

**SPECIAL MEETING  
OF THE  
CACHUMA OPERATION AND MAINTENANCE BOARD**

**by Teleconference Call ONLY**

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

**Passcode: 804443#**

---

**Thursday, May 13, 2021**

**1:00 P.M.**

**AGENDA**

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

1. **CALL TO ORDER, ROLL CALL**
2. **PUBLIC COMMENT** *(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 29, 2021
4. **COMB PROPOSED DRAFT FISCAL YEAR 2021-22 OPERATING BUDGET**  
Action: Receive a presentation on the Proposed Draft Fiscal Year 2021-22 Operating Budget and provide direction to staff, as appropriate
5. **DIRECTORS' REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETING**
6. **MEETING SCHEDULE**
  - **May 24, 2021 Regular Board Meeting (by teleconference only) at 1:00 P.M.**
  - **Board Packages Available on COMB Website**  
[www.cachuma-board.org](http://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

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

---

Thursday, April 29, 2021  
10:00 AM

### 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. COMB Proposed Draft Fiscal Year 2021-22 Operating Budget (*for information and possible recommendation*)
4. Adjournment

#### NOTICE TO THE PUBLIC

**Public Comment:** The public is welcome to attend the meeting via teleconference call only. 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.]

**THIS PAGE INTENTIONALLY LEFT BLANK**

# CACHUMA OPERATION & MAINTENANCE BOARD

## BOARD MEMORANDUM

Date:	May 13, 2021
Submitted by:	Edward Lyons
Approved by:	Janet Gingras

---

**SUBJECT:**     **COMB Proposed Draft FY 2021-22 Operating Budget**

---

**RECOMMENDATION:**

The Board of Directors receive a presentation on the COMB Proposed Draft Fiscal Year 2021-22 Operating Budget and provide direction to staff as appropriate

**SUMMARY:**

Presented for review and discussion is the COMB Proposed Draft Fiscal Year (FY) 2021-22 Operating Budget. The draft budget reflects projected operating expenses for the Operations Division, the Fisheries Division as well as the General and Administrative expenses for FY 2021-22. These projected expenditures have been refined through development of divisional annual work plans, the Board adopted Five-Year (2021-2025) Infrastructure Improvement Plan, and required implementation activities associated with the 2000 Biological Opinion.

As reflected in Table 1, the COMB Gross Operating Budget for FY 2021-22, excluding offsetting revenues, is \$5.29M as compared to the FY 2020-21 Operating Budget of \$5.16M, which reflects an increase of \$128K (2.5%).

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

- An increase in total Salaries and Benefits of \$69K (2.6%) which includes full staffing of 15 employees, a 1.3% COLA adjustment and an increase in the CalPERS Unfunded Liability obligation.
- An increase in total Operations and Maintenance of \$80K (19.6%) which is attributed to the replacement of two fleet vehicles, one vehicle each for the Operations and Fisheries Divisions. There were no budgeted vehicle replacements during FY 2020-21.
- An increase in General & Administrative Expenses, excluding administrative salaries of \$9K (2.5%) which is attributed to accounting software upgrades and licenses and a slight increase in postage/office supplies, office equipment/leases and admin fixed assets.
- A decrease in the Operations Division Infrastructure Improvement Projects and Special Projects of \$30K (1.8%). The timing and ranking of projects are dependent on factors such as: (1) water supply reliability, (2) risk, (3) critical need/life cycle of asset, (4) safety, and (5) service disruption necessary to accomplish project.

**Table 1: COMB Operating Budget - Consolidated Overview**

<b>COMB OPERATING BUDGET</b>				
<b>SALARIES &amp; BENEFITS</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>Change (\$)</b>	<b>Change (%)</b>
Operations Division	\$ 1,010,141	\$ 1,023,887	\$ 13,747	1.4%
Fisheries Division	729,413	755,458	\$ 26,045	3.6%
Administration	849,843	878,561	\$ 28,718	3.4%
<b>TOTAL</b>	<b>\$ 2,589,397</b>	<b>\$ 2,657,906</b>	<b>\$ 68,510</b>	<b>2.6%</b>
<b>OPERATIONS &amp; MAINTENANCE EXPENSES</b>				
Operations Division	\$ 329,000	\$ 378,300	\$ 49,300	15.0%
Fisheries Division	81,000	112,100	\$ 31,100	38.4%
<b>TOTAL</b>	<b>\$ 410,000</b>	<b>\$ 490,400</b>	<b>\$ 80,400</b>	<b>19.6%</b>
<b>GENERAL &amp; ADMINISTRATIVE EXPENSES</b>				
Operation Division	\$ 235,713	\$ 242,452	\$ 6,739	2.9%
Fisheries Division	114,411	116,426	\$ 2,015	1.8%
<b>TOTAL</b>	<b>\$ 350,124</b>	<b>\$ 358,878</b>	<b>\$ 8,754</b>	<b>2.5%</b>
<b>Total Operating Budget</b>	<b>\$ 3,349,520</b>	<b>\$ 3,507,184</b>	<b>\$ 157,664</b>	<b>4.7%</b>
<b>INFRASTRUCTURE IMPROVEMENT, HABITAT IMPROVEMENT &amp; SPECIAL PROJECTS</b>				
<b>Operations Division</b>				
Infrastructure Improvement Projects	\$ 1,530,000	\$ 1,508,000	\$ (22,000)	-1.4%
Special Projects	100,000	92,050	\$ (7,950)	-8.0%
<b>TOTAL</b>	<b>1,630,000</b>	<b>1,600,050</b>	<b>\$ (29,950)</b>	<b>-1.8%</b>
<b>Fisheries Division</b>				
Habitat Improvement Projects	\$ 35,000	\$ 35,000	\$ -	0.0%
Program Support Services	\$ 150,000	\$ 150,000	\$ -	0.0%
<b>TOTAL</b>	<b>185,000</b>	<b>185,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL GROSS OPERATING BUDGET</b>	<b>\$ 5,164,520</b>	<b>\$ 5,292,234</b>	<b>\$ 127,714</b>	<b>2.5%</b>
Projected Offsetting Revenues	\$ (356,078)	\$ (353,261)		
<b>TOTAL NET OPERATING BUDGET</b>	<b>\$ 4,808,442</b>	<b>\$ 4,938,973</b>	<b>\$ 130,531</b>	<b>2.7%</b>

The COMB Net Operating Budget including offsetting revenues for FY 2021-22 is \$4.94M and is compared to FY 2020-21 of \$4.81M, which is an increase of \$131K (2.7%).

In addition to the annual Operating Budget, COMB collects and manages various other assessments considered as pass-through revenues and charges. COMB has the authority, granted 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.

For FY 2021-22, the total projected managed revenues and expenditures total \$8,113,440 as detailed on page 44 of the Draft Operating Budget.

## **BACKGROUND:**

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

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

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

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

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

## **DISCUSSION:**

### ***Labor***

Total projected labor for FY 2021-22 is \$2.6M, which reflects an increase of \$69K (2.6%) as compared to FY 2020-21. The budget reflects current salaries and benefits package for all employees including the General Manager's position.

The budget includes a 1.3% COLA increase for all employees, excluding the General Manager, per the historical annual calculation that is based on the February Consumer Price Index (CPI) data each year. The calculation is obtained by averaging the prior thirteen months indexes for all urban consumers and comparing that average to the previous year averaged data. The U.S. City and the Los Angeles-Riverside data is averaged together to obtain the percentage COLA for the period.

