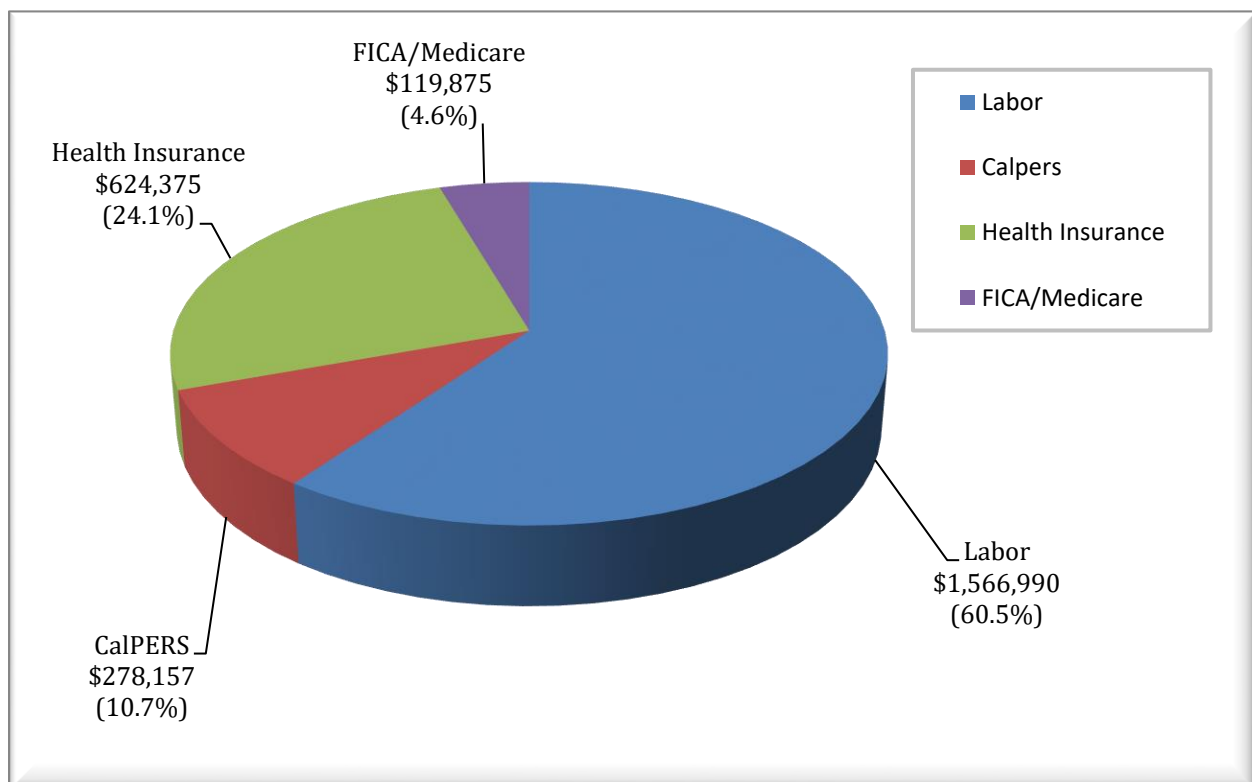
Total projected labor for FY 2020-21 is \$2.6M which reflects an increase of \$81K (3.2%) as compared to FY 2019-20. The budget reflects current salaries and benefits package for all employees including the General Manager's position.

The budget includes a 2.5% COLA increase for all employees, excluding the General Manager, per the historical annual calculation that is based on the February Consumer Price Index (CPI) data each year. The calculation is obtained by averaging the prior thirteen months indexes for all urban consumers and comparing that average to the previous year averaged data. The U.S. City and the Los Angeles-Riverside data is averaged together to obtain the percentage COLA for the period.

Health insurance costs are projected to increase between 2-5% in January 2021 based on the ACWA/JPIA 3-yr average run rate.

Figure 6.1 provides a breakdown of the individual components of the projected Personnel costs for FY 2020-21.

**Figure 6.1 – FY 2020-21 Personnel Costs by Category**



**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)****Operations Division**

The budget for the COMB Operations Division for FY 2020-21 as compared to FY 2019-20 is reflected in Table 6.2.

**Table 6.2- Operations Division Operating Budget Summary**

| Category                            | Adopted Budget<br>FY 2019-20 | Final Budget<br>FY 2020-21 | Variance Analysis (*)     |                          |
|-------------------------------------|------------------------------|----------------------------|---------------------------|--------------------------|
|                                     |                              |                            | \$<br>Higher /<br>(Lower) | %<br>Higher /<br>(Lower) |
| Operation & Maintenance Expenses    | \$1,227,664                  | \$1,339,141                | \$111,477                 | 9.1%                     |
| General & Administrative Expense    | 860,132                      | 832,780                    | (27,352)                  | (3.2%)                   |
| Special G&A Expenses                | 5,000                        | 5,000                      | 0                         | 0.0%                     |
| Infrastructure Improvement Projects | 1,495,242                    | 1,260,000                  | (235,242)                 | (15.7%)                  |
| Special Projects                    | 550,085                      | 370,000                    | (180,085)                 | (32.7%)                  |
| <b>Total</b>                        | <b>\$4,138,123</b>           | <b>\$3,806,921</b>         | <b>(331,202)</b>          | <b>(8.0%)</b>            |

**Operation and Maintenance Expenses**

The Operations Division O&M expenses category shows a \$111K (9.1%) increase overall. The increase is attributed to the following items:

- Labor reflects an increase of \$57K (6.1%) as compared to FY 2019-20. The increase is attributed to the proposed increase in COLA and projected salary step increases. Additionally, the CALPERS line item reflects an increase in cost primarily due to an increase in the annual Unfunded Liability obligation, as factored under the CALPERS 30-year amortization policy and pursuant to the Public Employee Pension Reform Act of 2013.
- Vehicles and equipment reflects an increase of \$20k (36.4%) as compared to FY 2019-20. The increase is attributed to increased fuel costs and vehicle and equipment repairs.
- Contract labor reflects an increase of \$35k (36.8%) as compared to FY 2019-20. The budget for this line item was increased due to ongoing water quality sampling that was previously allocated under the Water Quality and Sediment study.

**General and Administrative Expenses**

General and Administrative expenses include costs for support of all administrative functions such as: Director fees, legal expenditures, general liability and property insurance, audit fees, utilities, IT and communications, postage and office supplies, training, education and subscriptions and miscellaneous expenses. Overall, the Operations Division G & A expenses decreased by \$27k (3.2%) as compared to the previous year's budget. COMB projected a \$17.2K decrease in general liability and property insurance costs due to low paid claims history.

**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)****Operations Division (Continued)***General and Administrative Expenses (Continued)*

Active and retiree health insurance premiums are expected to increase by 2-5% in January 2021 based on the ACWA/JPIA 3-yr average. However, the overall cost for health insurance and workers' compensation is expected to decrease by \$16.9K in FY 2020-21 due to several COMB retirees converting to Medicare coverage which has a lower premium cost.

Under Special G & A expenses, it is anticipated that the administrative costs for IRWMP Proposition 1 grants will remain the same as the prior fiscal year.

*Infrastructure Improvement Projects*

The Infrastructure Improvement Projects (IIP) section in the Operations Division section of the budget reflects a decrease of \$235K (15.7%) as compared to the prior year. COMB staff evaluates and selects current year infrastructure improvements and special projects based on the following criteria: water supply reliability, risk, critical need, safety, service disruption and the betterment of the Cachuma Project.

Included for the Fiscal Year 2020-21 budget are the South Coast Conduit (SCC) Air Vacuum Air Release Valve (AVAR) and Blow-Off Valve replacement project, the COMB Building replacement project, the SCC Isolation Valve installation, the SCC Lower Reach Lateral Structure project and SCADA Upgrade project. Per Board policy, all improvement projects will require approval through the applicable Committee and Board review process prior to implementation. Detailed descriptions of each project can be found on pages 84-86.

*Special Projects*

The Special Projects budget reflects a decrease of \$180K (50.0%) as compared to the prior year. The Special Projects account for FY 2020-21 includes engineering and design costs related to the Lake Cachuma EPF Secured Pipeline Project. The secured pipeline is a more permanent version of previous Emergency Pumping Facilities.

Following Board approval, the project would be installed during the next drought when the appropriate lake level is reached for implementation and construction.

The Special Projects budget also includes the cost to perform a Watershed Sanitary Survey (\$70K) which is required to be performed every five years pursuant to the California State Water Resources Control Board Division of Drinking Water standards.

**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)****Fisheries Division**

The budget for the COMB Fisheries Division for FY 2020-21 as compared to FY 2019-20 is reflected in Table 6.3.

**Table 6.3- Fisheries Division Operating Budget Summary**

| Category                         | Adopted Budget<br>FY 2019-20 | Final Budget<br>FY 2020-21 | Variance Analysis (*)  |                       |
|----------------------------------|------------------------------|----------------------------|------------------------|-----------------------|
|                                  |                              |                            | \$ Higher /<br>(Lower) | % Higher /<br>(Lower) |
| Operation & Maintenance Expenses | \$800,515                    | \$810,413                  | \$9,898                | 1.2%                  |
| General & Administrative Expense | 438,339                      | 362,187                    | (76,152)               | (17.4%)               |
| Program Support Services         | 164,000                      | 150,000                    | (14,000)               | (8.5%)                |
| Habitat Improvement Projects     | 1,390,000                    | 35,000                     | (1,205,000)            | (86.7%)               |
| <b>Total</b>                     | <b>\$2,628,854</b>           | <b>\$1,357,600</b>         | <b>(\$1,271,254)</b>   | <b>(48.4%)</b>        |

**Operation and Maintenance Expenses**

Overall, the Fisheries operation and maintenance expenses show a \$10K (1.2%) increase as compared to the prior fiscal year budget. The increase is attributed to the following items:

- The Fisheries Division labor account shows a \$25K (3.5%) increase compared to the prior fiscal year primarily due to the proposed increase in COLA, as well as, projected staff salary step increases.
- Under Vehicles & Equipment, the fixed capital line item reflects a \$20k decrease to from prior year. The budget for FY 2019-20 included a cost to replace one of the fleet vehicles that was purchased in July 2019. This decrease was partially offset with a \$10K increase in vehicles and equipment maintenance due to an increase in fuel and fleet maintenance costs.
- Contract labor reflects a \$5k decrease from prior year due to less reliance on external consultants.

**General and Administrative Expenses**

General and administrative expenses reflect costs for support related to the Fisheries Division administrative function. Overall, the Fisheries Division General and Administrative expenses decreased \$76K (17.4%).

Legal costs decreased by \$75k due to the anticipated resolution of an ongoing legal matter. Additionally, COMB projected a \$7K decrease in general liability and property insurance costs due to low paid claims history.

**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)****Fisheries Division (Continued)**

Administrative salaries and associated CalPERS costs increased slightly as compared to the past fiscal year due to the aforementioned proposed COLA increase and increase associated with the CALPERS Unfunded Liability Amortization.

**Program Support Services and Habitat Improvement Plan Projects**

Program support services within the Fisheries Division incorporate all monitoring, mapping and reporting tasks required for implementation of the Cachuma Project Biological Opinion (BO) and Lower Santa Ynez River (LSYR) Fisheries Management Plan (FMP). The overall cost for this category is expected to decrease in FY 2020-21 due to less reliance on external consultants. The County Betterment Fund offset for this program of work is \$90k.

The Habitat Improvement Projects includes costs for ongoing Oak Tree Program Restoration Program and Tributary Project Improvements. The overall cost for this category decreased by \$1.2M in FY 2020-21. In FY 2019-20, COMB installed a fish passage project on Quiota Creek (\$1.2M) which represents the last identified fish passage project within the Quiota Creek drainage.

In summary, the final COMB Operating Budget for FY 2020-21 is \$5,164,520. COMB staff is actively engaged in identifying other sources of funding opportunities in an effort to lessen the financial burden on COMB's Member Agencies. With projected offsetting revenues of \$356,078, the net FY 2020-21 COMB Budget totals \$4,808,442.

**Table 6.4- Operations Division Operating Budget Summary**

| Category                    | Adopted Budget<br>FY 2019-20 | Final Budget<br>FY 2020-21 | Variance Analysis (*)     |                          |
|-----------------------------|------------------------------|----------------------------|---------------------------|--------------------------|
|                             |                              |                            | \$<br>Higher /<br>(Lower) | %<br>Higher /<br>(Lower) |
| Gross Operating Budget      | \$6,766,977                  | \$5,164,520                | (\$1,602,457)             | (23.7%)                  |
| Less: Offsetting Revenue    | (\$2,142,975)                | (\$356,078)                | (\$1,786,897)             | (83.4%)                  |
| <b>Net Operating Budget</b> | <b>\$4,624,002</b>           | <b>\$4,808,442</b>         | <b>\$184,440</b>          | <b>4.0%</b>              |

**LIST OF SUPPORTING TABLES:**

- 1) Table 6.5 - FY 2020-21 COMB Operating Budget: By Division
- 2) Table 6.6 - FY 2020-21 COMB Operating Budget: O&M Expenses Consolidated
- 3) Table 6.7 - FY 2020-21 COMB Operating Budget: G&A Expenses Consolidated
- 4) Table 6.8 - FY 2020-21 COMB Allocation Worksheet

Table 6.5- COMB Operating Budget: By Division



## OPERATIONS DIVISION



| Account Number                              | Account Name               | FY 2018-19 Actual   | Adopted FY 2019-20 Budget | Estimated FY 2019-20 Actual | Final FY 2020-21 Budget | Variance Analysis (*) |              |
|---------------------------------------------|----------------------------|---------------------|---------------------------|-----------------------------|-------------------------|-----------------------|--------------|
|                                             |                            |                     |                           |                             |                         | \$ Higher / (Lower)   | % Change     |
| <b>OPERATION &amp; MAINTENANCE EXPENSES</b> |                            |                     |                           |                             |                         |                       |              |
| <b>SALARIES &amp; BENEFITS</b>              |                            |                     |                           |                             |                         |                       |              |
| 3100                                        | Labor Operations Staff     | \$ 495,899          | \$ 601,352                | \$ 593,177                  | \$ 632,929              | \$ 31,578             |              |
| 3155                                        | CalPERS                    | 72,233              | 88,968                    | 86,839                      | 106,002                 | 17,034                |              |
| 3150                                        | Health Insurance           | 130,554             | 185,452                   | 171,540                     | 191,144                 | 5,692                 |              |
| 3150                                        | Workers Compensation       | 16,483              | 30,390                    | 26,378                      | 31,646                  | 1,257                 |              |
| 3160                                        | FICA                       | 39,330              | 46,003                    | 47,374                      | 48,419                  | 2,416                 |              |
| <b>TOTAL</b>                                |                            | <b>\$ 754,499</b>   | <b>\$ 952,164</b>         | <b>\$ 925,309</b>           | <b>\$ 1,010,141</b>     | <b>\$ 57,977</b>      | <b>6.1%</b>  |
| <b>VEHICLES &amp; EQUIPMENT</b>             |                            |                     |                           |                             |                         |                       |              |
| 3201                                        | Vehicle/Equip Maintenance  | \$ 31,975           | \$ 30,000                 | \$ 32,884                   | \$ 35,000               | \$ 5,000              |              |
| 3202                                        | Fixed Capital              | 30,009              | 15,000                    | 19,984                      | 25,000                  | 10,000                |              |
| 3203                                        | Equipment Rental           | 3,796               | 5,000                     | 2,781                       | 5,000                   | -                     |              |
| 3204                                        | Miscellaneous              | 6,946               | 5,000                     | 9,818                       | 10,000                  | 5,000                 |              |
| <b>TOTAL</b>                                |                            | <b>\$ 72,726</b>    | <b>\$ 55,000</b>          | <b>\$ 65,467</b>            | <b>\$ 75,000</b>        | <b>\$ 20,000</b>      | <b>36.4%</b> |
| <b>CONTRACT LABOR</b>                       |                            |                     |                           |                             |                         |                       |              |
| 3301                                        | Conduit, Meter, Valves     | \$ 21,905           | \$ 20,000                 | \$ 13,416                   | \$ 20,000               | \$ -                  |              |
| 3302                                        | Buildings & Roads          | 15,330              | 20,000                    | 4,477                       | 20,000                  | -                     |              |
| 3303                                        | Reservoirs                 | 24,763              | 30,000                    | 14,899                      | 60,000                  | 30,000                |              |
| 3304                                        | Engineering, Misc Services | 5,321               | 25,000                    | 65,764                      | 30,000                  | 5,000                 |              |
| <b>TOTAL</b>                                |                            | <b>\$ 67,319</b>    | <b>\$ 95,000</b>          | <b>\$ 98,556</b>            | <b>\$ 130,000</b>       | <b>\$ 35,000</b>      | <b>36.8%</b> |
| <b>MATERIALS &amp; SUPPLIES</b>             |                            |                     |                           |                             |                         |                       |              |
| 3401                                        | Conduit, Meter, Valves     | \$ 65,051           | \$ 65,000                 | \$ 69,438                   | \$ 65,000               | \$ -                  |              |
| 3402                                        | Buildings & Roads          | 8,000               | 8,000                     | 2,130                       | 8,000                   | -                     |              |
| 3403                                        | Reservoirs                 | 8,624               | 5,000                     | 9,249                       | 5,000                   | -                     |              |
| <b>TOTAL</b>                                |                            | <b>\$ 81,675</b>    | <b>\$ 78,000</b>          | <b>\$ 80,817</b>            | <b>\$ 78,000</b>        | <b>\$ -</b>           | <b>0.0%</b>  |
| <b>OTHER EXPENSES</b>                       |                            |                     |                           |                             |                         |                       |              |
| 3501                                        | Utilities                  | \$ 6,598            | \$ 7,000                  | \$ 6,247                    | \$ 7,000                | \$ -                  |              |
| 3502                                        | Uniforms                   | 2,702               | 5,000                     | 4,872                       | 5,000                   | -                     |              |
| 3503                                        | Communications             | 19,626              | 20,500                    | 22,195                      | 15,800                  | (4,700)               |              |
| 3504                                        | USA & Other Services       | 3,332               | 4,000                     | 4,000                       | 4,000                   | -                     |              |
| 3505                                        | Miscellaneous              | 10,202              | 8,000                     | 10,239                      | 11,200                  | 3,200                 |              |
| 3506                                        | Training                   | 395                 | 3,000                     | 1,808                       | 3,000                   | -                     |              |
| <b>TOTAL</b>                                |                            | <b>\$ 42,855</b>    | <b>\$ 47,500</b>          | <b>\$ 49,361</b>            | <b>\$ 46,000</b>        | <b>\$ (1,500)</b>     | <b>-3.2%</b> |
| <b>TOTAL O &amp; M EXPENSE</b>              |                            | <b>\$ 1,019,074</b> | <b>\$ 1,227,664</b>       | <b>\$ 1,219,509</b>         | <b>\$ 1,339,141</b>     | <b>\$ 111,477</b>     | <b>9.1%</b>  |

