

**SPECIAL MEETING
OF THE
CACHUMA OPERATION AND MAINTENANCE BOARD**
at Cachuma Operation and Maintenance Board Office
**3301 Laurel Canyon Road
Santa Barbara, California 93105**

Thursday, May 9, 2019

Start Time
10:00 A.M.

AGENDA

Note: This is a special meeting of the Governing Board called in accordance with Government Code Section 54956. Other than the listed agenda items, no other business will be conducted by the Governing Board.

1. **CALL TO ORDER, ROLL CALL**
2. **PUBLIC COMMENT** *(In accordance with Government Code Section 54954.3, every notice for a special meeting shall provide an opportunity for members of the public to directly address the legislative body concerning any item that has been described in the notice for the meeting before or during consideration of that item.)*
3. **VERBAL REPORTS FROM BOARD COMMITTEES**
Receive verbal information regarding the following committee meetings:
 - Administrative Committee Meeting – April 25, 2019
4. **COMB DRAFT FISCAL YEAR 2019-20 OPERATING BUDGET**
Action: For discussion and possible action by motion and roll call vote of the Board
5. **DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING**
6. **MEETING SCHEDULE**
 - **May 20, 2019 Regular Board Meeting at 1:00 P.M., COMB Office**
 - **Board Packages Available on COMB Website**
www.cachuma-board.org
7. **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.

CACHUMA OPERATION & MAINTENANCE BOARD

Administrative Committee Meeting

3301 Laurel Canyon Road
Santa Barbara, CA 93105

Thursday, April 25, 2019
10:00 a.m.

AGENDA

Chair: Director Holcombe
Member: Director Hanson

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. 3rd Quarter Financial Review (*for information*)
4. COMB Proposed Draft Fiscal Year 2019-20 Operating Budget (*for information and possible recommendation*)
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 9, 2019
Submitted by:	Edward Lyons
Approved by:	Janet Gingras

SUBJECT: **COMB Draft Fiscal Year 2019-20 Operating Budget**

RECOMMENDATION:

The Board of Directors receive a presentation on the COMB Draft Fiscal Year 2019-20 Operating Budget and provide direction to staff as appropriate.

SUMMARY:

Presented for Board review and discussion is the COMB Draft Fiscal Year (FY) 2019-20 Operating Budget, Budget Summary document, and Budget Allocation worksheet. The draft budget and accompanying materials have been presented to the Member Agency General Managers and the COMB Administrative Committee for review and comment.

The proposed budget reflects projected operating expenses for the Operations Division, the Fisheries Division as well as the General and Administrative expenses for FY 2019-20. These projected expenditures have been refined through development of the annual work plan and applicable updates to the internal Draft Infrastructure and Habitat Improvement Plans.

The Draft Gross Operating Budget for FY 2019-20 excluding offsetting revenues is \$6.7M as compared to the adopted FY 2018-19 Operating Budget of \$7.3M, which is a decrease of \$550k (7.6%).

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

- A decrease in the Fisheries Division Habitat Improvement Projects of \$950K (43.6%). In FY 2018-19, COMB completed two fish passage improvement projects on Quiota Creek. One fish improvement project is projected to be completed in FY 2019-20.
- An increase in total Salaries and Benefits of \$171K (7.3%) which includes full staffing of 15 employees, a 2.95% COLA adjustment and a slight increase in the CalPERS obligation.
- An increase in total Operations and Maintenance of \$12K (3.3%) due to a small increase in fixed capital and vehicle fuel cost.
- An increase in General & Administrative Expenses of \$87K (23.9%) which includes anticipated litigation costs.
- An increase in the Operations Division Infrastructure Improvement Projects and Special Projects of \$140k (7.6%) attributable, in part to Phase II of the Water Quality and Sediment Study scheduled to commence in FY 2019-20.

The Draft Net Operating Budget for FY 2019-20 is \$4.6M and is compared to the adopted FY 2018-19 of \$4.4M, which is an increase of \$323k (7.6%). The net change from the previous year is attributable to a decrease in projected offsetting revenues. As noted in the previous paragraph, COMB plans to complete

one fish passage improvement project in FY 2019-20. The resulting decrease in corresponding grant revenue from the California Department of Fish and Wildlife Grant Funding is \$876K (46.42%).

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 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. For FY 2019-20, COMB's projected managed revenues and expenditures total \$10,230,656.

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 the 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 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 and conducts meetings with the General Managers and technical staff of the Member Agencies. The purpose of these meetings is to receive and incorporate comments 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.

DISCUSSION:

The budget reflects current salaries and benefits package for all employees including the General Manager's position. The budget includes a 2.95% COLA for all employees, excluding the General Manager, per the historical annual calculation which is based on the March 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. March data indicates a 2.95% increase for the COLA calculation during this time period

Operations Division

Operations and Maintenance Expenses

The Operations Division O & M expenses show an 11.43% increase overall. The labor line item increased by 17.08% and is attributed to the increase in COLA, as well as, vacant positions that were filled during fiscal year 2018-19 including a Program Analyst and a Water Service Worker I. 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.

The fixed capital line item reflects a \$15k decrease. FY 2018-19 budget included a cost to replace one of the fleet vehicles which was purchased in April 2019.

General and Administrative Expenses

Overall, the Operations Division G & A expenses increased 2.08% percent as compared to the previous year budget. Active and retiree health insurance premiums are expected to increase by 3-8.5% in January 2020 as projected by ACWA/JPIA. The CALPERS line item reflects an increase costs primarily due to an increase in the Unfunded Liability amortization as previously described.

The office equipment / leases and computer consultant line items increased slightly to accommodate current year projected actual expenses.

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 slight increase of \$13.8K 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. Board policy requires that all projects are to be approved through Committee and by the Board prior to commencement.

Included for the Fiscal Year 2019-20 budget are the South Coast Conduit (SCC) Air Vacuum Air Release Valve (AVAR) and Blow-Off Valve replacement project, the Sycamore Canyon Slope Stabilization project, the SCC Isolation Valve evaluation, the SCC Lower Reach Lateral Structure project and the SCC San Jose Creek Pipe Stabilization evaluation. Per Board policy, all improvement projects will require approval through the applicable Committee and Board review process prior to implementation.

Special Projects

At the regular Board meeting on April 24, 2017, the Board authorized the General Manager to execute a change order agreement which provided a two-year commitment with Cushman Contracting to store key components of the Emergency Pumping Facility Project (EPFP). The change order agreement also included an approved amount to re-establish a fully-functioning barge if conditions warranted the installation. Included in the proposed budget are funds for the continued leasing of the facility components per the proposed change order.

In FY 2018-19, COMB hired a specialized submerged pipeline design consultant to provide a pipe suitability analysis, weight design and deployment analysis, and a pump station connection and ROM opinion of probable construction cost for a secured pipeline. COMB plans to pursue final design for a bottom-mounted pipeline to Site 1 in FY 2019-20. Following Board approval, the project would be installed during the next drought when the appropriate lake level is reached for implementation and construction.

Also in FY 2018-19, a Lake Cachuma water quality and sedimentation plan was approved with the objective of developing management actions as part of a program to address surface water quality due to the recent watershed fires. The program would include identification and characterization of issues, 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 FY 2019-20 proposed budget includes costs associated with Phase II of the approved project.

Fisheries Division

Operation and Maintenance Expenses

The Fisheries Division Labor Account shows a slight increase compared to the prior fiscal year primarily due to the proposed increase in COLA, as well as, projected staff salary step increases and is offset by a slight reduction in health care costs. Overall, the operation and maintenance expenses show a 4.86% increase as compared to the prior fiscal year budget.

The fixed capital line item reflects a \$20k increase to cover the purchase of a new vehicle for the division in accordance with COMB Vehicle Replacement Matrix.

General and Administrative Expenses

General and administrative expenses reflect costs for support related to the Fisheries Division administrative function. Administrative salaries and associated CalPERS costs also 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. Legal costs include an additional \$80k in anticipated litigation expenses. The postage and office supplies, miscellaneous expenses and membership dues line items increased slightly to accommodate current year projected actual expenses. Overall, the Fisheries Division General and Administrative expenses increased \$89.3K (25.6%).

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 BO/FMP line item has been decreased by 6.82% due to less reliance on external consultants. The County Betterment Fund offset for this program of work is \$90K.

The Habitat Improvement Projects includes the construction of one fish passage improvement project along Quiota Creek in FY 2019-20. Grant funding has been secured for this project in the amount of \$1,010,700. Per Board policy, all improvement projects will require approval through the applicable Committee and Board review process prior to implementation. COMB completed two similar projects in FY 2018-19. Board policy requires that all projects are to be approved through Committee and by the Board prior to commencement.

Financial Planning

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 and Habitat Improvement Plan which is used as an internal guideline for forecasting, budgeting and long term financial planning. COMB staff has initiated the process of updating the plan for FY 2020-24, which will be submitted through the appropriate Committee, to the Board for consideration.

Grants / Financial Assistance

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 where operating and maintenance costs have been included in future operating budget forecasts. Board policy requires that all projects are to be approved through Committee and by the Board of Directors prior to commencement.

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 will be applied toward the fish passage improvement at Crossing Number 8 on Quiota Creek, a tributary to the lower Santa Ynez River. Construction is scheduled to begin in late summer/fall 2019.

In 2018, the COMB Water Resources Engineer 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.

In summary, the COMB gross Draft Operating Budget for FY 2019-20 is \$6,704,935. The development of a long term strategic financial plan to support large scale infrastructure improvement projects is underway. In addition, staff research on potential grant funding opportunities continues throughout the fiscal year. With projected offsetting revenues of \$2,142,975, the net FY 2019-20 COMB Budget totals \$4,561,960.

COMMITTEE STATUS:

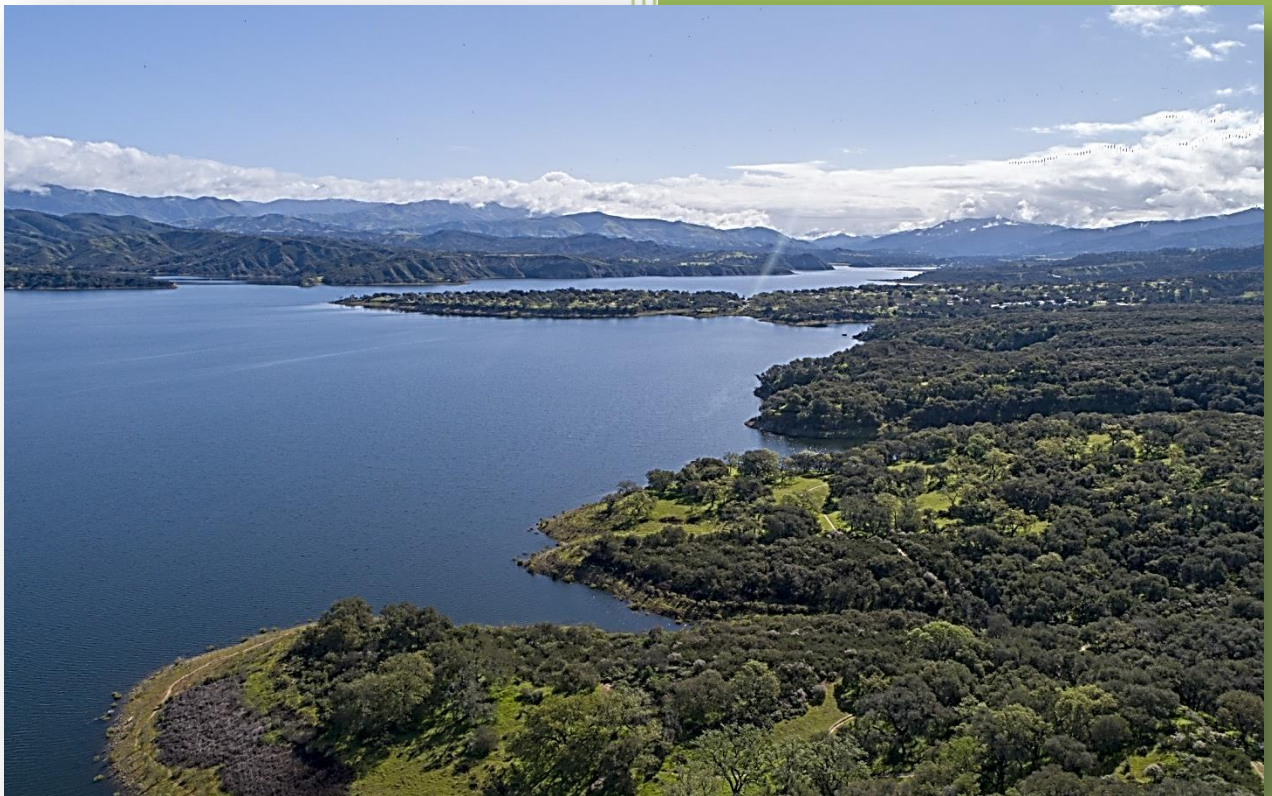
The Administrative Committee has reviewed and commented on the COMB Draft FY 2019-20 Operating Budget and forwards to the Board for presentation and review with a recommendation to approve.

LIST OF EXHIBITS:

- 1) Fiscal Year 2019-20 Draft COMB Operating Budget

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Fiscal Year 2019-20 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.”



A California Joint Powers Authority

Cachuma Operation & Maintenance Board

Board of Directors

Polly Holcombe, Carpinteria Valley Water District

Lauren Hanson, Goleta Water District

Kristen Sneddon, City of Santa Barbara

Cori Hayman, 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

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



General Manager's Message

The Fiscal Year (FY) 2019-20 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 aspects 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 2018-19 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 Member Agencies who fund COMB in FY 2019-20. 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 onset 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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## 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 (Continued)

|        |                                              |
|--------|----------------------------------------------|
| 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 |
| USA    | Underground Service Alerts                   |





## **SECTION I – COMB OVERVIEW**



## SECTION I – COMB OVERVIEW

### 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.

The Cachuma Project Member Units (Member Units) consist of the City of Santa Barbara, Goleta Water District, Montecito Water District, Carpinteria Valley Water District, 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.



*Bradbury Dam*

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.

In September 2010, the COMB Board approved a budget adjustment effective January 2011 to transfer from Cachuma Conservation and Release Board (CCRB) the implementation of the Santa Ynez River Fisheries Program as required by the 2000 Biological Opinion.

COMB's organizational structure originally consisted of six (6) Cachuma Project beneficiaries, including Goleta Water District, the City of Santa Barbara, Montecito Water District, Summerland Water District, Carpinteria County 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 reorganized with Montecito Water District as successor in interest. 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 which includes: 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 and other agreements 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.

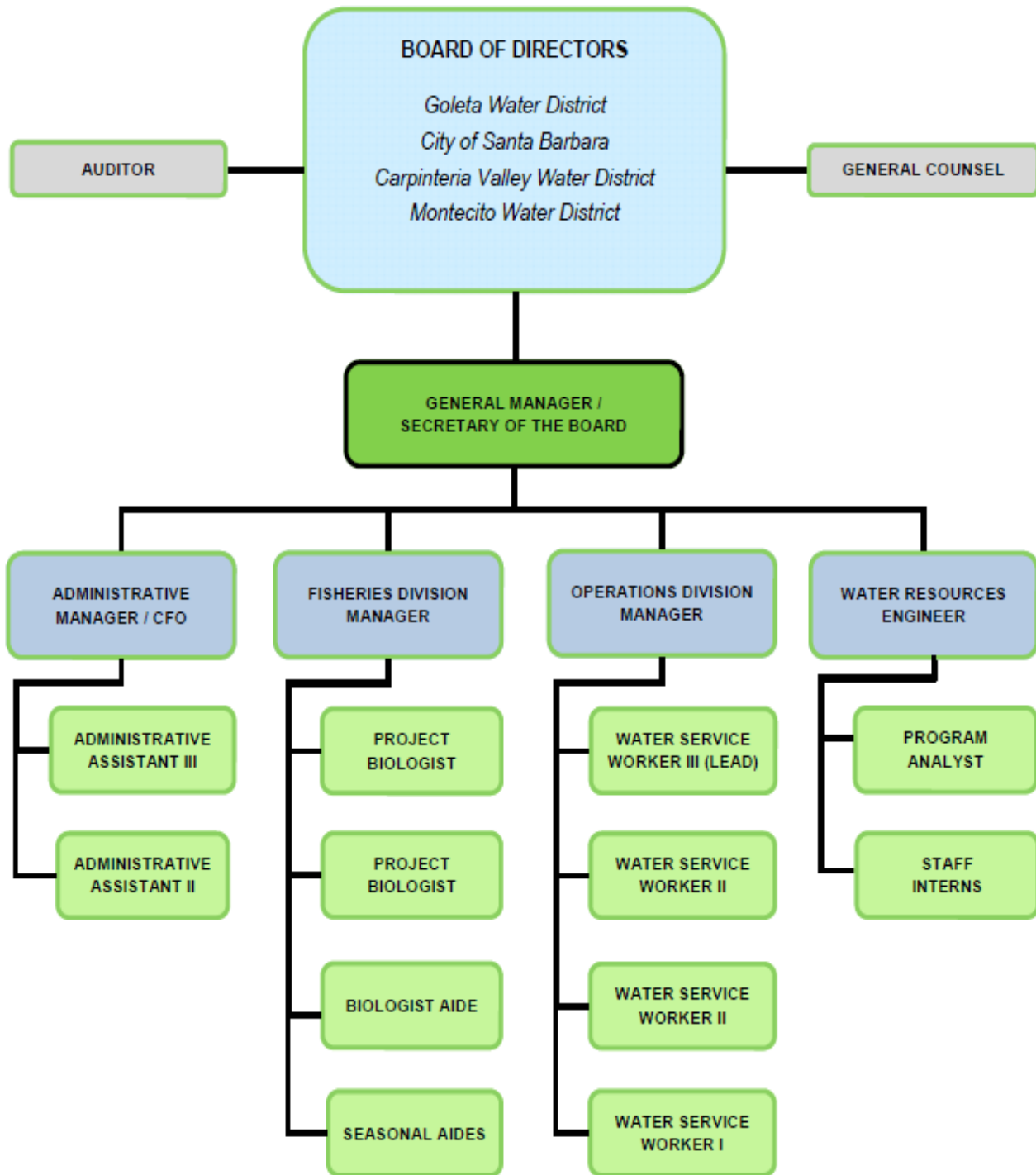
Day-to-day operations are executed by the General Manager who serves at the pleasure of the Board. The General Manager oversees a staff of 14 full time employees including division managers, certified distribution operators, senior biology staff, a water resources engineer, a program analyst, and administrative personnel.