Health insurance costs are projected to increase between 2-5% in January 2022 based on preliminary projections from ACWA/JPIA.

### ***Operations Division***

The COMB Operations Division Budget for FY 2021-22 is \$3.87M as compared to FY 2020-21 of \$3.81M, which reflects an increase of \$58K (1.5%). The budget is further detailed by major category in Table 2.

**Table 2: COMB Operations Division - Operating Budget Summary**

Category	Adopted Budget FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Operation and Maintenance Expenses	\$1,339,141	\$1,402,187	\$63,047	4.7%
General and Administrative Expense	832,780	857,983	25,203	3.0%
Special G&A Expenses	5,000	5,000	0	0.0%
Infrastructure Improvement Projects	1,530,000	1,508,000	(22,000)	(1.4%)
Special Projects	100,000	92,050	(7,950)	(1.8%)
<b>Total</b>	<b>\$3,806,921</b>	<b>\$3,865,221</b>	<b>\$58,300</b>	<b>1.5%</b>

Operation and Maintenance Expenses

The Operations Division Operation and Maintenance expenses category shows a \$63K (4.7%) increase overall. The increase is attributed to the following items:

- Labor reflects an increase of \$13.7K (1.4%) as compared to FY 2020-21. The increase is attributed to the proposed increase in COLA and projected salary step increases. Additionally, the CALPERS line item reflects an increase in cost primarily due to an increase in the annual Unfunded Liability obligation, as factored under the CALPERS 30-year amortization policy and pursuant to the Public Employee Pension Reform Act of 2013.
- Vehicles and equipment reflects an increase of \$40k (53.3%) as compared to FY 2020-21. The increase is attributed to the purchase of a new fleet vehicle (\$40k).
- Materials and supplies reflects an increase of \$7k (9.0%) as compared to FY 2020-21. The budget for this line item was increased due to additional materials needed for the COMB trailer replacement.

General and Administrative Expenses

General and Administrative expenses include costs for support of all administrative functions such as: Director fees, legal expenditures, general liability and property insurance, audit fees, utilities, IT and communications, postage and office supplies, training, education and subscriptions and miscellaneous expenses. Overall, the Operations Division General and Administrative expenses increased by \$25.2K (3.0%) as compared to the previous year's budget.

Administrative salaries include the proposed increase in COLA and projected salary step increases. Additionally, the CALPERS line item reflects an increase in cost primarily due to an increase in the annual Unfunded Liability obligation, as factored under the CALPERS 30-year amortization policy and pursuant to the Public Employee Pension Reform Act of 2013.

Office equipment / leases includes the cost to upgrade COMB's accounting and Adobe license/software (\$3.7K).

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

Infrastructure Improvement Projects

The Infrastructure Improvement Projects (IIP) section in the Operations Division section of the budget reflects a decrease of \$22K (1.4%) 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 2021-22 budget are the South Coast Conduit (SCC) Air Vacuum Air Release Valve (AVAR) and Blow-Off Valve replacement project, the COMB Building replacement project, the SCC Isolation Valve installation, and SCADA Upgrade project. Per Board policy, all improvement projects will require approval through the applicable Committee and Board review process prior to implementation. Detailed descriptions of each project can be found on pages 88-90.

### Special Projects

The Special Projects budget reflects a decrease of \$8K (8%) as compared to the prior year. The Special Projects account for FY 2021-22 includes costs related to the completion of the Watershed Sanitary Survey (\$12K) and the start of Phase 2 Recommendations of the Water Quality and Sediment Management Project (\$50K).

Detailed descriptions of each project can be found on pages 91-94.

### ***Fisheries Division***

The COMB Fisheries Division Budget for FY 2021-22 is \$1.43M as compared to FY 2020-21 of \$1.36M, which reflects an increase of \$69K (5.1%). The budget is further detailed by major category in Table 3.

**Table 3: COMB Fisheries Division - Operating Budget Summary**

Category	Adopted Budget FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Operation & Maintenance Expenses	\$810,413	\$867,558	\$57,145	7.1%
General & Administrative Expense	362,187	374,456	12,269	3.4%
Program Support Services	150,000	150,000	0	0.0%
Habitat Improvement Projects	35,000	35,000	0	0.0%
<b>Total</b>	<b>\$1,357,600</b>	<b>\$1,427,013</b>	<b>\$69,414</b>	<b>5.1%</b>

### *Operation and Maintenance Expenses*

Overall, the Fisheries operation and maintenance expenses show a \$57.1K (7.1%) increase as compared to the prior fiscal year budget. The increase is attributed to the following items:

- The Fisheries Division labor account shows a \$26K (3.6%) increase compared to the prior fiscal year primarily due to the proposed increase in COLA, as well as, projected staff salary step increases and longevity increases.
- Under Vehicles & Equipment, the fixed capital line item reflects a \$40k increase compared to prior year. The budget for FY 2021-22 includes the cost to replace one of the fleet vehicles for \$40K. This increase was partially offset with a \$5K decrease to the same line item for miscellaneous fixed capital purchases.
- The Contract Labor account reflects a decrease of \$3.9K due to less reliance on external contractors.

### *General and Administrative Expenses*

General and administrative expenses reflect costs for support related to the Fisheries Division administrative function. Overall, the Fisheries Division General and Administrative expenses decreased \$12.3K (3.4%).

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

Office equipment / leases includes the cost to upgrade COMB's accounting and Adobe license/software (\$3.7K).

### *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 County Betterment Fund offset for this program of work is \$90k.

The Habitat Improvement Projects includes costs for ongoing Oak Tree Program Restoration Program and Tributary Project Improvements.

---

In summary, the COMB Gross Operating Budget for FY 2021-22 is \$5,292,234. COMB staff is actively engaged in identifying other sources of funding opportunities in an effort to lessen the financial burden on COMB's Member Agencies. With projected offsetting revenues of \$353,261, the COMB Net Operating Budget for FY 2021-22 totals \$4,938,973.

**Table 4 - COMB Operating Budget Summary**

Category	Adopted Budget FY 2020-21	Adopted Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Gross Operating Budget	\$5,164,520	\$5,292,234	\$127,714	2.5%
Less: Offsetting Revenue	(\$356,078)	(\$353,261)	(\$2,817)	(0.8%)
<b>Net Operating Budget</b>	<b>\$4,808,442</b>	<b>\$4,938,973</b>	<b>\$130,531</b>	<b>2.7%</b>

### **COMMITTEE STATUS:**

The Administrative Committee reviewed the COMB Proposed Draft FY 2021-22 Operating Budget and forwards to the Board for presentation and consideration.

### **LIST OF EXHIBITS:**

- 1) Draft Operating Budget Presentation
- 2) FY 2021-22 Draft COMB Operating Budget

# Cachuma Operation & Maintenance Board

Draft Operating Budget  
Fiscal Year 2021-22



# FY 2021-22 Budget Overview

The COMB Operating Budget acts as a financial plan for both the upcoming fiscal year and long term.