(\*) Compares FY 2020-21 Final Budget to FY 2019-20 Adopted Budget



Table 6.5- COMB Operating Budget: By Division (Continued)



## OPERATIONS DIVISION (CONTINUED)



| Account Number                                      | Account Name                            | FY 2018-19 Actual   | Adopted FY 2019-20 Budget | Estimated FY 2019-20 Actual | Draft FY 2020-21 Budget | Variance Analysis (*) |               |
|-----------------------------------------------------|-----------------------------------------|---------------------|---------------------------|-----------------------------|-------------------------|-----------------------|---------------|
|                                                     |                                         |                     |                           |                             |                         | \$ Higher / (Lower)   | % Change      |
| <b>GENERAL AND ADMINISTRATIVE EXPENSES</b>          |                                         |                     |                           |                             |                         |                       |               |
| 5000                                                | Directors Fees                          | \$ 8,117            | \$ 13,000                 | \$ 10,581                   | \$ 13,000               | \$ -                  |               |
| 5101                                                | Audit                                   | 14,454              | 22,750                    | 17,381                      | 22,750                  | -                     |               |
| 5100                                                | Legal                                   | 89,546              | 75,000                    | 26,905                      | 75,000                  | -                     |               |
| 5150                                                | Unemployment Tax                        | 0                   | 5,000                     | 4,950                       | 5,000                   | -                     |               |
| 5200                                                | Liability & Property Insurance          | 22,262              | 50,551                    | 29,024                      | 33,326                  | (17,225)              |               |
| 5201                                                | Health and Workers' Compensation        | 201,704             | 235,103                   | 211,862                     | 218,154                 | (16,949)              |               |
| 5250                                                | CalPERS                                 | 50,128              | 58,894                    | 55,514                      | 62,162                  | 3,268                 |               |
| 5339                                                | FICA & Medicare                         | 18,205              | 22,526                    | 15,269                      | 22,865                  | 339                   |               |
| 5300-5307                                           | Administrative Salaries                 | 284,034             | 294,462                   | 255,773                     | 298,887                 | 4,425                 |               |
| 5310                                                | Office Expense & Postage                | 6,334               | 5,000                     | 6,804                       | 5,000                   | -                     |               |
| 5311                                                | Office Equipment / Leases               | 9,637               | 9,200                     | 8,398                       | 9,700                   | 500                   |               |
| 5312                                                | Miscellaneous                           | 14,430              | 14,000                    | 12,092                      | 14,000                  | -                     |               |
| 5313                                                | Communications                          | 8,121               | 8,500                     | 7,168                       | 6,500                   | (2,000)               |               |
| 5314                                                | Utilities                               | 9,055               | 9,737                     | 8,073                       | 9,737                   | -                     |               |
| 5315                                                | Membership Dues                         | 9,856               | 9,410                     | 9,613                       | 9,700                   | 290                   |               |
| 5316                                                | Admin Fixed Assets                      | 10,872              | 3,000                     | 3,000                       | 3,000                   | -                     |               |
| 5318                                                | Computer Consultant                     | 18,412              | 16,500                    | 21,122                      | 16,500                  | -                     |               |
| 5325                                                | Employee Education / Training           | 595                 | 2,000                     | 2,000                       | 2,000                   | -                     |               |
| 5330                                                | Admin Travel & Conferences              | 16                  | 2,000                     | 1,788                       | 2,000                   | -                     |               |
| 5331                                                | Public Information                      | 892                 | 3,500                     | 2,340                       | 3,500                   | -                     |               |
| <b>TOTAL GENERAL &amp; ADMINISTRATIVE</b>           |                                         | <b>\$ 776,669</b>   | <b>\$ 860,132</b>         | <b>\$ 709,658</b>           | <b>\$ 832,780</b>       | <b>\$ (27,352)</b>    | <b>-3.2%</b>  |
| <b>SPECIAL G &amp; A EXPENSES</b>                   |                                         |                     |                           |                             |                         |                       |               |
| 5510                                                | Integrated Regional Water Mgmt Plan     | \$ 5,115            | \$ 5,000                  | \$ 3,774                    | \$ 5,000                | \$ -                  |               |
| <b>TOTAL SPECIAL G &amp; A EXPENSES</b>             |                                         | <b>\$ 5,115</b>     | <b>\$ 5,000</b>           | <b>\$ 3,774</b>             | <b>\$ 5,000</b>         | <b>\$ -</b>           | <b>0.0%</b>   |
| <b>INFRASTRUCTURE IMPROVEMENT PROJECTS (IIP) **</b> |                                         |                     |                           |                             |                         |                       |               |
| 6062                                                | SCADA                                   | \$ 3,248            | \$ 35,000                 | \$ 35,250                   | \$ 150,000              | \$ 115,000            |               |
| 6090                                                | COMB Bldg/Grounds Repair                | 6,022               | 25,000                    | 22,434                      | 300,000                 | 275,000               |               |
| 6096                                                | SCC Structure Rehabilitation            | 537,902             | 400,000                   | 405,507                     | 440,000                 | 40,000                |               |
| 6097                                                | GIS and Mapping                         | 11,641              | 10,000                    | 9,575                       | 10,000                  | -                     |               |
| 6105                                                | ROW Identification Program              | 21,523              | 20,000                    | 10,500                      | 20,000                  | -                     |               |
| 6118                                                | Repair Lateral 3 Structure              | 88,385              | -                         | -                           | -                       | -                     |               |
| 6122                                                | Rehabilitate San Antonio Creek Blow-off | 73,296              | -                         | -                           | -                       | -                     |               |
| 6132                                                | Sycamore Canyon Slope Stabilization     | 54,897              | 605,242                   | 574,174                     | -                       | (605,242)             |               |
| 6135                                                | SCC San Jose Creek Pipe Stabilization   | 4,077               | 150,000                   | 183,567                     | -                       | (150,000)             |               |
| 6136                                                | SCC Isolation Valve Installation        | -                   | 100,000                   | 75,756                      | 190,000                 | 90,000                |               |
| 6137                                                | SCC Lower Reach Lateral Structures      | 17,194              | 150,000                   | 148,053                     | 150,000                 | -                     |               |
| <b>TOTAL IIP</b>                                    |                                         | <b>\$ 818,185</b>   | <b>\$ 1,495,242</b>       | <b>\$ 1,464,815</b>         | <b>\$ 1,260,000</b>     | <b>\$ (235,242)</b>   | <b>-15.7%</b> |
| <b>SPECIAL PROJECTS</b>                             |                                         |                     |                           |                             |                         |                       |               |
| 6100                                                | Watershed Sanitary Survey               | \$ -                | \$ -                      | \$ -                        | \$ 70,000               | 70,000                |               |
| 6120                                                | Secured Pipeline Project                | 109,939             | 225,000                   | 225,000                     | 300,000                 | 75,000                |               |
| 6138                                                | Water Quality and Sediment Mgmt Study   | 183,531             | 325,085                   | 325,085                     | -                       | (325,085)             |               |
| <b>TOTAL SPECIAL PROJECTS</b>                       |                                         | <b>\$ 293,470</b>   | <b>\$ 550,085</b>         | <b>\$ 550,085</b>           | <b>\$ 370,000</b>       | <b>\$ (180,085)</b>   | <b>-32.7%</b> |
| <b>TOTAL IIP and SPECIAL PROJECTS</b>               |                                         | <b>\$ 1,111,655</b> | <b>\$ 2,045,327</b>       | <b>\$ 2,014,900</b>         | <b>\$ 1,630,000</b>     | <b>(415,327)</b>      | <b>-20.3%</b> |
| <b>TOTAL OPERATIONS DIVISION BUDGET</b>             |                                         | <b>\$ 2,912,513</b> | <b>\$ 4,138,123</b>       | <b>\$ 3,947,840</b>         | <b>\$ 3,806,921</b>     | <b>(331,202)</b>      | <b>-8.0%</b>  |

(\*) Compares FY 2020-21 Final Budget to FY 2019-20 Adopted Budget

Table 6.5- COMB Operating Budget: By Division (Continued)



## FISHERIES DIVISION



| Account Number                              | Account Name                     | FY 2018-19 Actual | Adopted FY 2019-20 Budget | Estimated FY 2019-20 Actual | Draft FY 2020-21 Budget | Variance Analysis (*) |               |
|---------------------------------------------|----------------------------------|-------------------|---------------------------|-----------------------------|-------------------------|-----------------------|---------------|
|                                             |                                  |                   |                           |                             |                         | \$ Higher / (Lower)   | % Change      |
| <b>OPERATION &amp; MAINTENANCE EXPENSES</b> |                                  |                   |                           |                             |                         |                       |               |
| <b>SALARIES &amp; BENEFITS</b>              |                                  |                   |                           |                             |                         |                       |               |
| 4100                                        | Labor Fisheries Staff            | \$ 385,962        | \$ 390,950                | \$ 388,932                  | \$ 406,235              | \$ 15,285             |               |
| 4114                                        | Labor Seasonal Staff             | 49,478            | 68,000                    | 66,251                      | 68,000                  | -                     |               |
| 4151                                        | CalPERS                          | 67,876            | 71,645                    | 74,275                      | 76,522                  | 4,877                 |               |
| 4150                                        | Health Insurance                 | 103,491           | 115,862                   | 104,230                     | 118,665                 | 2,802                 |               |
| 4150                                        | Workers Compensation             | 14,322            | 22,948                    | 19,031                      | 23,712                  | 764                   |               |
| 4152                                        | FICA                             | 35,786            | 35,110                    | 38,146                      | 36,279                  | 1,169                 |               |
| <b>TOTAL</b>                                |                                  | <b>\$ 656,915</b> | <b>\$ 704,515</b>         | <b>\$ 690,865</b>           | <b>\$ 729,413</b>       | <b>\$ 24,898</b>      | <b>3.5%</b>   |
| <b>VEHICLES &amp; EQUIPMENT</b>             |                                  |                   |                           |                             |                         |                       |               |
| 4270                                        | Vehicle/Equip Maintenance        | \$ 27,444         | \$ 20,000                 | \$ 36,890                   | \$ 30,000               | \$ 10,000             |               |
| 4280                                        | Fixed Capital                    | 16,953            | 35,000                    | 28,942                      | 15,000                  | (20,000)              |               |
| 4290                                        | Miscellaneous                    | 3,743             | 2,500                     | 228                         | 2,500                   | -                     |               |
| <b>TOTAL</b>                                |                                  | <b>\$ 48,139</b>  | <b>\$ 57,500</b>          | <b>\$ 66,060</b>            | <b>\$ 47,500</b>        | <b>\$ (10,000)</b>    | <b>-17.4%</b> |
| <b>CONTRACT LABOR</b>                       |                                  |                   |                           |                             |                         |                       |               |
| 4221                                        | Instrumentation                  | \$ 2,077          | \$ 3,000                  | \$ 2,100                    | \$ 3,000                | \$ -                  |               |
| 4222                                        | Project Maintenance              | 10,568            | 25,000                    | 11,525                      | 20,000                  | (5,000)               |               |
| <b>TOTAL</b>                                |                                  | <b>\$ 12,645</b>  | <b>\$ 28,000</b>          | <b>\$ 13,625</b>            | <b>\$ 23,000</b>        | <b>\$ (5,000)</b>     | <b>-17.9%</b> |
| <b>MATERIALS &amp; SUPPLIES</b>             |                                  |                   |                           |                             |                         |                       |               |
| 4390                                        | Miscellaneous                    | \$ 7,732          | \$ 7,000                  | \$ 6,586                    | \$ 7,000                | \$ -                  |               |
| <b>TOTAL</b>                                |                                  | <b>\$ 7,732</b>   | <b>\$ 7,000</b>           | <b>\$ 6,586</b>             | <b>\$ 7,000</b>         | <b>\$ -</b>           | <b>0.0%</b>   |
| <b>OTHER EXPENSES</b>                       |                                  |                   |                           |                             |                         |                       |               |
| 4502                                        | Uniforms                         | \$ 2,316          | \$ 3,500                  | \$ 3,500                    | \$ 3,500                | \$ -                  |               |
| <b>TOTAL</b>                                |                                  | <b>\$ 2,316</b>   | <b>\$ 3,500</b>           | <b>\$ 3,500</b>             | <b>\$ 3,500</b>         | <b>\$ -</b>           | <b>0.0%</b>   |
| <b>TOTAL O &amp; M EXPENSE</b>              |                                  | <b>\$ 727,746</b> | <b>\$ 800,515</b>         | <b>\$ 780,636</b>           | <b>\$ 810,413</b>       | <b>\$ 9,898</b>       | <b>1.2%</b>   |
| <b>GENERAL AND ADMINISTRATIVE EXPENSES</b>  |                                  |                   |                           |                             |                         |                       |               |
| 5426                                        | Directors Fees                   | \$ 4,371          | \$ 7,000                  | \$ 6,212                    | \$ 7,000                | \$ -                  |               |
| 5407                                        | Legal                            | 2,915             | 100,000                   | 29,512                      | 25,000                  | (75,000)              |               |
| 5441                                        | Audit                            | 7,406             | 12,250                    | 12,784                      | 12,250                  | -                     |               |
| 5443                                        | Liability & Property Insurance   | 11,987            | 24,745                    | 15,628                      | 17,745                  | (7,000)               |               |
| 5401                                        | Health and Workers' Compensation | 24,784            | 38,425                    | 19,425                      | 41,053                  | 2,628                 |               |
| 5402                                        | CalPERS                          | 26,992            | 31,712                    | 29,892                      | 33,472                  | 1,760                 |               |
| 5403                                        | FICA/Medicare                    | 9,781             | 12,130                    | 8,222                       | 12,312                  | 182                   |               |
| 5404-09                                     | Administrative Salaries          | 152,941           | 158,556                   | 137,724                     | 160,939                 | 2,383                 |               |
| 5410                                        | Office Expense & Postage         | 3,168             | 4,000                     | 2,627                       | 4,000                   | -                     |               |
| 5411                                        | Office Equipment / Leases        | 5,189             | 6,518                     | 4,469                       | 6,518                   | -                     |               |
| 5412                                        | Miscellaneous                    | 6,577             | 7,500                     | 3,924                       | 7,500                   | -                     |               |
| 5413                                        | Communications                   | 4,953             | 5,805                     | 4,032                       | 4,455                   | (1,350)               |               |
| 5414                                        | Utilities                        | 4,877             | 5,243                     | 4,344                       | 5,243                   | -                     |               |
| 5415                                        | Membership Dues                  | 4,966             | 5,955                     | 5,955                       | 6,200                   | 245                   |               |
| 5416                                        | Admin Fixed Assets               | 5,854             | 3,000                     | 421                         | 3,000                   | -                     |               |
| 5418                                        | Computer Consultant              | 9,914             | 9,000                     | 11,374                      | 9,000                   | -                     |               |
| 5425                                        | Employee Education / Training    | 2,425             | 2,500                     | 601                         | 2,500                   | -                     |               |
| 5430                                        | Admin Travel & Conferences       | 1,895             | 2,500                     | 339                         | 2,500                   | -                     |               |
| 5431                                        | Public Information               | 1,480             | 1,500                     | 2,260                       | 1,500                   | -                     |               |
| <b>TOTAL GENERAL &amp; ADMINISTRATIVE</b>   |                                  | <b>\$ 292,476</b> | <b>\$ 438,339</b>         | <b>\$ 299,746</b>           | <b>\$ 362,187</b>       | <b>\$ (76,152)</b>    | <b>-17.4%</b> |

(\*) Compares FY 2020-21 Final Budget to FY 2019-20 Adopted Budget

Table 6.5- COMB Operating Budget: By Division (Continued)



## FISHERIES DIVISION (CONTINUED)



| Account Number                                | Account Name                       | FY 2018-19 Actual     | Adopted FY 2019-20 Budget | Estimated FY 2019-20 Actual | Draft FY 2020-21 Budget | Variance Analysis (*) |               |
|-----------------------------------------------|------------------------------------|-----------------------|---------------------------|-----------------------------|-------------------------|-----------------------|---------------|
|                                               |                                    |                       |                           |                             |                         | \$ Higher / (Lower)   | % Change      |
| <b>PROGRAM SUPPORT SERVICES</b>               |                                    |                       |                           |                             |                         |                       |               |
| 6201                                          | BO/FMP Implementation              | \$ 26,389             | \$ 33,000                 | \$ 30,828                   | \$ 35,000               | \$ 2,000              |               |
| 6202                                          | GIS and Mapping                    | 4,401                 | 10,000                    | 9,800                       | 10,000                  | -                     |               |
| 6203                                          | Grants Technical Support           | -                     | 10,000                    | -                           | -                       | (10,000)              |               |
| 6204                                          | SYR Hydrology Technical Support    | -                     | 6,000                     | -                           | -                       | (6,000)               |               |
| 6205                                          | USGS Stream Gauge Program          | 96,227                | 100,000                   | 103,350                     | 105,000                 | 5,000                 |               |
| 6206                                          | Tri County Fish Team Funding       | 5,000                 | 5,000                     | 5,000                       | 0                       | (5,000)               |               |
| <b>TOTAL PROGRAM SUPPORT SERVICES</b>         |                                    | <b>\$ 132,017</b>     | <b>\$ 164,000</b>         | <b>\$ 148,978</b>           | <b>\$ 150,000</b>       | <b>\$ (14,000)</b>    | <b>-8.5%</b>  |
| <b>HABITAT IMPROVEMENT PROJECTS (HIP) **</b>  |                                    |                       |                           |                             |                         |                       |               |
| 6207                                          | Oak Tree Restoration Program       | \$ 16,591             | \$ 30,000                 | \$ 24,498                   | \$ 25,000               | \$ (5,000)            |               |
| 6303                                          | Tributary Project Improvements     | 18,262                | 20,000                    | 18,200                      | 10,000                  | (10,000)              |               |
| 6316                                          | Quiota Creek Crossing 5            | 942,318               | 0                         | -                           | -                       | -                     |               |
| 6315                                          | Quiota Creek Crossing 8            | 46,059                | 1,176,000                 | 1,180,247                   | -                       | (1,176,000)           |               |
| 6318                                          | Quiota Creek Crossing 9            | 1,102,610             | 0                         | -                           | -                       | -                     |               |
| <b>TOTAL HABITAT IMPROVEMENT PROJECTS</b>     |                                    | <b>\$ 2,125,840</b>   | <b>\$ 1,226,000</b>       | <b>\$ 1,222,945</b>         | <b>\$ 35,000</b>        | <b>\$ (1,191,000)</b> | <b>-97.1%</b> |
| <b>TOTAL HIP AND PROGRAM SUPPORT SERVICES</b> |                                    | <b>\$ 2,257,857</b>   | <b>\$ 1,390,000</b>       | <b>\$ 1,371,923</b>         | <b>\$ 185,000</b>       | <b>\$ (1,205,000)</b> | <b>-86.7%</b> |
| <b>TOTAL FISHERIES DIVISION BUDGET</b>        |                                    | <b>\$ 3,278,079</b>   | <b>\$ 2,628,854</b>       | <b>\$ 2,452,305</b>         | <b>\$ 1,357,600</b>     | <b>\$ (1,271,254)</b> | <b>-48.4%</b> |
| <b>TOTAL COMB GROSS OPERATING BUDGET</b>      |                                    | <b>\$ 6,190,593</b>   | <b>\$ 6,766,977</b>       | <b>\$ 6,400,145</b>         | <b>\$ 5,164,520</b>     | <b>\$ (1,602,457)</b> | <b>-23.7%</b> |
| <b>Projected Offsetting Revenues:</b>         |                                    |                       |                           |                             |                         |                       |               |
|                                               | Warren Act Trust Fund*             | \$ (569,521)          | \$ (591,523)              | \$ (591,523)                | \$ (62,780)             |                       |               |
|                                               | Renewal Fund                       | -                     | -                         | -                           | (203,298)               |                       |               |
|                                               | Santa Barbara County Contribution  | (90,000)              | (90,000)                  | (90,000)                    | (90,000)                |                       |               |
|                                               | CDFW Grant Funding - QC Crossing 5 | (893,287)             | -                         | -                           | -                       |                       |               |
|                                               | CDFW Grant Funding - QC Crossing 9 | (993,121)             | -                         | -                           | -                       |                       |               |
|                                               | CDFW Grant Funding - QC Crossing 8 | -                     | (1,010,700)               | (1,010,700)                 | -                       |                       |               |
|                                               | FEMA Assistance - Sycamore Canyon  | (7,502)               | (450,752)                 | (450,752)                   | -                       |                       |               |
|                                               | <b>Total Offsetting Revenues</b>   | <b>\$ (2,553,431)</b> | <b>\$ (2,142,975)</b>     | <b>\$ (2,142,975)</b>       | <b>\$ (356,078)</b>     |                       |               |
| <b>TOTAL COMB NET OPERATING BUDGET</b>        |                                    | <b>\$ 3,637,162</b>   | <b>\$ 4,624,002</b>       | <b>\$ 4,257,170</b>         | <b>\$ 4,808,442</b>     | <b>\$ 184,440</b>     | <b>4.0%</b>   |