Figure 1.1 on the following page provides an overview of the COMB Organizational Structure.



*North Portal Intake Tower – March, 2019  
(Photo Credit: SB County Public Works)*

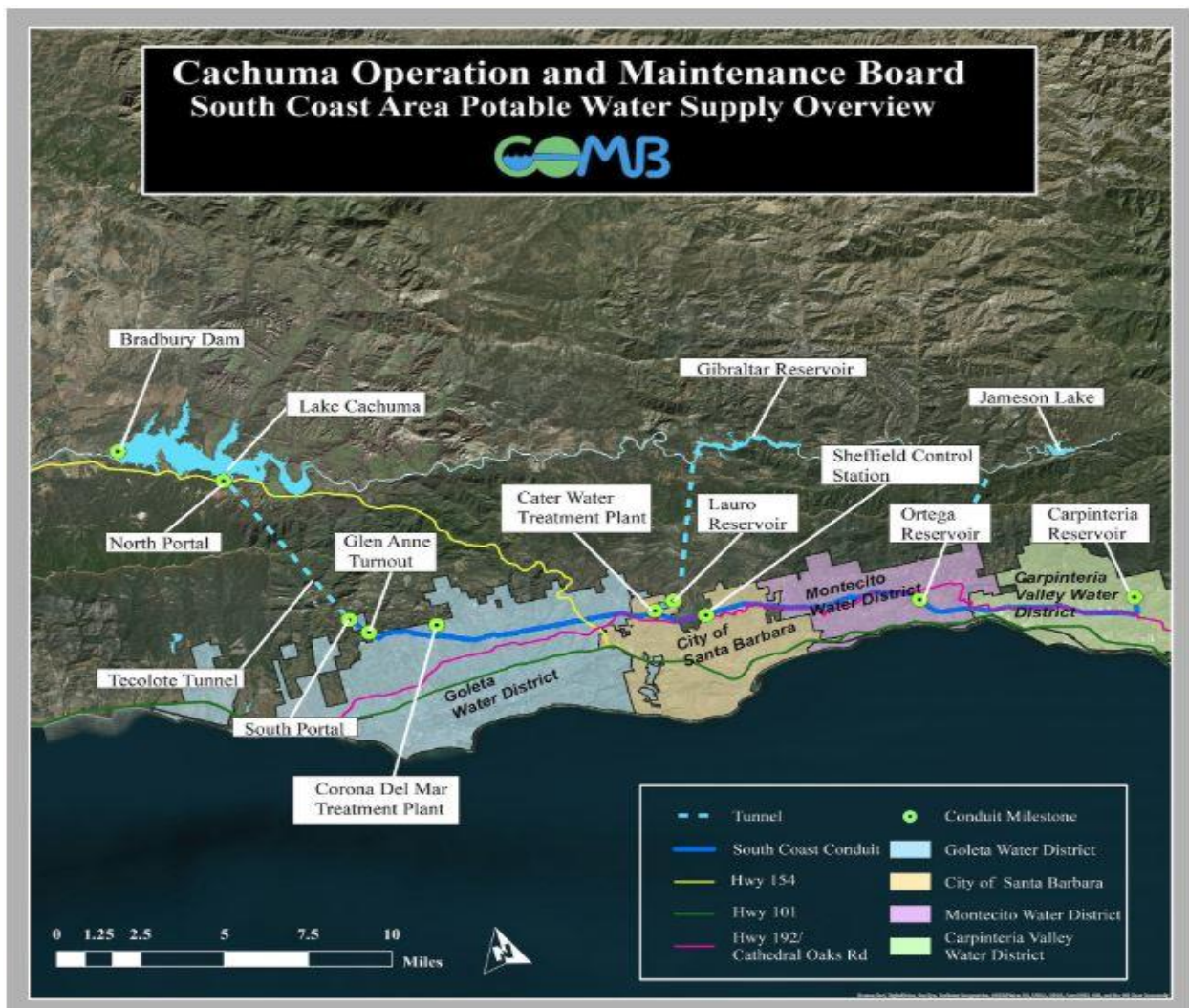
Figure 1.1 –COMB Organizational Structure



**CONVEYANCE FACILITIES and OPERATIONS**

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. COMB, through a Transferred Project Works contract, is responsible for operating and maintaining the USBR facilities. 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 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.

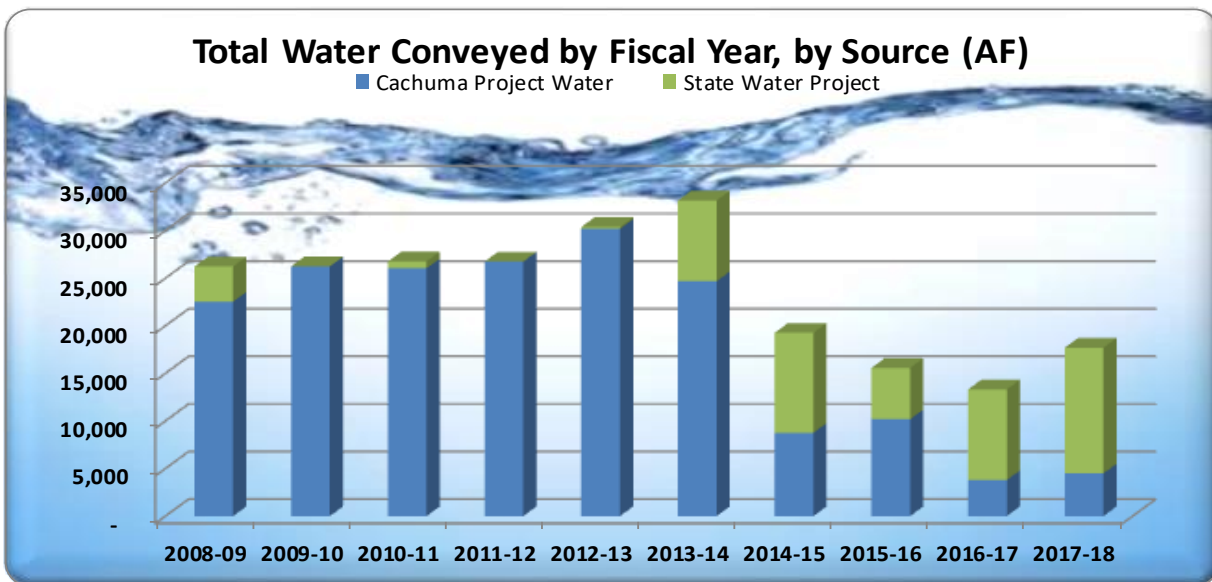
COMB staff reads meters and accounts for Project water deliveries on a monthly basis, and performs repairs and preventative maintenance on Project facilities and equipment. COMB safeguards Project lands and rights-of-way on the South Coast as the contractor for Reclamation. COMB is responsible for issuing 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*

**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  |
|------------------------|-------------------------------------------|----------------------------------------------------|--------|
| 2008-09                | 22,529                                    | 3,696                                              | 26,225 |
| 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 |



## Notes:

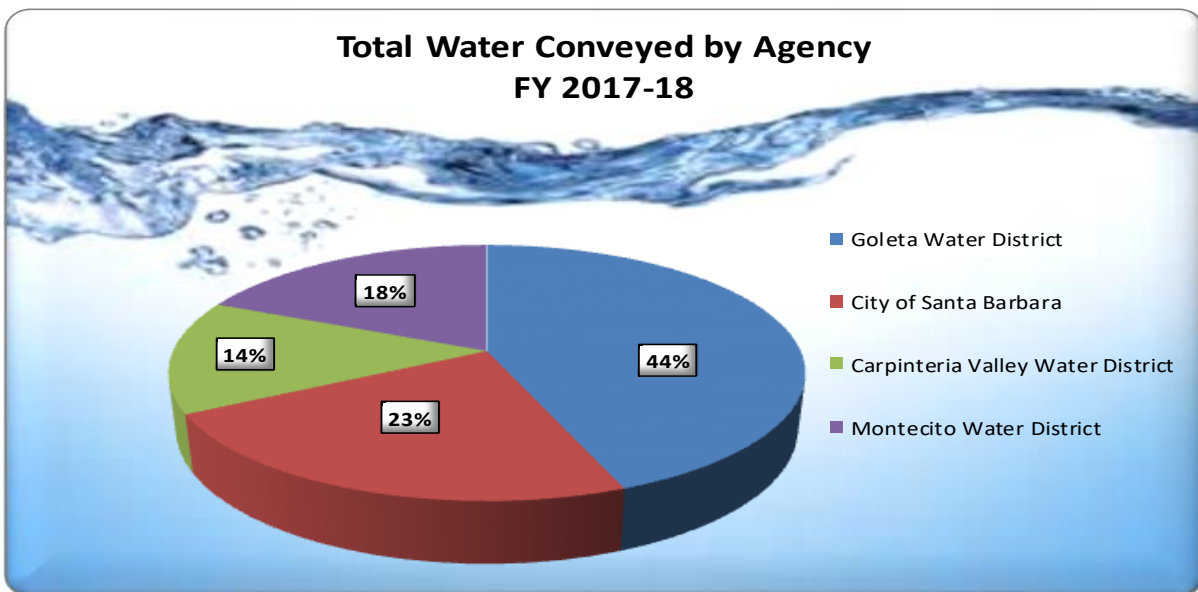
- (1) Reported in Acre Feet. One Acre Feet = 325,851 Gallons of Water
- (2) State Water Project deliveries include both Table A Water and Supplemental Water Purchases.
- (3) Starting with Water Year 2014-15 (Oct-Sep), the annual Cachuma Project water allocation was reduced to 45% due to ongoing drought conditions and low lake level. Subsequent annual allocations were as follows: WY 2015-16 (0%), WY 2016-17 (40%), WY2017-18 (40%).

Source: Cachuma Monthly Water Reports



**Table 1.2 – Total Water Conveyed by Fiscal Year, by COMB Member Agency  
Via South Coast Conduit (Acre Feet)**

| Fiscal Year            | Goleta Water District | City of Santa Barbara | Carpinteria Valley Water District | Montecito Water District | Total  |
|------------------------|-----------------------|-----------------------|-----------------------------------|--------------------------|--------|
| 2008-09                | 11,234                | 8,054                 | 2,283                             | 4,653                    | 26,225 |
| 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 |



**Notes:**

- (1) Reported in Acre Feet. 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%).

Source: Cachuma Monthly Water Reports

## 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.

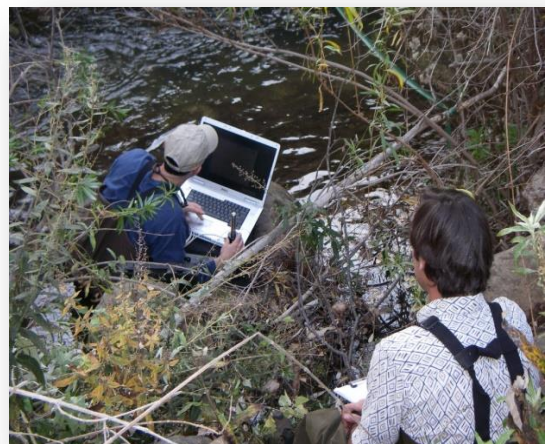


The National Marine Fisheries Services (NMFS) is the United States federal agency that oversees protection of Southern California steelhead (*Oncorhynchus mykiss*, *O. mykiss*). The Cachuma Project Biological Opinion (BO) and the Lower Santa Ynez River Fish Management Plan (FMP) were issued in 2000 for 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 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.

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 South Coast 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 are extremely low and cannot flow via gravity into the Tecolote Tunnel. After an all-time low capacity of 7% of capacity during 2016, Lake Cachuma rebounded to approximately 73% 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 their respective groundwater basins have been recharged and supplemental water obligations are repaid.

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 periodic basis as part of its ongoing planning process.

### Cachuma Lake Intake Tower



*August, 2016*

*February, 2019*



## FY 2018-19 ACCOMPLISHMENTS

Outlined below are highlights of accomplishments during this past fiscal year.

### Engineering Division

- Emergency Pumping Facility Project (EPFP) – Assisted with the negotiation of Change Order No. 17 with external contractor which allowed the EPFP to be installed at a lower elevation and recommended delaying remobilization until 2019 or thereafter, resulting in a potential savings of approximately \$1.5M, if installation is delayed. Further developed a Request for Proposal (RFP) for a feasibility study for a secured/stored pipeline option.
- Sycamore Canyon Slope Stabilization – Prepared a change in the project scope of work, under the FEMA Project Assistance request, 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 original change in scope which increased funding from \$50K to \$450K.
- Thomas Fire and Debris Flows – Submitted three separate Project Assistance requests to FEMA related to damages incurred during the Thomas Fire and Debris Flow event. Successfully negotiated an increase in funding from the initial \$30k damage assessment to the \$120k approved reimbursement amount to cover repair costs.
- Arroyo Paredon Bridge Replacement – Worked with Caltrans on bridge replacement project. Initially helped provide a Stop Work notice so that the project would be built with elements that protected the South Coast Conduit. Project had been in the works for over 10 years. Bridge completed and channel stabilization measures were installed that may be a useful case study for other creek crossings at no cost to COMB.
- Upper Reach Shutdown Projects – Coordinated and completed Upper Reach shutdown projects including San Antonio Creek Blow-off and Lateral 3A projects for water savings and cost reduction.
- AVAR/BO Rehabilitation Projects – Planned and coordinated shutdowns for rehabilitation work on the South Coast Conduit. Project scope of work was adjusted concurrently with repair work for several sites due to site specific conditions. Worked with design engineer and contractor to optimize solution while minimizing potential cost increases. Schedule ‘A’ work successfully completed in December 2018. Schedule ‘B’ work successfully completed in January 2019.
- Tecolote Tunnel Inspection – Assisted U.S. Bureau of Reclamation staff with comprehensive Tecolote Tunnel inspection.

## FY 2018-19 ACCOMPLISHMENTS (Continued)

### Engineering Division (Continued)

- Water Quality and Sediment Management Study – Prepared Request For Proposal (RFP) and selected consultant for study. Phase 1 of the study commenced in November 2018. Working on possible IRWMP funding for regional project.
- Lake Cachuma Elevation Projection Model – Developed lake elevation projection model for forecasting lake elevations and the potential EPFP Remobilization.
- Meter Mass Balance – Programmed mass balance reconciliation into the monthly water accounting model using system meters to evaluate issues. New meters installed in 2018 resolved most of the issues with unaccounted for water.
- Evaporation Discrepancy – Identified significant evaporation discrepancy, prepared memo, submitted evaporation buoy grant proposal, coordinated with Reclamation on solution, solved source of discrepancy.
- GIS/GPS – Purchased new GPS unit and continued efforts to more accurately mark the South Coast Conduit in the field. Presented and received positive feedback at the annual ESRI/GIS mapping conference on COMB’s GIS/GPS system.
- NPDES permit – Worked with COMB Fisheries division to perform water quality sampling and dechlorination for NPDES permit for discharges in 2018.
- Certifications – Water Resources Engineer passed State of California Department of Health Services Water Distribution D2 exam and certified D2 Operator in spring 2018, passed Water Distribution D3 exam in fall 2018.

### Operations Division

#### System Shutdowns

- Upper Reach Shutdown
  - San Marcos Isolation Valve to Lauro Control Station – City of SB contractor replaced Cater Water Treatment Plant influent meter.
  - Corona Del Mar WTP to San Marcos Isolation Valve to facilitate the completion of two major rehabilitation projects.
- Lower Reach Shutdown
  - South Coast Booster Pumps to Sheffield Control Station – City of SB contractor replaced South Coast Booster pump meter.
  - South Coast Booster Pump Station to Sheffield Control Station - completed first phase of Blow-off valve replacement.
- Tecolote Tunnel Shutdown
  - Reclamation performed a comprehensive periodic review – Tecolote Tunnel Inspection.

## FY 2018-19 ACCOMPLISHMENTS (Continued)

### Operations Division (Continued)

#### Rehabilitation / Repair / Replacement Projects

- Assisted in Lateral 3A Rehabilitation Project.
- Assisted in San Antonio Creek Blow-off replacement project.
- Completed repairs to appurtenant structures damaged during the Montecito debris flow.
- Replaced an 8” Meter at the Ortega Reservoir Pump Station to further improve system metering accuracy.
- Rehabilitated Blow off structure 57+97 – Replaced damaged 6” gate valve and installed all new hardware (nuts, bolts, gaskets etc.)
- Assisted in completion of Schedule ‘A’ AVAR/Blow off rehabilitation project (Cater WTP to Sheffield Control Station).
- Assisted in completion of Schedule ‘B’ AVAR/Blow off rehabilitation project (Sheffield Control Station to Barker Pass).
- Assisted in completion of Schedule ‘C’ AVAR/Blow off rehabilitation project (Cater WTP to Carpinteria Reservoir).
- Rehabilitated structure 380+30 including the replacement of the manway, valve and air vent.