The Budget provides a framework for:

1. Effecting policy directives
2. Executing operational plans
3. Implementing infrastructure improvement projects necessary to operate and maintain the Cachuma Project Transferred Project Works
4. Implementing the Fish Management Plan and 2000 Cachuma Project Biological Opinion

# FY 2021-22 Budget Process

## Budget Timeline

### January – February, 2021

- Staff met internally and prepared updates to:
  - Infrastructure Improvement Projects
  - Habitat Improvement Projects
  - Projected COMB Managed Revenues
  - Projected Operating Expenditures
  - Projected General & Administrative Expenditures

### Feb – March, 2021

- Staff developed draft budget document

# FY 2021-22 Budget Process

## Budget Timeline

### Proposed Draft Budget presented to:

- 04/05/2021 - Member Agency General Managers and Technical Staff
- 04/29/2021 - Administrative Committee
- 05/13/2021 - Board Budget Workshop

### Final Budget to be presented :

- 05/24/2021 - Public Board Meeting

# FY 2021-22 Budget Overview

## Projected Revenues Managed by COMB

COMB Net Operating Budget	\$	4,938,973
USBR Water Rates (WY 2020-21)		2,200,000
Bradbury SOD Act		261,647
Renewal Fund		220,175
USBR Deficit Repayment (2015-2017)		207,534
Betterment Fund - SB County Contribution		90,000
Water Rights Fee		66,000
Lauro SOD Act		47,404
Warren Act Trust Fund		43,086
Loan Payments - EPFP		38,621
Total	\$	8,113,440

# FY 2021-22 Budget Overview

## Consolidated Summary

Category	Approved Budget FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Personnel Costs	\$ 2,589,397	\$ 2,657,906	\$ 68,510	2.6%
Operations and Maintenance	410,000	490,400	80,400	19.6%
General and Administrative	350,124	358,878	8,754	2.5%
<b>Sub Total Operations Budget</b>	<b>\$ 3,349,520</b>	<b>\$ 3,507,184</b>	<b>\$ 157,664</b>	<b>4.7%</b>
Infrastructure Improvement Projects	\$ 1,630,000	\$ 1,600,050	\$ (29,950)	-1.8%
Habitat Improvement Projects	\$ 185,000	\$ 185,000	\$ -	0.0%
<b>Total Gross Budget</b>	<b>\$ 5,164,520</b>	<b>\$ 5,292,234</b>	<b>\$ 127,714</b>	<b>2.5%</b>

(\*) Excluding Offsetting Revenue



# FY 2021-22 Net Change

- An increase in total Salaries and Benefits of \$69K (2.6%)
- An increase in total Operations and Maintenance of \$80K (19.6%)
- An increase in General & Administrative Expenses, excluding administrative salaries of \$9K (2.5%).
- A decrease in the Operations Division Infrastructure Improvement Projects and Special Projects of \$30K (1.8%).

# FY 2021-22 Budget Overview

## Consolidated Summary

Category	Approved Budget FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Personnel Costs	\$ 2,589,397	\$ 2,657,906	\$ 68,510	2.6%
Operations and Maintenance	410,000	490,400	80,400	19.6%
General and Administrative	350,124	358,878	8,754	2.5%
<b>Sub Total Operations Budget</b>	<b>\$ 3,349,520</b>	<b>\$ 3,507,184</b>	<b>\$ 157,664</b>	<b>4.7%</b>
Infrastructure Improvement Projects	\$ 1,630,000	\$ 1,600,050	\$ (29,950)	-1.8%
Habitat Improvement Projects	\$ 185,000	\$ 185,000	\$ -	0.0%
<b>Total Gross Budget</b>	<b>\$ 5,164,520</b>	<b>\$ 5,292,234</b>	<b>\$ 127,714</b>	<b>2.5%</b>
<b>Projected Offsetting Revenues</b>	<b>\$ (356,078)</b>	<b>\$ (353,261)</b>		
<b>Total Net Budget</b>	<b>\$ 4,808,442</b>	<b>\$ 4,938,973</b>	<b>\$ 130,531</b>	<b>2.7%</b>

# FY 2021-22 Budget Overview

## Personnel Costs (\*)

Category	Approved Budget FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Labor	\$ 1,566,990	\$ 1,610,340	\$ 43,350	2.8%
CalPERS	278,157	294,770	16,612	6.0%
Health Ins / Workers Comp	624,375	629,606	5,231	0.8%
FICA / Medicare	119,875	123,191	3,316	2.8%
<b>Total</b>	<b>\$ 2,589,397</b>	<b>\$ 2,657,906</b>	<b>\$ 68,510</b>	<b>2.6%</b>

(\*) All Divisions

# FY 2021-22 Budget Overview

## Operations and Maintenance (\*)

Category	Approved Budget FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Vehicles & Equipment	\$ 122,500	\$ 197,500	\$ 75,000	61.2%
Contract Labor	153,000	149,100	(3,900)	-2.5%
Materials and Supplies	85,000	92,000	7,000	8.2%
Other Expenses	49,500	51,800	2,300	4.6%
<b>Total</b>	<b>\$ 410,000</b>	<b>\$ 490,400</b>	<b>\$ 80,400</b>	<b>19.6%</b>

(\*) Combined Operations and Fisheries

# FY 2021-22 Budget Overview

## General and Administrative Costs

Category	Approved Budget FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Director Fees	\$ 20,000	\$ 20,000	\$ -	0.0%
Audit	35,000	35,000	0	0.0%
Legal	100,000	100,000	0	0.0%
Unemployment Insurance	5,000	5,000	0	0.0%
General Liability Insurance	51,071	51,071	0	0.0%
Postage/Office Supplies	9,000	10,000	1,000	11.1%
Office Equip/Leases	16,218	21,972	5,754	35.5%
Misc Admin Expense	21,500	21,500	0	0.0%
Communications	10,955	10,955	0	0.0%
Utilities	14,980	14,980	0	0.0%
Membership Dues	15,900	15,900	0	0.0%
Admin Fixed Assets	6,000	8,000	2,000	33.3%
Computer Consultant	25,500	25,500	0	0.0%
Employee Education	4,500	4,500	0	0.0%
Travel	4,500	4,500	0	0.0%
Public Info	5,000	5,000	0	0.0%
IRWM	5,000	5,000	0	0.0%
<b>Total</b>	<b>\$ 350,124</b>	<b>\$ 358,878</b>	<b>\$ 8,754</b>	<b>2.5%</b>

## Infrastructure Improvement and Special Projects

<b>Infrastructure Improvement Projects</b>	<b>FY 2021-22</b>
<b>SCC Isolation Valve</b>	<b>\$ 400,000</b>
<b>SCC Structure Rehabilitation</b>	<b>390,000</b>
<b>Secured Pipeline Project</b>	<b>352,000</b>
<b>COMB Building / Grounds Repair</b>	<b>216,000</b>
<b>SCADA</b>	<b>150,000</b>
<b>Total</b>	<b>\$ 1,508,000</b>

<b>Special Projects</b>	<b>FY 2021-22</b>
<b>Water Quality and Sediment Mgmt</b>	<b>\$ 50,000</b>
<b>ROW Identification Program</b>	<b>20,000</b>
<b>Watershed Sanitary Survey</b>	<b>12,050</b>
<b>GIS and Mapping</b>	<b>10,000</b>
<b>Total</b>	<b>\$ 92,050</b>

## Habitat Improvement and Projects

<b>Habitat Improvement Projects</b>	<b>FY 2021-22</b>
<b>Cachuma Lake Oak Tree Restoration Program</b>	<b>\$ 25,000</b>
<b>Tributary Improvement Projects</b>	<b>10,000</b>
<b>Total</b>	<b>\$ 25,000</b>