**Notes:** General and Administrative labor costs are generally allocated at 65% Operations Division and 35% Fisheries Division  
 Labor costs contain 2.50% COLA increase per annual calculation  
 \* Special purpose restricted fund  
 ^ Compares FY 2020-21 Final Budget to FY 2019-20 Adopted Budget

**Special Note:**

\*\* Board policy requires all projects to be approved thru Committee and by the Board prior to commencement

Table 6.6- COMB Operating Budget: O&amp;M Expenses Consolidated

OPERATION & MAINTENANCE EXPENSES

|                                                | FY 2019-20<br>Budget |                   |                     | FY 2020-21<br>Budget |                   |                     |
|------------------------------------------------|----------------------|-------------------|---------------------|----------------------|-------------------|---------------------|
|                                                | Operations           | Fisheries         | Total               | Operations           | Fisheries         | Total               |
| <b>LABOR</b>                                   |                      |                   |                     |                      |                   |                     |
| Labor - Field Staff                            | \$ 601,352           | \$ 458,950        | \$ 1,060,302        | \$ 632,929           | \$ 474,235        | \$ 1,107,164        |
| CalPERS                                        | 88,968               | 71,645            | 160,612             | 106,002              | 76,522            | 182,524             |
| Health Insurance                               | 185,452              | 115,862           | 301,314             | 191,144              | 118,665           | 309,809             |
| Workers Compensation                           | 30,390               | 22,948            | 53,337              | 31,646               | 23,712            | 55,358              |
| FICA                                           | 46,003               | 35,110            | 81,113              | 48,419               | 36,279            | 84,698              |
| <b>TOTAL</b>                                   | <b>\$ 952,164</b>    | <b>\$ 704,515</b> | <b>\$ 1,656,679</b> | <b>\$ 1,010,141</b>  | <b>\$ 729,413</b> | <b>\$ 1,739,553</b> |
| <b>VEHICLES &amp; EQUIPMENT</b>                |                      |                   |                     |                      |                   |                     |
| Vehicle/Equip Maintenance                      | \$ 30,000            | \$ 20,000         | \$ 50,000           | \$35,000             | \$ 30,000         | \$ 65,000           |
| Fixed Capital                                  | 15,000               | 35,000            | 50,000              | 25,000               | 15,000            | 40,000              |
| Equipment Rental                               | 5,000                | 0                 | 5,000               | 5,000                | 0                 | 5,000               |
| Miscellaneous                                  | 5,000                | 2,500             | 7,500               | 10,000               | 2,500             | 12,500              |
| <b>TOTAL</b>                                   | <b>\$ 55,000</b>     | <b>\$ 57,500</b>  | <b>\$ 112,500</b>   | <b>\$ 75,000</b>     | <b>\$ 47,500</b>  | <b>\$ 122,500</b>   |
| <b>CONTRACT LABOR</b>                          |                      |                   |                     |                      |                   |                     |
| Conduit, Meters, Valves                        | \$ 20,000            | \$ 3,000          | \$ 23,000           | \$20,000             | \$ 3,000          | \$ 23,000           |
| Buildings & Roads                              | 20,000               | 0                 | 20,000              | 20,000               | 0                 | 20,000              |
| Reservoirs                                     | 30,000               | 0                 | 30,000              | 60,000               | 0                 | 60,000              |
| Engineering, Fish Project Maint, Misc Services | 25,000               | 25,000            | 50,000              | 30,000               | 20,000            | 50,000              |
| <b>TOTAL</b>                                   | <b>\$ 95,000</b>     | <b>\$ 28,000</b>  | <b>\$ 123,000</b>   | <b>\$ 130,000</b>    | <b>\$ 23,000</b>  | <b>\$ 153,000</b>   |
| <b>MATERIALS &amp; SUPPLIES</b>                |                      |                   |                     |                      |                   |                     |
| Conduit, Meters, Valves                        | \$ 65,000            | \$ 7,000          | \$ 72,000           | \$65,000             | \$ 7,000          | \$ 72,000           |
| Buildings & Roads                              | 8,000                | 0                 | 8,000               | 8,000                | 0                 | 8,000               |
| Reservoirs                                     | 5,000                | 0                 | 5,000               | 5,000                | 0                 | 5,000               |
| <b>TOTAL</b>                                   | <b>\$ 78,000</b>     | <b>\$ 7,000</b>   | <b>\$ 85,000</b>    | <b>\$ 78,000</b>     | <b>\$ 7,000</b>   | <b>\$ 85,000</b>    |
| <b>OTHER EXPENSES</b>                          |                      |                   |                     |                      |                   |                     |
| Utilities                                      | \$ 7,000             | \$ -              | \$ 7,000            | \$7,000              | 0                 | 7,000               |
| Uniforms                                       | 5,000                | 3,500             | 8,500               | 5,000                | 3,500             | 8,500               |
| Communications                                 | 20,500               | 0                 | 20,500              | 15,800               | 0                 | 15,800              |
| USA & Other Services                           | 4,000                | 0                 | 4,000               | 4,000                | 0                 | 4,000               |
| Miscellaneous                                  | 8,000                | 0                 | 8,000               | 11,200               | 0                 | 11,200              |
| Training                                       | 3,000                | 0                 | 3,000               | 3,000                | 0                 | 3,000               |
| <b>TOTAL</b>                                   | <b>\$ 47,500</b>     | <b>\$ 3,500</b>   | <b>\$ 51,000</b>    | <b>\$ 46,000</b>     | <b>\$ 3,500</b>   | <b>\$ 49,500</b>    |
| <b>TOTAL O &amp; M EXPENSE</b>                 | <b>\$ 1,227,664</b>  | <b>\$ 800,515</b> | <b>\$ 2,028,179</b> | <b>\$ 1,339,141</b>  | <b>\$ 810,413</b> | <b>\$ 2,149,553</b> |

Table 6.7 - COMB Operating Budget: G&amp;A Expenses Consolidated

GENERAL AND ADMINISTRATIVE EXPENSES

|                               | FY 2019-20       |                  |                    | FY 2020-21       |                  |                    |
|-------------------------------|------------------|------------------|--------------------|------------------|------------------|--------------------|
|                               | Budget           |                  |                    | Budget           |                  |                    |
|                               | Operations       | Fisheries        | Total              | Operations       | Fisheries        | Total              |
| Directors Fees                | \$13,000         | \$ 7,000         | \$20,000           | \$13,000         | \$ 7,000         | \$20,000           |
| Audit                         | 22,750           | 12,250           | 35,000             | 22,750           | 12,250           | 35,000             |
| Legal                         | 75,000           | 100,000          | 175,000            | 75,000           | 25,000           | 100,000            |
| Unemployment Tax              | 5,000            | 0                | 5,000              | 5,000            | 0                | 5,000              |
| General Liability Insurance   | 50,551           | 24,745           | 75,296             | 33,326           | 17,745           | 51,071             |
| Health Insurance              | 68,388           | 36,824           | 105,212            | 73,253           | 39,444           | 112,697            |
| Workers Compensation          | 2,974            | 1,601            | 4,575              | 2,989            | 1,609            | 4,598              |
| Retirees Health Insurance     | 163,741          | 0                | 163,741            | 141,912          | 0                | 141,912            |
| CalPERS                       | 58,894           | 31,712           | 90,605             | 62,162           | 33,472           | 95,633             |
| FICA / Medicare               | 22,526           | 12,130           | 34,656             | 22,865           | 12,312           | 35,177             |
| Administrative Salaries       | 294,462          | 158,556          | 453,018            | 298,887          | 160,939          | 459,825            |
| Office Expense & Postage      | 5,000            | 4,000            | 9,000              | 5,000            | 4,000            | 9,000              |
| Office Equipment / Leases     | 9,200            | 6,518            | 15,718             | 9,700            | 6,518            | 16,218             |
| Miscellaneous                 | 14,000           | 7,500            | 21,500             | 14,000           | 7,500            | 21,500             |
| Communications                | 8,500            | 5,805            | 14,305             | 6,500            | 4,455            | 10,955             |
| Utilities                     | 9,737            | 5,243            | 14,980             | 9,737            | 5,243            | 14,980             |
| Membership Dues               | 9,410            | 5,955            | 15,365             | 9,700            | 6,200            | 15,900             |
| Admin Fixed Assets            | 3,000            | 3,000            | 6,000              | 3,000            | 3,000            | 6,000              |
| Computer Consultant           | 16,500           | 9,000            | 25,500             | 16,500           | 9,000            | 25,500             |
| Employee Education / Training | 2,000            | 2,500            | 4,500              | 2,000            | 2,500            | 4,500              |
| Admin Travel & Conferences    | 2,000            | 2,500            | 4,500              | 2,000            | 2,500            | 4,500              |
| Public Information            | 3,500            | 1,500            | 5,000              | 3,500            | 1,500            | 5,000              |
| <b>TOTAL</b>                  | <b>\$860,132</b> | <b>\$438,339</b> | <b>\$1,298,471</b> | <b>\$832,780</b> | <b>\$362,187</b> | <b>\$1,194,967</b> |

## Notes:

Administrative salaries/burden are allocated as 35% Fisheries Division and 65% Operations

Table 6.8 - COMB Operating Budget Allocation

| <b>OPERATIONS DIVISION</b>                |                |                     |
|-------------------------------------------|----------------|---------------------|
| <b>TOTAL Operations Division Budget</b>   |                |                     |
| Goleta Water District                     | 40.42%         | \$ 1,538,643        |
| City of Santa Barbara                     | 35.89%         | \$ 1,366,315        |
| Carpinteria Valley Water District         | 12.20%         | \$ 464,352          |
| Montecito Water District                  | 11.50%         | \$ 437,611          |
| <b>TOTAL Operations Division Budget</b>   | <b>100.00%</b> | <b>\$ 3,806,921</b> |
| <b>FISHERIES DIVISION</b>                 |                |                     |
| <b>TOTAL Fisheries Division Budget</b>    |                |                     |
| Goleta Water District                     | 40.42%         | \$ 548,701          |
| City of Santa Barbara                     | 35.89%         | \$ 487,246          |
| Carpinteria Valley Water District         | 12.20%         | \$ 165,594          |
| Montecito Water District                  | 11.50%         | \$ 156,058          |
| <b>TOTAL Fisheries Division Budget</b>    | <b>100.00%</b> | <b>\$ 1,357,600</b> |
| <b>COMB GROSS OPERATING BUDGET</b>        |                |                     |
| Goleta Water District                     | 40.42%         | \$ 2,087,344        |
| City of Santa Barbara                     | 35.89%         | \$ 1,853,561        |
| Carpinteria Valley Water District         | 12.20%         | \$ 629,946          |
| Montecito Water District                  | 11.50%         | \$ 593,669          |
| <b>TOTAL GROSS COMB OPERATING BUDGET</b>  | <b>100.00%</b> | <b>\$ 5,164,520</b> |
| <b>OFFSETTING REVENUES <sup>(2)</sup></b> |                |                     |
| <b>Warren Act Trust Fund Offset</b>       |                |                     |
| Goleta Water District                     | 40.42%         | \$ (25,374)         |
| City of Santa Barbara                     | 35.89%         | \$ (22,532)         |
| Carpinteria Valley Water District         | 12.20%         | \$ (7,658)          |
| Montecito Water District                  | 11.50%         | \$ (7,217)          |
| <b>TOTAL</b>                              | <b>100.00%</b> | <b>\$ (62,780)</b>  |
| <b>Renewal Fund Offset</b>                |                |                     |
| Goleta Water District                     | 40.42%         | \$ (82,167)         |
| City of Santa Barbara                     | 35.89%         | \$ (72,964)         |
| Carpinteria Valley Water District         | 12.20%         | \$ (24,797)         |
| Montecito Water District                  | 11.50%         | \$ (23,369)         |
| <b>TOTAL</b>                              | <b>100.00%</b> | <b>\$ (203,298)</b> |
| <b>County Betterment Fund Offset</b>      |                |                     |
| Goleta Water District                     | 40.42%         | \$ (36,375)         |
| City of Santa Barbara                     | 35.89%         | \$ (32,301)         |
| Carpinteria Valley Water District         | 12.20%         | \$ (10,978)         |
| Montecito Water District                  | 11.50%         | \$ (10,346)         |
| <b>TOTAL</b>                              | <b>100.00%</b> | <b>\$ (90,000)</b>  |
| <b>TOTAL OFFSETTING REVENUES</b>          | <b>100.00%</b> | <b>\$ (356,078)</b> |
| <b>TOTAL NET COMB OPERATING BUDGET</b>    | <b>100.00%</b> | <b>\$ 4,808,442</b> |

Table 6.8 - COMB Operating Budget Allocation (Continued)

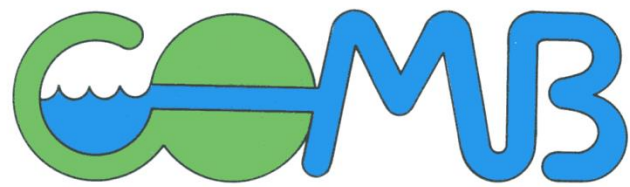
| <b>TOTAL NET COMB OPERATING BUDGET</b>                     |                |                     |
|------------------------------------------------------------|----------------|---------------------|
| Goleta Water District                                      | 40.42%         | \$ 1,943,428        |
| City of Santa Barbara                                      | 35.89%         | \$ 1,725,764        |
| Carpinteria Valley Water District                          | 12.20%         | \$ 586,513          |
| Montecito Water District                                   | 11.50%         | \$ 552,738          |
| <b>TOTAL</b>                                               | <b>100.00%</b> | <b>\$ 4,808,442</b> |
| <b>TOTAL COMB OPERATING BUDGET (QUARTERLY ASSESSMENTS)</b> |                |                     |
| Goleta Water District                                      | 40.42%         | \$ 485,857          |
| City of Santa Barbara                                      | 35.89%         | \$ 431,441          |
| Carpinteria Valley Water District                          | 12.20%         | \$ 146,628          |
| Montecito Water District                                   | 11.50%         | \$ 138,184          |
| <b>TOTAL</b>                                               | <b>100.00%</b> | <b>\$ 1,202,111</b> |

## Notes:

- 1) General & Administrative Expenses are allocated at 65% Operations Division and 35% Fisheries Division with the exception of Legal Fees, Membership dues, Admin Fixed Assets, Education, Travel, Public Info
- 2) Pursuant to the terms and conditions of the Separation Agreement, ID No. 1 was deemed no longer a Member Agency of COMB and had departed from the COMB JPA Agreement as of May 27, 2016. ID No. 1 continues to be a member of the Cachuma Project which carries certain benefits and obligations associated with the Project as outlined in various agreements. Payments received from the ID No. 1 for certain COMB BiOp and Oak Tree related expenditures will be returned to the COMB Member Agencies upon collection.

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**APPENDIX**

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**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: O & M EXPENSES**



COMB's Operations Division is responsible for diversion of water from Lake Cachuma located in the Santa Ynez Valley to the South Coast of Santa Barbara County through the Tecolote Tunnel. In addition, the Operations Division responsibilities include the operation and maintenance of the 26-mile South Coast Conduit conveyance pipeline, flow control valves, meters, instrumentation at control stations, turnouts and appurtenant structures along the South Coast Conduit and at four regulating reservoirs.

COMB coordinates closely with the Bureau of Reclamation and COMB Member Agency staff to ensure that water supplies meet daily demands.

**Labor (Accounts: 3100 - 3165)**

**\$ 1,010,141**

Operation and Maintenance Labor is the cost for the total salaries and benefits for an Operations Division Manager, a Water Resources Engineer, a Program Analyst and a four-member field crew. The benefits include medical, dental and vision insurance coverage, a \$20,000 life insurance policy per employee, an employee assistance program (EAP), and the Cal-PERS retirement contribution.

Starting July 1, 2017, classic members began paying a portion of the Employer Paid Member Contribution (EPMC) cost. For fiscal year 2020-21, the classic members' contribution rate is set at 5.6%. All employees hired after January 2013 who are not classified as "classic" members will contribute 6.25% of the CalPERS retirement premium from their bi-weekly paycheck.

The health, vision, dental and life insurance programs are selected through ACWA/JPIA. The Workers' Compensation premiums are based on payroll calculated at various percentages depending on the category of each employee (clerical, outside sales and field operations). FICA is a mandatory employer expense. A multiple policy discount has been applied as additional savings to the employee benefits program.

The overall labor line item includes a 2.5% COLA per the annual calculation.

Totals by Account:

|                           |                     |
|---------------------------|---------------------|
| 3100 Labor Operations     | \$ 632,929          |
| 3155 CalPERS              | \$ 106,022          |
| 3150 Health Insurance     | \$ 191,144          |
| 3150 Workers Compensation | \$ 31,646           |
| 3160 FICA                 | \$ 48,419           |
| <b>Total</b>              | <b>\$ 1,010,141</b> |

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: O & M EXPENSES (CONTINUED)**



**Vehicles & Equipment (Accounts: 3201 - 3204)**

**\$ 75,000**

The Vehicles and Equipment account is made up of four sub-accounts which include funds for the purchase of vehicles, fuel, parts, inspections and maintenance of vehicles, equipment, and rental of equipment.