#### Miscellaneous Work Activities

- Provided staff to assist in completion of the USBR annual Periodic Facility Reviews and Security Inspections at all USBR dams along the South Coast Conduit.
- Completed the Upper Reach / Lower Reach structure maintenance programs.
- Assisted the USBR in the dive inspection of the Lauro Reservoir intake structure. Coordination between Corona Del Mar WTP, Cater WTP and COMB allowed the operations team to successfully isolate Lauro reservoir and directly feed Cater Water Treatment Plant via South Coast Conduit.

### Fisheries Division

#### NMFS Biological Opinion and Fish Management Plan

- Implemented all 2000 BiOp compliance monitoring tasks (trapping, redd surveys, snorkel surveys, water quality monitoring, stream flow monitoring, photo documentation, etc.), working closely with USBR throughout the process.
- Successfully completed all 2000 BiOp compliance monitoring and reporting for the 2018 WR 89-18 Release as requested by USBR.

## FY 2018-19 ACCOMPLISHMENTS (Continued)

### Fisheries Division (Continued)

#### NMFS Biological Opinion and Fish Management Plan (Continued)

- Worked closely with USBR on monitoring and maintaining minimum target flows to Hilton Creek from both the Hilton Creek Watering System (HCWS) and Hilton Creek Emergency Backup System (HCEBS) through testing operations, flow configuration changes and shutdowns during power outages.
- Successfully completed on time the Quiota Creek Crossing 5 and Quiota Creek Crossing 9 Stream Restoration Projects following all permit requirements.
- Wrote and received a CDFW-FRGP Grant Award for the Quiota Creek Crossing 8 Project that is planned for construction in the fall of 2019.
- Successfully implemented the second annual Hilton Creek Gravel Augmentation Project. The pilot project resulted in the immediate success with *O. mykiss* spawning. The objective of this effort is to evolve into a long-term program.
- Followed up on the water hyacinth removal effort on the Lower Santa Ynez River (LSYR) with no sightings this year of this very invasive, non-native aquatic plant.
- Improved landowner relationships that specifically have provided increased access into the Highway 154 Management Reach downstream of the Long Pool.
- WY2014 and WY2015 Annual Reports/Summaries completed.

#### Oak Tree Program

- Successfully completed the Annual Oak Tree Inventory of 4,469 trees planted over the history of the program with 3,674 alive making for an 82.21% success rate for the program that started in 2005.
- Kept up a rigorous watering effort of the mitigation trees in the Lake Cachuma Oak Tree Restoration Program throughout a very dry season that has shown positive results in maintaining those trees in multiple areas around the lake and below the dam.

### Administrative Division

#### COMB JPA

- Separation Agreement entered into by the Santa Ynez River Water Conservation District, ID No.1, COMB, and the South Coast Member Agencies and approved by all parties
- Second Amendment to the 1996 Amended and Restated Joint Exercise of Power Agreement Executed and submitted to California Secretary of State for recording.
- Transfer of Project Works Contract Renewal Process initiated with Reclamation.

**FY 2018-19 ACCOMPLISHMENTS (Continued)****Administrative Division (Continued)**CAFR Audit / Budget Process

- Fiscal Year 2016-17 Comprehensive Annual Financial Report (CAFR) was awarded (first time submission) the Certificate of Achievement for Excellence in Financial Reporting from the GFOA.
- Fiscal Year 2017-18 Audited Financial Statements received an unmodified (“clean”) opinion.
- Expanded Budget Document initiated and approved by Board.

Grant Funding

- COMB applied for and received FEMA Disaster (DR-4353) funding for rehabilitation to damaged structures caused by the Thomas Fire and subsequent Debris Flow disaster.
- COMB applied for and received grant funding from the U.S. Bureau of Reclamation for the Cachuma Lake Log Boom Installation Project.
- Participation in Santa Barbara County IRWMP process.

Reporting / Cost Tracking

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

Policy and Procedure

- Updated Board Governance Policy.
- Development of Director Handbook.
- Fiscal Policy created and adopted by the COMB Board.
- Advancement of Vehicle Replacement Matrix.

Other

- New COMB website developed and launched.
- Receipt of two ACWA/JPIA Presidents Special Recognition Awards for low loss ratio in the Liability and Property Insurance programs.
- Administrative Manager/CFO completed a year-long leadership training program sponsored by ACWA-JPIA



## FY 2019-20 PRIORITIES

Outlined below are highlights of priorities to be initiated during Fiscal Year 2019-20.

### Operations Division and Engineering

- Emergency Response Plans updated
- Operational and efficiency improvements
- Implementation of approved Infrastructure Improvement Projects
- Staff Professional Development and Training
- Asset Management Plan developed
- Operational Administrative Policies defined
- Secure Grant Funding opportunities
- Safety and Security measures implemented
- Infrastructure Improvement Plan FY 2020-2024 updated and approved

### Fisheries Division

- Continue effective Operational Program of Work
- Improve Reporting Documents and Production schedule
- Secure Grant Funding Opportunities
- Implementation of approved Habitat Improvement Projects
- Staff Professional Development and Training
- Safety and Security measures implemented
- Habitat Improvement Plan FY 2020-2024 updated and approved

### Administrative Division

- Development / Implementation of Transfer Agreement Renewal Process
- Review of USBR Water Rates, Deficits, and USBR Budget Process
- Development of Framework for Comprehensive Strategic Planning Process
- Advancement of Financing Approaches (SRF, grants, bonds, debt obligations)
- CAFR Audit / Budget Planning Document Enhanced
- Financial and Operational Metric Reporting (Dashboard)
- Advancement of Water Accounting / Supply and Demand schedules
- Continued Development of Policy and Procedures
- Injury Illness Prevention Plan updated
- COMB Internal Emergency Response Plan updated
- Advancement of Risk Management Programs
- Employee Handbook completed
- Parity Study completed
- Payroll System and Timekeeping System Upgraded
- Staff Professional Development and Training





## **SECTION II – BUDGET OVERVIEW**



## 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.

## FINANCIAL PLANNING

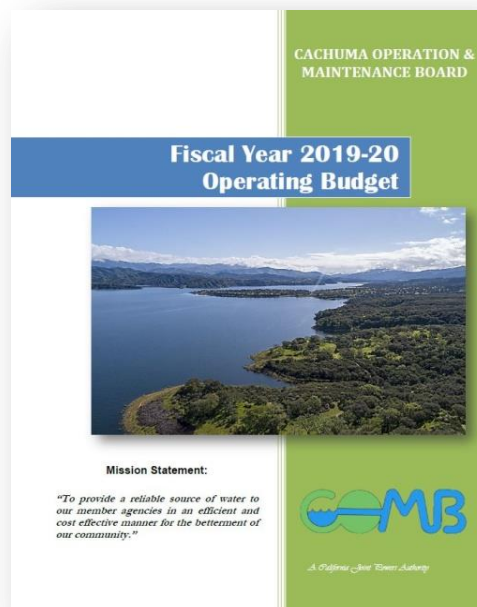
The Cachuma Operation and Maintenance Board operates under an annual budget which is adopted by the Board of Directors in accordance with established short and long term financial plans. The Government Finance Officers Association recommends that all governmental entities use some form of strategic planning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

COMB has developed a comprehensive five-year Infrastructure Improvement Plan and Habitat Improvement Plan which is used as an internal guideline for forecasting, budgeting and long term financial planning. COMB staff has initiated the process of updating the plan for FY 2020-24, which will be submitted through the appropriate Committee, to the Board for consideration.

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 projects are to be approved through Committee and by the Board prior to commencement.

## 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 Annual Operating Budget for FY 2019-20 is further detailed in Section V – COMB Operating Budget (see page 39).

### 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 conducts meetings with the General Managers and technical staff of the Member Agencies. The purpose of these meetings is to receive and incorporate comments 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 draft annual 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.

Table 2.1 provides the budget process schedule for FY 2019-20.

**Table 2.1 – Budget Process Schedule – FY 2019-20**

| Deliverables                                                                                                                                                                                                  | Jan | Feb | Mar | Apr | May | Jun |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----|-----|-----|-----|-----|
| Updates to: Infrastructure Improvement Projects,<br>Habitat Improvement Projects,<br>Projected COMB Managed Revenues<br>Projected General and Administrative Expenditures<br>Projected Operating Expenditures | X   | X   |     |     |     |     |
| FY 2019-20 Draft Budget Document Developed                                                                                                                                                                    |     | X   | 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   |

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.

#### 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 alternative 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. Any expenditures that are disputed by ID No. 1 are to be deposited into an escrow account mutually-identified and agreed to by both parties, and until such time the dispute is resolved pursuant to the provisions set forth in Section 17 of the Agreement. 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.

### 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 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.

### Financial Statement Reporting

Unaudited financial statements 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.

## **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 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 2.2. For FY 2019-20, COMB's projected managed revenues and expenditures total \$10,230,656. A breakdown of this amount is reflected in Tables 2.3 and 2.4.

**Table 2.2 – Previous Ten Fiscal Years’ COMB Managed Revenues <sup>(1)</sup>**

| Fiscal Year                | Operating Budget <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                    | \$ 3,827,696                    | \$ 1,728,642                | \$ 309,051        | \$ -          | \$ 710,361                     | \$ 463,450         | \$ 48,991        | \$ 7,088,191           |
| 2018-19 <sup>(6)</sup>     | \$ 4,238,885                    | \$ 3,189,982                | \$ 309,051        | \$ 1,886,408  | \$ 629,521                     | \$ 463,450         | \$ 52,162        | \$ 10,769,459          |

## 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.

Table 2.3 – FY 2019-20 COMB Managed Revenues and Expenditures <sup>(1), (2)</sup>

| Category                                       | Approved<br>FY 2018-19 | Projected Actuals<br>FY 2018-19 | Proposed<br>FY 2019-20 |
|------------------------------------------------|------------------------|---------------------------------|------------------------|
| <b>Revenues:</b>                               |                        |                                 |                        |
| COMB Operating Budget <sup>(2)</sup>           | \$ 4,238,885           | \$ 4,238,885                    | \$ 4,561,960           |
| Project Unexpended Funds FY 2017-18            | 500,000                | 0                               | 0                      |
| USBR Water Rates/Deficits <sup>(3),(4)</sup>   | 2,600,000              | 3,189,982                       | 2,700,720              |
| CDFW Grant Funding                             | 1,886,408              | 1,886,408                       | 1,010,700              |
| Warren Act Trust Fund                          | 539,521                | 539,521                         | 591,523                |
| Loan Payments - EPFP                           | 463,450                | 463,450                         | 463,450                |
| FEMA Assistance                                | 0                      | 0                               | 450,752                |
| Bradbury SOD Act                               | 261,647                | 261,647                         | 261,647                |
| SB County Contribution                         | 90,000                 | 90,000                          | 90,000                 |
| Water Rights Fee                               | 49,000                 | 52,162                          | 52,500                 |
| Lauro SOD Act                                  | 47,404                 | 47,404                          | 47,404                 |
| Renewal Fund                                   | 0                      | 0                               | 0                      |
| <b>Total Managed Revenues:</b>                 | <b>\$ 10,676,315</b>   | <b>\$ 10,769,459</b>            | <b>\$ 10,230,656</b>   |
| <b>Expenditures:</b>                           |                        |                                 |                        |
| <b>Contracts/Agreements</b>                    |                        |                                 |                        |
| U.S. Bureau of Reclamation                     | \$ 2,600,000           | \$ 3,189,982                    | \$ 2,700,720           |
| Bradbury SOD Act Repayment                     | 261,647                | 261,647                         | 261,647                |
| SYRCWD Separation Agreement <sup>(5)</sup>     | 0                      | 60,000                          | 60,000                 |
| Lauro SOD Act Repayment                        | 47,404                 | 47,404                          | 47,404                 |
| Water Rights Fee                               | 49,000                 | 52,162                          | 52,500                 |
| <b>Subtotal:</b>                               | <b>\$ 2,958,051</b>    | <b>\$ 3,611,195</b>             | <b>\$ 3,122,271</b>    |
| <b>Personnel</b>                               |                        |                                 |                        |
| Operations Division                            | \$ 813,247             | \$ 772,825                      | \$ 952,164             |
| Fisheries Division                             | 692,409                | 643,506                         | 704,515                |
| Administrative Division                        | 832,180                | 781,917                         | 851,808                |
| <b>Subtotal:</b>                               | <b>\$ 2,337,836</b>    | <b>\$ 2,198,248</b>             | <b>\$ 2,508,486</b>    |
| <b>Operation and Maintenance</b>               |                        |                                 |                        |
| Operations Division                            | \$ 288,500             | \$ 283,055                      | \$ 275,500             |
| Fisheries Division                             | 71,000                 | 71,394                          | 96,000                 |
| <b>Subtotal:</b>                               | <b>\$ 359,500</b>      | <b>\$ 354,449</b>               | <b>\$ 371,500</b>      |
| <b>General and Administrative</b>              |                        |                                 |                        |
| Operations Division                            | \$ 250,083             | \$ 224,571                      | \$ 254,148             |
| Fisheries Division                             | 114,416                | 88,711                          | 197,516                |
| <b>Subtotal:</b>                               | <b>\$ 364,499</b>      | <b>\$ 313,281</b>               | <b>\$ 451,664</b>      |
| <b>Infrastructure and Improvement Projects</b> |                        |                                 |                        |
| Infrastructure Improvement Projects            | \$ 1,469,400           | \$ 1,034,437                    | \$ 1,483,200           |
| Special Projects                               | 373,583                | 228,725                         | 500,085                |
| Habitat Improvement Projects                   | 2,173,996              | 2,116,154                       | 1,226,000              |
| Program Support Services                       | 176,000                | 154,867                         | 164,000                |
| <b>Subtotal:</b>                               | <b>\$ 4,192,979</b>    | <b>\$ 3,534,184</b>             | <b>\$ 3,373,285</b>    |
| <b>Total Expenditures before Debt:</b>         | <b>\$ 10,212,865</b>   | <b>\$ 10,011,357</b>            | <b>\$ 9,827,206</b>    |
| Debt Service - American Riviera Bank           | 463,450                | 463,450                         | 463,450                |
| <b>Total Expenditures:</b>                     | <b>\$ 10,676,315</b>   | <b>\$ 10,474,807</b>            | <b>\$ 10,290,656</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 (Projected Actuals FY 2018-19) - 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 \$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.

(4) USBR Water Rates/Deficits (Proposed FY 2019-20) - Based on preliminary verbal estimate received from USBR. Amount includes 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.

**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 2019-20 is reflected in Table 1.3

**Table 2.4 – Projected Obligation by Cachuma Project Member Unit – FY 2019-20**

| Obligation                                  | GWD                | City of SB         | CVWD               | MWD                | SYRWCD ID No. 1 <sup>(7)</sup> | Totals               |
|---------------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------------------|----------------------|
| COMB Gross Operating Budget                 | \$2,709,933        | \$2,406,421        | \$817,839          | \$770,742          | \$0                            | \$6,704,935          |
| USBR O&M Costs <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              |
| Lauro SOD Act <sup>(4)</sup>                | 19,159             | 17,013             | 5,782              | 5,449              | 0                              | 47,404               |
| Water Rights Fee <sup>(5)</sup>             | 19,031             | 16,900             | 5,744              | 5,413              | 5,413                          | 52,500               |
| EPPF Loan Assessment <sup>(6)</sup>         | 360,461            | 0                  | 0                  | 102,989            | 0                              | 463,450              |
| <b>Total Gross Obligation</b>               | <b>\$4,258,222</b> | <b>\$3,329,308</b> | <b>\$1,131,489</b> | <b>\$1,169,319</b> | <b>\$342,319</b>               | <b>\$10,230,656</b>  |
| Less Offsetting Revenues:                   |                    |                    |                    |                    |                                |                      |
| Warren Act Trust Fund                       | (\$239,076)        | (\$212,299)        | (\$72,151)         | (\$67,996)         | \$0                            | (\$591,523)          |
| County Betterment Fund                      | (36,375)           | (32,301)           | (10,978)           | (10,346)           | 0                              | (90,000)             |
| CDFW Grant Funding                          | (408,495)          | (362,743)          | (123,281)          | (116,181)          | 0                              | (1,010,700)          |
| FEMA Assistance                             | (182,180)          | (161,776)          | (54,981)           | (51,815)           | 0                              | (450,752)            |
| <b>Total Offsetting Revenue</b>             | <b>(\$866,126)</b> | <b>(\$769,120)</b> | <b>(\$261,391)</b> | <b>(\$246,338)</b> | <b>\$0</b>                     | <b>(\$2,142,975)</b> |
| <b>Sub Total Projected Net Obligation</b>   | <b>\$3,392,096</b> | <b>\$2,560,188</b> | <b>\$870,098</b>   | <b>\$922,981</b>   | <b>\$342,319</b>               | <b>\$8,087,681</b>   |
| Non-Member Agency Obligation <sup>(7)</sup> | (32,334)           | (28,712)           | (9,758)            | (9,196)            | 80,000                         | 0                    |
| <b>Total Projected Net Obligation</b>       | <b>\$3,359,762</b> | <b>\$2,531,476</b> | <b>\$860,340</b>   | <b>\$913,785</b>   | <b>\$422,319</b>               | <b>\$8,087,681</b>   |

## Notes:

- Based on preliminary estimate received from USBR. Projected amount includes 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.
- 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 - projection reflects no change from previous year.
- 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 III - COMB MANAGED REVENUES**



## SECTION III - 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. This process involves a request by staff to the Board for additional funding. 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.

**Table 3.1**  
**COMB Operating Budget Allocation Percentages**

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, 2019, 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.