<b>Program Support Services</b>	<b>FY 2021-22</b>
<b>BO / FMP Implementation</b>	<b>\$ 35,000</b>
<b>GIS and Mapping</b>	<b>10,000</b>
<b>USGS Stream Gauge Program</b>	<b>105,000</b>
<b>Total</b>	<b>\$ 150,000</b>

# FY 2021-22 Budget Overview

## Projected Obligation by Cachuma Project Member Unit

CATEGORY	GWD	City of SB	CVWD	MWD	SYRWCD ID No. 1	Totals
COMB Gross Operating Budget	\$2,138,962	\$1,899,398	\$645,524	\$608,350	\$0	\$5,292,234
USBR Water Rates (WY 2021-22)	797,500	708,180	240,680	226,820	226,820	2,200,000
USBR Deficits - FY 2015-2017	153,877	0	0	0	53,657	207,534
Bradbury SOD Act	94,847	84,224	28,624	26,976	26,976	261,647
Cachuma Project Renewal Fund	79,813	70,874	24,087	22,700	22,700	220,175
Lauro SOD Act	19,159	17,013	5,782	5,449	0	47,404
Water Rights Fee	23,925	21,245	7,220	6,805	6,805	66,000
EPFP Loan Assessment	30,038	0	0	8,582	0	38,620
<b>Total Gross Obligation</b>	<b>\$3,338,121</b>	<b>\$2,800,935</b>	<b>\$951,918</b>	<b>\$905,682</b>	<b>\$336,957</b>	<b>\$8,333,614</b>
<b>Less Offsetting Revenues:</b>						
Warren Act Trust Fund	(17,414)	(15,464)	(5,255)	(4,953)	0	(43,086)
Renewal Fund	(88,988)	(79,021)	(26,856)	(25,309)	0	(220,175)
County Betterment Fund	(36,375)	(32,301)	(10,978)	(10,346)	0	(90,000)
<b>Total Offsetting Revenue</b>	<b>(\$142,777)</b>	<b>(\$126,786)</b>	<b>(\$43,089)</b>	<b>(\$40,608)</b>	<b>\$0</b>	<b>(\$353,261)</b>
<b>Sub Total Projected Net Obligation</b>	<b>\$3,195,344</b>	<b>\$2,674,149</b>	<b>\$908,828</b>	<b>\$865,074</b>	<b>\$336,957</b>	<b>\$7,980,353</b>
<b>Non-Member Agency Obligation</b>	<b>(24,250)</b>	<b>(21,534)</b>	<b>(7,319)</b>	<b>(6,897)</b>	<b>60,000</b>	<b>0</b>
<b>Total Projected Net Obligation</b>	<b>\$3,171,094</b>	<b>\$2,652,615</b>	<b>\$901,510</b>	<b>\$858,177</b>	<b>\$396,957</b>	<b>\$7,980,353</b>

(\* Estimated and subject to change)



# Questions?

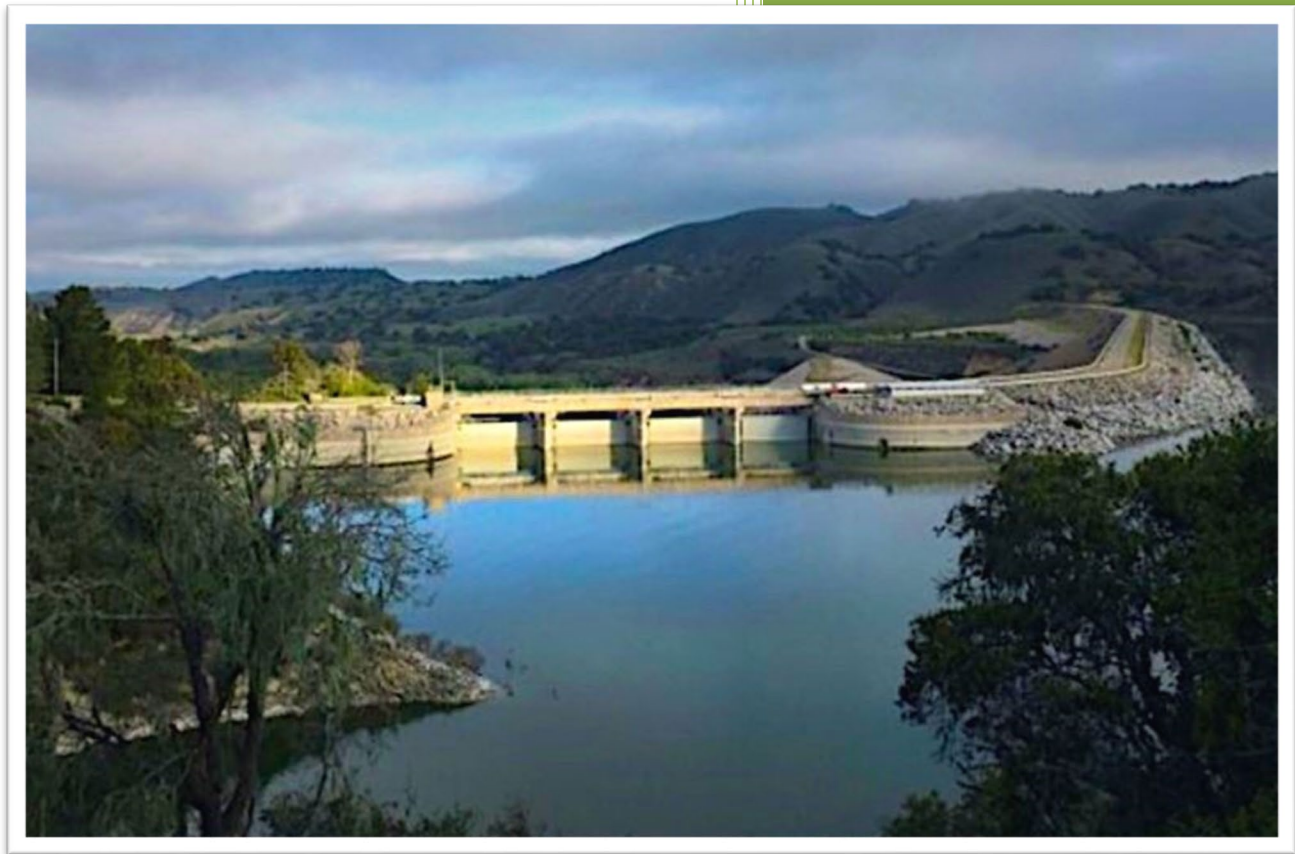


**THIS PAGE INTENTIONALLY LEFT BLANK**

**DRAFT**

**CACHUMA OPERATION &  
MAINTENANCE BOARD**

**Fiscal Year 2021-22  
Draft 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.”*



**DRAFT**

This page left blank intentionally

## **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.*



Lake Cachuma, North Portal Intake Tower

**DRAFT**

This page left blank intentionally



**Cachuma Operation and  
Maintenance Board**

**Board of Directors**

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

**General Manager**

Janet L. Gingras

**Staff Contributors**

Edward Lyons, Administrative Manager, CFO

Joel Degner, Engineer / Operations Division Manager

Tim Robinson, Fisheries Division Manager

Elijah Papen, Program Analyst II

Dorothy Turner, Administrative Assistant II

Perri Wolfe, Administrative Analyst

**DRAFT**

This page left blank intentionally





**COMB AT A GLANCE**

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

**COMB MEMBER AGENCIES**

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

**CACHUMA PROJECT WATER ENTITLEMENT**

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

**DRAFT**

This page left blank intentionally

## General Manager's Message

The COMB Fiscal Year (FY) 2021-22 Operating Budget (Budget) provides the foundation for implementing critical infrastructure improvement projects necessary to operate and maintain the Cachuma Transferred Project Works. In addition, the Budget supports the work associated with implementation of the Lower Santa Ynez River Fish Management Plan and the 2000 Cachuma Project Biological Opinion. The Budget document provides detailed information about the Cachuma Operation & Maintenance Board (COMB) revenue and expenditure forecast in the coming year and addresses the main points and major decisions made in compiling the Budget. The Budget provides the financial plan required to implement our mission and will enable staff to utilize the resources needed to achieve our goals.