Account 3201 includes supplies necessary to operate and maintain vehicles and equipment such as fuel, oil, tires, parts, inspections and labor, etc. This account reflects amounts determined by historical expense data and projected operational needs. Account 3202 contains funds for the purchase of replacement vehicles, equipment or large tools as may be necessary in the fiscal year. Account 3203 includes all rental equipment charges necessary for operation. Account 3204 is utilized for the purchase of small tools, equipment and supplies. These accounts are increased or decreased annually to reflect changes in the price, work plan and number of items to be purchased from these accounts.

Totals by Account:

|                           |           |
|---------------------------|-----------|
| 3201 Vehicle/Equip Maint. | \$ 35,000 |
| 3202 Fixed Capital        | \$ 25,000 |
| 3203 Equipment Rental     | \$ 5,000  |
| 3204 Misc.                | \$ 10,000 |
| Total                     | \$ 75,000 |

**Contract Labor (Accounts: 3301 - 3304)**

**\$ 130,000**

The Contract Labor account contains funds for outside services/labor that cannot be supported by COMB staff which may include water quality sampling, elevator repair, tree trimming and removal services, heavy equipment and operators' labor costs for various small projects, meter calibration and meter repair, etc. The amounts have been distributed between accounts 3301, 3302 & 3303 to reflect the costs accurately. Account 3304 is used to hire consultants as necessary for extraordinary engineering, design or study projects.

Totals by Account:

|                             |            |
|-----------------------------|------------|
| 3301 Conduit, Meter, Valves | \$ 20,000  |
| 3302 Buildings & Roads      | \$ 20,000  |
| 3303 Reservoirs             | \$ 60,000  |
| 3304 Engineering Misc.      | \$ 30,000  |
| Total                       | \$ 130,000 |

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: O & M EXPENSES (CONTINUED)**



**Materials / Supplies (Accounts: 3401 - 3403)**

**\$ 78,000**

The Materials and Supplies account covers costs related to operation and maintenance of the conduit, reservoirs, and outlying buildings and roads. This account includes funding for gravel, fencing, charts, locks, paint, fire extinguishers, etc.

Totals by Account:

|                             |           |
|-----------------------------|-----------|
| 3401 Conduit, Meter, Valves | \$ 65,000 |
| 3402 Buildings & Roads      | \$ 8,000  |
| 3403 Reservoirs             | \$ 5,000  |
| Total                       | \$ 78,000 |

**Other Expenses (Accounts: 3501 - 3506)**

**\$ 46,000**

The Other Expenses account includes utilities, uniforms, hazardous waste disposal, communications (phones at facilities and cell phones for operations & maintenance), Underground Service Alerts (USA), employee training and certifications. Costs are based on historical actual charges for these services.

Totals by Account:

|                       |           |
|-----------------------|-----------|
| 3501 Utilities        | \$ 7,000  |
| 3502 Uniforms         | \$ 5,000  |
| 3503 Communications   | \$ 15,800 |
| 3504 USA & Other Svcs | \$ 4,000  |
| 3505 Misc.*           | \$ 11,200 |
| 3506 Training & Certs | \$ 3,000  |
| Total                 | \$ 46,000 |

\*Misc. detail: Operations Division non-fixed assets expenses, computer/software/ office supply needs, shipping, refuse/recycle/ waste/non-hazmat material disposal, portable toilets/roll off boxes, operations employment ads/background checks.

|                                                      |           |
|------------------------------------------------------|-----------|
| Non-fixed assets                                     | \$ 1,000  |
| Operations computer/<br>Software/office supply needs | \$ 500    |
| Safety / First Aid Supplies                          | \$ 1,200  |
| Refuse/recycle, etc.                                 | \$ 3,500  |
| Portable toilets/roll offs                           | \$ 5,000  |
| Total                                                | \$ 11,200 |

**SUBTOTAL OPERATIONS DIVISION: O & M EXPENSES**

**\$ 1,339,141**

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: GENERAL AND ADMIN EXPENSES**



**Program Description**

The General and Administrative (G & A) accounts reflect costs for support of all administrative functions of COMB. These include water supply and delivery reports, human resources and risk management, tax, audit, contractual and employment law, salary & benefits, accounting, communications with Federal, State and local agencies and the public on a variety of contractual and informational matters.

Administrative costs are generally allocated between the Operations Division (65%) and the Fisheries Division (35%).

**Directors' Fees (Account: 5000)**

**\$ 13,000**

This account reflects Directors' fees at a rate of \$150.00 per meeting and mileage expenses. The Directors will decide future increases by public meeting and change of ordinance. This cost is allocated between the Operations and Fisheries division.

**Audit (Account: 5100)**

**\$ 22,750**

This account reflects costs for the annual COMB CAFR audit and any other audit service or valuation as required.

**Legal (Account: 5101)**

**\$ 75,000**

This account reflects costs for the COMB general counsel and any litigation expenses.

**Unemployment Tax (Account: 5150)**

**\$ 5,000**

COMB belongs to the California State Unemployment "self-insured" program. Under the program, COMB is not required to pay unemployment premiums. Instead, COMB is required to budget for and have the ability to pay any unemployment claims that may arise. This account is an estimate.

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: G & A EXPENSES (CONTINUED)**



**Liability and Property Insurance (Account: 5200)**

**\$ 33,326**

This account reflects insurance costs for coverage provided by ACWA/JPIA for all general liability, property insurance (buildings, personal property, fixed equipment, and catastrophic coverage), crime coverage, employee dishonesty, and replacement costs. The general liability premiums are based on a formula that includes annual payroll as well as a three-year loss history of claims. The property insurance premiums are based on value of property in which coverage is provided. The general liability and property insurance line item is an allocated cost between Operations and Fisheries Divisions.

**Health and Workers' Compensation (Account: 5201)**

**\$ 218,154**

This account reflects costs for 65% of all administrative staff health premiums (medical, dental, vision & life), and employee assistance program (EAP), workers' compensation premiums as well as all retiree health premiums. The cost for health premiums is a set premium amount for each employee and their dependents, as well as eligible retirees, depending on qualifying criteria. The health, workers compensation and life insurance programs were negotiated through ACWA/JPIA and, although there have been substantial increases in the past; the premiums have remained competitive throughout the years. This line item includes a projected increase in health premiums that will occur in January 2021.

**CalPERS (Account: 5250)**

**\$62,162**

This account reflects costs for the California Public Employees Retirement System. The costs are based on 65% of salaries for all COMB administrative staff. The calculation of this account is payroll driven.

COMB pays the employer and a portion of the employee cost for classic members while new hires pay 50% of the normal cost contributions. Starting July 1, 2017, classic members began paying a portion of the employee cost (EPMC). For fiscal year 2020-21, the classic members' contribution rate is set at 5.6%. All employees hired after January 2013 who are not classified as "classic" members will contribute 6.75% of the CalPERS retirement premium from their bi-weekly paycheck.

**FICA & Medicare (Account: 5339)**

**\$ 22,865**

This account reflects 65% of the matching share of social security and Medicare taxes for all administrative employees.

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: G & A EXPENSES (CONTINUED)**



**Administrative Salaries (Account: 5300 - 5307)**

**\$ 298,887**

This account reflects salaries for the specified positions of General Manager, Administrative Manager/CFO, and two Administrative Assistants at 65% apportionment. The salaries for all administrative staff (except the GM) contain a 2.5% cost of living increase. The COLA calculation is based on a melding of both the Los Angeles / Riverside index with the US City average index for a 13-month rolling period. The salary for the General Manager is set by the COMB Board.

**Office Expense & Postage (Account 5310)**

**\$ 5,000**

The Office Expense & Postage account reflects the cost of all office supplies and postage for general and administrative tasks. General and Administrative expenses have been reduced to the lowest level of effective operation.

**Office Equipment/Leases (Account: 5311)**

**\$ 9,700**

The Office Equipment/Leases account includes costs associated with leases and quarterly service agreements for postage machine, copier equipment and any maintenance fees.

**Miscellaneous Expense (Account: 5312)**

**\$ 14,000**

This account contains funds necessary for office cleaning, board meeting supplies, outside payroll services, building alarm renewal, and miscellaneous expenses. General and Administrative expenses have been reduced to the lowest level of effective operation.

|                       |                 |
|-----------------------|-----------------|
| Office Cleaning       | \$ 5,000        |
| Paychex payroll costs | \$ 4,000        |
| Misc. expenses        | \$ 5,000        |
| <b>Total</b>          | <b>\$14,000</b> |

**Communications (Account: 5313)**

**\$ 6,500**

This account contains funds necessary for the telephone service, long distance service, cable internet service, conference call service and cell phone service. General and Administrative expenses have been reduced to the lowest level of effective operation.



**COMB OPERATING BUDGET NARRATIVE**  
**OPERATIONS DIVISION: G & A EXPENSES (CONTINUED)**



**Utilities (Account: 5314)**

**\$ 9,737**

This account contains funds necessary to provide utilities to the administrative offices.

**Membership Dues (Account: 5315)**

**\$ 9,700**

This account reflects membership dues for Association of California Water Agencies (ACWA), American Water Works Association (AWWA), California Special Districts Association (CSDA), Government Finance Officers Association (GFOA) and subscriptions for professional publications.

**Administrative Fixed Assets (Account: 5316)**

**\$ 3,000**

This fiscal year's fixed assets include the replacement of computers and office furniture as needed.

**Computer Consultant (Account: 5318)**

**\$ 16,500**

This account was established for an outside consulting company that provides monitoring and technical support for all of our information technology and computer related needs.

**Employee Education / Training (Account: 5325)**

**\$ 2,000**

This account was established to provide employees with the ability to obtain professional training, required certifications and for management training purposes. This account also provides for human resources and employee related subscriptions.

**Administrative Travel (Account: 5330)**

**\$ 2,000**

This account reflects actual travel costs for the COMB staff. This account is also used for attendance at conferences by the General Manager and/or staff.

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: G & A EXPENSES (CONTINUED)**



**Public Information (Account: 5331)**

**\$ 3,500**

This account is available for public information bulletins or newsletters in order to communicate with the community in case of emergencies or environmental impacts on the COMB water distribution system or reservoirs. This account also includes costs to operate and maintain the COMB website.

**SUBTOTAL OPERATIONS DIVISION: G & A EXPENSES**

**\$ 832,780**

**OPERATIONS DIVISION: SPECIAL G & A EXPENSES**

**Integrated Regional Water Management Plan (Account: 5510)**

**\$ 5,000**

This account has been established for COMB to participate in the integrated regional water management plan for Santa Barbara County.

**SUBTOTAL OPERATIONS DIVISION: SPECIAL G&A EXPENSES**

**\$ 5,000**



**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: INFRASTRUCTURE IMPROVEMENT PROJECTS**



**SCC Structure Rehab (AVAR/BO Valves) (Account: 6096)**

**\$ 440,000**

Air vacuum air release valves (AVAR) are float operated valves which are common to water delivery systems. The AVAR's function is to allow volumes of air to be exhausted from or admitted into the pipeline to protect the system from a loss of capacity and prevent the pipe from collapsing in the event of a break in the pipe. There are twenty-six AVARs on the Lower Reach of the SCC. Replacement of the AVARs is a USBR Category 1 recommendation.

The riser pipe is the functional connection between the SCC and air vacuum air release valves (AVARs) located in the system. The riser pipe sits directly on top of a manhole cover and supports a gate valve that sits below the AVAR. Riser pipes exist at all 57 AVAR locations. Twenty riser sections have been identified to pose an operational risk. Replacement and/or relocation of the riser pipes affiliated with the air vacuum air release valves will ensure the functionality of this system component. Blow-off structures exist on all low points of a water distribution system. The components included in these structures include manhole covers, lower riser sections, an upper spool section, a gate valve, and blow-off piping.

There are sixty-five blow-off structures in South Coast Conduit system. The project consists of replacing the manhole covers, lower risers, gate valves, upper spools, and discharge piping within the Upper and Lower Reaches of the SCC. The project would be completed in conjunction with the AVAR valve replacement and relocation project and coordinated with the affected Member Agencies during the required system shutdown.

**COMB Building and Ground Repair (Account: 6090)**

**\$ 300,000**

The COMB Administration and Fisheries offices are in need of replacement. This line item includes the manufacture and purchase of two modular offices totaling 1,680 square feet of office space (1 double wide and 1 single wide), delivery charges, tie downs, skirting, steps and ADA ramp, license and transfer charges, removal and disposal of current buildings, and installation on site.

In addition, the deck and patio cover currently connected to the existing mobile units is decayed and will need to be dismantled and rebuilt.

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: INFRASTRUCTURE IMPROVEMENT PROJECTS**



**SCC Isolation Valve – Lower Reach (Account: 6136)**

**\$ 190,000**

Along the South Coast Conduit (SCC), there are no isolating line valves installed between Sheffield Control Station and Toro Canyon, which equates to approximately 50,000 feet of conduit. Without a line valve in this section, a pipeline break due to natural disaster could result in escaping flows. In an emergency scenario, a line valve would divide the conduit, limiting outflow. In addition, several blow-offs and air vacuum air release (AVAR) structures on the South Coast Conduit are in need of repair and periodic rehabilitation requiring a temporary shutdown of the SCC. A line valve would allow COMB to rehabilitate these important structures without ceasing deliveries to Montecito Water District in this section.

This project includes the installation of 30-inch butterfly at the SCC Lower Reach Station, between the Montecito Office Pump station and the East Valley Pump station, separating the pipeline into two reaches.

**SCC Lower Reach Lateral Structures (Account: 6137)**

**\$ 150,000**

There are forty-four lateral connections housed in concrete cylinder structures on the lower reach of the South Coast Conduit. The function of these connections is to provide water to sections of the Montecito Water District and Carpinteria Valley Water District. Each connection contains a gate valve, a check valve and an air vent component.

Thirty-five of the existing lateral appurtenances in the lower reach pose an operational risk due to age, corrosion, and unreliable valve operating conditions. The dependability of these valves is necessary to provide reliable water service to customers served in sections of the Montecito and Carpinteria Water District Boundary areas. The consequence of not completing this project could result in lateral failure/inoperability or complicating operations if leak-by or a major failure occurred.

This project would replace valves, air vents, and check valves on active lateral connections. The project will require shutdowns for the specified turnout distribution supply areas and would be coordinated with the impacted Member Agencies. The lateral valves need to be replaced prior to future planned shutdowns of the South Coast Conduit in the Carpinteria area.

**COMB OPERATING BUDGET NARRATIVE**  
**OPERATIONS DIVISION: INFRASTRUCTURE IMPROVEMENT PROJECTS**



**SCADA System (Account: 6062)**

**\$ 150,000**

The “Supervisory Control and Data Acquisition” system (SCADA) collects and enables the retrieval of historical data. Information includes flows, reservoir elevations, alarms, communication, turbidity, pH, temperature, and valve positions. Additionally, SCADA provides alerts to COMB Operations staff to take corrective action 24/7.

This project would involve the replacement of all legacy programmable logic controllers (PLCs) in their existing control panels with new PLC processors, software, and I/O modules. COMB has nine PLCs. As part of the upgrade, additional sensors will be added to monitor the system for potential leaks or breaks. Several of these PLCs are in locations where data is shared with COMB’s Member Agencies. Upgrades at these shared locations would need to be coordinated with each respective Member Agency. The project would also involve upgrading the SCADA server hardware and software to support the latest operating system and version of the SCADA software.

**Right of Way Identification Program (Account: 6105)**

**\$ 20,000**

The Right of Way Project (ROW) inventory will centralize information electronically to facilitate landowner communication regarding pending right-of-way work, provide communication with Santa Barbara permitting agencies, and enable COMB staff response to right-of-way disruptions and issues more efficiently by utilizing the GIS inventory. Specific tasks of the project include identifying, locating, and labeling the pipeline through field mapping in GIS and surveying. Sequentially, as data is developed, landowners will be notified of property easements and of COMB’s South Coast Conduit responsibilities.

The project anticipates placing up to 400 pipeline markers at property lines and alignment changes along the pipeline. The program will enable regular site inspection, expedite COMB’s ability to precisely locate and identify visible leakage, ground erosion, or new encroachments and enhance communication with public and private permitting agencies.

**GIS and Mapping (Account: 6097)**

**\$ 10,000**

This line item will support expenses for the licenses that are required to run the software affiliated with the Right-of-way program and other extraneous mapping needs.

**SUBTOTAL OPERATIONS DIVISION: IIP PROJECTS**

**\$ 1,260,000**

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: SPECIAL PROJECTS**



**EPF SECURED PIPELINE PROJECT – 6120**

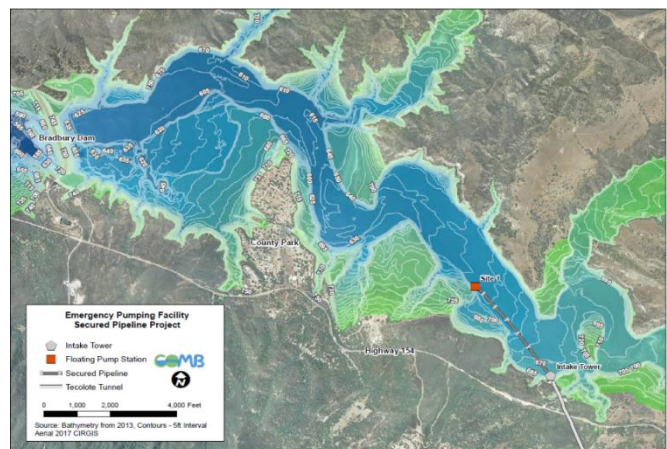
**\$ 300,000**

The Cachuma Project was originally designed as a gravity flow system; however, when the lake level recedes below the lowest gates on the Intake Tower, Cachuma Project water and State Water Project (SWP) water cannot be transported to the South Coast. Under these conditions, water must be pumped from deeper parts of the lake to the Intake Tower. Without the drought-period operation of an emergency pump and pipeline, water service would be interrupted, causing a widespread immediate threat to public health and safety within Goleta, Santa Barbara, Montecito, Summerland and Carpinteria.

An Emergency Pumping Facility, including a barge and floating pipeline, was used during the 2012-2016 drought. At the regular Board meeting on April 24, 2017, the Board authorized the General Manager to enter into an agreement with Cushman Contracting to store key components of that barge. The change order agreement also included an approved amount to re-establish a fully functioning Emergency Pumping Facility (EPF) if conditions require. Included in the budget are funds for the continued leasing of the facility components per the proposed change order currently in place.

The Lake Cachuma EPF Secured Pipeline Project is a more permanent version of previous Emergency Pumping Facilities, having a bottom-mounted permanent pipeline component. The EPF Secured Pipeline Project will make available the use of an additional 20,500 acre-feet of reservoir water and imported water until sufficient inflow to the lake occurs and the reservoir level returns to a normal operating condition for gravity feed. Emergency facilities were temporarily installed and operated in the 1957-1958 and 1990-1991 droughts, as well as in the most recent drought. Further, the occasional need for such a facility was envisioned when the reservoir was originally designed and constructed in 1953 by the U.S. Department of the Interior, Bureau of Reclamation (Reclamation).