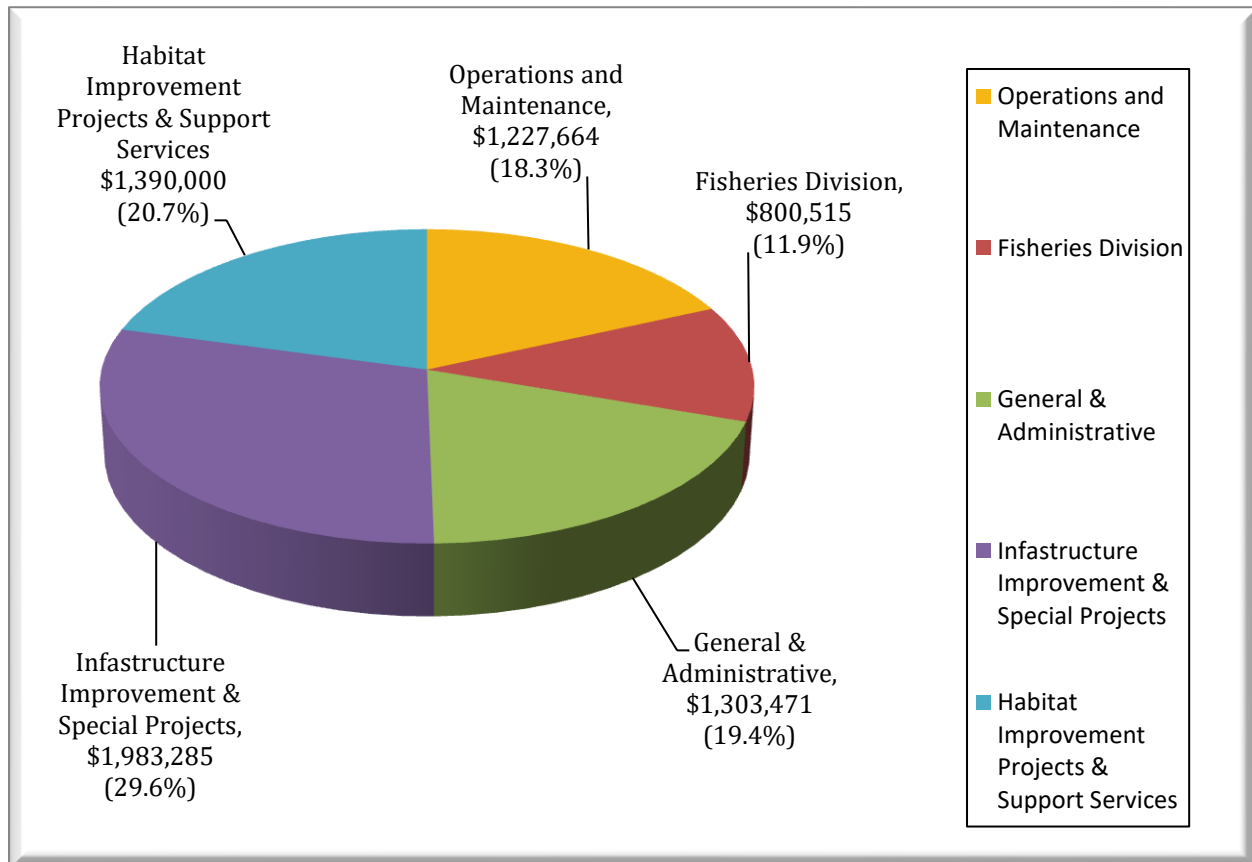
| Member Unit              | COMB Operating Budget Allocation % |
|--------------------------|------------------------------------|
| Goleta Water District    | 40.42 %                            |
| City of Santa Barbara    | 35.89 %                            |
| Carpinteria Valley WD    | 12.20 %                            |
| 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. 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 total COMB gross Operating budget, not including pass-thru expenditures, for FY 2019-20 is \$6,704,935 and is further broken down by major category as depicted in Figure 3.1.

**Figure 3.1 – FY 2019-20 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 3.2 on the following page.



**Table 3.2 – Previous Ten Fiscal Years’ Gross Operating Budget History**

| Fiscal Year | Operations and Maintenance | Fisheries Division | 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       | \$1,983,285                                   | \$1,390,000                            | \$6,704,935 |

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 water rates for FY 2019-20 (\$2.5M), include an installment payment for extraordinary O&M costs (\$420K) related to the replacement of two 30” cone valves located in the outlet works on Bradbury Dam. The total cost for this item (\$1.2M) has been amortized over a 3-year period.

### 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. The FY 2018 deficit, if any, will be reported with the WY 2019-20 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.

**Funding from a CDFW-FRGP grant will cover approximately 86% of the estimated construction cost of the fish improvement project in FY 2019-20.**

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 will be applied towards the fish passage improvement at Crossing Number 8 on Quiota Creek, a tributary to the lower Santa Ynez River. Construction is scheduled to begin in late summer/fall 2019.

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.

### 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 prolonged drought has required the Cachuma Project Members to deliver increased supplies of State Water Project water into 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, which are the City of Santa Barbara, the Goleta Water District, the Montecito Water District, the Carpinteria Valley Water District, 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 which bears a ratio to \$257,100, which is inverse to the ratio which the aggregate amount paid into the Warrant Act Trust Fund during the immediately preceding Calendar Year bears to \$300,000.

For WY 2018-19 and projected WY 2019-20, the amount required to be deposited into the Renewal Fund by the Cachuma Member Units is zero based on the fact that the amount of funds deposited into the Warren Act Trust Fund exceeded the calculation threshold.

The annual meeting of the Cachuma Project Warren Act Trust Fund / Renewal Fund (Funds Committee) was conducted on May 2, 2019. The Funds Committee met to discuss the Annual and Long Term Plan prepared as outlined in the Master Renewal Contract document. The Cachuma Project Trust Fund Revenues collected for calendar year 2018 totaled \$591,293 based on 12,547 AF of State Water delivered to the lake during 2017.

The participating Committee members discussed and subsequently voted and agreed to apply the Warren Act Trust Fund monies for program expenditures and activities related to the Fisheries Program during Fiscal Year 2019-20 as outlined in Table 3.3 below.

**Table 3.3 – Warren Act Trust Fund Program Expenditures - FY 2019-20**

| Category                                              | Amount           |
|-------------------------------------------------------|------------------|
| Steelhead Enhancement Project (Quiota Creek Crossing) | \$250,000        |
| Genetic analyses of LSYR O. Mykiss tissue samples     | \$ 15,000        |
| Oak Tree Restoration Program                          | \$ 30,000        |
| Watershed protection                                  | \$ 50,000        |
| General fisheries program work                        | \$246,293        |
| <b>Total</b>                                          | <b>\$591,293</b> |

### 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*

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 2019-20 is \$261,647 with assessments collected from the Member in accordance with each Member Agencies' Cachuma Project entitlement percentages.



*Lauro Dam*

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 2019-20 is \$47,404 and assessments are collected from the South Coast Member Agencies (only) 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.

The Districts participating in the financing included 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 (60) 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 2019-20 is reflected in Table 3.4 below.

**Table 3.4 – Betterment Fund Expenditures – FY 2019-20**

| <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 2019-20 is \$52,500.

**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 updated in 2013 and another plan update is expected this year 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.

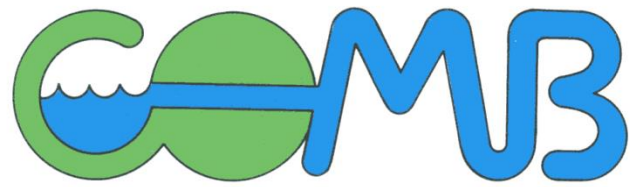
On November 4, 2014, California voters approved Proposition 1, the Water Quality, Supply, and Infrastructure Improvement Act of 2014. The Proposition 1 Integrated Regional Water Management Grant Program, administered by Department of Water Resources (“DWR”), provides funding for projects that:

- 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 Round funding. COMB has submitted two projects for Round 1 consideration which is expected to occur in FY 2019-20.

***Other Revenue Sources***

COMB staff is actively engaged to identify other sources of funding opportunities in an effort to lessen the financial burden on its 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 IV - EXPENDITURES**





## SECTION IV – 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 Cachuma Project Members. 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.

COMB is in the process of developing a comprehensive five-year Infrastructure Improvement Plan and Habitat Improvement Plan which will be presented to the Board of Directors on an annual basis for consideration and approval. Board policy requires that all projects are to be approved through Committee and by the Board prior to commencement.

### 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 14 full time employees including three division managers, certified distribution operators, senior biology staff, a water resources engineer, and administrative personnel.

Personnel costs in FY 2019-20 are projected to total \$2.5 million, a 7.3% increase as compared to FY 2018-19. The increase is primarily attributed to a 2.95% COLA adjustment for all employees per the historical annual calculation which is based on the March Consumer Price Index (CPI) data each year. 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 4.1 and Figure 4.1 provide a breakdown of the individual components of the projected Personnel costs for FY 2019-20 as compared to 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 6.25% 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 2019-20, the classic member contribution rate is set at 4.2%.

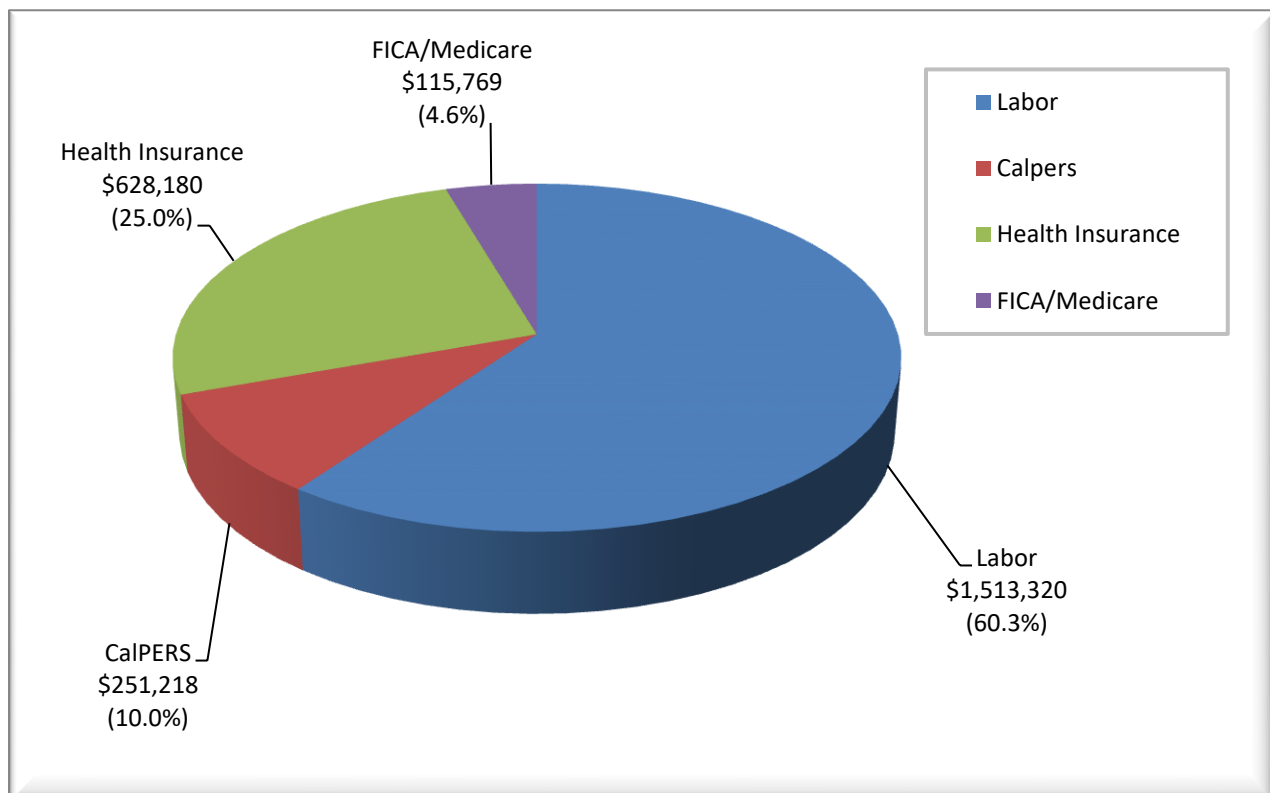
COMB also offers health insurance (medical, dental, vision & life), employee assistance program (EAP) and workers’ compensation through the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA). ACWA/JPIA is dedicated to providing the broadest possible affordable insurance coverage and related services to its member agencies. Active and retiree health insurance premiums for FY 2018-19 reflect an increase between 3.5%-8.5% effective January 2020 as projected by ACWA/JPIA.

**Table 4.1 – FY 2019-20 Budgeted Personnel Costs**

| Category        | Adopted Budget<br>FY 2018-19 | Estimated Actual<br>FY 2018-19 | Draft Budget<br>FY 2019-20 | Variance Analysis (*)  |                       |
|-----------------|------------------------------|--------------------------------|----------------------------|------------------------|-----------------------|
|                 |                              |                                |                            | \$ Higher /<br>(Lower) | % Higher /<br>(Lower) |
| Labor           | \$ 1,403,364                 | \$1,352,705                    | \$1,513,320                | \$109,956              | 7.8%                  |
| CalPERS         | 221,994                      | 216,165                        | 251,218                    | 29,224                 | 13.2%                 |
| Health Ins / WC | 605,122                      | 530,014                        | 628,180                    | 23,058                 | 3.8%                  |
| FICA/Medicare   | 107,357                      | 99,364                         | 115,769                    | 8,412                  | 7.8%                  |
| <b>Total</b>    | <b>\$ 2,337,836</b>          | <b>\$2,198,248</b>             | <b>\$2,508,486</b>         | <b>\$170,650</b>       | <b>7.3%</b>           |

(\*) Compares FY 2019-20 Draft Budget to FY 2018-19 Adopted Budget

**Figure 4.1 – FY 2019-20 Personnel Costs by Category**



## OPERATIONS & MAINTENANCE

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

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.



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 4.2 includes a brief description of expenditures for each O&M category.

Operation and Maintenance expenditures in FY 2019-20 are projected to total \$371.5K, a 3.3% increase as compared to FY 2018-19. The Vehicles and Equipment line as reflected in Table 4.3, reflects costs to cover the purchase of a vehicle for the Fisheries Division in accordance with COMB's vehicle replacement criteria which is based on the year of the vehicle, total mileage and the condition using Kelley Blue Book standards.

**Table 4.2 – Operation and Maintenance Expenditures Descriptions**

| <b>Category</b>        | <b>Operations</b>                                                                                                                                                                                                                                                               | <b>Fisheries</b>                                                                                                                                                                                                                                                                  |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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 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.                                                                                                                                                                             |

Table 4.3 – FY 2019-20 Operation and Maintenance Costs

| Category               | Adopted Budget<br>FY 2018-19 | Estimated Actual<br>FY 2018-19 | Draft Budget<br>FY 2019-20 | Variance Analysis (*)  |                       |
|------------------------|------------------------------|--------------------------------|----------------------------|------------------------|-----------------------|
|                        |                              |                                |                            | \$ Higher /<br>(Lower) | % Higher /<br>(Lower) |
| Vehicles & Equipment   | \$102,500                    | \$100,267                      | \$112,500                  | \$10,000               | 9.8%                  |
| Contract Labor         | 123,000                      | 122,568                        | 123,000                    | 0                      | 0.0%                  |
| Materials and Supplies | 85,000                       | 83,784                         | 85,000                     | 0                      | 0.0%                  |
| Other Expenses         | 49,000                       | 47,829                         | 51,000                     | 2,000                  | 4.1%                  |
| <b>Total</b>           | <b>\$359,500</b>             | <b>\$354,449</b>               | <b>\$371,500</b>           | <b>\$12,000</b>        | <b>3.3%</b>           |

(\*) Compares FY 2019-20 Proposed Budget to FY 2018-19 Adopted Budget

### 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 in FY 2019-20 are projected to total \$451.6K, a 23.9% increase as compared to FY 2018-19. The budget reflects an additional \$80k of anticipated litigation expenses. The budget further reflects a slight increase in computer consultant costs of \$3.5K to reflect the costs of an offsite network backup solution and new antivirus software installed in FY 2018-19. The postage and office supplies, miscellaneous expenses and membership dues line items increased slightly to accommodate current year projected actual expenses.

Table 4.4 provides a breakdown of the individual components of the projected General and Administrative costs for FY 2019-20 as compared to FY 2018-19.

Table 4.4 – FY 2019-20 General and Administrative Costs

| Category                    | Approved Budget<br>FY 2018-19 | Estimated<br>Actuals<br>FY 2018-19 | Draft<br>Budget<br>FY 2019-20 | Variance Analysis (*)  |                       |
|-----------------------------|-------------------------------|------------------------------------|-------------------------------|------------------------|-----------------------|
|                             |                               |                                    |                               | \$ Higher /<br>(Lower) | % Higher<br>/ (Lower) |
| Director Fees               | \$20,000                      | \$13,312                           | \$20,000                      | \$0                    | 0.0%                  |
| Audit                       | 35,000                        | 24,654                             | 35,000                        | 0                      | 0.0%                  |
| Legal                       | 95,000                        | 74,330                             | 175,000                       | 80,000                 | 84.2%                 |
| Unemployment Insurance      | 5,000                         | 0                                  | 5,000                         | 0                      | 0.0%                  |
| General Liability Insurance | 75,296                        | 66,796                             | 75,296                        | 0                      | 0.0%                  |
| Postage/Office Supplies     | 9,000                         | 9,108                              | 9,000                         | 0                      | 0.0%                  |
| Office Equip/Leases         | 14,618                        | 14,276                             | 15,718                        | 1,100                  | 7.5%                  |
| Misc. Admin Expense         | 19,000                        | 21,012                             | 21,500                        | 2,500                  | 13.2%                 |
| Communications              | 14,305                        | 12,691                             | 14,305                        | 0                      | 0.0%                  |
| Utilities                   | 14,980                        | 13,615                             | 14,980                        | 0                      | 0.0%                  |
| Membership Dues             | 15,300                        | 15,526                             | 15,365                        | 65                     | 0.4%                  |
| Admin Fixed Assets          | 6,000                         | 5,477                              | 6,000                         | 0                      | 0.0%                  |
| Computer Consultant         | 22,000                        | 24,761                             | 25,500                        | 3,500                  | 15.9%                 |
| Employee Education          | 4,500                         | 4,747                              | 4,500                         | 0                      | 0.0%                  |
| Travel                      | 4,500                         | 3,165                              | 4,500                         | 0                      | 0.0%                  |
| Public Info                 | 5,000                         | 4,696                              | 5,000                         | 0                      | 0.0%                  |
| IRWM                        | 5,000                         | 5,115                              | 5,000                         | 0                      | 0.0%                  |
| <b>Total</b>                | <b>\$364,499</b>              | <b>\$313,281</b>                   | <b>\$451,664</b>              | <b>\$87,165</b>        | <b>23.9%</b>          |

(\*) Compares FY 2019-20 Draft Budget to FY 2018-19 Adopted Budget



*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 4.5 and 4.6 below are the projects identified for implementation during fiscal year 2019-20.