Adoption of the Budget is one of the most important actions taken by the Board of Directors. The Budget is COMB's financial work plan, translated in expenditures and 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.

### Year in Review

The COMB Operating Budget funded the highest priority projects and activities necessary to achieve our goals while keeping expenditures as low as possible. Some of the notable highlights over the last year are:

- Completion of the Schedule D and E shutdown of the South Coast Conduit Air Vacuum Air Release/Blow Off (AVAR/BO) Rehabilitation project. External contractor rehabilitated eleven AVAR/BO structures during the two shutdowns with project oversight provided by COMB staff.
- Concluded Phase 1 of a two-year study on behalf of, and in coordination with, the COMB Member Agencies for addressing raw surface water quality and sedimentation issues at Lake Cachuma.
- Installed, calibrated, and maintained a solar-powered water quality monitoring buoy at the Lake Cachuma North Portal Intake Tower to provide real-time data on water quality.
- Conducted all 2000 Biological Opinion compliance monitoring in the Lower Santa Ynez River (LYSR) basin and its tributaries including Lake Cachuma water quality monitoring.
- Planted 325 mitigation oak trees near Lake Cachuma as part of the surcharge operation at the Dam. COMB has planted approximately 5,350 oak trees under this program since its inception in 2005.

# DRAFT

- Execution of a three-year amendatory contract with the U.S. Bureau of Reclamation for the transfer of Operation and Maintenance of the Cachuma Transferred Project Works. The three-year agreement provides the necessary interval for negotiation of a long-term contract.
- Established operational protocols and implemented business continuity practices in response to the COVID-19 local emergency and global pandemic. These protocols and procedures communicated the serious nature of this pandemic and outlined specific preventative and proactive measures for safety of staff and our community. In addition, critical essential functions and designation of key personnel were defined with necessary situational actions for continuity of operations.

A complete list of accomplishments can be found on pages 17-22 of this document.

## Short Term Factors Influencing Budget Decisions

The objective of the Budget is to preserve the current level of service to our Member Agencies, the community, and our external stakeholders. Conservative but realistic projection of revenues and expenditures helps ensure availability of resources to meet budgeted obligations. Significant fiscal and operational challenges continue to face our Member Agencies who fund COMB in FY 2021-22.

- Actions taken around the world to help mitigate the spread of the coronavirus included restrictions on travel, quarantines in certain areas, and forced closures of public spaces and businesses. The coronavirus and actions taken to mitigate it, have, and are expected to continue to have, an adverse impact on national, regional, and local economies and financial markets. Further details are provided on page 16.
- Rising costs for essential materials and supplies have placed additional pressure on our Members Agencies' budgets. The financial impact from an eight-year drought condition, unexpected natural disasters, a pandemic, and other external factors make financial projections more difficult than normal.
- The Cachuma Project watershed was adversely affected by a series of wildfires in recent years that resulted from dry, windy weather conditions. The fires burned approximately 180,000 acres, or two-thirds of the watershed. COMB launched two separate initiatives to analyze the impact to the watershed and improve water quality and water storage in Lake Cachuma with the goal of reducing the impact of future events. Further details are provided on pages 13-15.
- The California State Water Resources Control Board (State Water Board) approved Water Rights Order 2019-0148 for the Cachuma Project (the Order) on September 17, 2019. The Order requires Reclamation, as permit holder, to abide by specific terms as outlined in the Order. The implementation of these terms, in addition to the potential issuance of a new Biological Opinion, may result in future budgetary impacts to the COMB Member Agencies as they comply with the terms of the Order and the new Biological Opinion.

# DRAFT

From the beginning 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.

Staff evaluated and selected current year infrastructure improvements and special projects based on the following criteria as outlined in the Board approved 5-year Infrastructure Improvement Plan: 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. Further details are provided on pages 88-94.

In alignment with Board adopted policies, staff shares a commitment to 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.

### *The Overall Budget Summary and Assumptions*

As reflected on page 66, the COMB Gross Operating Budget for FY 2021-22, excluding offsetting revenues, is \$5.29M as compared to the FY 2020-21 Operating Budget of \$5.16M, which reflects an increase of \$128K (2.5%).

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

- An increase in total Salaries and Benefits of \$69K (2.6%) which includes staffing of fifteen fulltime and two fulltime equivalent (FTE) seasonal employees, a 1.3% COLA adjustment and an increase in the CalPERS Unfunded Liability obligation.
- An increase in total Operations and Maintenance expenses of \$80K (19.6%) which is attributed to the replacement of two fleet vehicles for the Operations and Fisheries Divisions.
- A decrease in the Operations Division Infrastructure Improvement Projects and Special Projects of \$30K (1.8%). The timing and ranking of projects are dependent on factors such as: (1) water supply reliability, (2) risk, (3) critical need/life cycle of asset, (4) safety, and (5) service disruption necessary to accomplish project.
- An increase in General and Administrative Expenses, excluding administrative salaries, of \$9K (2.5%) which is attributed to accounting software upgrades and licenses as well as a slight increase in postage/office supplies, office equipment/leases and admin fixed assets.

The COMB Net Operating Budget, including offsetting revenues for FY 2021-22, is \$4.94M and is compared to FY 2020-21 of \$4.81M, which is an increase of \$131K (2.7%).

# DRAFT

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 consideration 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.

## Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to COMB for its Annual Budget for the fiscal year beginning July 1, 2020. This was the first year that COMB applied for and achieved this prestigious recognition. To receive this award, a governmental unit must publish a document that meets program criteria as a policy document, a financial plan, an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget document continues to conform to the program requirements and we are submitting it to the GFOA to determine its eligibility for another award.

## Closing

The preparation of this Budget would not have been possible without the skill, effort, and dedication of the COMB Division Managers and entire staff of the Administration Division. I wish to thank staff for their assistance in providing the data necessary to prepare this Budget. Recognition is also given to the COMB Board of Directors for their unfailing support in maintaining the highest standards of professionalism in governance of the Cachuma Operation and Maintenance Board. I am pleased to present this Budget to the Board of Directors for formal adoption.