COMB hired a contractor to perform a Secured Pipeline Project Preliminary Engineering Report in 2017. Additionally, COMB hired a specialized submerged pipeline design contractor to provide a pipe suitability analysis, weight design and deployment analysis, and a pump station connection and ROM opinion of probable construction cost. COMB plans to pursue final design for a bottom-mounted pipeline to Site 1. The project would be installed during the next drought when the appropriate lake level is reached for construction.



**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: SPECIAL PROJECTS**



**WATERSHED SANITARY SURVEY – 6100**

**\$ 70,000**

The California State Water Resources Control Board Division of Drinking Water standards mandate that all surface water systems conduct a sanitary survey of their watersheds at least every five years, pursuant to Surface Water Treatment Rule Section 64665. Sanitary surveys are a proactive public health measure and an important component of the Safe Drinking Water Act (SDWA) public water system supervision program.

The watershed sanitary survey area includes the Santa Ynez River above Bradbury Dam, the West Fork of Glen Annie Canyon above Glen Annie Dam, Lauro Canyon above Lauro Dam, and the watershed above the City of Lompoc, San Miguelito - Frick Springs.

**SUBTOTAL OPERATIONS DIVISION: SPECIAL PROJECTS**

**\$ 370,000**

**SUBTOTAL OPERATIONS DIVISION: IIP & SPECIAL PROJECTS**

**\$ 1,630,000**

**TOTAL OPERATIONS DIVISION BUDGET**

**\$ 3,806,921**



**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: O & M EXPENSES**



**Program Description**

To maintain and support all associated costs of operation and maintenance as they relate to the implementation of the NMFS Biological Opinion and the Lower Santa Ynez River Fish Management Plan.

**Labor (Accounts: 4100 - 4152)**

**\$ 729,413**

The Fisheries Division Labor line item reflects labor costs and benefits for a Senior Resource Scientist, a three-member field crew, and four part-time seasonal bio-aide positions. The benefits include medical, dental and vision insurance coverage, a \$20,000 life insurance policy per employee, deferred compensation, matching social security contributions, mandatory workers' compensation coverage, an employee assistance program (EAP), FICA/Medicare and a CalPERS retirement contribution (2% @ 55 formula ) Starting July 1<sup>st</sup> 2017, classic members began paying a portion of the employee cost (EPMC). For FY 2020-21, the classic member's contribution rate is set at 5.6%. All employees hired after January 2013 and who are not classified as "classic" members will contribute 6.75% of the CalPERS retirement premium from their bi-weekly paycheck (2% @ 62 formula). This line item includes a 2.5% COLA per the annual calculation.

Totals by Account

|                           |           |
|---------------------------|-----------|
| 4100 Labor Biology Crew   | \$406,235 |
| 4114 Labor Seasonal Crew  | \$ 68,000 |
| 4151 CalPERS              | \$ 76,522 |
| 4150 Health Insurance     | \$118,665 |
| 4150 Workers Compensation | \$ 23,712 |
| 4152 FICA                 | \$ 36,279 |
| Total                     | \$729,413 |





**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: O & M EXPENSES (CONTINUED)**



|                                                         |                  |
|---------------------------------------------------------|------------------|
| <b>Vehicles &amp; Equipment (Accounts: 4270 - 4290)</b> | <b>\$ 47,500</b> |
|---------------------------------------------------------|------------------|

The Vehicles and Equipment section is made up of three accounts which include funds for the purchase of vehicles, fuel, parts, inspections and maintenance of vehicles and equipment.

Account 4270 includes costs necessary to operate vehicles and equipment such as fuel, oil, tires, parts, inspections and labor, etc. This account reflects amounts determined by historical expense data and projected operational needs. Account 4280 contains funds for the purchase or replacement of equipment or large tools as may be necessary in the fiscal year. Account 4290 includes funding for all miscellaneous items affiliated with vehicles or equipment.

These accounts are increased or decreased annually to reflect changes in the price.

Totals by Account:

|                    |                 |
|--------------------|-----------------|
| 4270 Vehicles      | \$30,000        |
| 4280 Fixed Capital | \$15,000        |
| 4290 Miscellaneous | \$ 2,500        |
| <b>Total</b>       | <b>\$47,500</b> |

|                                               |                  |
|-----------------------------------------------|------------------|
| <b>Contract Labor (Accounts: 4220 - 4222)</b> | <b>\$ 23,000</b> |
|-----------------------------------------------|------------------|

The Contract Labor account contains funds for outside services/labor to support equipment calibration on flow meters and sonde meters, and funds for technical assistance corresponding to the operation, maintenance and performance review of completed fish passage projects.

Completed tributary projects at Rancho San Julian, Cross Creek Ranch, and Quiota Creek Crossings require annual performance evaluation; licensed fish passage engineers need to conduct the structural evaluation whereas the biological evaluation and report are done by COMB staff.

Totals by Account:

|                          |                 |
|--------------------------|-----------------|
| 4221 Equip Calibration   | \$ 3,000        |
| 4222 Project Maintenance | \$20,000        |
| <b>Total</b>             | <b>\$23,000</b> |

**COMB OPERATING BUDGET NARRATIVE**  
**FISHERIES DIVISION: O & M EXPENSES (CONTINUED)**



**Materials & Supplies (Account: 4390)**

**\$ 7,000**

The Materials and Supplies account covers costs for the purchase of materials needed for the Fisheries Monitoring Program specifically monitoring for migration, spawning and over-summering such as constructing and repairing fish migration traps (pvc, netting, plywood, locks, waders, etc.) and the equipment necessary to conduct snorkel (dry suit, masks, snorkels, hoods, gloves, etc.) and redds surveys (waders, clipboards, etc.).

**Other Expenses (Account: 4502)**

**\$ 3,500**

The Other Operating Expenses account includes funds to pay for uniforms and gear for the fisheries employees. This account is based on actual charges for the aforementioned services and changes in amounts are made only as necessary.

**SUBTOTAL FISHERIES DIVISION: O&M EXPENSES**

**\$ 810,413**



*Quiota Creek Fish Passage Project*

**COMB OPERATING NARRATIVE  
FISHERIES DIVISION: G & A EXPENSES**



**Program Description**

The General and Administrative accounts reflect costs for support of all fisheries division administrative functions of COMB. The salaries and benefits are divided at a 65% - 35% basis between the Operations Division and the Fisheries Division based on payroll allocations. General and Administrative expenses have been reduced to the lowest level of effective operation for FY 2020-21

|                                       |                 |
|---------------------------------------|-----------------|
| <b>Directors Fees (Account: 5426)</b> | <b>\$ 7,000</b> |
|---------------------------------------|-----------------|

This account reflects Directors' fees at a rate of \$150.00 per meeting and mileage expenses. The Directors will decide future increases by public meeting and change of ordinance. This cost is allocated between Operations and Fisheries divisions.

|                              |                  |
|------------------------------|------------------|
| <b>Legal (Account: 5407)</b> | <b>\$ 25,000</b> |
|------------------------------|------------------|

This account reflects the costs for General Counsel affiliated with the Fisheries Division program of work, as well as, anticipated litigation.

|                              |                  |
|------------------------------|------------------|
| <b>Audit (Account: 5441)</b> | <b>\$ 12,250</b> |
|------------------------------|------------------|

This account reflects costs for a portion of the annual COMB CAFR audit and any single audit requirements.

|                                                           |                  |
|-----------------------------------------------------------|------------------|
| <b>Liability &amp; Property Insurance (Account: 5443)</b> | <b>\$ 17,745</b> |
|-----------------------------------------------------------|------------------|

This account reflects a portion of insurance costs for coverage provided by ACWA/JPIA for all general liability and property i.e., buildings, structures, computers, modular furniture, copiers, postage meters, vehicles and replacement costs of all properties belonging to COMB.

|                                                          |                  |
|----------------------------------------------------------|------------------|
| <b>Health &amp; Workers Compensation (Account: 5401)</b> | <b>\$ 41,053</b> |
|----------------------------------------------------------|------------------|

This account reflects costs for 35% of all administrative staff health premiums (medical, dental, vision & life), and employee assistance program (EAP), deferred compensation and workers' compensation premiums. The cost for health premiums is a set premium amount for each employee and their dependents. This line item includes a projected increase in health premiums that will go into effect in January 2021.

**COMB OPERATING BUDGET NARRATIVE**  
**FISHERIES DIVISION: G & A EXPENSES (CONTINUED)**



**CalPERS (Account: 5402)**

**\$ 33,472**

This account reflects 35% percent of costs for the California Public Employees Retirement System for administrative personnel charged to the fisheries division. COMB pays the employer and a portion of the employee cost for classic members and new hires pay 50% of the normal cost contributions. Starting July 1, 2017, classic members began paying a portion of the employee cost (EPMC). For FY 2020-21, the classic member's contribution rate is set at 5.6%. All employees hired after January 2013, who are not classified as "classic" members, will contribute 6.75% of the CalPERS retirement premium from their bi-weekly paycheck (2% @ 62 formula).

**FICA & Medicare (Account: 5403)**

**\$ 12,312**

This account reflects 35% of the matching share of social security and Medicare taxes for all administrative employees.

**Salaries (Accounts: 5404, 5405, 5408, 5409, 5419)**

**\$ 160,969**

This account reflects a 35% allocation of salaries for the General Manager, Administrative Manager, Administrative Assistant III, and Administrative Assistant II.

**Postage & Office Supplies (Account: 5410)**

**\$ 4,000**

The Office Expense & Postage account reflects the cost of all office supplies and postage for general and administrative tasks attribute to the fisheries division.

**Office Equipment / Leases (Account: 5411)**

**\$ 6,518**

The Office Equipment / Leases account includes the fisheries division portion of leases and quarterly service agreements for postage machine, copier equipment and any maintenance fees.

**Miscellaneous Administrative Expense (Account: 5412)**

**\$ 7,500**

This account contains funds necessary for office cleaning, Board meeting supplies, Paychex payroll costs, outside copy costs and other minor miscellaneous expenses.

**COMB OPERATING BUDGET NARRATIVE**  
**FISHERIES DIVISION: G & A EXPENSES (CONTINUED)**



|                                       |                 |
|---------------------------------------|-----------------|
| <b>Communications (Account: 5413)</b> | <b>\$ 5,243</b> |
|---------------------------------------|-----------------|

This account contains funds necessary for the telephone service, long distance service, cable internet service, and staff cell phones.

|                                  |                 |
|----------------------------------|-----------------|
| <b>Utilities (Account: 5414)</b> | <b>\$ 5,243</b> |
|----------------------------------|-----------------|

This account contains funds necessary to provide utilities to the administrative offices affiliated with the fisheries division program of work.

|                                        |                 |
|----------------------------------------|-----------------|
| <b>Membership Dues (Account: 5415)</b> | <b>\$ 6,200</b> |
|----------------------------------------|-----------------|

This account reflects costs for membership dues for the American Fisheries Society as well as a portion of ACWA dues as they pertain to the fisheries division employees. This account also covers subscriptions for professional publications.

|                                                    |                 |
|----------------------------------------------------|-----------------|
| <b>Administrative Fixed Assets (Account: 5416)</b> | <b>\$ 3,000</b> |
|----------------------------------------------------|-----------------|

This fiscal year's fixed assets include the purchase of computers according to the replacement schedule and office equipment / furniture as needed.

|                                            |                 |
|--------------------------------------------|-----------------|
| <b>Computer Consultant (Account: 5418)</b> | <b>\$ 9,000</b> |
|--------------------------------------------|-----------------|

This account was established to fund needs for all computer and internal network systems support through outside computer consultant services. It also accommodates purchasing and updating of software licenses.

|                                                           |                 |
|-----------------------------------------------------------|-----------------|
| <b>Employee Education / Subscriptions (Account: 5425)</b> | <b>\$ 2,500</b> |
|-----------------------------------------------------------|-----------------|

This account was established to provide employees with the ability to obtain professional training, required certifications and for management training purposes specifically for in field and office operations, and safety and regulatory compliance. This account also provides for employee related subscriptions to professional fisheries organizations.

**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: G & A EXPENSES (CONTINUED)****Administrative Travel (Account: 5430)****\$ 2,500**

This account provides for actual travel costs for professional conferences, seminars, training, and strategy meetings that are attended by the General Manager and/or staff throughout the fiscal year.

**Public Information (Account: 5431)****\$ 1,500**

This account is for miscellaneous costs that may arise out of public records act requests, newsletters, webpage support or other public information requirements.

**SUBTOTAL FISHERIES DIVISION: G & A EXPENSES****\$362,187**

**COMB OPERATING BUDGET NARRATIVE**  
**FISHERIES DIVISION: PROGRAM SUPPORT SERVICES**



**Biological Opinion / FMP Implementation (Account: 6201)**

**\$ 35,000**

This line item provides funding for outside consultant support on activities which include participation in the NFMS Biological Opinion compliance preparation as well as review of technical reports, study plans, participation in coordination and review meetings and conference calls.

BO Compliance Tasks and Support

This task addresses ongoing Cachuma Project Biological Opinion (BO) compliance efforts and implementation of the Lower Santa Ynez River Fisheries Monitoring Program (FMP). As needed, consultants will provide technical and analytical support and review of the fisheries monitoring program and any proposed study plans. This may require participation on the Science Advisory Committee to obtain consensus on the recommendations. A fish passage engineer will review, evaluate, and develop technical elements of fisheries related monitoring, fish passage and restoration program elements. In addition, this item includes bio-statistician support and genetic tissue analysis (fish fin clips) conducted by a National Marine Fisheries Service certified geneticist. Activities may involve background research, concept development, content development and production schematics support for the ongoing BO and FMP activities.



AMC and CC Participation and Technical Support

Conference calls preparation and follow-up per call as well as participation in face-to-face meeting of the Adaptive Management Committee (AMC) and Consensus Committee (CC) if necessary. Technical support to COMB in preparing work products for the AMC and the CC as required.

Review of Fisheries Monitoring Reports

Review of any fisheries monitoring reports that are prepared by the Cachuma Project Biology Staff. These reports would be compliance measures for terms and conditions presented in the BO and would include the Annual Monitoring Report and technical memos prepared for Reclamation as well as the AMC, CC or COMB Board. This may include participation on the Science Advisory Committee to discuss comments on the reviewed reports.

**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: PROGRAM SUPPORT SERVICES****GIS and Mapping - 6202****\$ 10,000**

This account provides funds for the purchase and maintenance of the GIS and GPS system components, software (ESRI, AutoCAD, Field Maplet, MapLogic, and Photoshop), hardware, aerial imagery, and GIS/GPS technical support.

**USGS Stream Gauge Program (Account: 6205)****\$ 105,000**

This line item is to fund the required stream discharge and water quality monitoring on the lower Santa Ynez River and its tributaries in compliance with the NMFS Biological Opinion.

**SUBTOTAL FISHERIES DIVISION: PROGRAM SUPPORT SERVICES****\$ 185,000**



**COMB OPERATING BUDGET NARRATIVE**  
**FISHERIES DIVISION: HABITAT IMPROVEMENT PROJECTS (HIP)**



**Oak Tree Restoration Program (Account: 6207)**

**\$ 25,000**

This line item is to fund the tenth year of oak tree planning efforts at several planting sites bordering the Cachuma Lake and Bradbury Dam. This planting and maintenance program is intended to result in a 2:1 replacement of oak trees lost due to the higher water elevations during surcharge events.



Oak Tree Restoration Program

**Tributary Project Improvements (Account: 6303)**

**\$ 10,000**

This line item is to fund technical assistance provided by a fish passage engineer for tasks anticipated to include refinement of monitoring methods and procedures, hydraulic review of fish passage within a stream network, troubleshooting of general operation and maintenance issues, and review of miscellaneous technical data and reporting.

**SUBTOTAL FISHERIES DIVISION: HIP**

**\$ 35,000**

**SUBTOTAL FISHERIES DIVISION: PROGRAM SUPPORT AND HIP**

**\$ 185,000**

**TOTAL FISHERIES DIVISION BUDGET**

**\$ 1,357,600**

**RECAP – TOTAL COMB BUDGET FY 2020-21**

|                                 |                           |
|---------------------------------|---------------------------|
| <b>COMB OPERATIONS DIVISION</b> | <b>\$3,806,921</b>        |
| <b>COMB FISHERIES DIVISION</b>  | <b><u>\$1,357,600</u></b> |
| <b>TOTAL COMB GROSS BUDGET</b>  | <b><u>\$5,164,250</u></b> |



*Lake Cachuma County Park*

**LIST OF ACRONYMS**  
**AND ABBREVIATIONS**

**LIST OF ACRONYMS AND ABBREVIATIONS**

|            |                                                |
|------------|------------------------------------------------|
| ACWA       | Association of California Water Agencies       |
| AMC        | Adaptive Management Committee                  |
| AWWA       | American Water Works Association               |
| AF         | Acre Foot                                      |
| AFY        | Acre Feet per Year                             |
| AVAR/BO    | Air Vacuum Air Release / Blow Off              |
| BO         | Biological Opinion                             |
| CAFR       | Comprehensive Annual Financial Report          |
| CalPERS    | California Public Employees' Retirement System |
| CC         | Consensus Committee                            |
| CCFA       | Central Coast Funding Area                     |
| CCRB       | Cachuma Conservation Release Board             |
| CCWA       | Central Coast Water Authority                  |
| CDFW       | California Department of Fish and Wildlife     |
| City of SB | City of Santa Barbara                          |
| COMB       | Cachuma Operation and Maintenance Board        |
| COLA       | Cost of Living Adjustment                      |
| CPI        | Consumer Price Index                           |
| CSDA       | California Special Districts Association       |
| CVWD       | Carpinteria Valley Water District              |
| DWR        | Department of Water Resources                  |
| EAP        | Employee Assistance Program                    |
| EPF        | Emergency Pumping Facility                     |
| EPFP       | Emergency Pumping Facilities Project           |
| EPMC       | Employer Paid Member Contribution              |
| ESRI       | Environmental Systems Research Institute       |
| FEMA       | Federal Emergency Management Agency            |
| FY         | Fiscal Year                                    |
| FYE        | Fiscal Year End                                |

**LIST OF ACRONYMS AND ABBREVIATIONS**

|        |                                              |
|--------|----------------------------------------------|
| FMP    | Fisheries Monitoring Program                 |
| FRGP   | Fisheries Restoration Grant Program          |
| G & A  | General and Administrative                   |
| GFOA   | Government Finance Officers Association      |
| GIS    | Geographic Information System                |
| GPS    | Global Positioning System                    |
| GWD    | Goleta Water District                        |
| HIP    | Habitat Improvement Plan                     |
| IIP    | Infrastructure Improvement Plan              |
| IRWM   | Integrated Regional Water Management         |
| IRWMP  | Integrated Regional Water Management Program |
| JPA    | Joint Powers Authority                       |
| JPIA   | Joint Power Insurance Authority              |
| MWD    | Montecito Water District                     |
| MOU    | Memorandum of Understanding                  |
| NGO    | Non-Governmental Organizations               |
| NMFS   | National Marine Fisheries Service            |
| O&M    | Operations and Maintenance                   |
| PEPRA  | Public Employees' Pension Reform Act         |
| ROW    | Right of Way                                 |
| SB     | Santa Barbara                                |
| SCADA  | Supervisory Control and Data Acquisition     |
| SCC    | South Coast Conduit                          |
| SOD    | Safety of Dams                               |
| SWP    | State Water Project                          |
| SWRCB  | State Water Resources Control Board          |
| SYR    | Santa Ynez River                             |
| SYRCWD | Santa Ynez River Conservation Water District |

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## GLOSSARY OF TERMS

## GLOSSARY OF TERMS

### A

**Account** - A record used to sort, store and summarize a company's transactions.

**Accounting System** - The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of a government entity.

**Accrual Basis of Accounting** - The method of recording financial transactions in the accounting period in which revenues are earned and expenses are incurred, rather than only after cash is received or paid.