**Table 4.5 – FY 2019-20 Infrastructure Improvement Projects**

| Project Name                                      | Fiscal Year<br>2019-20 |
|---------------------------------------------------|------------------------|
| Sycamore Canyon Slope Stabilization               | \$543,200              |
| SCC Structure Rehabilitation                      | \$400,000              |
| SCC San Jose Creek Pipe Stabilization             | \$150,000              |
| SCC Isolation Valve - Lower Reach                 | \$150,000              |
| SCC Lower Reach Lateral Structures Rehabilitation | \$150,000              |

**Table 4.6 – FY 2019-20 Operations Division Special Projects**

| Project Name                                | Fiscal Year<br>2019-20 |
|---------------------------------------------|------------------------|
| Secured Pipeline Project                    | \$225,000              |
| Water Quality and Sediment Management Study | \$275,085              |

**HABITAT IMPROVEMENT PROJECTS**

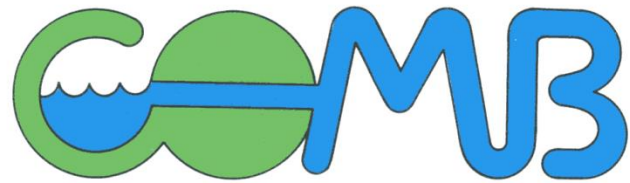
The Fisheries Division is tasked, through Reclamation's operation of the Cachuma Project, with carrying out the fisheries monitoring, data analysis and tributary enhancement projects as described in the National Marine Fisheries Service's (NMFS) 2000 Biological Opinion. A consensus based, long-term fisheries 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 4.7 below are the projects identified for implementation during fiscal year 2019-20.

**Table 4.7 – FY 2019-20 Habitat Improvement Projects**

| Project Name                              | Fiscal Year<br>2019-20 |
|-------------------------------------------|------------------------|
| Quiota Creek Crossing 8                   | \$1,176,000            |
| Cachuma Lake Oak Tree Restoration Program | \$30,000               |







## **SECTION V – COMB OPERATING BUDGET**



**Cachuma Operation and Maintenance Board  
Draft Operating Budget  
Fiscal Year 2019-20**





**SECTION IV – COMB OPERATING BUDGET*****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 2019-20. These projected expenditures have been refined through development of the annual work plan and applicable updates to the Infrastructure and Habitat Improvement Plans.

Development of the budget was based on 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.

The Draft Gross Operating Budget for FY 2019-20 excluding offsetting revenues is \$6.7M as compared to the adopted FY 2018-19 Operating Budget of \$7.3M, which is a decrease of \$550k (7.6%).

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

- A decrease in the Fisheries Division Habitat Improvement Projects of \$950K (43.6%). In FY 2018-19, COMB completed two fish passage improvement projects on Quiota Creek. One fish improvement project is projected to be completed in FY 2019-20.
- An increase in total Salaries and Benefits of \$171K (7.3%) which includes full staffing of 15 employees, a 2.95% COLA adjustment and a slight increase in the CalPERS obligation.
- An increase in total Operations and Maintenance of \$12K (3.3%) due to a small increase in fixed capital and vehicle fuel cost.
- An increase in General & Administrative Expenses of \$87K (23.9%) which includes anticipated litigation costs.
- An increase in the Operations Division Infrastructure Improvement Projects and Special Projects of \$140k (7.6%) attributable, in part to Phase II of the Water Quality and Sediment Study scheduled to commence in FY 2019-20.

The Draft Net Operating Budget for FY 2019-20 is \$4.6M and is compared to the adopted FY 2018-19 of \$4.4M, which is an increase of \$323k (7.6%). The net change from the previous year is attributable to a decrease in projected offsetting revenues. As noted in the previous paragraph, COMB plans to complete one fish passage improvement project in FY 2019-20. The resulting decrease in corresponding grant revenue from the California Department of Fish and Wildlife Grant Funding is \$876K (46.42%).

***Labor***

The budget reflects current salaries and benefits package for all employees including the General Manager's position. The budget includes a 2.95% COLA for all employees, excluding the General Manager, per the historical annual calculation which is based on the March 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. March data indicates a 2.95% increase for the COLA calculation during this time period.

***Operations Division******Operations and Maintenance Expenses***

The Operations Division O & M expenses show an 11.43% increase overall. The labor line item increased by 17.08% and is attributed to the increase in COLA, as well as, vacant positions that were filled during fiscal year 2018-19 including a Program Analyst and a Water Service Worker I. 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.

The fixed capital line item reflects a \$15k decrease. FY 2018-19 budget included a cost to replace one of the fleet vehicles which was purchased in April 2019.

***General and Administrative Expenses***

Overall, the Operations Division G & A expenses increased 2.08% percent as compared to the previous year budget. Active and retiree health insurance premiums are expected to increase by 3-8.5% in January 2020 as projected by ACWA/JPIA. The CALPERS line item reflects an increase costs primarily due to an increase in the Unfunded Liability amortization as previously described.

The office equipment / leases and computer consultant line items increased slightly to accommodate current year projected actual expenses.

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 slight increase of \$13.8K (0.94%) 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 2019-20 budget are the South Coast Conduit (SCC) Air Vacuum Air Release Valve (AVAR).

and Blow-Off Valve replacement project, the Sycamore Canyon Slope Stabilization project, the SCC Isolation Valve evaluation, the SCC Lower Reach Lateral Structure project and the SCC San Jose Creek Pipe Stabilization evaluation. Per Board policy, all improvement projects will require approval through the applicable Committee and Board review process prior to implementation.

### *Special Projects*

In 2018, COMB hired a specialized submerged pipeline design consultant 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 in FY 2019-20. Following Board approval, the project would be installed during the next drought when the appropriate lake level is reached for implementation and construction.

In FY 2018-19, a Lake Cachuma water quality and sedimentation plan was approved with the objective of developing management actions as part of a program to address surface water quality due to the recent watershed fires. The program would include identification and characterization of issues, 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 FY 2019-20 draft budget includes costs associated with Phase II of the approved project.

### ***Fisheries Division***

#### *Operation and Maintenance Expenses*

The Fisheries Division Labor Account shows a slight increase compared to the prior fiscal year primarily due to the proposed increase in COLA, as well as, projected staff salary step increases and is offset by a slight reduction in health care costs. Overall, the operation and maintenance expenses show a 4.86% increase as compared to the prior fiscal year budget.

The fixed capital line item reflects a \$20k increase to cover the purchase of a new vehicle for the division in accordance with COMB Vehicle Replacement Matrix.

#### *General and Administrative Expenses*

General and administrative expenses reflect costs for support related to the Fisheries Division administrative function. Administrative salaries and associated CalPERS costs also 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. Legal costs include an additional \$80k in anticipated litigation expenses. The postage and office supplies, miscellaneous expenses and membership dues line items increased slightly to accommodate current year projected actual expenses. Overall, the Fisheries Division General and Administrative expenses increased \$89.3K (25.6%).

*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 BO/FMP line item has been decreased by 6.8% due to less reliance on external consultants. The County Betterment Fund offset for this program of work is \$90k.

The Habitat Improvement Projects includes the construction of one fish passage improvement project along Quiota Creek in FY 2019-20. Grant funding has been secured for this project in the amount of \$1,010,700. Per Board policy, all improvement projects will require approval through the applicable Committee and Board review process prior to implementation. COMB completed two similar projects in FY 2018-19.

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In summary, the COMB gross FY 2019-20 Draft Operating Budget is \$6,704,935. The development of a long term strategic financial plan to support large scale infrastructure improvement projects is underway. In addition, staff research on potential grant funding opportunities continues throughout the fiscal year. With projected offsetting revenues of \$2,142,975, the net FY 2019-20 COMB Budget totals \$4,561,960.

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- 1) Table 5.1 - FY 2019-20 Draft COMB Operating Budget: Consolidated Overview
- 2) Table 5.2 - FY 2019-20 Draft COMB Operating Budget: By Division
- 3) Table 5.3 - FY 2019-20 Draft COMB Operating Budget: O&M Expenses Consolidated
- 4) Table 5.4 - FY 2019-20 Draft COMB Operating Budget: G&A Expenses Consolidated
- 5) Table 5.5 - FY 2019-20 Draft COMB Allocation Worksheet
- 6) FY 2018-19 Draft COMB Budget Summary



Table 5.1- COMB Operating Budget: Consolidated Overview

| COMB OPERATING BUDGET                                                         |                     |                     |                     |                   |
|-------------------------------------------------------------------------------|---------------------|---------------------|---------------------|-------------------|
| <b>SALARIES &amp; BENEFITS</b>                                                | <b>FY 2018-19</b>   | <b>FY 2019-20</b>   | <b>Change (\$)</b>  | <b>Change (%)</b> |
| Operations Division                                                           | \$ 813,247          | \$ 952,164          | \$ 138,917          | 17.1%             |
| Fisheries Division                                                            | 692,409             | 704,515             | \$ 12,105           | 1.7%              |
| Administration                                                                | 832,180             | 851,808             | \$ 19,627           | 2.4%              |
| <b>TOTAL</b>                                                                  | <b>\$ 2,337,836</b> | <b>\$ 2,508,486</b> | <b>\$ 170,650</b>   | <b>7.3%</b>       |
| <b>OPERATIONS &amp; MAINTENANCE EXPENSES</b>                                  |                     |                     |                     |                   |
| Operations Division                                                           | \$ 288,500          | \$ 275,500          | \$ (13,000)         | -4.5%             |
| Fisheries Division                                                            | 71,000              | 96,000              | \$ 25,000           | 35.2%             |
| <b>TOTAL</b>                                                                  | <b>\$ 359,500</b>   | <b>\$ 371,500</b>   | <b>\$ 12,000</b>    | <b>3.3%</b>       |
| <b>GENERAL &amp; ADMINISTRATIVE EXPENSES</b>                                  |                     |                     |                     |                   |
| Operation Division                                                            | \$ 250,083          | \$ 254,148          | \$ 4,065            | 1.6%              |
| Fisheries Division                                                            | 114,416             | 197,516             | \$ 83,100           | 72.6%             |
| <b>TOTAL</b>                                                                  | <b>\$ 364,499</b>   | <b>\$ 451,664</b>   | <b>\$ 87,165</b>    | <b>23.9%</b>      |
| <b>Total Operating Budget</b>                                                 | <b>\$ 3,061,835</b> | <b>\$ 3,331,650</b> | <b>\$ 269,815</b>   | <b>8.8%</b>       |
| <b>INFRASTRUCTURE IMPROVEMENT, HABITAT IMPROVEMENT &amp; SPECIAL PROJECTS</b> |                     |                     |                     |                   |
| <b>Operations Division</b>                                                    |                     |                     |                     |                   |
| Infrastructure Improvement Projects                                           | \$ 1,469,400        | \$1,483,200         | \$ 13,800           | 0.9%              |
| Special Projects                                                              | 373,583             | 500,085             | \$ 126,502          | 33.9%             |
| <b>Fisheries Division</b>                                                     |                     |                     |                     |                   |
| Habitat Improvement Projects                                                  | \$ 2,173,996        | \$ 1,226,000        | \$ (947,996)        | -43.6%            |
| Program Support Services                                                      | \$ 176,000          | \$ 164,000          | \$ (12,000)         | -6.8%             |
| <b>Total Gross Operating Budget</b>                                           | <b>\$ 7,254,814</b> | <b>\$ 6,704,935</b> | <b>\$ (549,879)</b> | <b>-7.6%</b>      |
| Projected Offsetting Revenues                                                 | \$ (3,015,929)      | \$ (2,142,975)      |                     |                   |
| <b>Total Net Operating Budget</b>                                             | <b>\$ 4,238,885</b> | <b>\$ 4,561,960</b> | <b>\$ 323,075</b>   | <b>7.6%</b>       |

Table 5.2- COMB Operating Budget: By Division

| Account Number                              | Account Name                   | FY 2018-19 Adopted Budget | FY 2018-19 Estimated Actuals | FY 2019-20 Draft Budget | Variance ^          |                   |
|---------------------------------------------|--------------------------------|---------------------------|------------------------------|-------------------------|---------------------|-------------------|
|                                             |                                |                           |                              |                         | \$ Higher / (Lower) | Percentage Change |
| <b>OPERATIONS DIVISION</b>                  |                                |                           |                              |                         |                     |                   |
| <b>OPERATION &amp; MAINTENANCE EXPENSES</b> |                                |                           |                              |                         |                     |                   |
| <b>SALARIES &amp; BENEFITS</b>              |                                |                           |                              |                         |                     |                   |
| 3100                                        | LABOR - Operations Field Crew  | \$ 510,809                | \$ 494,196                   | \$ 601,352              | \$ 90,543           |                   |
| 3155                                        | CALPERS                        | 74,234                    | 74,220                       | 88,968                  | 14,733              |                   |
| 3150                                        | HEALTH INSURANCE               | 163,420                   | 148,208                      | 185,452                 | 22,032              |                   |
| 3150                                        | WORKERS COMPENSATION INSURANCE | 25,707                    | 17,380                       | 30,390                  | 4,683               |                   |
| 3160                                        | FICA                           | 39,077                    | 38,821                       | 46,003                  | 6,927               |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 813,247</b>         | <b>\$ 772,825</b>            | <b>\$ 952,164</b>       | <b>\$ 138,917</b>   | <b>17.08%</b>     |
| <b>VEHICLES &amp; EQUIPMENT</b>             |                                |                           |                              |                         |                     |                   |
| 3201                                        | VEHICLE/EQUIP MTCE             | \$ 30,000                 | \$ 28,300                    | \$ 30,000               | \$ -                |                   |
| 3202                                        | FIXED CAPITAL                  | 30,000                    | 30,010                       | 15,000                  | (15,000)            |                   |
| 3203                                        | EQUIPMENT RENTAL               | 5,000                     | 3,698                        | 5,000                   | -                   |                   |
| 3204                                        | MISC                           | 5,000                     | 4,343                        | 5,000                   | -                   |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 70,000</b>          | <b>\$ 66,351</b>             | <b>\$ 55,000</b>        | <b>\$ (15,000)</b>  | <b>-21.43%</b>    |
| <b>CONTRACT LABOR</b>                       |                                |                           |                              |                         |                     |                   |
| 3301                                        | CONDUIT, METER, VALVE          | \$ 20,000                 | \$ 20,000                    | \$ 20,000               | \$ -                |                   |
| 3302                                        | BUILDINGS & ROADS              | 20,000                    | 20,000                       | 20,000                  | -                   |                   |
| 3303                                        | RESERVOIRS                     | 30,000                    | 30,000                       | 30,000                  | -                   |                   |
| 3304                                        | ENGINEERING, MISC SVCS         | 25,000                    | 25,000                       | 25,000                  | -                   |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 95,000</b>          | <b>\$ 95,000</b>             | <b>\$ 95,000</b>        | <b>\$ -</b>         | <b>0.00%</b>      |
| <b>MATERIALS &amp; SUPPLIES</b>             |                                |                           |                              |                         |                     |                   |
| 3401                                        | CONDUIT, METER, VALVE & MISC   | \$ 65,000                 | \$ 65,000                    | \$ 65,000               | \$ -                |                   |
| 3402                                        | BUILDINGS & ROADS              | 8,000                     | 7,250                        | 8,000                   | -                   |                   |
| 3403                                        | RESERVOIRS                     | 5,000                     | 4,875                        | 5,000                   | -                   |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 78,000</b>          | <b>\$ 77,125</b>             | <b>\$ 78,000</b>        | <b>\$ -</b>         | <b>0.00%</b>      |
| <b>OTHER EXPENSES</b>                       |                                |                           |                              |                         |                     |                   |
| 3501                                        | UTILITIES                      | \$ 7,000                  | \$ 6,197                     | \$ 7,000                | \$ -                |                   |
| 3502                                        | UNIFORMS                       | 5,000                     | 5,000                        | 5,000                   | -                   |                   |
| 3503                                        | COMMUNICATIONS                 | 18,500                    | 20,000                       | 20,500                  | 2,000               |                   |
| 3504                                        | USA & OTHER SERVICES           | 4,000                     | 3,260                        | 4,000                   | -                   |                   |
| 3505                                        | MISC                           | 8,000                     | 9,885                        | 8,000                   | -                   |                   |
| 3506                                        | TRAINING                       | 3,000                     | 237                          | 3,000                   | -                   |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 45,500</b>          | <b>\$ 44,579</b>             | <b>\$ 47,500</b>        | <b>\$ 2,000</b>     | <b>4.40%</b>      |
|                                             | <b>TOTAL O &amp; M EXPENSE</b> | <b>\$ 1,101,747</b>       | <b>\$ 1,055,880</b>          | <b>\$ 1,227,664</b>     | <b>\$ 125,917</b>   | <b>11.43%</b>     |