Respectfully submitted,

Janet Gingras  
General Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Cachuma Operation and Maintenance Board  
California**

For the Fiscal Year Beginning

**July 1, 2020**

*Christopher P. Morill*

Executive Director

**DRAFT**

This page left blank intentionally



**TABLE OF CONTENTS****SECTION I – COMB Overview:****Page**

History of COMB	1-2
Organizational Structure	3
Cachuma Project Facilities Map	4
Transferred Project Works Contract	5-7
COMB Managed Assets	8-11
Infrastructure Improvement Plan FY 2021-2025	11
NMFS Biological Opinion and Fish Management Plan	12
Drought Response and Management	13-15
Current Reservoir Elevation	15
Coronavirus (COVID19)	16
Local Economy	16-17
FY 2020-21 Accomplishments	17-22

**SECTION II – Fiscal Oversight:**

COMB Governance	23
Financial, Administrative and Operating Policies	23-26
Basis of Accounting	27
Fund Structure	27-29

**SECTION III – Budget Overview:**

COMB Annual Operating Budget	30
Long Term Financial and Capital Planning	30-33
Strategic Initiatives	34-35
FY 2021-22 Division Goals and Priorities	36-37
Basis of Budgeting	38
Budget Development	38
Budget Approval	39
Budget Calendar	39
Balanced Budget	39
Outside Funding Sources	40
Pass-Through Revenues and Charges	40
Budgeted Expenditures	40
Allocation of General and Administrative Expenses	41
Budget Adjustments / Augmentations	41
Member Agency Payment of Assessments	41
Non-Member Agency Payment Obligations	42
Unexpended Funds	42

**TABLE OF CONTENTS****SECTION III – Budget Overview:****Page**

Financial Statement Reporting	42
-------------------------------	----

**SECTION IV – COMB Managed Revenues:**

COMB Managed Revenues and Expenditures	43-45
COMB Operating Budget	46-48
USBR Water Rates	48
USBR Water Rate Deficits	49
Grant Funding / Financial Assistance	49
Warren Act Trust Fund / Renewal Fund	50
Bradbury Dam / Lauro Dam Safety of Dams (SOD) Act Repayment Contracts	51
Loan Payments – EPFP	51-52
Betterment Fund	52
Water Rights Fee	52
Potential Revenue Opportunities	53
Project Obligation by Cachuma Project Member Unit	54

**SECTION V – Expenditures:**

Expenditures	55
Personnel	55-56
Operations and Maintenance	57-58
General and Administrative	59-60
Infrastructure Improvement Projects	61
Habitat Improvement Projects	61
Debt Service	62-64

**SECTION VI – COMB Operating Budget:**

COMB Operating Budget Highlights: Summary	65-66
COMB Operating Budget Highlights: Labor	67
COMB Operating Budget Highlights: Operations Division	68-69
COMB Operating Budget Highlights: Fisheries Division	70-71
COMB Operating Budget: By Division	72-75
Operations and Maintenance Expenses Consolidated	76
General and Administrative Expenses Consolidated	77
COMB Operating Budget Allocation FY 2021-22	78-79

**TABLE OF CONTENTS (CONTINUED)****APPENDIX**

	<b>Page</b>
COMB Operating Budget Narrative	80
Operations Division – Operation and Maintenance Expenses	80-82
Operations Division - General and Administrative Expenses	83-87
Operations Division - Special General and Administrative Expenses	87
Operations Division - Infrastructure Improvement Projects	88-92
Operations Division - Special Projects	93-94
Fisheries Division – Operation and Maintenance Expenses	95-97
Fisheries Division - General and Administrative Expenses	98-101
Fisheries Division – Program Support Services	102-103
Fisheries Division - Habitat Improvement Projects	104
Recap - Total COMB Budget FY 2021-22	105
List of Acronyms	106-108
Glossary of Terms	110-119

**LIST OF TABLES****SECTION I – COMB Overview:**

	<b>Page</b>
Table 1.1 Total Water Conveyed by Fiscal Year, by Source of Water	6
Table 1.2 Total Water Conveyed by Fiscal Year, by COMB Member Agency	7

**SECTION III – Budget Overview:**

Table 3.1 FY 2020-21 Budget Process Schedule	39
--	----

**SECTION IV – COMB Managed Revenues:**

Table 4.1 FY 2020-21 COMB Managed Revenues and Expenditures	44
Table 4.2 Previous Ten Fiscal Years’ COMB Managed Revenues	45
Table 4.3 COMB Operating Budget Allocation Percentages	46
Table 4.4 Previous Ten Fiscal Years’ Gross Operating Budget History	48
Table 4.5 Betterment Fund Expenditures – FY 2021-22	52
Table 4.6 Projected Obligation by Cachuma Project Member Agency	54

**LIST OF TABLES (CONTINUED)****SECTION V – Expenditures:**

	<b>Page</b>
Table 5.1 Personnel Count Summary	55
Table 5.2 FY 2021-22 Budgeted Personnel Costs	56
Table 5.3 Operation and Maintenance Expenditures Descriptions	58
Table 5.4 FY 2021-22 Operation and Maintenance Costs	59
Table 5.5 FY 2021-22 General and Administrative Costs	60
Table 5.6 FY 2021-22 Infrastructure Improvement Projects	61
Table 5.7 FY 2021-22 Operations Division Special Projects	61
Table 5.8 FY 2021-22 Habitat Improvement Projects	61
Table 5.9 Bradbury Dam SOD Obligation	62
Table 5.10 Lauro Dam SOD Obligation	63
Table 5.11 Notes Payable – American Riviera Bank	64
Table 5.12 FY 2021-22 Changes in Long Term Debt	64

**SECTION VI – COMB Operating Budget:**

Table 6.1 COMB Operating Budget: Consolidated Overview	66
Table 6.2 Operations Division Operating Budget Summary	68
Table 6.3 Fisheries Division Operating Budget Summary	70
Table 6.4 COMB Operating Budget Summary	71
Table 6.5 COMB Operating Budget: By Division	72-75
Table 6.3 COMB Operating Budget: O&M Expenses Consolidated	76
Table 6.4 COMB Operating Budget: G&A Expenses Consolidated	77
Table 6.5 COMB Operating Budget Allocation	78-79

**LIST OF FIGURES****SECTION I – COMB Overview:**

	<b>Page</b>
Figure 1.1 COMB Organizational Structure	3
Figure 1.2 Cachuma Project Facilities Map	4
Figure 1.3 Summary of COMB Managed Assets	8

**SECTION IV – COMB Managed Revenues:**

Figure 4.1 FY 2021-22 COMB Managed Revenues by Source	43
Figure 4.2 FY 2021-22 Operating Budget by Division	47

**SECTION VI – Expenditures:**

Figure 6.1 FY 2021-22 Personnel Costs by Category	67
---	----

**DRAFT**



**SECTION I - COMB OVERVIEW**

**DRAFT**

This page left blank intentionally

**HISTORY OF COMB**

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



*Construction of Bradbury Dam*

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

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

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

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

**HISTORY OF COMB (CONTINUED)**

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

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

The Governing Board is composed of one publicly elected representative member from each of the governing bodies and is appointed by appropriate action of each governing board to serve on the COMB Board. The appointed Board members are authorized to carry out the provisions of the JPA agreement and any other agreement entered into by the Governing Board. The Board of Directors is 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 fifteen full-time employees including division managers, certified distribution operators, senior biology staff, a water resources engineer, a program analyst, and administrative personnel. Figure 1.1 on the following page provides an overview of the COMB Organizational Structure.