**Acre-Foot of Water** - The volume of water that would cover one acre to a depth of one foot (approximately 325,900 gallons).

**Amortization** - Gradual reduction, redemption, or liquidation of the balance of an account according to a specified schedule of times and amounts.

**Appropriation** - The act of setting aside money for a specific purpose.

### B

**Biological Opinion** - When a government agency determines, through a biological assessment or other review, that its action is likely to adversely affect a listed species, the agency submits to the U.S. Fish and Wildlife Service (Service) a request for formal consultation. During formal consultation, the Service and the agency share information about the proposed project and the species or critical habitat likely to be affected. Once the formal consultation is completed, the Service will prepare a biological opinion. The conclusion of the biological opinion will state whether the agency has insured that its action is not likely to jeopardize the continued existence of a listed species and/or result in the destruction or adverse modification of critical habitat.

**Budget** - A report of all anticipated expenditures and the sources of moneys to be used to meet such expenditures.

**Budget Adjustment** - The process of reallocating budgeted funds to an alternate account and does not change the overall approved budget amount.

**Budget Augmentation** - Represents an increase to the approved budget due to an unanticipated expenditure and the need for additional assessments.

### C

**Calendar Year** - The period from January 1 through December 31.



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## GLOSSARY OF TERMS

### C

**California Department of Fish and Wildlife** - is a state agency under the California Natural Resources Agency. The Department of Fish and Wildlife manages and protects the state's fish, wildlife, plant and native habitats. It is responsible for related recreational, commercial, scientific, and educational uses.

**California Department of Water Resources (DWR)** - The state agency responsible for the State of California's management and regulation of water usage.

**California Public Employee's Retirement System** - is an agency in the California executive branch that manages pensions and health benefits for more than 1.6 million California public employees, retirees, and their families.

**Capital Expenditures** - Amounts expended which result in the acquisition of, or addition to, fixed assets, including land, buildings, improvements, machinery and equipment.

**Carry-Over** - The term used to denote amounts which were expected to be expended during one fiscal year on a contract or obligation but were not expended for various reasons. Amounts are "carried over" into the subsequent fiscal year.

**COMB Member Agency** - On January 1, 1957, the Cachuma Operation and Maintenance Board (COMB) was formed as a Joint Powers Authority (JPA) through an agreement organized by the Cachuma Project Member Units pursuant to the provisions of Articles 1, 2, and 4 of Chapter 5, Division 7, Title 1 of the California Government Code. The resulting JPA agreement was entered into by the Cachuma Project Member Units, who, in doing so, became Member Agencies of COMB, in order to provide for the joint exercise of powers by those Member Agencies for the rights to, the facilities of, and the operation, maintenance and use of the Reclamation's project known as the "Cachuma Project." The organization is comprised of four Cachuma Project Member Units, known collectively as COMB's Member Agencies. They are: the Carpinteria Valley Water District, the Goleta Water District, the Montecito Water District, and the City of Santa Barbara.

**Cachuma Project Member Unit** - The Cachuma Project Member Units consist of the Carpinteria Valley Water District, Goleta Water District, Montecito Water District, City of Santa Barbara, and the Santa Ynez River Water Conservation District, Improvement District No. 1. The Member Units entered into contracts with the Santa Barbara County Water Agency for the purpose of receiving water from the Cachuma Project for the use and benefit of the Member Units.

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## GLOSSARY OF TERMS

### C

**COMB Joint Powers Agreement** -The original contract was executed on January 1, 1957 and subsequently amended and restated for the establishment of a Board of Control to operate and maintain the Cachuma Project and exercise the powers of the Agreement pursuant to the provisions of Articles 1, 2 and 4 of Chapter 5, Division 7, Title 1 of the California Government Code (§6500 et seq.)

**Consumer Price Index (CPI)** - is a measure of the average change over time in the prices paid by urban consumers for a market basket of consumer goods and services. Indexes are available for the U.S. and various geographic areas

**Conveyance** — A conveyance system provides for the movement of water, either natural or manmade. Conveyance infrastructures include natural watercourses, such as streams, rivers, and groundwater aquifers; and constructed facilities, such as canals and pipelines, including control structures such as weirs. Conveyance facilities range in size from small, local, end-user distribution systems to large systems that deliver water to or drain areas as large as multiple hydrologic regions. Conveyance facilities also require associated infrastructure, such as pumping plants and power supply, diversion structures, fish ladders, and fish screens.

**Comprehensive Annual Financial Report (CAFR)** - The annual audited financial report of COMB which includes financial statements, statistical information, and extensive narration, which goes beyond the minimum financial reporting requirements of an audited financial statement.

**Coverage Ratio** - The margin of safety for payment of debt service, reflecting the number of times by which earnings for a period of time exceed debt service payable in such a period.

### D

**Debt** - An obligation resulting from the borrowing of money or from the purchase of goods and services. These include bonds and accounts payable.

**Deficiency** - A general term indicating the amount by which anything falls short of some requirement of expectation.

**Deficit** - The excess of expenditures over revenues during an accounting period.

**Depreciation** - An element of cost resulting from the service of long-lived assets in an economic organization and represents the loss in asset value because of wear, deterioration, obsolescence or action of the physical elements. In this budget, no specific depreciation schedule or funding of depreciated assets is provided.

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## GLOSSARY OF TERMS

### **E**

**Endangered Species Act** - An act of the federal government enacted in 1973 that provides for the conservation of species that are endangered or threatened and the conservation of the ecosystems on which they depend. A species is considered endangered if it is in danger of extinction throughout all or a significant portion of its range. A species is considered threatened if it is likely to become an endangered species within the foreseeable future.

**Enterprise Fund** - A fund established to account for the financing of self-supporting enterprises, such as a utility fund, which render services primarily to the public.

**Entity** - The basic unit upon which accounting and/or financial reporting activities focus.

**Expenditures** - A decrease in net financial resources, or funds paid or to be paid for an asset obtained, or goods and services obtained regardless of when the expense is actually paid.

### **F**

**Fiscal Year** - A twelve-month period of time to which the annual budget applies and, at the end of which, a governmental unit determines its financial position and the results of its operations.

**Fixed Asset** - Assets of a long-term character that are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

**Fund Balance** - Also known as financial position, fund balance is the excess of fund assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses. COMB operates under one fund for financial statement and budgetary purposes. Because COMB is a pass-through agency, all revenues are equal to the expenditures included in the budget. As such, overall Fund Balance excluding the Warren Act Trust Fund and Renewal Fund is expected to be zero.

### **G**

**GASB** - The Government Accounting Standards Board is the source of generally accepted accounting principles (GAAP) used by state and local governments. As with most of the entities involved in creating GAAP in the United States, it is a private, nongovernmental organization.

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## GLOSSARY OF TERMS

### G

**Generally Accepted Accounting Principles** - The uniform accounting principles, standards, and procedures for the presentation of financial reports. For local governments, GAAP is set by the Government Accounting Standards Board (GASB).

**Geographical Information System (GIS)** - An information system that integrates maps with electronic data.

**Groundwater** — Water that occurs beneath the land surface and fills the pore spaces of the alluvium, soil, or rock formation in which it is situated.

**Groundwater Basin** — An alluvial aquifer or a stacked series of alluvial aquifers with reasonably well-defined boundaries in a lateral direction and having a definable bottom.

### I

**Infrastructure Improvement Project** - A project that results in a new asset (e.g. a facility, betterment, replacement, equipment, etc.) that has a total cost of at least \$50,000 and a useful life of at least five years. The US Bureau of Reclamation has title to certain assets of the Cachuma Project. Improvements made to those assets are treated as expenditures on COMB's financial statements.

**Irrigation Water** - Water made available from the Cachuma Project which is used primarily in the production of agricultural crops or livestock.

### J

**Joint Powers Agreement** - An agreement entered into by two or more public agencies that allows them to jointly exercise any power common to the contracting parties. JPA is defined in California Government Code Title 1, Division 7, Chapter 5 (commencing with Section 6500).

**Joint Powers Authority** - A public authority created by a joint exercise of powers agreement between any two or more governmental agencies. The authority may be given power to perform any function that all parties to the agreement are empowered to perform and that will be of benefit to all parties.

### L

**Line Item** - Expenditure classifications established to account for and budget the appropriations approved.

## GLOSSARY OF TERMS

### M

**Maintenance** - The upkeep of physical properties in condition for use or occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

**Master Contract** - *Contract Between the United States and Santa Barbara County Water Agency Providing for Water from the Project (Contract No. 175r-1802R)* is between the U.S. Bureau of Reclamation and the Santa Barbara County Water Agency and provides for the diversion, storage, carriage and distribution of waters from the Santa Ynez River and its tributaries for irrigation, municipal, domestic and industrial uses for the Cachuma Project Member Units.

**Modified Accrual Basis** - The accrual basis of accounting adapted to the governmental fund type. Revenues are recognized when they become both “measurable” and “available to finance expenditures of the current period.” Expenditures are recognized when the liability is incurred.

### M

**Municipal and Industrial Water (M&I Water)** - Water made available from the Cachuma Project other than Irrigation Water, M&I water includes water used for municipal, industrial, and domestic purposes, and water used for purposes incidental to domestic uses such as the water of landscaping or pasture for animals (i.e. horses) which are kept for personal enjoyment.

### N

**National Marine Fisheries Services (NMFS)** - The federal agency responsible for the stewardship of national marine resources.

### O

**Obligation** - Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

**Other Post-Employment Benefits (OPEB)** - Benefits provided to retirees other than pension, such as retiree health insurance.

**Operating Expenses**- All costs associated with the day-to-day business of COMB which are not considered capital improvements or debt repayments.

### P

**Pass-Through Charges** - Charges from the United States Bureau of Reclamation and other state agencies which are paid by the Cachuma Project Member Units. These charges are not expenses of COMB but are charged and paid by the agency.

## GLOSSARY OF TERMS

### P

**Project Water** – Water that is developed, diverted, stored, or delivered by the United States pursuant to the Project Water Rights, including accretions to the Tecolote Tunnel.

**Projected** - An estimate of revenues and expenditures based on past trends, the present economic situation and future financial forecasts.

**Proprietary Fund** - A method of accounting for a government's ongoing organizations and activities that are similar to those often found in the private sector.

### R

**Resolution** - A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

**Revenue** - An inflow of assets, not necessarily in cash, in exchange for services rendered.

**Right of Way (ROW)** - The legal right, established by usage or grant, to pass along a specific route through grounds or property belonging to another.

### S

**Santa Ynez Exchange Agreement** - An agreement between Central Coast Water Authority, Carpinteria Valley Water District, Goleta Water District, La Cumbre Mutual Water Company, Montecito Water District, Santa Ynez River Water Conservation District, Improvement District No. 1 (SYRWCD ID No.1), and the City of Santa Barbara. Among other things, this agreement provides for the exchange of SYRWCD ID No.1's Cachuma Project entitlement for a like amount of State water that would otherwise be delivered to the other South Coast project participants which are signatory to the agreement.

**SCADA System** – The Supervisory Control and Data Acquisition (SCADA) System is computer system which collects data, processes the data and corrects and/or instructs the operators on corrective actions to take.

**State Water Project (SWP)** – SWP, under the supervision of the California Department of Water Resources, is a water storage and delivery system of reservoirs, aqueducts, power plants and pumping plants extending more than 700 miles and serves urban and agricultural agencies from the San Francisco Bay area to Southern California.

## GLOSSARY OF TERMS

### S

**State Water Resources Control Board (SWRCB)** - The SWRCB oversees the allocation of the state's water resources to various entities and for diverse uses, from agricultural irrigation to hydro electrical power generation to municipal water supplies, and for safeguarding the cleanliness and purity of Californians' water. The State Water Board also provides financial assistance to local governments and non-profit agencies to help build or rejuvenate wastewater treatment plants, and protect, restore and monitor water quality, wetlands, and estuaries

**Surface Water** - As defined under the California Surface Water Treatment Rule, California Code of Regulations Title 22, Section 64651.83, surface water means “all water open to the atmosphere and subject to surface runoff” and hence would include all lakes, rivers, streams, and other water bodies. Surface water includes all groundwater sources that are deemed to be under the influence of surface water (i.e., springs, shallow wells, wells close to rivers, etc.), which must comply with the same level of treatment as surface water.

### T

**Table A** — Table A is an exhibit that corresponds to the contracts between the California Department of Water Resources and the 29 State Water Project (SWP) water contractors, in which are defined the terms and conditions governing the water delivery and cost repayment for the SWP. All water-supply-related costs of the SWP are paid by the contractors, and Table A serves as a basis for allocating some of the costs among the contractors. In addition, Table A plays a key role in the annual allocation of available supply among contractors. Table A is simply contractual language for apportioning available supply and cost obligations under the contract.

**Table A Water** — The maximum amount of State Water Project (SWP) water that the State agreed to make available to an SWP contractor for delivery during the year. Table A amounts determine the maximum water a contractor may request each year from the California Department of Water Resources. The State and SWP contractors also use Table A amounts to serve as a basis for allocation of some SWP costs among the contractors.

**Transferred Project Works Contract** - *Transfer Agreement for the Operation and Maintenance of the Cachuma Project Transferred Works – Cachuma Project, California (Contract No. 14-06-200-5222R)* - An agreement between the U.S. Bureau of Reclamation and the Cachuma Operation and Maintenance Board. The purpose of the agreement is to transfer the responsibility of operating and maintaining the Cachuma Project Works to the Cachuma Member Units.

## GLOSSARY OF TERMS

### U

**U.S. Department of the Interior, Bureau of Reclamation (USBR)** – USBR is a federal agency under the U.S. Department of the Interior, which oversees water resource management, specifically as it applies to the oversight and operation of the diversion, delivery, and storage projects that it has built throughout the western United States for irrigation, water supply, and attendant hydroelectric power generation.

### W

**Warren Act Contract (Contract No. 5-07-20-W1281)** – A contract between the U.S. Bureau of Reclamation and the Central Coast Water Authority and provides for the delivery and storage of non-project State Water in the federal facility referred to as the Cachuma Project.

**Warren Act MOU Trust Fund** - A trust fund established under a memorandum of understanding by and between the U.S. Bureau of Reclamation and the Cachuma Project Authority for the purposes of defining the Warren Act Trust Fund and use of funds, affiliated committees and responsibilities of parties. COMB and the Cachuma Project Authority merged in 1996, with COMB as the successor agency.

**Water Rights** – The legal right of a user to use water from a water source (i.e., a lake, river, stream, creek, pond, or source of groundwater).

**Water Year** – A continuous 12-month period for which hydrologic records are compiled and summarized. Different agencies may use different calendar periods for their water years. For the California Department of Water Resources, a water year is October 1 through September 30.

**Watershed** — A land area from which water drains into a stream, river, or reservoir. The watershed for a major river may encompass a number of smaller watersheds that ultimately combine at a common point.



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Cachuma Operation and Maintenance Board  
3301 Laurel Canyon Road  
Santa Barbara, CA 93105  
[www.cachuma-board.org](http://www.cachuma-board.org)



Mission Statement:

*“To provide a reliable source of water to our member agencies in an efficient and cost effective manner for the betterment of life in our communities.”*

May 18, 2020

**General Manager Report**

The following summary provides the Board with information and an overview of progress on current COMB activities.

Administration

- **Comprehensive Annual Financial Report (Audit) for Fiscal Year 2019-20**

Bartlett, Pringle & Wolf, LLP is scheduled to soon begin the annual comprehensive financial audit for fiscal year ending June 30, 2020. The audit is comprised of review of the statement of net position as of June 30, 2020, related statements of revenue, expenses and changes in net position, cash flows for the year then ended, and the related notes to the financial statements. In addition, the auditors will perform a single audit related to the California Department of Fish and Wildlife grant funding received for the Quiota Creek fish passage improvement project at crossing eight. The audit will be conducted in accordance with audit requirements imposed by the Single Audit Act and Subpart F of Title 2, U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, cost principles, and audit requirements for federal awards.

Virtual Meetings

- **City of Santa Barbara Gibraltar Dam Emergency Tabletop Exercise**

Staff participated in a virtual Gibraltar Dam emergency tabletop exercise. The City of Santa Barbara hosted the well-attended training with participation from multiple agencies including Santa Barbara County Office of Emergency Services, CalOES, California Highway Patrol, Santa Barbara County Sheriff, California Division of Drinking Water, Santa Barbara County Water Agency, and several others. The exercise was a simulation mimicking a seismic event occurring in the local area, purporting to cause particular damage to Gibraltar Dam. The exercise was held through a video and conference call-in platform and was well conducted by City staff with valuable information shared among the group.

Personnel

- **Staff Professional Development**

Staff is awaiting acceptance to remotely participate in the upcoming annual ESRI conference held in July of each year. This event is an international conference with well over 15,000 participants that showcase current and future advancements in GIS technologies. Participating in the conference provides an opportunity for professional development in GPS and GIS technologies related to field mapping, spatial data analyses and reporting. The live conference historically has showcased over 50 concurrent sessions during a five day period which included technical training sessions in a wide variety of applications of ArcGIS, practitioner presentations on individual applications of the GIS software across multiple disciplines, and extensive vendor exhibits that provide the opportunity to interact with sales and IT professionals in GPS and GIS technologies. This year's annual event will be held virtually through live streaming applications. COMB staff intends on presenting a segment related to fish passage and the Quiota Creek restoration program of work.

Engineering / Operations Division

• **Current Project Activities**

The Engineer and Program Analyst staff have identified and organized multiple smaller scale, but extremely important projects to be completed internally during the current and next fiscal year. Listed below are some of the current project activities and deliverables being performed by staff:

- Discussing refinement of designs/approach for Lower Reach structure rehabilitation project
- Development of the Emergency Response Plan for AWIA
- Cybersecurity Plan Development
- Review of USBR 2018 Tecolote Tunnel Inspection Report
- Completion of Reclamation Standard Operating Procedures (SOP) revisions
- Developing methods of various repairs on appurtenances in system
- Procuring materials and components for future rehabilitation work
- Developing drawings and scope of work for Structure Rehabilitation Project
- Development of SCADA Master Plan in preparation for upgrade work
- Installation of new cellular modems
- Research and electronic recordation of historic project documents
- Continue improvement and development in GIS of pipeline alignment

Respectfully Submitted,

*Janet Gingras*

General Manager

# CACHUMA OPERATION AND MAINTENANCE BOARD

## MEMORANDUM

**DATE:** May 18, 2020  
**TO:** Janet Gingras, General Manager  
**FROM:** Joel Degner, Engineer/Operations Division Manager  
**RE: MONTHLY ENGINEERING REPORT**

The following summary provides the Board with information and an overview of progress by engineering staff related to on-going studies and infrastructure improvement projects.