Table 5.2- COMB Operating Budget: By Division (Cont'd.)

| Account Number                                | Account Name                                    | FY 2018-19 Adopted Budget | FY 2018-19 Estimated Actuals | FY 2019-20 Draft Budget | Variance ^          |                   |
|-----------------------------------------------|-------------------------------------------------|---------------------------|------------------------------|-------------------------|---------------------|-------------------|
|                                               |                                                 |                           |                              |                         | \$ Higher / (Lower) | Percentage Change |
| <b>OPERATIONS DIVISION</b>                    |                                                 |                           |                              |                         |                     |                   |
| <b>GENERAL AND ADMINISTRATIVE EXPENSES</b>    |                                                 |                           |                              |                         |                     |                   |
| 5000                                          | DIRECTORS FEES                                  | \$ 13,000                 | \$ 9,353                     | \$ 13,000               | \$ -                |                   |
| 5100                                          | AUDIT                                           | 22,750                    | 16,000                       | 22,750                  | -                   |                   |
| 5101                                          | LEGAL                                           | 75,000                    | 72,644                       | 75,000                  | -                   |                   |
| 5150                                          | UNEMPLOYMENT INSURANCE                          | 5,000                     | -                            | 5,000                   | -                   |                   |
| 5200                                          | LIABILITY & PROPERTY INSURANCE                  | 50,551                    | 43,542                       | 50,551                  | -                   |                   |
| 5201                                          | HEALTH insurance, W/C, Retirees medical         | 234,051                   | 223,231                      | 235,103                 | 1,052               |                   |
| 5250                                          | CALPERS                                         | 52,325                    | 48,996                       | 58,894                  | 6,568               |                   |
| 5339                                          | FICA/MEDICARE                                   | 22,114                    | 16,599                       | 22,526                  | 412                 |                   |
| 5300-5307                                     | ADMINISTRATIVE SALARIES                         | 289,071                   | 280,007                      | 294,462                 | 5,391               |                   |
| 5310                                          | POSTAGE / OFFICE SUPPLIES                       | 5,000                     | 5,244                        | 5,000                   | -                   |                   |
| 5311                                          | OFFICE EQUIPMENT / LEASES                       | 9,200                     | 8,304                        | 9,200                   | -                   |                   |
| 5312                                          | MISC. ADMIN. EXP.                               | 11,500                    | 14,759                       | 14,000                  | 2,500               |                   |
| 5313                                          | COMMUNICATIONS                                  | 8,500                     | 7,234                        | 8,500                   | -                   |                   |
| 5314                                          | UTILITIES                                       | 9,737                     | 8,330                        | 9,737                   | -                   |                   |
| 5315                                          | MEMBERSHIP DUES                                 | 9,345                     | 9,137                        | 9,410                   | 65                  |                   |
| 5316                                          | ADMIN. FIXED ASSETS                             | 3,000                     | 2,585                        | 3,000                   | -                   |                   |
| 5318                                          | COMPUTER CONSULTANT                             | 15,000                    | 16,144                       | 16,500                  | 1,500               |                   |
| 5325                                          | EMPLOYEE EDUCATION/TRAINING                     | 2,000                     | 1,793                        | 2,000                   | -                   |                   |
| 5330                                          | ADMIN TRAV & CONFERENCES                        | 2,000                     | 1,500                        | 2,000                   | -                   |                   |
| 5331                                          | PUBLIC INFO                                     | 3,500                     | 2,886                        | 3,500                   | -                   |                   |
|                                               | <b>TOTAL GENERAL &amp; ADMINISTRATIVE</b>       | <b>\$ 842,644</b>         | <b>\$ 788,290</b>            | <b>\$ 860,132</b>       | <b>\$ 17,488</b>    | <b>2.08%</b>      |
| <b>SPECIAL G &amp; A EXPENSES</b>             |                                                 |                           |                              |                         |                     |                   |
| 5510                                          | Integrated Regional Water Mgmt Plan             | \$ 5,000                  | \$ 5,115                     | \$ 5,000                | \$ -                |                   |
|                                               | <b>TOTAL SPECIAL G &amp; A EXPENSES</b>         | <b>\$ 5,000</b>           | <b>\$ 5,115</b>              | <b>\$ 5,000</b>         | <b>\$ -</b>         | <b>0.00%</b>      |
| <b>INFRASTRUCTURE IMPROVEMENT PROJECTS **</b> |                                                 |                           |                              |                         |                     |                   |
| 6062                                          | SCADA                                           | \$ 20,000                 | \$ 19,320                    | \$ 35,000               | \$ 15,000           |                   |
| 6090                                          | COMB Bldg/Grounds Repair                        | 200,000                   | 200,000                      | 25,000                  | (175,000)           |                   |
| 6096                                          | SCC Structure Rehabilitation (AVAR / BO Valves) | 484,400                   | 530,432                      | 400,000                 | (84,400)            |                   |
| 6097                                          | GIS and Mapping                                 | 10,000                    | 8,658                        | 10,000                  | -                   |                   |
| 6105                                          | ROW Identification Program                      | 20,000                    | 18,675                       | 20,000                  | -                   |                   |
| 6118                                          | Repair Lateral 3 Structure                      | 100,000                   | 88,385                       | 0                       | (100,000)           |                   |
| 6122                                          | Rehabilitate San Antonio Creek Blow-off         | 60,000                    | 73,296                       | 0                       | (60,000)            |                   |
| 6132                                          | Sycamore Canyon Slope Stabilization             | 500,000                   | 30,371                       | 543,200                 | 43,200              |                   |
| 6135                                          | SCC San Jose Creek Pipe Stabilization           | -                         | -                            | 150,000                 | 150,000             |                   |
| 6136                                          | SCC Isolation Valve Installation                | 25,000                    | 25,000                       | 150,000                 | 125,000             |                   |
| 6137                                          | SCC Lower Reach Lateral Structures              | 50,000                    | 40,300                       | 150,000                 | 100,000             |                   |
|                                               | <b>TOTALS</b>                                   | <b>\$ 1,469,400</b>       | <b>\$ 1,034,437</b>          | <b>\$ 1,483,200</b>     | <b>\$ 13,800</b>    | <b>0.94%</b>      |
|                                               | <b>TOTAL IIP Net Budget</b>                     | <b>\$ 1,469,400</b>       | <b>\$ 1,034,437</b>          | <b>1,483,200</b>        | <b>\$ 13,800</b>    | <b>0.94%</b>      |
| <b>SPECIAL PROJECTS</b>                       |                                                 |                           |                              |                         |                     |                   |
| 6120                                          | Secured Pipeline Project                        | \$ 230,000                | \$ 85,142                    | \$ 225,000              | (5,000)             |                   |
| 6138                                          | Water Quality and Sediment Management Study     | 143,583                   | 143,583                      | 275,085                 | 131,502             |                   |
|                                               | <b>TOTAL SPECIAL PROJECTS</b>                   | <b>\$ 373,583</b>         | <b>\$ 228,725</b>            | <b>\$ 500,085</b>       | <b>\$ 126,502</b>   |                   |
|                                               | <b>TOTAL IIP and SPECIAL PROJECTS</b>           | <b>\$ 1,842,983</b>       | <b>\$ 1,263,162</b>          | <b>\$ 1,983,285</b>     | <b>140,302</b>      | <b>7.61%</b>      |
|                                               | <b>TOTAL OPERATIONS DIVISION BUDGET</b>         | <b>\$ 3,792,374</b>       | <b>\$ 3,112,447</b>          | <b>\$ 4,076,081</b>     | <b>283,707</b>      | <b>7.48%</b>      |

Table 5.2- COMB Operating Budget: By Division (Cont'd.)

| Account Number                              | Account Name                   | FY 2018-19 Adopted Budget | FY 2018-19 Estimated Actuals | FY 2019-20 Draft Budget | Variance ^          |                   |
|---------------------------------------------|--------------------------------|---------------------------|------------------------------|-------------------------|---------------------|-------------------|
|                                             |                                |                           |                              |                         | \$ Higher / (Lower) | Percentage Change |
| <b>FISHERIES DIVISION</b>                   |                                |                           |                              |                         |                     |                   |
| <b>OPERATION &amp; MAINTENANCE EXPENSES</b> |                                |                           |                              |                         |                     |                   |
| <b>SALARIES &amp; BENEFITS</b>              |                                |                           |                              |                         |                     |                   |
| 4100                                        | LABOR - Biology Field Crew     | \$ 379,830                | \$ 378,310                   | \$ 390,950              | \$ 11,120           |                   |
| 4114                                        | LABOR - Seasonal Field Crew    | 68,000                    | 49,418                       | 68,000                  | -                   |                   |
| 4151                                        | CALPERS                        | 67,259                    | 66,566                       | 71,645                  | 4,386               |                   |
| 4150                                        | HEALTH INSURANCE               | 120,669                   | 100,478                      | 115,862                 | (4,807)             |                   |
| 4150                                        | WORKERS COMPENSATION           | 22,392                    | 13,700                       | 22,948                  | 556                 |                   |
| 4152                                        | FICA                           | 34,259                    | 35,034                       | 35,110                  | 851                 |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 692,409</b>         | <b>\$ 643,506</b>            | <b>\$ 704,515</b>       | <b>\$ 12,105</b>    | <b>1.75%</b>      |
| <b>VEHICLES &amp; EQUIPMENT</b>             |                                |                           |                              |                         |                     |                   |
| 4270                                        | VEHICLE/EQUIP MTCE             | \$ 15,000                 | \$ 17,194                    | \$ 20,000               | \$ 5,000            |                   |
| 4280                                        | FIXED CAPITAL                  | 15,000                    | 14,500                       | 35,000                  | 20,000              |                   |
| 4290                                        | MISCELLANEOUS                  | 2,500                     | 2,222                        | 2,500                   | -                   |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 32,500</b>          | <b>\$ 33,917</b>             | <b>\$ 57,500</b>        | <b>\$ 25,000</b>    | <b>76.92%</b>     |
| <b>CONTRACT LABOR</b>                       |                                |                           |                              |                         |                     |                   |
| 4220                                        | METERS & VALVES                | \$ 3,000                  | \$ 2,800                     | \$ 3,000                | \$ -                |                   |
| 4222                                        | PROJECTS MAINTENANCE           | 25,000                    | 24,768                       | 25,000                  | -                   |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 28,000</b>          | <b>\$ 27,568</b>             | <b>\$ 28,000</b>        | <b>\$ -</b>         | <b>0.00%</b>      |
| <b>MATERIALS &amp; SUPPLIES</b>             |                                |                           |                              |                         |                     |                   |
| 4390                                        | MISCELLANEOUS                  | \$ 7,000                  | \$ 6,659                     | \$ 7,000                | \$ -                |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 7,000</b>           | <b>\$ 6,659</b>              | <b>\$ 7,000</b>         | <b>\$ -</b>         | <b>0.00%</b>      |
| <b>OTHER EXPENSES</b>                       |                                |                           |                              |                         |                     |                   |
| 4502                                        | UNIFORMS                       | \$ 3,500                  | \$ 3,250                     | \$ 3,500                | \$ -                |                   |
|                                             | <b>TOTAL</b>                   | <b>\$ 3,500</b>           | <b>\$ 3,250</b>              | <b>\$ 3,500</b>         | <b>\$ -</b>         | <b>0.00%</b>      |
|                                             | <b>TOTAL O &amp; M EXPENSE</b> | <b>\$ 763,409</b>         | <b>\$ 714,900</b>            | <b>\$ 800,515</b>       | <b>\$ 37,105</b>    | <b>4.86%</b>      |

**FISHERIES DIVISION****GENERAL AND ADMINISTRATIVE EXPENSES**

|         |                                           |                   |                   |                   |                  |               |
|---------|-------------------------------------------|-------------------|-------------------|-------------------|------------------|---------------|
| 5426    | DIRECTORS FEES                            | \$ 7,000          | \$ 3,959          | \$ 7,000          | \$ -             |               |
| 5407    | LEGAL                                     | 20,000            | 1,687             | 100,000           | 80,000           |               |
| 5441    | AUDIT                                     | 12,250            | 8,654             | 12,250            | -                |               |
| 5443    | LIABILITY & PROPERTY INSURANCE            | 24,745            | 23,254            | 24,745            | -                |               |
| 5401    | HEALTH BENEFITS & W/C                     | 38,883            | 27,017            | 38,425            | (457)            |               |
| 5402    | PERS                                      | 28,175            | 26,383            | 31,712            | 3,537            |               |
| 5403    | FICA/MEDICARE                             | 11,907            | 8,910             | 12,130            | 222              |               |
| 5404-09 | ADMINISTRATIVE SALARIES                   | 155,654           | 150,773           | 158,556           | 2,903            |               |
| 5410    | POSTAGE / OFFICE SUPPLIES                 | 4,000             | 3,864             | 4,000             | -                |               |
| 5411    | OFFICE EQUIPMENT / LEASES                 | 5,418             | 5,972             | 6,518             | 1,100            |               |
| 5412    | MISC. ADMIN. EXP.                         | 7,500             | 6,253             | 7,500             | -                |               |
| 5413    | COMMUNICATIONS                            | 5,805             | 5,457             | 5,805             | -                |               |
| 5414    | UTILITIES                                 | 5,243             | 5,285             | 5,243             | -                |               |
| 5415    | MEMBERSHIP DUES                           | 5,955             | 6,389             | 5,955             | -                |               |
| 5416    | ADMIN. FIXED ASSETS                       | 3,000             | 2,892             | 3,000             | -                |               |
| 5418    | COMPUTER CONSULTANT                       | 7,000             | 8,616             | 9,000             | 2,000            |               |
| 5425    | EMPLOYEE EDUCATION/SUBSCRIPTIONS          | 2,500             | 2,954             | 2,500             | -                |               |
| 5430    | ADMIN TRAV & CONFERENCES                  | 2,500             | 1,665             | 2,500             | -                |               |
| 5431    | PUBLIC INFO                               | 1,500             | 1,810             | 1,500             | -                |               |
|         | <b>TOTAL GENERAL &amp; ADMINISTRATIVE</b> | <b>\$ 349,035</b> | <b>\$ 301,793</b> | <b>\$ 438,339</b> | <b>\$ 89,304</b> | <b>25.59%</b> |

Table 5.2- COMB Operating Budget: By Division (Cont'd.)

| Account Number                                | Account Name                          | FY 2018-19            | FY 2018-19          | FY 2019-20            | Variance ^          |                   |
|-----------------------------------------------|---------------------------------------|-----------------------|---------------------|-----------------------|---------------------|-------------------|
|                                               |                                       | Adopted Budget        | Estimated Actuals   | Draft Budget          | \$ Higher / (Lower) | Percentage Change |
| <b>FISHERIES DIVISION</b>                     |                                       |                       |                     |                       |                     |                   |
| <b>PROGRAM SUPPORT SERVICES</b>               |                                       |                       |                     |                       |                     |                   |
| 6201                                          | BO/FMP Implementation                 | \$ 45,000             | \$ 31,250           | \$ 33,000             | \$ (12,000)         |                   |
| 6202                                          | GIS and Mapping                       | 10,000                | 8,760               | 10,000                | -                   |                   |
| 6203                                          | Grants Technical Support              | 10,000                | 9,823               | 10,000                | -                   |                   |
| 6204                                          | SYR Hydrology Technical Support       | 6,000                 | 6,000               | 6,000                 | -                   |                   |
| 6205                                          | USGS Stream Gauge Program             | 100,000               | 94,034              | 100,000               | -                   |                   |
| 6206                                          | Tri County Fish Team Funding          | 5,000                 | 5,000               | 5,000                 | -                   |                   |
| <b>TOTAL PROGRAM SUPPORT SERVICES</b>         |                                       | <b>\$ 176,000</b>     | <b>\$ 154,867</b>   | <b>\$ 164,000</b>     | <b>\$ (12,000)</b>  | <b>-6.82%</b>     |
| <b>HABITAT IMPROVEMENT PROJECTS **</b>        |                                       |                       |                     |                       |                     |                   |
| 6207                                          | Oak Tree Restoration Program          | \$ 40,000             | \$ 21,050           | \$ 30,000             | \$ (10,000)         |                   |
| 6303                                          | Tributary Project Improvements        | 20,000                | 20,571              | 20,000                | -                   |                   |
| 6315                                          | Quiota Creek Crossing 8               | 30,000                | 30,000              | 1,176,000             | 1,146,000           |                   |
| 6316                                          | Quiota Creek Crossing 5               | 960,000               | 942,205             | 0                     | (960,000)           |                   |
| 6317                                          | Salsipuedes Fish Ladder Repair        | 8,000                 | -                   | 0                     | (8,000)             |                   |
| 6318                                          | Quiota Creek Crossing 9               | 1,115,996             | 1,102,328           | 0                     | (1,115,996)         |                   |
| <b>TOTAL HABITAT IMPROVEMENT PROJECTS</b>     |                                       | <b>\$ 2,173,996</b>   | <b>\$ 2,116,154</b> | <b>\$ 1,226,000</b>   | <b>\$ (947,996)</b> | <b>-43.61%</b>    |
| <b>TOTAL HIP AND PROGRAM SUPPORT SERVICES</b> |                                       | <b>\$ 2,349,996</b>   | <b>\$ 2,271,021</b> | <b>\$ 1,390,000</b>   | <b>\$ (959,996)</b> | <b>-40.85%</b>    |
| <b>TOTAL FISHERIES DIVISION BUDGET</b>        |                                       | <b>\$ 3,462,440</b>   | <b>\$ 3,287,715</b> | <b>\$ 2,628,854</b>   | <b>\$ (833,586)</b> | <b>-24.08%</b>    |
| <b>TOTAL COMB GROSS OPERATING BUDGET</b>      |                                       | <b>\$ 7,254,814</b>   | <b>\$ 6,400,162</b> | <b>\$ 6,704,935</b>   | <b>\$ (549,879)</b> | <b>-7.58%</b>     |
| <b>Projected Offsetting Revenues:</b>         |                                       |                       |                     |                       |                     |                   |
|                                               | Warren Act Trust Fund*                | \$ (539,521)          |                     | \$ (591,523)          |                     |                   |
|                                               | Santa Barbara County Contribution     | (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)           |                     |                   |
|                                               | FEMA Assistance - Sycamore Canyon     |                       |                     | (450,752)             |                     |                   |
|                                               | Projected Unexpended Funds FY 2017-18 | (500,000)             |                     | -                     |                     |                   |
|                                               | <b>Total Offsetting Revenues</b>      | <b>\$ (3,015,929)</b> |                     | <b>\$ (2,142,975)</b> |                     |                   |
| <b>TOTAL COMB NET OPERATING BUDGET</b>        |                                       | <b>\$ 4,238,885</b>   |                     | <b>\$ 4,561,960</b>   | <b>\$ 323,075</b>   | <b>7.62%</b>      |