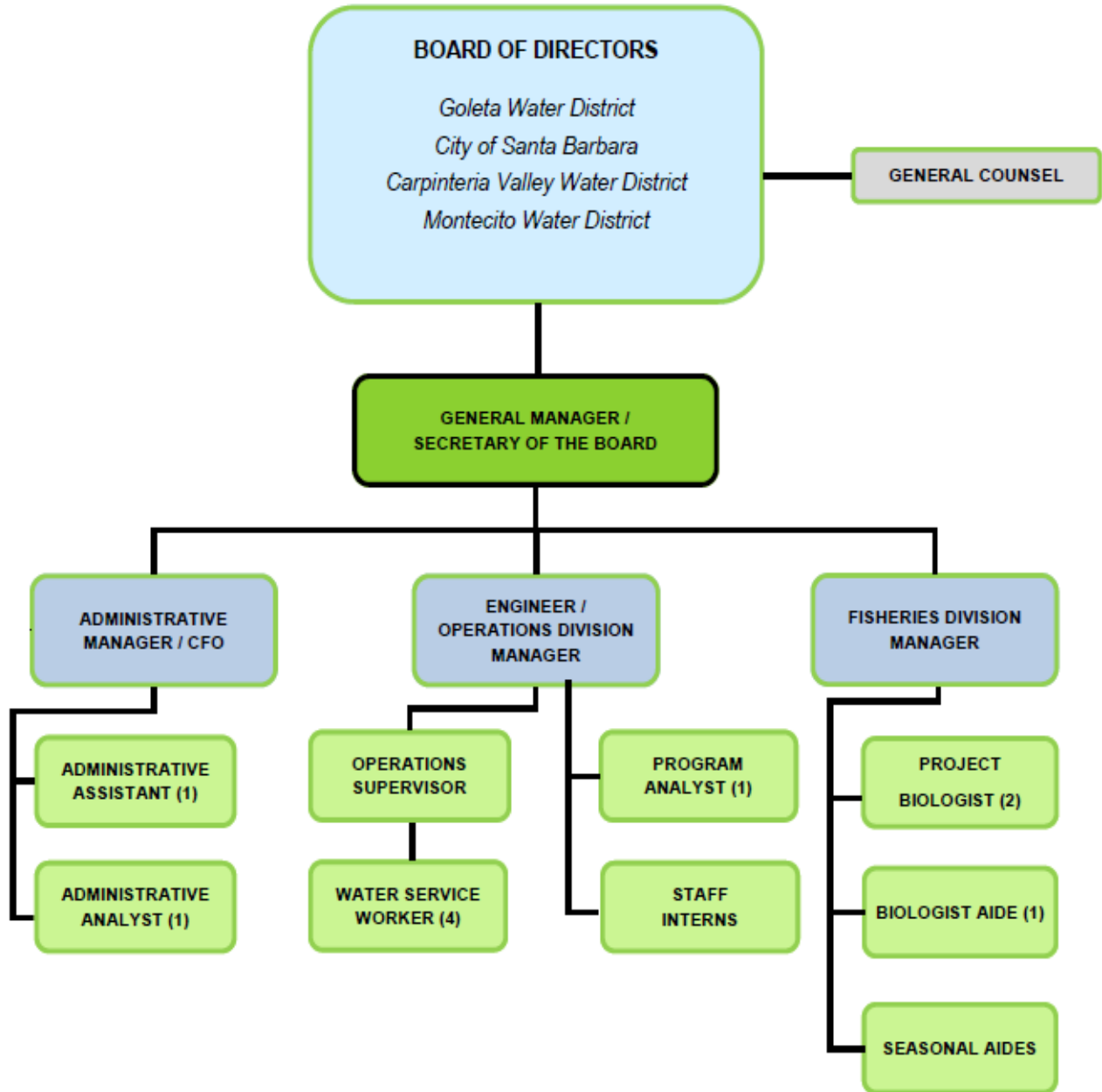


*Bradbury Dam*



COMB ORGANIZATIONAL STRUCTURE

Figure 1.1 –COMB Organizational Structure

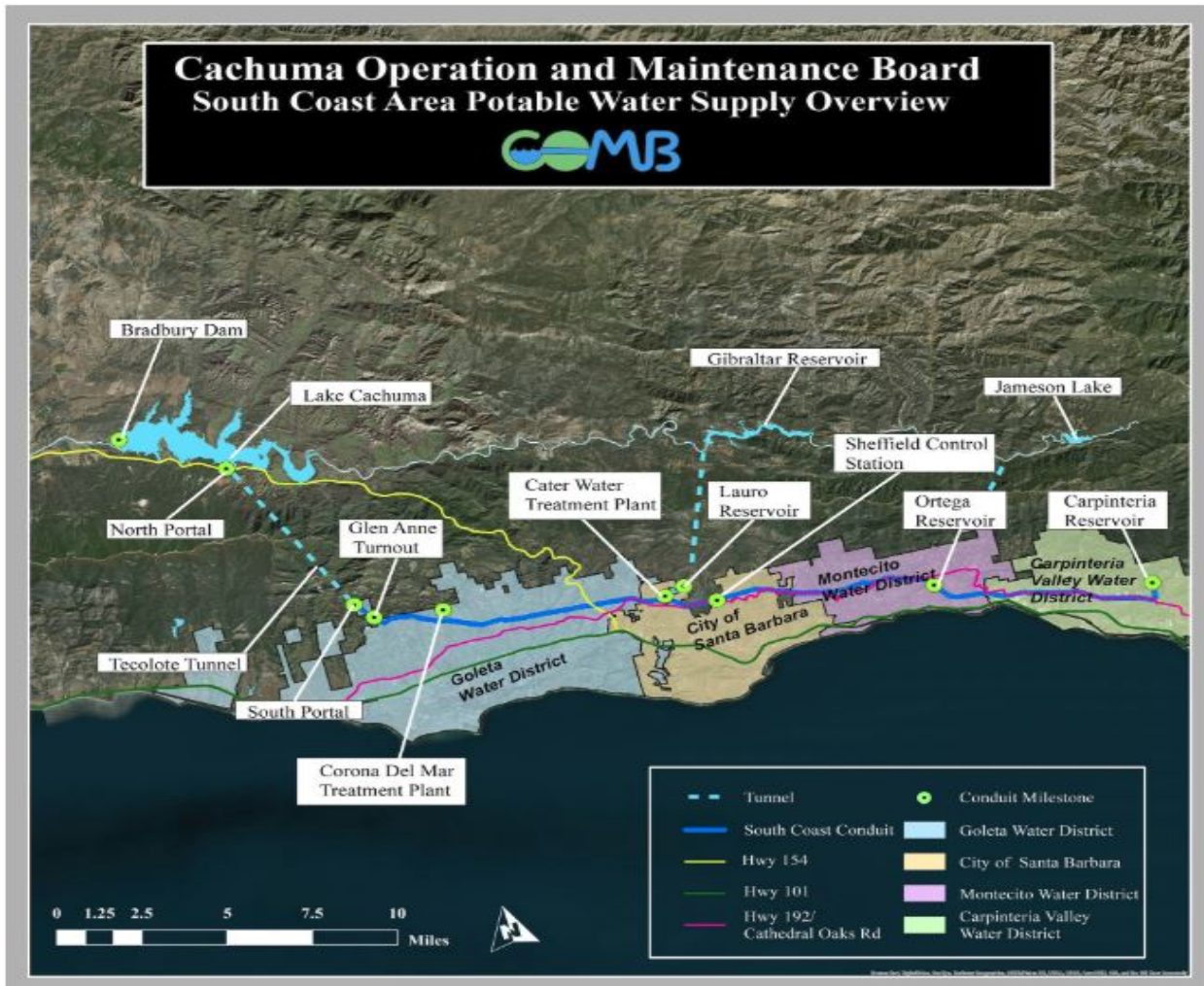


**CACHUMA PROJECT FACILITIES MAP**

During the mid-1950s, 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 are 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 over 26 miles from the Tecolote Tunnel outlet to the Carpinteria area and includes four regulating reservoirs and various appurtenant structures. Figure 1.2 below provides an overview of the Cachuma Project Facilities Map.