### CLIMATE CONDITIONS

The rainfall total for Cachuma Dam and Gibraltar Dam is 106 percent and 93 percent respectively for Water Year 2020. Inflow into Lake Cachuma for 2020 has totaled 23,700 acre-feet. Lake Cachuma elevation peaked at 740.45' on April 25<sup>th</sup> and is gradually declining with increased evaporation, water demands, and reduced inflow. El Nino/Southern Oscillation (ENSO) is favored for the Northern Hemisphere summer 2020 (~60% chance), remaining the most likely outcome through autumn based on the National Weather Service Climate Prediction Center. Evaporation totals at Lake Cachuma have been trending along the historical median, except during the wetter-than-normal March (Figure 1).

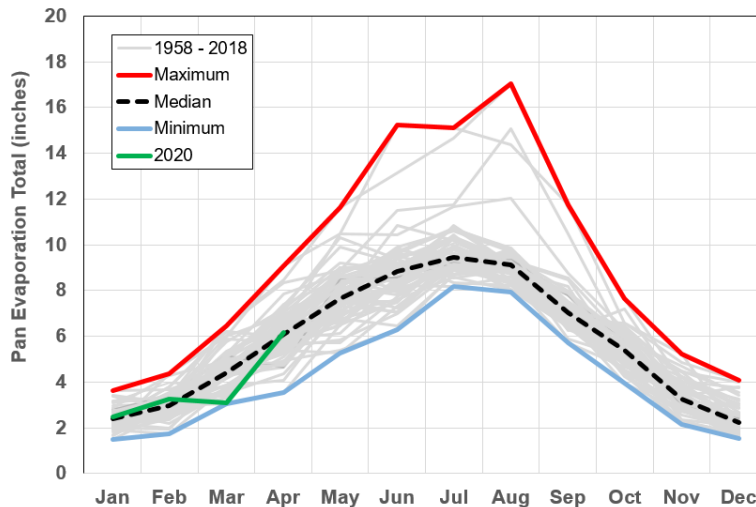


Figure 1. Lake Cachuma Monthly Evaporation Pan Totals

### WATER QUALITY AND SEDIMENT MANAGEMENT STUDY

COMB staff has performed supplemental tributary water quality sampling in Water Year 2020. COMB staff compiled the additional datasets and provided them to Woodward & Curran for the incorporation into the report. The data will be also be provided to Member Agency technical staff through a web portal. Woodward & Curran is drafting the report which will provide an evaluation of potential solutions to water quality problems identified in the earlier phase of the study. A technical review meeting is tentatively planned for mid-June. A summary presentation of the study results for the Board is tentatively planned for July.

**SECURED PIPELINE PROJECT**

COMB staff provided a preliminary draft project description and the draft design investigation report from Makai Ocean Engineers to Member Agency technical staff for review. Comments are due in two weeks. COMB staff plans to initiate the environmental review process with Reclamation in July.

**2020-2021 OPERATIONS DIVISION WORK PLAN**

COMB staff in the process of finalizing the work plan for 2020-2021. U.S. Bureau of Reclamation are scheduled to initiate their six-year comprehensive facility reviews in 2021 for all four dams managed by COMB (Glen Anne, Lauro, Ortega, and Carpinteria). COMB staff plans to clean Carpinteria Reservoir and perform valve maintenance for the valves inside the reservoir during the winter of 2020-2021. As part of upcoming structure maintenance of the Upper Reach, COMB staff plans to inspect the right-of-way for areas of concern (trees over the pipeline, encroachments, creek crossings, slopes). The USGS recently published LiDAR data for the South Coast through their 3D Elevation Program, which provides high resolution (1-m) elevation data and bare earth and 3D point clouds, which can be utilized to evaluate pipeline depth and cover throughout the South Coast Conduit alignment.

**Table 1. Infrastructure Improvement Project Status**

| Infrastructure Improvement Projects                      | Status / Phase                                                                                                                                                                                                     | Complexity / Challenges                                                                                                                                                                | Estimated Completion Date                 |
|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <b>Infrastructure Improvement Projects</b>               |                                                                                                                                                                                                                    |                                                                                                                                                                                        |                                           |
| Sycamore Canyon Slope Stabilization                      | Construction project completed at the end of September 2019. \                                                                                                                                                     | CalOES and FEMA have been delayed by other disasters and COVID-19 to formally complete the project closeout for the public assistance grant.                                           | Completed (September 2019)                |
| San Jose Creek SCC Stream Protection Measures            | Construction project completed at the end of October.                                                                                                                                                              | South Coast Conduit was exposed in San Jose Creek and required stream protection measures to prevent damage and water supply disruption.                                               | Completed (October 2019)                  |
| SCC Structure Rehabilitation (AVAR/BO)                   | Schedule D and E Completed. Developing plans and designs for Schedule F.                                                                                                                                           | Shutdown needs to be closely coordinated with CVWD.                                                                                                                                    | Completed D and E (March 2020)            |
| SCC Line Valves for Shutdown                             | Engineering plans and specifications are completed. Project has been delayed this fiscal year.                                                                                                                     | During Schedule D shutdown, excessive leakby was observed from Ortega Control Station. Valve#1 at the station will need to be replaced prior to construction involving the line valve. | Construction planned for Winter 2020-2021 |
| SCC Structure Rehabilitation : Lower Reach Laterals      | Draft designs have been completed and under review. Parts purchases on potentially planned for Fiscal Year 2020.                                                                                                   | In order to facilitate shutdowns on the Lower Reach of the SCC, lateral valves need replacement.                                                                                       | Construction planned for Fall/Winter 2020 |
| <b>Special Projects</b>                                  |                                                                                                                                                                                                                    |                                                                                                                                                                                        |                                           |
| Emergency Pumping Facility Project                       | Key components of the barge are currently being stored under contract. Design plans and specifications are being prepared for Secured Pipeline. Materials are being prepared for the environmental review process. | With the increase in lake levels in 2020, the lake elevation is projected to remain above 685 until the Summer/Fall 2022.                                                              | TBD                                       |
| Lake Cachuma Water Quality and Sediment Management Study | Water quality data portal under development. Draft report is being prepared which will include potential issues identified in first phase.                                                                         | Recent wildfires and subsequent storm events have resulted in decreased water quality and increased sedimentation into Lake Cachuma.                                                   | June 2020                                 |

## MONTHLY REPORT OF OPERATIONS – APRIL 2020

The total flow from Lake Cachuma into the Tecolote Tunnel for May was 974.2 acre-feet, for an average daily flow of 31.57 acre-feet. Lake elevation was 735.02 feet at the beginning of April and 740.39 feet at the end of April. Storage increased by 13,948 acre-feet as a result of rainfall on the lake. CCWA wheeled 34.5 acre-feet of water to Cachuma Project facilities. The City of Santa Barbara wheeled 307 acre-feet of water from the Gibraltar Penstock through Lauro Reservoir. The Hilton Creek Watering System was utilized to deliver water to Hilton Creek for the month of March.

The Operations Division of the Cachuma Operation and Maintenance Board has the responsibility to operate, repair and maintain all Cachuma Project facilities from the Intake Tower at Lake Cachuma to the Carpinteria Reservoir. The Annual Work Plan sets forth all activities necessary to ensure system reliability. Consistent with the Plan, Operation and Maintenance staff performs routine maintenance on the distribution and storage system. Staff continues to improve the system, address deficiencies and identify items to be included in the Infrastructure Improvement Program of work. Operations Division is responsible for:

- Adequately regulating and maintaining the diversion of water from Lake Cachuma to the South Coast via the Tecolote Tunnel as the primary water source for 5 communities.
- Operation and maintenance of the South Coast Conduit pipeline, which consist of 26.5 miles of pipeline with a combined 124 blow off and air vent structures, 43 turnout structures and 20 meters.
- Operation and maintenance of four regulating reservoirs.

| South Coast Conduit - Structure Inventory |                                                              |                    |               |                               |        |           |           |          |                |        |            |             |                         |
|-------------------------------------------|--------------------------------------------------------------|--------------------|---------------|-------------------------------|--------|-----------|-----------|----------|----------------|--------|------------|-------------|-------------------------|
| Reach                                     | Endpoints                                                    | Linear Length (ft) | Pipe Diameter | Regulating Storage Reservoirs | Meters | Air Vents | Blow-Offs | Turnouts | Open Air Vents | Valves | Valve Size | Slide Gates | Capacity / Volume (gal) |
| <b>Upper</b>                              | Glen Annie Turnout (S. Portal) - Cater Water Treatment Plant | 64,050             | 48"           | 2                             | 5      | 32        | 35        | 18       | 2              | 115    | 4" - 48"   | 7           | 6,017,421               |
| <b>Lower</b>                              | Cater Water Treatment Plant - Carpinteria Reservoir          | 90,910             | 27" - 36"     | 2                             | 15     | 26        | 31        | 42       | 4              | 144    | 4" - 36"   | -           | 3,190,171               |

Operations staff implemented physical distancing measures as a response to COVID-19. Operators reported to separate locations in separate vehicles (Glen Anne, Lauro, Ortega, and Carpinteria) and completed work that could be done with 1 staff member. Routine operation and maintenance completed during the month of March were as follows:

- Staff has been on site monitoring several ongoing projects throughout the area, working closely with the construction and engineering contractors to ensure that:
  - Pipeline easements and the right-of-way remain accessible to Operations staff for possible emergencies and ongoing facility maintenance.
  - All projects are following the COMB and USBR approved plans.
  - No damage occurs to the SCC during the construction process.
- Conducted six flow changes at the North Portal during the month of April
- Received 107 USA Dig alerts
- Performed weekly inspections of major facilities, safety meetings, rodent bait (all reservoirs), toe drain and piezometer reads at Ortega (L23)
- Performed dam inspection and instrumentation reports (all reservoirs)
- Performed equipment and yard maintenance
- Performed monthly North Portal elevator maintenance (surface only at this time)
- Performed monthly water quality sampling
- Read anodes and rectifier data

In addition regular activities described above, Operations staff performed the following:

- Completed structure maintenance on the Carpintaria Reach. Outside of vault structures were cleared of vegetation and signage painted, however, confined space entries (requiring 2 staff) to clean inside of vault structures and exercise valves were not conducted.
- Exercised the hydraulically-operated ball valve at Glen Anne Dam outlet works.
- Aspect Engineering was onsite at Lauro Reservoir to upgrade PLC 7. They also installed a pressure gauge to monitor the Goleta Reach of the SCC. PLC 7 was successfully upgraded on April 29<sup>th</sup>.
- The ASV Pozitrack tractor returned from the Quinn facility in Oxnard where it received new tracks, bogey wheels and a full fluid service.
- Performed weed abatement activities at Lauro, Ortega, Glenn Anne and Carpinteria reservoirs.
- Performed valve pit maintenance at the Carpinteria, Ortega and Sheffield control stations. All valves and piping were pressure washed and re painted. Valve actuators were cleaned and greased.
- The F-550 and the F-350 were both taken to Powell Garage in Santa Barbara where they received new brakes and rotors. Both vehicles are regularly used to tow heavy equipment between sites.
- Assisted the COMB Fisheries division in weed abatement and road clearing at Storke Flats and Bradbury Dam.



**OPERATIONS PHOTOS**



*Ortega Valve Pit #1 – Pit cleaned, valves painted and actuators greased*



*Lower Reach Structure Maintenance – Clearing vegetation from structures*

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**CACHUMA OPERATION AND MAINTENANCE BOARD**  
**BOARD MEMORANDUM**

**DATE:** May 18, 2020  
**TO:** Janet Gingras, General Manager  
**FROM:** Tim Robinson, Fisheries Division Manager  
**RE: MONTHLY FISHERIES DIVISION REPORT**

**HIGHLIGHTS:**

- USBR continues to deliver over the minimum 2000 Biological Opinion target flows to Hilton Creek at approximately 4.5 cfs of Lake Cachuma water to Hilton Creek by gravity flow to the Upper Release Point through the Hilton Creek Watering System (HCWS) which is sustaining the *O. mykiss* population in the creek.
- 2000 BiOp and Order WR 2019-0148 target flows to the Hwy 154 Bridge are being met by USBR for a Below Normal water year through releases to Hilton Creek and from the Outlet Works to the Lower Santa Ynez River (LSYR) mainstem.
- USBR initiated a Pulse Flow release on 4/24/20 that ended on 5/13/20. The objective was to assist out-migrating smolts to reach the ocean after the Fish Passage Supplementation event on 4/7/20 through 4/23/20.

In compliance with the 2000 Cachuma Project Biological Opinion (BiOp) (NMFS, 2000) and as described in the 2004 Lower Santa Ynez River Fish Management Plan (SYRTAC, 2000) and the Monitoring Program in the 2000 Revised Biological Assessment (BA), the COMB Fisheries Division (FD) staff conducts routine monitoring of steelhead/rainbow trout and their habitat on the Lower Santa Ynez River (LSYR) below Bradbury Dam. The following is a list of activities carried out by COMB-FD staff since the last COMB Board Fisheries Division Report and has been broken out by categories.

**LSYR Steelhead Monitoring Elements:**

**Lake Profiles:** Lake Cachuma water quality measurements (temperature, dissolved oxygen concentration solids and turbidity) at one meter intervals from the surface to the bottom of the lake (Lake Profile) are taken once a month at the Hilton Creek Watering System (HCWS) Intake Barge. This is considered to be near the deepest point in the lake and allows for monitoring of lake stratification, water quality conditions at the intake level for the HCWS and lake-turnover. Due to the drought and the need to carefully monitor Lake Cachuma, lake profiles are being taken monthly throughout the year and are reported in the Annual Monitoring Summary.

**Migrant Trapping:** The 2020 Trapping Plan was provided to Reclamation in January who then submitted it to NMFS. This monitoring effort normally begins in January and continues through May depending on streamflow rates. The results are presented in the Annual Monitoring Summary. Migrant traps were deployed when conditions were favorable for fish movement specifically on 2/5/20 in Hilton Creek, 3/12/20 in Salsipuedes Creek, and 4/9/20 in the LSYR mainstem in association with a Fish Passage Supplementation event. Traps are removed during high flow events for safety of the staff, fishery, and equipment, or if flows are

too low to enable migration. The Santa Ynez River Lagoon opened early on 4/7/20 and continues to provide ocean connectivity to date.

**Redd Surveys:** Redd surveys are conducted approximately every two weeks from mid-January through May. Surveys are conducted within the LSYR mainstem in the Highway 154, Refugio, and Alisal reaches where access is permitted, and certain sections of Hilton, Quiota, and Salsipuedes/El Jaro creeks. The number of redds is reported in the Annual Monitoring Plan.

**Fish Passage Supplementation (Pulse Release):** USBR initiated a Pulse Release on 4/24/20 to assist fish migration (specifically smolts moving downstream) after the conclusion of the 4/7/20 Fish Passage Supplementation event that ended on 4/23/20 for a duration of 18 days with approximately 1,259.3 af released from the lake. It was entitled a Pulse Release since it was not associated with any stormflow event which would trigger a Passage Supplementation event. USBR has determined that Hilton Creek releases are part of a Pulse Release and are debited accordingly. The Pulse Release ended on 5/13/20 for a duration of 18 days with approximate 1,298.8 af released from the lake. The total supplemental release for the downstream fishery for this year is approximately 2,558.1 af of unallocated Project water.

During the Passage Supplementation event and Pulse Release event, 5 and 5 migrating *O. mykiss* were observed, respectively, with all being downstream migrating smolts. It is likely there were more migrating *O. mykiss* than observed since a 2 day delay on trap installation occurred for the Passage Supplementation event due to obtaining landowner permission. The referenced traps were removed prematurely during the Pulse Release to assure 100% passage as requested by NMFS through Reclamation.

The Santa Ynez River lagoon breached on 4/7/20 and continues to be open to the ocean for upstream and downstream fish migration as of 5/13/20.

#### **Tributary Project Updates:**

**South Side Erosion Control and Reforestation Project at Quiota Creek Crossing 8:** Funding for this project has been secured through a National Fish and Wildlife Foundation (NFWF) grant for \$43,973. The COMB Board accepted the grant during the 3/23/20 Board meeting and authorized the COMB General Manager to go forward with the project through Resolution No. 705. All landowner agreements and permits for the project have been secured. COMB issued a construction contract to Peter Lapidus Construction for \$41,530. The project will be built in August or September of this year.

#### **Hilton Creek Watering System (HCWS) and Emergency Backup System (HCEBS) Repairs:**

**HCWS and HCEBS:** The HCWS and HCEBS are owned, operated, and maintained by USBR. The HCEBS was completed at the end of January 2016. USBR technical staff continues to consider improvement options for the HCWS. Currently USBR is delivering water to Hilton Creek through the HCWS by gravity flow to the Upper Release Point with no backup from the HCEBS.

No further observable work has been done on the HCWS pumping barge, with no date set for installation of the ordered parts.

**Surcharge Water Accounting:**

The following table summarizes the amount of surcharge water used to date from each of the three accounts plus unallocated project yield at the end of last month (Table 1). All numbers are from the USBR’s Daily Operations Report. The start time for the use of the Surcharge Water Accounts and Project Yield was 5/27/11, or the day following the last day of full surcharge and end of the last spill event. As of May 2012, all of the fish rearing accounts have been used and USBR is now using Project Yield to meet BiOp target flows. Water Right (WR 89-18) release durations since 2013 are noted as follows: 7/15/13 - 12/2/13, 8/18/14 -11/11/14, 8/3/15 - 9/26/15, 7/12/16 - 8/29/16, 8/21/17 - 11/8/17, and 8/6/18 – 9/12/18. There were no WR 89-18 releases in WY2019. During these releases, no fish rearing releases are debited as WR 89-18 releases are used conjunctively with fish flows under the Cachuma Project Settlement Agreement. The Adaptive Management Committee (AMC) called for two releases from the Adaptive Management Account (AMA), 35 acre-feet in October 2012 and 114 acre-feet in June 2013. The remaining amount in the AMA is 351 acre-feet. All of the Fish Passage Supplementation Account (FPSA) has been used as explained in previous reports.