**Notes:** General and Administrative labor costs are allocated at 65% Operations Division and 35% Fisheries Division  
General & Administrative Expenses are allocated at 65% Operations Division and 35% Fisheries Division with the exception of  
Legal, Admin Fixed Assets, Education, Travel, Public Info  
Labor costs contain 3.06% COLA increase per annual calculation  
\* Special purpose restricted fund  
^ Compares FY 2019-20 Draft Budget to FY 2018-19 Adopted Budget

Table 5.3- COMB Operating Budget: O&amp;M Expenses Consolidated

| Account Name                           |                     |                   |                     |                     |                   |                     |
|----------------------------------------|---------------------|-------------------|---------------------|---------------------|-------------------|---------------------|
| OPERATION & MAINTENANCE EXPENSES       | FY 2018-19          |                   |                     | FY 2019-20          |                   |                     |
|                                        | Operations          | Fisheries         | Total               | Operations          | Fisheries         | Total               |
| <b>LABOR</b>                           |                     |                   |                     |                     |                   |                     |
| LABOR - Field Crews                    | \$ 510,809          | \$ 447,830        | \$ 958,639          | \$ 601,352          | \$ 458,950        | \$ 1,060,302        |
| CALPERS                                | 74,234              | 67,259            | 141,493             | 88,968              | 71,645            | 160,612             |
| HEALTH INSURANCE                       | 163,420             | 120,669           | 284,090             | 185,452             | 115,862           | 301,314             |
| WORKERS COMPENSATION INSURANCE         | 25,707              | 22,392            | 48,098              | 30,390              | 22,948            | 53,337              |
| FICA                                   | 39,077              | 34,259            | 73,336              | 46,003              | 35,110            | 81,113              |
| <b>TOTAL</b>                           | <b>\$ 813,247</b>   | <b>\$ 692,409</b> | <b>\$ 1,505,656</b> | <b>\$ 952,164</b>   | <b>\$ 704,515</b> | <b>\$ 1,656,679</b> |
| <b>VEHICLES &amp; EQUIPMENT</b>        |                     |                   |                     |                     |                   |                     |
| VEHICLE/EQUIP MTCE                     | \$ 30,000           | \$ 15,000         | \$ 45,000           | \$30,000            | \$ 20,000         | \$ 50,000           |
| FIXED CAPITAL                          | 30,000              | 15,000            | 45,000              | 15,000              | 35,000            | 50,000              |
| EQUIPMENT RENTAL                       | 5,000               | 0                 | 5,000               | 5,000               | 0                 | 5,000               |
| MISC                                   | 5,000               | 2,500             | 7,500               | 5,000               | 2,500             | 7,500               |
| <b>TOTAL</b>                           | <b>\$ 70,000</b>    | <b>\$ 32,500</b>  | <b>\$ 102,500</b>   | <b>\$ 55,000</b>    | <b>\$ 57,500</b>  | <b>\$ 112,500</b>   |
| <b>CONTRACT LABOR</b>                  |                     |                   |                     |                     |                   |                     |
| CONDUIT, METER, VALVE                  | \$ 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              | 30,000              | 0                 | 30,000              |
| ENGINEERING, FISH PROJ MTCE, MISC SVCS | 25,000              | 25,000            | 50,000              | 25,000              | 25,000            | 50,000              |
| <b>TOTAL</b>                           | <b>\$ 95,000</b>    | <b>\$ 28,000</b>  | <b>\$ 123,000</b>   | <b>\$ 95,000</b>    | <b>\$ 28,000</b>  | <b>\$ 123,000</b>   |
| <b>MATERIALS &amp; SUPPLIES</b>        |                     |                   |                     |                     |                   |                     |
| CONDUIT, METER, VALVE & MISC           | \$ 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                         | 18,500              | 0                 | 18,500              | 20,500              | 0                 | 20,500              |
| USA & OTHER SERVICES                   | 4,000               | 0                 | 4,000               | 4,000               | 0                 | 4,000               |
| MISC                                   | 8,000               | 0                 | 8,000               | 8,000               | 0                 | 8,000               |
| TRAINING                               | 3,000               | 0                 | 3,000               | 3,000               | 0                 | 3,000               |
| <b>TOTAL</b>                           | <b>\$ 45,500</b>    | <b>\$ 3,500</b>   | <b>\$ 49,000</b>    | <b>\$ 47,500</b>    | <b>\$ 3,500</b>   | <b>\$ 51,000</b>    |
| <b>TOTAL O &amp; M EXPENSE</b>         | <b>\$ 1,101,747</b> | <b>\$ 763,409</b> | <b>\$ 1,865,156</b> | <b>\$ 1,227,664</b> | <b>\$ 800,515</b> | <b>\$ 2,028,179</b> |

Table 5.4 - COMB Operating Budget: G&amp;A Expenses Consolidated

| Account Name                        |                  |                  |                    |                  |                  |                    |
|-------------------------------------|------------------|------------------|--------------------|------------------|------------------|--------------------|
| GENERAL AND ADMINISTRATIVE EXPENSES | FY 2018-19       |                  |                    | FY 2019-20       |                  |                    |
|                                     | 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           | 20,000           | 95,000             | 75,000           | 20,000           | 95,000             |
| UNEMPLOYMENT TAX                    | 5,000            | 0                | 5,000              | 5,000            | 0                | 5,000              |
| GENERAL LIABILITY INSURANCE         | 50,551           | 24,745           | 75,296             | 50,551           | 24,745           | 75,296             |
| HEALTH INSURANCE                    | 69,291           | 37,311           | 106,602            | 68,388           | 36,824           | 105,212            |
| WORKERS COMPENSATION INSURANCE      | 2,920            | 1,572            | 4,492              | 2,974            | 1,601            | 4,575              |
| RETIREES HEALTH INSURANCE           | 161,840          | 0                | 161,840            | 163,741          | 0                | 163,741            |
| CAL-PERS                            | 52,325           | 28,175           | 80,500             | 58,894           | 31,712           | 90,605             |
| FICA / MEDICARE                     | 22,114           | 11,907           | 34,021             | 22,526           | 12,130           | 34,656             |
| ADMINISTRATIVE SALARIES             | 289,071          | 155,654          | 444,724            | 294,462          | 158,556          | 453,018            |
| POSTAGE/OFFICE SUPPLIES             | 5,000            | 4,000            | 9,000              | 5,000            | 4,000            | 9,000              |
| OFFICE EQUIP/LEASES                 | 9,200            | 5,418            | 14,618             | 9,200            | 6,518            | 15,718             |
| MISC ADMIN EXP                      | 11,500           | 7,500            | 19,000             | 14,000           | 7,500            | 21,500             |
| COMMUNICATIONS                      | 8,500            | 5,805            | 14,305             | 8,500            | 5,805            | 14,305             |
| UTILITIES                           | 9,737            | 5,243            | 14,980             | 9,737            | 5,243            | 14,980             |
| MEMBERSHIP DUES                     | 9,345            | 5,955            | 15,300             | 9,410            | 5,955            | 15,365             |
| ADMIN FIXED ASSETS                  | 3,000            | 3,000            | 6,000              | 3,000            | 3,000            | 6,000              |
| COMPUTER CONSULTANT                 | 15,000           | 7,000            | 22,000             | 16,500           | 9,000            | 25,500             |
| EMPLOYEE EDUCATION/SUBSCRIPTIONS    | 2,000            | 2,500            | 4,500              | 2,000            | 2,500            | 4,500              |
| TRAVEL & CONF.                      | 2,000            | 2,500            | 4,500              | 2,000            | 2,500            | 4,500              |
| PUBLIC INFO                         | 3,500            | 1,500            | 5,000              | 3,500            | 1,500            | 5,000              |
| <b>TOTAL</b>                        | <b>\$842,644</b> | <b>\$349,035</b> | <b>\$1,191,679</b> | <b>\$860,132</b> | <b>\$358,339</b> | <b>\$1,218,471</b> |

## Notes:

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

Table 5.5 - COMB Operating Budget Allocation

| <b>OPERATIONS DIVISION</b>                                   |                |                       |
|--------------------------------------------------------------|----------------|-----------------------|
| <b>TOTAL Operations Division Budget</b>                      |                |                       |
| Goleta Water District                                        | 40.42%         | \$ 1,647,429          |
| City of Santa Barbara                                        | 35.89%         | \$ 1,462,917          |
| Carpinteria Valley Water District                            | 12.20%         | \$ 497,183            |
| Montecito Water District                                     | 11.50%         | \$ 468,552            |
| <b>TOTAL Operations Division Budget</b>                      | <b>100.00%</b> | <b>\$ 4,076,081</b>   |
| <b>FISHERIES DIVISION</b>                                    |                |                       |
| <b>TOTAL Fisheries Division Budget</b>                       |                |                       |
| Goleta Water District                                        | 40.42%         | \$ 1,062,504          |
| City of Santa Barbara                                        | 35.89%         | \$ 943,503            |
| Carpinteria Valley Water District                            | 12.20%         | \$ 320,656            |
| Montecito Water District                                     | 11.50%         | \$ 302,191            |
| <b>TOTAL Fisheries Division Budget</b>                       | <b>100.00%</b> | <b>\$ 2,628,854</b>   |
| <b>COMB GROSS OPERATING BUDGET</b>                           |                |                       |
| Goleta Water District                                        | 40.42%         | \$ 2,709,933          |
| City of Santa Barbara                                        | 35.89%         | \$ 2,406,421          |
| Carpinteria Valley Water District                            | 12.20%         | \$ 817,839            |
| Montecito Water District                                     | 11.50%         | \$ 770,742            |
| <b>TOTAL GROSS COMB OPERATING BUDGET</b>                     | <b>100.00%</b> | <b>\$ 6,704,935</b>   |
| <b>OFFSETTING REVENUES <sup>(2)</sup></b>                    |                |                       |
| <b>Warren Act Trust Fund Offset</b>                          |                |                       |
| Goleta Water District                                        | 40.42%         | \$ (239,076)          |
| City of Santa Barbara                                        | 35.89%         | \$ (212,299)          |
| Carpinteria Valley Water District                            | 12.20%         | \$ (72,151)           |
| Montecito Water District                                     | 11.50%         | \$ (67,996)           |
| <b>TOTAL</b>                                                 | <b>100.00%</b> | <b>\$ (591,523)</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>CDFW Grant Funding Offset - Quiota Creek Crossing 8</b>   |                |                       |
| Goleta Water District                                        | 40.42%         | \$ (408,495)          |
| City of Santa Barbara                                        | 35.89%         | \$ (362,743)          |
| Carpinteria Valley Water District                            | 12.20%         | \$ (123,281)          |
| Montecito Water District                                     | 11.50%         | \$ (116,181)          |
| <b>TOTAL</b>                                                 | <b>100.00%</b> | <b>\$ (1,010,700)</b> |
| <b>FEMA Assistance - Sycamore Canyon Slope Stabilization</b> |                |                       |
| Goleta Water District                                        | 40.42%         | \$ (182,180)          |
| City of Santa Barbara                                        | 35.89%         | \$ (161,776)          |
| Carpinteria Valley Water District                            | 12.20%         | \$ (54,981)           |
| Montecito Water District                                     | 11.50%         | \$ (51,815)           |
| <b>TOTAL</b>                                                 | <b>100.00%</b> | <b>\$ (450,752)</b>   |
| <b>TOTAL OFFSETTING REVENUES</b>                             | <b>100.00%</b> | <b>\$ (2,142,975)</b> |
| <b>TOTAL NET COMB OPERATING BUDGET</b>                       | <b>100.00%</b> | <b>\$ 4,561,960</b>   |



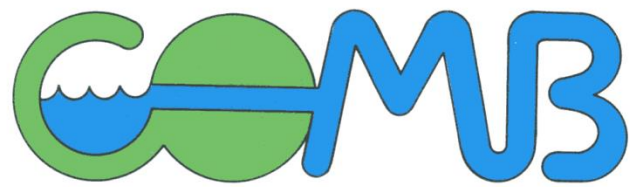
Table 5.5 - COMB Operating Budget Allocation (Cont'd.)

| <b>TOTAL NET COMB OPERATING BUDGET</b>                     |                |                     |
|------------------------------------------------------------|----------------|---------------------|
| Goleta Water District                                      | 40.42%         | \$ 1,843,807        |
| City of Santa Barbara                                      | 35.89%         | \$ 1,637,301        |
| Carpinteria Valley Water District                          | 12.20%         | \$ 556,448          |
| Montecito Water District                                   | 11.50%         | \$ 524,404          |
| <b>TOTAL</b>                                               | <b>300.00%</b> | <b>\$ 4,561,960</b> |
| <b>TOTAL COMB OPERATING BUDGET (QUARTERLY ASSESSMENTS)</b> |                |                     |
| Goleta Water District                                      | 40.42%         | \$ 460,952          |
| City of Santa Barbara                                      | 35.89%         | \$ 409,325          |
| Carpinteria Valley Water District                          | 12.20%         | \$ 139,112          |
| Montecito Water District                                   | 11.50%         | \$ 131,101          |
| <b>TOTAL</b>                                               | <b>100.00%</b> | <b>\$ 1,140,490</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) Payments received from the Non-Member Agency, for certain COMB operating activities, will be returned to the COMB Member Agencies upon collection.





**APPENDIX**



## COMB OPERATING BUDGET SUMMARY

### OPERATIONS AND MAINTENANCE DIVISION – O & M EXPENSES:

#### Program Description

To maintain and support all associated costs of operating and maintaining the Tecolote Tunnel, South Coast Conduit and all appurtenant facilities and four regulating reservoirs: Glen Anne, Lauro, Carpinteria, and Ortega reservoirs.



#### **LABOR – 3100 - 3165**

Operation and Maintenance Labor is actual labor costs of the total salaries and benefits for an Operations Division Manager, a Water Resources Engineer 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<sup>st</sup> 2017, classic members began paying a portion of the Employer Paid Member Contribution (EPMC) cost. For fiscal year 2019-20, the classic members' contribution rate is set at 4.2%. 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 2.95% COLA per the annual calculation.

|                    |                           |               |
|--------------------|---------------------------|---------------|
| Totals by Account: | 3100 Labor Operations     | \$ 601,352    |
|                    | 3155 CalPERS              | 88,968        |
|                    | 3150 Health Insurance     | 185,452       |
|                    | 3150 Workers Compensation | 30,390        |
|                    | 3160 FICA                 | <u>46,003</u> |
|                    | Total of these accounts   | \$ 952,164    |

**VEHICLES & EQUIPMENT - 3201 thru 3204**

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 for both replacement and upgrading of the conveyance system. In particular, account 3201 includes supplies 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 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 appropriately designated to be purchased from these accounts.

## Totals by Account:

|                           |                 |
|---------------------------|-----------------|
| 3201 Vehicle/Equip Maint. | \$ 30,000       |
| 3202 Fixed Capital        | \$ 15,000       |
| 3203 Equipment Rental     | \$ 5,000        |
| 3204 Misc.                | <u>\$ 5,000</u> |
| Total                     | \$ 55,000       |

**CONTRACT LABOR - 3301 thru 3304**

The Contract Labor account contains funds for outside services/labor that cannot be supported by COMB staff which may include 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 through 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, Vale | \$ 20,000        |
| 3302 Buildings & Roads    | \$ 20,000        |
| 3303 Reservoirs           | \$ 30,000        |
| 3304 Engineering Misc.    | <u>\$ 25,000</u> |
| Total                     | \$ 95,000        |

**MATERIALS / SUPPLIES - 3401 thru 3403**

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, Vale | \$ 65,000       |
| 3402 Buildings & Roads    | \$ 8,000        |
| 3403 Reservoirs           | <u>\$ 5,000</u> |
| Total                     | \$ 78,000       |

**OTHER EXPENSES - 3501 thru 3506**

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. All of these costs are based on actual charges for the services and changes in amounts are made only as necessary. This account is budgeted slightly less than the prior fiscal year.

## Totals by Account:

|                       |                 |
|-----------------------|-----------------|
| 3501 Utilities        | \$ 7,000        |
| 3502 Uniforms         | \$ 5,000        |
| 3503 Communications   | \$ 20,500       |
| 3504 USA & Other Svcs | \$ 4,000        |
| 3505 Misc.*           | \$ 8,000        |
| 3506 Training & Certs | <u>\$ 3,000</u> |
| Total                 | \$ 47,500       |

\*Misc. detail:

Operations Division non-fixed assets expenses, computer/software/office supply needs, shipping, refuse/recycle/green 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          |
| Refuse/recycle, etc.                                 | \$ 3,000        |
| Portable toilets/roll offs                           | <u>\$ 3,500</u> |
| Total                                                | \$ 8,000        |

**TOTAL O & M EXPENSES - Operations Division****\$1,227,664**

**OPERATIONS AND MAINTENANCE DIVISION - GENERAL AND ADMINISTRATIVE EXPENSES:**

**Program Description**

The General and Administrative (G & A) accounts reflect costs for support of all administrative functions of COMB. The G & A portion of the budget provides for the time and effort spent by administrative staff in many areas that are to the benefit of all five Member Units of COMB. These include water supply and delivery reports, human resources and risk management, tax, audit, contractual and employment law, salary & benefits, accounting and bookkeeping, communications with Federal, State and local agencies and the general public on a variety of contractual and informational matters. Most of the Administrative accounts are allocated between the Operations Division (65%) and the Fisheries Division (35%).