**Table 1:** Summary of the surcharge water accounting and use of Project Yield as of the day after the end of the last spill event and full surcharge (5/27/11).

| <b>Accounts*</b>                                                                                                                                   | <b>Allocation</b>  | <b>Amount Used**</b> | <b>Amount Remaining</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------|-------------------------|
| <b>Units:</b>                                                                                                                                      | <b>(acre-feet)</b> | <b>(acre-feet)</b>   | <b>(acre-feet)</b>      |
| <b>Fish Passage Supplementation</b>                                                                                                                |                    |                      |                         |
| <b>WY2019</b>                                                                                                                                      | 3,200              | 3,307                | -107                    |
| <b>WY2020</b>                                                                                                                                      | 0                  | 2,558                | -2,558                  |
| <b>Adaptive Management</b>                                                                                                                         | 500                | 149                  | 351                     |
| <b>Fish Rearing***</b>                                                                                                                             | 8,684              | 8,684                | 0                       |
| <b>Unallocated Project Yield</b>                                                                                                                   |                    | 17,174               |                         |
| <b>Total:</b>                                                                                                                                      | 9,184              | 31,872               | -2,314                  |
| * Originally was 9,200 af, 8,942 af in 2008 and 9,184 af in 2013.                                                                                  |                    |                      |                         |
| ** Values as of 4/30/20.                                                                                                                           |                    |                      |                         |
| *** This water is for meeting required target flows. This is not an official account and is what remains after subtracting the other two accounts. |                    |                      |                         |

**Reporting / Outreach / Training:**

**Reporting:** Staff currently is working on the WY2020 Annual Monitoring Report (the USBR report) and the Annual Monitoring Summary (the COMB report) as well as any other BiOp or Order WR 2019-0148 compliance measures as requested by USBR. All reports through WY2019 have been completed and submitted to NMFS or posted on the COMB webpage.

**Outreach and Training:** Outreach continues with Quiota Creek and Salsipuedes Creek watershed landowners, interested parties within the Santa Ynez Valley, and the County on a variety of fisheries related issues. The Fisheries Division Manager gave a guest Zoom lecture for the Project GIS Class at Ventura Community College on GIS applications of Fisheries Science in the LSYR watershed.

**Consultant Activity Summary:**

**HDR Fisheries Design Center** (Mike Garello) – Reporting work for the Quiota Creek Crossing 8 Project and performance evaluation at other sites.

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# CACHUMA OPERATION & MAINTENANCE BOARD

## BOARD MEMORANDUM

|               |                              |
|---------------|------------------------------|
| Date:         | May 18, 2020                 |
| Submitted by: | Tim Robinson and Scott Volan |
| Approved by:  | Janet Gingras                |

**SUBJECT:**     **Progress Report on the Lake Cachuma Oak Tree Restoration Program**

**RECOMMENDATION:**

For Board information only.

**SUMMARY:**

***Maintenance***

This memorandum on the Lake Cachuma Oak Tree Restoration Program reflects maintenance completed since July, 2019 to the present (7/1/19 – 5/18/20, Table 1). Labor and expenses for the entire fiscal year (July 2019 - June 2020) as well as water usage will be tracked separately and reported as necessary as recommended by the Lake Cachuma Oak Tree Committee. COMB staff continues to rely on the Fisheries Division seasonal employees to conduct the majority of oak tree work in the field. The 2015 Lakeshore Inventory was completed and reviewed by the Lake Cachuma Oak Tree Committee on 2/25/16. The 2019 Annual Inventory has been completed and Fiscal Year 2019-20 Financials are being compiled by the COMB-FD staff for the annual report and will be provided to the Lake Cachuma Oak Tree Committee soon after the completion of the fiscal year.

**Table 1:** Cachuma Oak Tree Program completed tasks since July, 2019.

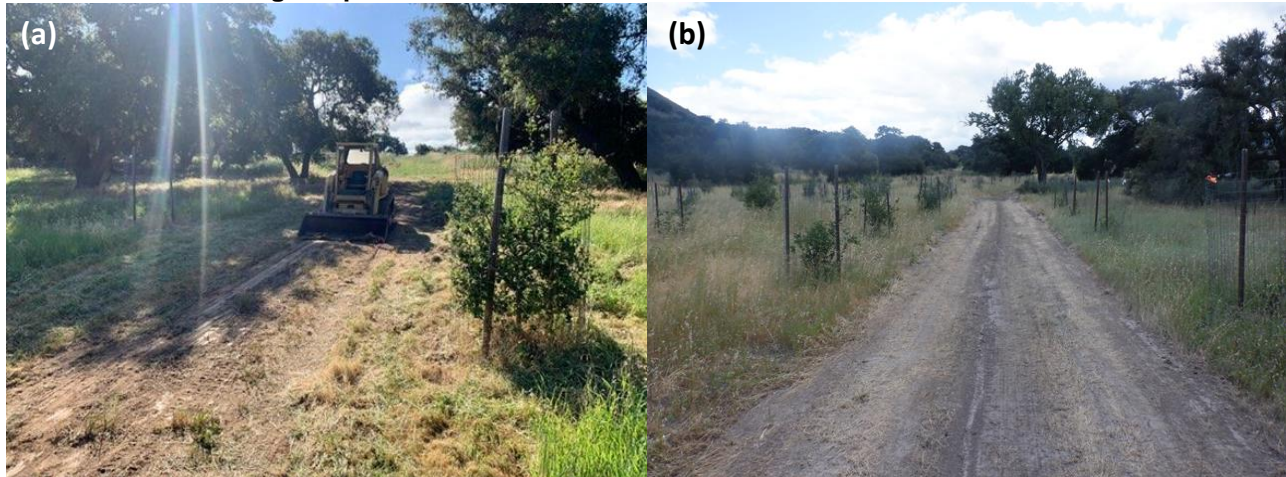
|                                     | July 2019           | Aug 2019                          | Sept 2019                      | Oct 2019            | Nov 2019                           | Dec 2019             | Jan 2020 <sup>2</sup>                                                     | Feb 2020 <sup>2</sup>                                                     | March 2020 <sup>2</sup> | April 2020 <sup>2</sup> | May 2020        |
|-------------------------------------|---------------------|-----------------------------------|--------------------------------|---------------------|------------------------------------|----------------------|---------------------------------------------------------------------------|---------------------------------------------------------------------------|-------------------------|-------------------------|-----------------|
| <b>Year 11 Oaks<br/>(2019-2020)</b> |                     |                                   |                                |                     |                                    |                      | New Trees<br>Gopher Baskets<br>Fert/Comp<br>Deer Cages<br>Mulch/Irrigated | New Trees<br>Gopher Baskets<br>Fert/Comp<br>Deer Cages<br>Mulch/Irrigated | Weeded                  | Weeded                  | Weeded          |
| <b>Year 10 Oaks<br/>(2018-2019)</b> | Irrigated<br>Weeded | Irrigated<br>Weeded               |                                | Irrigated<br>Weeded |                                    | Planted <sup>1</sup> |                                                                           | Irrigated                                                                 | Irrigated<br>Weeded     | Weeded                  | Weeded          |
| <b>Year 9 Oaks<br/>(2016-2017)</b>  | Irrigated<br>Weeded |                                   | Irrigated<br>Weeded<br>Mulched | Irrigated<br>Weeded | Deer Cages                         | Planted <sup>1</sup> |                                                                           |                                                                           |                         |                         | Weeded          |
| <b>Year 8 Oaks<br/>(2015-2016)</b>  | Irrigated<br>Weeded | Irrigated<br>Weeded<br>Deer Cages | Irrigated<br>Weeded<br>Mulched |                     | Irrigated<br>Mulched<br>Deer Cages | Planted <sup>1</sup> |                                                                           |                                                                           | Mulched                 |                         | Weeded<br>Mowed |
| <b>Year 7 Oaks<br/>(2014-2015)</b>  | Irrigated<br>Weeded | Irrigated<br>Weeded<br>Deer Cages | Irrigated<br>Weeded            | Mulched<br>Weeded   | Irrigated<br>Weeded<br>Deer Cages  | Mulched<br>Weeded    |                                                                           |                                                                           |                         |                         | Mowed           |
| <b>Year 6 Oaks<br/>(2010-2011)</b>  |                     |                                   |                                |                     |                                    |                      |                                                                           |                                                                           |                         |                         | Mowed           |
| <b>Year 5 Oaks<br/>(2009-2010)</b>  |                     |                                   |                                |                     |                                    |                      |                                                                           |                                                                           |                         |                         |                 |
| <b>Year 4 Oaks<br/>(2008-2009)</b>  |                     |                                   |                                |                     |                                    |                      |                                                                           |                                                                           |                         |                         |                 |
| <b>Year 3 Oaks<br/>(2007-2008)</b>  |                     |                                   |                                |                     |                                    |                      |                                                                           |                                                                           |                         |                         |                 |
| <b>Year 2 Oaks<br/>(2006-2007)</b>  |                     |                                   |                                |                     |                                    |                      |                                                                           |                                                                           |                         |                         |                 |
| <b>Year 1 Oaks<br/>(2005-2006)</b>  |                     |                                   |                                |                     |                                    |                      |                                                                           |                                                                           |                         |                         |                 |
| <sup>1</sup> Dead trees replaced    |                     |                                   |                                |                     |                                    |                      |                                                                           |                                                                           |                         |                         |                 |
| <sup>2</sup> Oak tree inventory     |                     |                                   |                                |                     |                                    |                      |                                                                           |                                                                           |                         |                         |                 |

The COMB Fisheries Division has been hand weeding the newer age classes of oaks at the Santa Barbara County Park and at Lake Cachuma. Most of this effort is being conducted in between migrant trap checks to maintain efficiency.

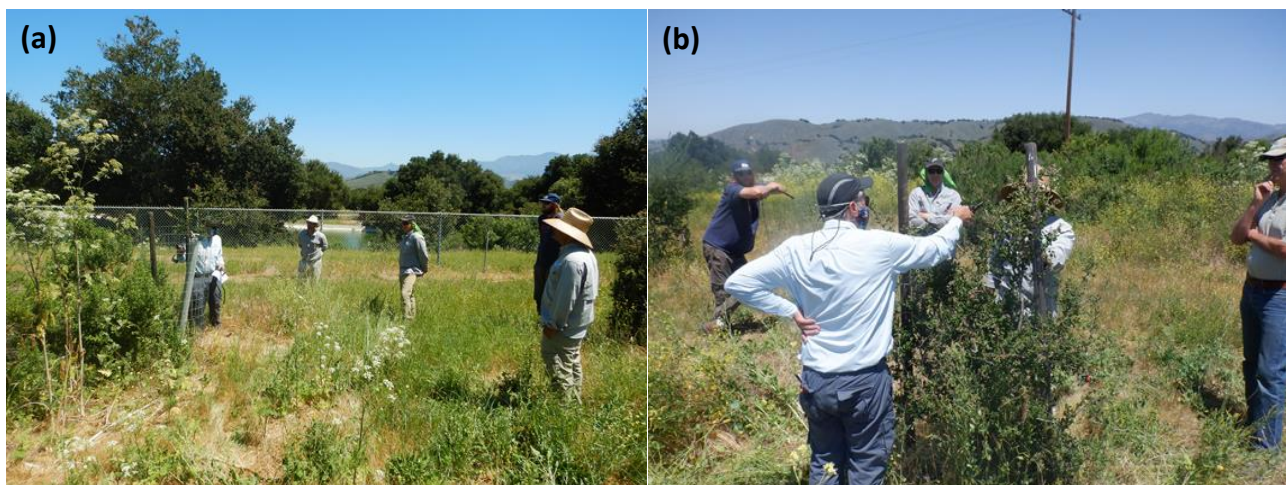
The COMB Operations Division has been assisting the Fisheries Division staff in mowing and grading the oak tree access roads within the planting zones of Bradbury Dam and Storke Flat. This important task is done on an annual basis as a fire safety precaution to prevent weeds from coming into contact with the undercarriage of vehicles while maintenance is being conducted on the oak trees and to increase tree maintenance efficiency (Exhibit 1).

On 5/11/20, consultant arborist Ken Knight conducted a training session in the field with COMB Fisheries Division staff (Exhibit 2). He reviewed the appropriate way to remove tree tubes from trees that have exceeded the height of the tube and the proper way to stabilize the tree, mulch and irrigation requirements based on this year's late rainfall, tree tagging recommendations, structural pruning, and rodent control.

**Current Oak Tree Program photos**



**Exhibit 1:** Lake Cachuma Oak Tree Restoration Program showing (a) Operations Division road grading equipment and (b) graded road after treatment.



**Exhibit 2:** Lake Cachuma Oak Tree Restoration Program showing a workshop (respecting social distancing) conducted by our hired arborist regarding (a) tree tube removal and (b) structural pruning.



## CACHUMA DAILY OPERATIONS

Month & Year: May 2020  
 Time of Observations: 0830 Evaporation Pan Factor: 81%

| Day | Beginning Storage: 156,800 |                  |                  | Surface Area | Rainfall      |                  | Evaporation   |                  | CCWA Inflow      | Releases       |                  |                  |                  |                  | Computed Inflow  |                  |
|-----|----------------------------|------------------|------------------|--------------|---------------|------------------|---------------|------------------|------------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|
|     | Elevation                  | Storage          | Change           |              | inches        | acre-feet        | inches        | acre-feet        |                  | Park Diversion | South Coast      | Hilton Creek     | WR 89-18         | Outlet           |                  | Spillway         |
|     | <i>ft</i>                  | <i>acre-feet</i> | <i>acre-feet</i> | <i>acres</i> | <i>inches</i> | <i>acre-feet</i> | <i>inches</i> | <i>acre-feet</i> | <i>acre-feet</i> |                | <i>acre-feet</i> | <i>acre-feet</i> | <i>acre-feet</i> | <i>acre-feet</i> | <i>acre-feet</i> | <i>acre-feet</i> |
| 1   | 740.37                     | 156,747          | (53)             | 2,673        | -             | 0.310            | 55.9          | 1.5              | -                | 45.4           | 9.3              | -                | 63.0             | -                | 119.1            |                  |
| 2   | 740.34                     | 156,667          | (80)             | 2,671        | -             | 0.320            | 57.7          | -                | -                | 46.7           | 9.4              | -                | 61.0             | -                | 94.8             |                  |
| 3   | 740.31                     | 156,587          | (80)             | 2,670        | -             | 0.180            | 32.4          | -                | -                | 45.6           | 9.3              | -                | 59.0             | -                | 66.3             |                  |
| 4   | 740.30                     | 156,561          | (26)             | 2,670        | -             | 0.250            | 45.1          | -                | -                | 46.7           | 9.4              | -                | 60.0             | -                | 135.2            |                  |
| 5   | 740.27                     | 156,481          | (80)             | 2,669        | -             | 0.250            | 45.0          | -                | -                | 62.5           | 9.4              | -                | 60.0             | -                | 96.9             |                  |
| 6   | 740.24                     | 156,401          | (80)             | 2,668        | -             | 0.270            | 48.6          | -                | -                | 69.3           | 9.4              | -                | 58.0             | -                | 105.3            |                  |
| 7   | 740.21                     | 156,321          | (80)             | 2,667        | -             | 0.260            | 46.8          | -                | -                | 63.9           | 9.3              | -                | 59.0             | -                | 99.0             |                  |
| 8   | 740.18                     | 156,241          | (80)             | 2,666        | -             | 0.280            | 50.4          | -                | -                | 57.1           | 9.4              | -                | 53.0             | -                | 89.9             |                  |
| 9   | 740.15                     | 156,161          | (80)             | 2,665        | -             | 0.240            | 43.2          | -                | -                | 49.3           | 9.4              | -                | 50.0             | -                | 71.9             |                  |
| 10  | 740.13                     | 156,107          | (54)             | 2,664        | -             | 0.270            | 48.6          | -                | -                | 50.6           | 9.3              | -                | 40.0             | -                | 94.5             |                  |
| 11  | 740.10                     | 156,027          | (80)             | 2,663        | -             | 0.240            | 43.1          | -                | -                | 50.4           | 9.3              | -                | 22.0             | -                | 44.8             |                  |
| 12  | 740.07                     | 155,921          | (106)            | 2,662        | -             | 0.230            | 41.3          | -                | -                | 38.1           | 9.3              | -                | 21.0             | -                | 3.7              |                  |
| 13  | 740.05                     | 155,894          | (27)             | 2,661        | -             | 0.200            | 35.9          | 20.3             | -                | 37.3           | 9.4              | -                | 12.0             | -                | 47.3             |                  |
| 14  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 15  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 16  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 17  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 18  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 19  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 20  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 21  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 22  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 23  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 24  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 25  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 26  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 27  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 28  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 29  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 30  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |
| 31  |                            |                  |                  |              |               |                  |               |                  |                  |                |                  |                  |                  |                  |                  |                  |

|               |                                        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---------------|----------------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| <b>TOTALS</b> | <span style="color: red;">(906)</span> |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---------------|----------------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Park Usage  Rain Yr. Total



**Santa Barbara County Parks Division,  
Cachuma Lake Recreation Area**



**Summary of Aquatic Invasive Species Vessel Inspection Program  
and Early Detection Monitoring Program: **APRIL 2020****

| <b>Cachuma Lake Recreation Area<br/>Launch Data -- April 2020</b> |     |     |
|-------------------------------------------------------------------|-----|-----|
| <b>Inspection Data</b>                                            |     |     |
| Total Vessels entering Park                                       | 790 |     |
| Total Vessels launched                                            | 765 |     |
| Total Vessels Quarantined                                         | 25  |     |
| Returning with Boat Launch Tag                                    | 632 | 83% |
| New: Removed from Quarantine                                      |     |     |
| Kayak/Canoe: Inspected, launched                                  | 133 | 17% |
| 4-stroke Engines                                                  |     |     |
| 2-strokes, w/CARB star ratings                                    |     |     |
| 2-strokes, NO emissions ratings                                   |     |     |
| <b>Quarantine Data</b>                                            |     |     |
| Total Vessels Quarantined                                         | 25  |     |
| Quarantined 7 days                                                | *   |     |
| Quarantined 14 days                                               | *   |     |
| Quarantined 30 days                                               | 25  |     |
| <b>Quarantine Cause</b>                                           |     |     |
| Water on vessel*                                                  | *   |     |
| Debris on hull*                                                   | *   |     |
| Plug installed*                                                   | *   |     |
| From infected county                                              | 6   |     |
| Ballast tanks*                                                    | *   |     |
| Boat longer than 24 feet*                                         | *   |     |
| Out-of-state                                                      | 0   |     |
| Unspecified*                                                      | *   |     |
| Mandatory Quarantine All Untagged Boats                           | 25  |     |
| <b>Demographic Data</b>                                           |     |     |
| Quarantined from infected county                                  | 6   |     |
| Quarantined from SB County                                        | 18  |     |
| Quarantined from uninfected co                                    | 1   |     |

Boat Launch Tags: Boats with Cachuma Lake Boat Launch Tags attach boat to trailer.

No mussel species have been located on any vessel entering Cachuma Lake as of the last day of this month.

\* These conditions are no longer being tracked.

**EARLY DETECTION MONITORING PROGRAM SUMMARY**

**Summary:** No Dreissenid mussels were detected  
 Inspection Site: Cachuma Lake, Santa Barbara County, California  
 Inspection Date and Time: 2020.04.29; 11:00 a.m. to 1:00 p.m. PDT  
 Method: 6 PVC/Cement Sampling Stations; 134 linear feet of line  
 Surveyors: SBCO Parks Employees  
 Lake elevation: Max feet: 753.00, current 740.4; Max acre-feet: 193,305, current: 156,827;  
 Current capacity: 81.1%