**DIRECTORS' FEES - 5000**

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.

Total of this account: \$13,000

**AUDIT - 5100**

This account reflects costs for the annual COMB CAFR audit allocated 65% to the operations division and 35% to the fisheries division.

Total of this account: \$22,750

**LEGAL - 5101**

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

Total of this account: \$75,000

**UNEMPLOYMENT TAX - 5150**

COMB belongs to the California State Unemployment "self-insured" program which means that we do not actually pay unemployment premiums, but we must budget for and have the ability to pay any unemployment claims which may arise. This account is an estimate.

Total of this account: \$ 5,000

**LIABILITY / PROPERTY INSURANCE - 5200**

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.

Total of this account: \$50,551

### **HEALTH AND WORKERS' COMPENSATION, Retirees Medical - 5201**

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 hire date. 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 which may occur in January 2020.

Total of this account: \$235,103

### **CalPERS - 5250**

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 and new hires pay 50% of the normal cost contributions. Starting July 1<sup>st</sup> 2017, classic members began paying a portion of the employee cost (EPMC). For fiscal year 2018-19, the classic members' contribution rate is set at 4.2%. 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.

Total of this account: \$58,894

### **FICA & MEDICARE - 5339**

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

Total of this account: \$22,533

### **ADMINISTRATIVE SALARIES - 5300 - 5307**

This account reflects salaries for the specified positions of General Manager, Administrative Manager, Administrative Assistant III, and Administrative Assistant II at 65% apportionment. The salaries for all administrative staff (except the GM) contain a 2.95% 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.

Total of this account: \$294,462

**OFFICE EXPENSE & POSTAGE - 5310**

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.

Total of this account: \$ 5,000

**OFFICE EQUIPMENT/LEASES/SERVICES - 5311**

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

Total of this account: \$ 9,200

**MISCELLANEOUS ADMINISTRATIVE EXPENSE - 5312**

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        | <u>\$ 5,000</u> |
| Total                 | \$14,000        |

**COMMUNICATIONS - 5313**

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.

Total of this account: \$ 8,500

**UTILITIES - 5314**

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

Total of this account: \$ 9,737

**MEMBERSHIP DUES - 5315**

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.

Total of this account: \$ 9,410

**ADMINISTRATIVE FIXED ASSETS - 5316**

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

Total of this account: \$ 3,000

**COMPUTER CONSULTANT - 5318**

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

Total of this account: \$16,500

**EMPLOYEE EDUCATION / TRAINING - 5325**

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. This account remains the same as compared to the prior fiscal year.

Total of this account: \$ 3,000

**ADMINISTRATIVE TRAVEL - 5330**

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.

Total of this account: \$2,000

**PUBLIC INFORMATION - 5331**

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

Total of this account: \$ 3,500

**TOTAL GENERAL AND ADMINISTRATIVE - Operations Division \$ 860,132**

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**OPERATIONS DIVISION - SPECIAL GENERAL AND ADMINISTRATIVE****INTEGRATED REGIONAL WATER MANAGEMENT PLAN - 5510**

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

Total of this account: \$ 5,000

**TOTAL SPECIAL GENERAL AND ADMINISTRATIVE -  
Operations Division**

**\$ 5,000**



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**OPERATIONS AND MAINTENANCE DIVISION - INFRASTRUCTURE IMPROVEMENT PROJECTS \*\*****SCADA SYSTEM – 6062**

\$ 35,000

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 effectuate corrective action 24/7. This line item includes costs to upgrade the equipment and software, as well as, the development of a SCADA Master Plan to document the SCADA Vision, Goals, and Objectives; conduct a Baseline Assessment and Gap Analysis; and develop a detailed Project Portfolio, SCADA Systems Standards, and a compiled SCADA Master Plan.

**COMB BUILDING AND GROUNDS REPAIR - 6090**

\$25,000

This line item includes costs related to Lauro Yard repairs and landscape maintenance.

**GIS AND MAPPING – 6097**

\$ 10,000

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

**SCC STRUCTURE REHAB (AVAR/BO VALVES) – 6096**

\$400,000

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. Of these, twenty have been rehabilitated; the remaining six will be completed by an outside contractor over the next two fiscal years. 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 man-hole 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 man-hole covers, lower riser sections, an upper spool section, a gate valve, and blow-off piping. There are a total of sixty-five blow-off structures in South Coast Conduit system. The project consists of replacing the man hole 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 Units during the required system shutdown.

**RIGHT OF WAY IDENTIFICATION PROGRAM - 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 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. Concurrently, COMB will enhance and continue communication with public and private permitting agencies made possible by the inventory. The location and inventory will enable regular site inspection, expedite our ability to precisely locate and identify visible leakage, ground erosion, or new encroachments.

**SYCAMORE CANYON SLOPE STABILIZATION - 6132**

\$543,000

The South Coast Conduit is a concrete-lined, concrete encased steel pipeline extending twenty-six miles from the Goleta reach south to Carpinteria. Erosion caused by severe runoff on dry hillsides affected by the recent five year drought has caused exposure of the pipeline in the Sycamore Canyon section of the system. The exposed portion of the South Coast Conduit is vulnerable to pipeline failure resulting from structural damage, corrosion, and or additional erosion material sliding over the conduit. This vulnerability poses a significant risk to system operation.

This project has been divided into two phases. The first phase would improve the drainage over the conduit to prevent further erosion and stabilize the slope where the pipeline is exposed. The second phase would stabilize the pipeline alignment through Sycamore Canyon improving overall slope stability.

Engineering services were retained in FY 2017-18 to conduct a site evaluation and perform a geotechnical study and project design to stabilize the slope and ensure protection and access to the pipeline. Several components (permitting, potential for winter rains, and grant funding) resulted in a delay of the project. Construction is anticipated to commence in the fall of 2019 following Board approval and completion of competitive bid process.

**SCC SAN JOSE CREEK PIPE STABILIZATION - 6135**

\$ 150,000

The South Coast Conduit crosses San Jose Creek. During routine maintenance of the nearby blow-off structure, a section of the conduit was discovered to be exposed within the western bank of the creek bed. After further review of original profiles, it has been determined that the original cover on the pipeline at that location was over 20' of material. Over time, the stream has eroded the material at that location and exposed the pipeline. The exposed portion of the South Coast Conduit is vulnerable to pipeline failure resulting

from structural damage from boulder impacts, corrosion, and further erosion over the pipeline. This weakness poses a significant risk of failure and the associated loss of the ability to deliver water to Lauro Reservoir, which will ultimately serve the cities of Santa Barbara, Montecito, and Carpinteria.

COMB plans to retain engineering services to conduct an evaluation of the site and develop and implement a temporary repair. Over the next few years, a permanent solution will be designed, reviewed and approved by local, state and federal regulatory agencies. Once an acceptable design has been developed, COMB would then determine funding options for construction of the project.

#### **SCC ISOLATION VALVE –LOWER REACH - 6136**

\$ 150,000

To accomplish blow-off and air/vac repairs and upgrades, additional line valves are needed in the South Coast Conduit from Barker Pass to Carpinteria Reservoir. A study is needed to examine customer needs and potential alternatives for determining the most cost-effective way of supplying water to customers. This project is needed for continued operation and maintenance of the South Coast Conduit (SCC) in this section.

#### **SCC LOWER REACH LATERAL STRUCTURES - 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. 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 Units.

#### **INFRASTRUCTURE IMPROVEMENT PROJECTS TOTAL**

**\$ 1,483,200**



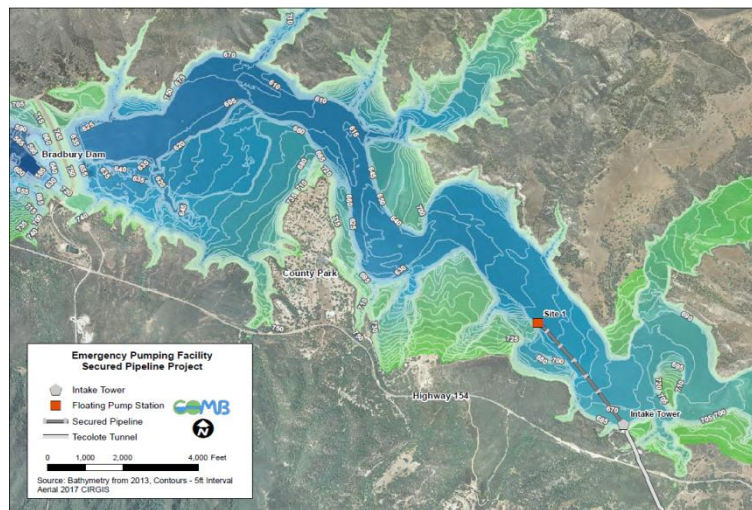
## OPERATIONS AND MAINTENANCE DIVISION - SPECIAL PROJECTS

### EPF SECURED PIPELINE PROJECT – 6120

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 is unable to 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 ongoing 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.

At the regular Board meeting on April 24, 2017, the Board authorized the General Manager to execute a two-year agreement with Cushman Contracting to store key components of the 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 under negotiation.

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. A similar facility was temporarily installed and operated in the 1957-1958, 1990-1991, and in 2014-2017, 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 (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

Total of this account: \$225,000



**WATER QUALITY AND SEDIMENT MANAGEMENT PLAN – 6138**

Lake Cachuma is the principal drinking water supply for the South Coast of Santa Barbara County providing surface water supply to the Goleta Water District, City of Santa Barbara, Montecito Water District, and Carpinteria Valley Water District. In addition, Lake Cachuma serves as the conduit for state water deliveries to the South Coast. Diversions from the lake are managed by Cachuma Operation and Maintenance Board. Upstream of Lake Cachuma are Gibraltar Reservoir, owned by the City of Santa Barbara, and Jameson Reservoir, owned by Montecito Water District.

More than half of Lake Cachuma's water shed has been burned by the 2016 Rey Fire and 2017 Whitter Fire and Thomas Fire. The immediate future and mid-term impacts of the fires on water quality are not fully understood. A water quality and sediment management plan would develop management actions as part of a program to address raw surface water quality today and in the future. The program would include identification and characterization of issues, 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 Program would be developed in coordination with agencies that manage, operate, and use the lake and its watershed.

Phase II of the study is scheduled to commence in FY 2019-20.

Total of this account: \$275,085



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**TOTAL IIP and Special Projects** **\$ 1,983,285**

**TOTAL OPERATIONS AND MAINTENANCE DIVISION BUDGET** **\$ 4,076,081**

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



**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 – 4100 - 4152**

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 2019-20, the classic member's contribution rate is set at 4.2%. 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 (2% @ 62 formula). This line item includes a 2.95% COLA per the annual calculation.

## Totals by Account

|                           |                  |
|---------------------------|------------------|
| 4100 Labor Biology Crew   | \$390,950        |
| 4114 Labor Seasonal Crew  | \$ 68,000        |
| 4151 CalPERS              | \$ 71,645        |
| 4150 Health Insurance     | \$115,862        |
| 4150 Workers Compensation | \$ 22,948        |
| 4152 FICA                 | <u>\$ 35,110</u> |
| Total                     | \$704,515        |

**VEHICLES & EQUIPMENT - 4270 thru 4290**

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 supplies 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 all miscellaneous items affiliated with vehicles or equipment. These accounts are increased or decreased annually to reflect changes in the price and number of items appropriately designated to be purchased from these accounts.

## Totals by Account:

|                    |                 |
|--------------------|-----------------|
| 4270 Vehicles      | \$20,000        |
| 4280 Fixed Capital | \$35,000        |
| 4290 Miscellaneous | <u>\$ 2,500</u> |
| Total              | \$57,500        |

**CONTRACT LABOR - 4220, 4222**

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:

|                      |                 |
|----------------------|-----------------|
| 4220 Equip Calib.    | \$ 3,000        |
| 4222 Projects Maint. | <u>\$25,000</u> |
| Total                | \$28,000        |

**MATERIALS / SUPPLIES - 4390**

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.).

Total of this account: \$ 7,000

**OTHER EXPENSES - 4502**

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 above services and changes in amounts are made only as necessary.

Total of this account: \$ 3,500

**TOTAL O & M EXPENSES - Fisheries Division \$800,515**



**FISHERIES DIVISION - GENERAL AND ADMINISTRATIVE 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 2019-20.

**DIRECTORS FEES - 5426**

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.

Total of this account: \$ 7,000

**LEGAL - 5407**

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

Total of this account: \$100,000

**AUDIT - 5441**

This account reflects costs for a portion of the annual COMB CAFR audit.

Total of this account: \$12,250

**LIABILITY/PROPERTY INSURANCE - 5443**

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.

Total of this account: \$24,745

**HEALTH AND WORKERS' COMPENSATION - 5401**

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. The health 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 which may occur in January 2020.

Total of this account: \$38,425

**CalPERS - 5402**

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<sup>st</sup> 2017, classic members began paying a portion of the employee cost (EPMC). For FY 2019-20, the classic member's contribution rate is set at 4.2%. 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 (2% @ 62 formula).

Total of this account: \$31,712

**FICA & MEDICARE - 5403**

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

Total of this account: \$12,130

**SALARIES - 5404, 5405, 5408, 5409, 5419**

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

Total of this account: \$158,556

**POSTAGE / OFFICE SUPPLIES EXPENSE - 5410**

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

Total of this account: \$ 4,000

**OFFICE EQUIPMENT/LEASES/SERVICES - 5411**

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.

Total of this account: \$ 6,518

**MISCELLANEOUS ADMINISTRATIVE EXPENSE - 5412**

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

Total of this account: \$ 7,500

**COMMUNICATIONS - 5413**

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

Total of this account: \$ 5,805

**UTILITIES - 5414**

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

Total of this account: \$ 5,243

**MEMBERSHIP DUES - 5415**

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.

Total of this account: \$ 5,955

**ADMINISTRATIVE FIXED ASSETS - 5416**

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

Total of this account: \$ 3,000

**COMPUTER CONSULTANT / SOFTWARE LICENSES - 5418**

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.

Total of this account: \$ 9,000

**EMPLOYEE EDUCATION / SUBSCRIPTIONS - 5425**

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.

Total of this account: \$ 2,500

**ADMINISTRATIVE TRAVEL - 5430**

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.

Total of this account: \$ 2,500

**PUBLIC INFORMATION - 5431**

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

Total of this account: \$1,500

**TOTAL GENERAL AND ADMINISTRATIVE EXPENSES**

**Fisheries Division - \$ 438,339**





**FISHERIES DIVISION - SPECIAL PROJECTS****BIOLOGICAL OPINION/FMP IMPLEMENTATION - 6201**

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**

\$18,000

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**

\$2,000

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**

\$13,000

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.

Total of this account: \$ 33,000

**GIS AND MAPPING - 6202**

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.

Total of this account: \$10,000

**GRANTS AND SEMINAR TECHNICAL SUPPORT - 6203**

This account provides funds for restoration grant technical evaluation and review to assure the most complete, thorough and competitive grant application possible in support of the Fisheries Program. In addition, these funds will be used for needed technical seminars on specific subjects in support of the endangered southern steelhead on the Lower Santa Ynez River.

Total of this account: \$10,000

**SYR HYDROLOGY TECHNICAL SUPPORT - 6204**

This project includes funding for consultants who provide hydrologic support for analyzing operations in the SYR basin and operations for the Fisheries Program.

Total of this account: \$ 6,000

**USGS STREAM GAUGE PROGRAM - 6205**

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.

Total of this account: \$100,000

**TRI COUNTY FISH TEAM FUNDING - 6206**

This line item is to fund COMB's agreed upon portion of the MOU for financial support of the Tri-County salmonid restoration efforts.

Total of this account: \$ 5,000

**TOTAL PROGRAM SUPPORT SERVICES \$164,000**

**FISHERIES DIVISION - HABITAT IMPROVEMENT PLAN PROJECTS \*\*****OAK TREE RESTORATION PROGRAM - 6207**

This line item is to fund the tenth year of oak tree planting 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.

Total of this account: \$30,000

**TRIBUTARY PROJECTS SUPPORT CONSULTANT - 6303**

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.

Total of this account: \$20,000

**QUIOTA CREEK CROSSING No. 8 - 6315**

This line item is to fund the continued design and construction of a fish passage improvement project on Quiota Creek Crossing No. 8. Design engineering will continue toward 100% design level. Grant applications have been submitted for this project which is projected to be constructed during fiscal year 2019-20.

Total of this account: \$1,176,000

**TOTAL HABITAT ENHANCEMENTS \$1,226,000**

**TOTAL PROGRAM SUPPORT AND HIP: \$1,390,000**

**TOTAL FISHERIES DIVISION BUDGET: \$2,628,854**

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

**RECAP - TOTAL COMB BUDGET FY 2019-20**

|                                 |                           |
|---------------------------------|---------------------------|
| <b>COMB OPERATIONS DIVISION</b> | <b>\$4,076,081</b>        |
| <b>COMB FISHERIES DIVISION</b>  | <b><u>\$2,628,854</u></b> |
| <b>TOTAL COMB GROSS BUDGET</b>  | <b><u>\$6,704,935</u></b> |



*Lake Cachuma County Park*





Cachuma Operation and Maintenance Board  
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Santa Barbara, CA 93105  
[www.cachuma-board.org](http://www.cachuma-board.org)