**Figure 1.2 – Cachuma Project Facilities Map**



**TRANSFERRED PROJECT WORKS CONTRACT**

On February 24, 1956, Reclamation, the original Member Units, and the Agency entered 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 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 remained in effect through September 30, 2020. COMB initiated the contract renewal process with Reclamation during fiscal year 2019-20. Shortly after the end of the fiscal year and before the contract expiration date, Reclamation and COMB executed a three-year amendatory contract to allow for the completion of a long-term agreement.

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

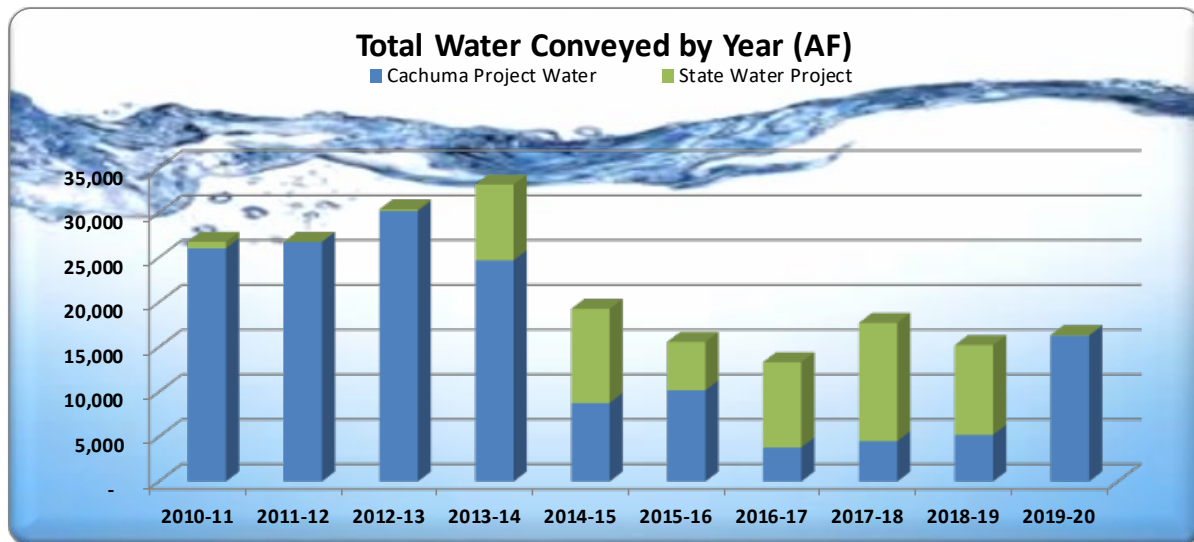


*Tecolote Tunnel Construction*

**TRANSFERRED PROJECT WORKS CONTRACT (CONTINUED)**

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

Fiscal Year	Cachuma Project Deliveries <sup>(1)</sup>	State Water Project Deliveries <sup>(1),(2)</sup>	Total
2010-11	26,026	718	26,744
2011-12	26,732	-	26,732
2012-13	30,180	193	30,373
2013-14	24,674	8,483	33,157
2014-15 <sup>(3)</sup>	8,750	10,506	19,256
2015-16 <sup>(3)</sup>	10,174	5,391	15,565
2016-17 <sup>(3)</sup>	3,787	9,519	13,306
2017-18 <sup>(3)</sup>	4,484	13,204	17,688
2018-19 <sup>(3)</sup>	5,192	10,008	15,201
2019-20 <sup>(3)</sup>	16,282	52	16,334



Notes:

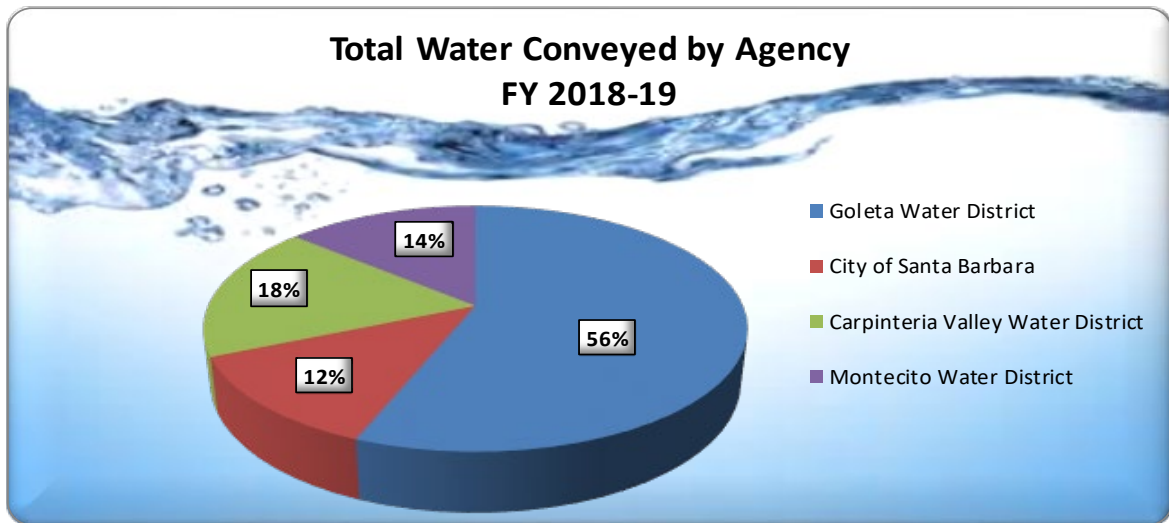
- (1) Reported in Acre Feet. One Acre Foot = 325,851 Gallons of Water
- (2) State Water Project deliveries include both Table A Water and Supplemental Water Purchases.
- (3) In Water Year 2014-15 (Oct-Sep), the annual Cachuma Project water allocation was reduced to 45% due to ongoing drought conditions and low lake level. Subsequent annual allocations were as follows: WY 2015-16 (0%), WY 2016-17 (40%), WY 2017-18 (40%), WY 2018-19 and after (100%).

Source: Cachuma Monthly Water Reports

**TRANSFERRED PROJECT WORKS CONTRACT (CONTINUED)**

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

Fiscal Year	Goleta Water District	City of Santa Barbara	Carpinteria Valley Water District	Montecito Water District	Total
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	7,296	7,684	1,855	2,421	19,256
2015-16	5,037	6,513	1,209	2,807	15,565
2016-17	4,949	3,940	1,916	2,501	13,306
2017-18	7,782	4,108	2,533	3,264	17,688
2018-19	7,330	3,051	2,212	2,608	15,201
2019-20	9,152	2,031	2,919	2,233	16,334



**Notes:**

- (1) Reported in Acre Foot. One Acre Feet = 325,851 Gallons of Water.
- (2) Includes Cachuma Project and State Water Project [Table A Water] and Supplemental Water Purchases.
- (3) Santa Ynez River Water Conservation District, ID No. 1 receives its Project allocation through a State Water Project exchange agreement.
- (4) Starting with Water Year 2014-15 (Oct-Sep), the annual Cachuma Project water allocation was reduced to 45% due to ongoing drought conditions and low lake level. Subsequent annual allocations were as follows: WY 2015-16 (0%), WY 2016-17 (40%), WY 2017-18 (40%), WY 2018-19 and after (100%).

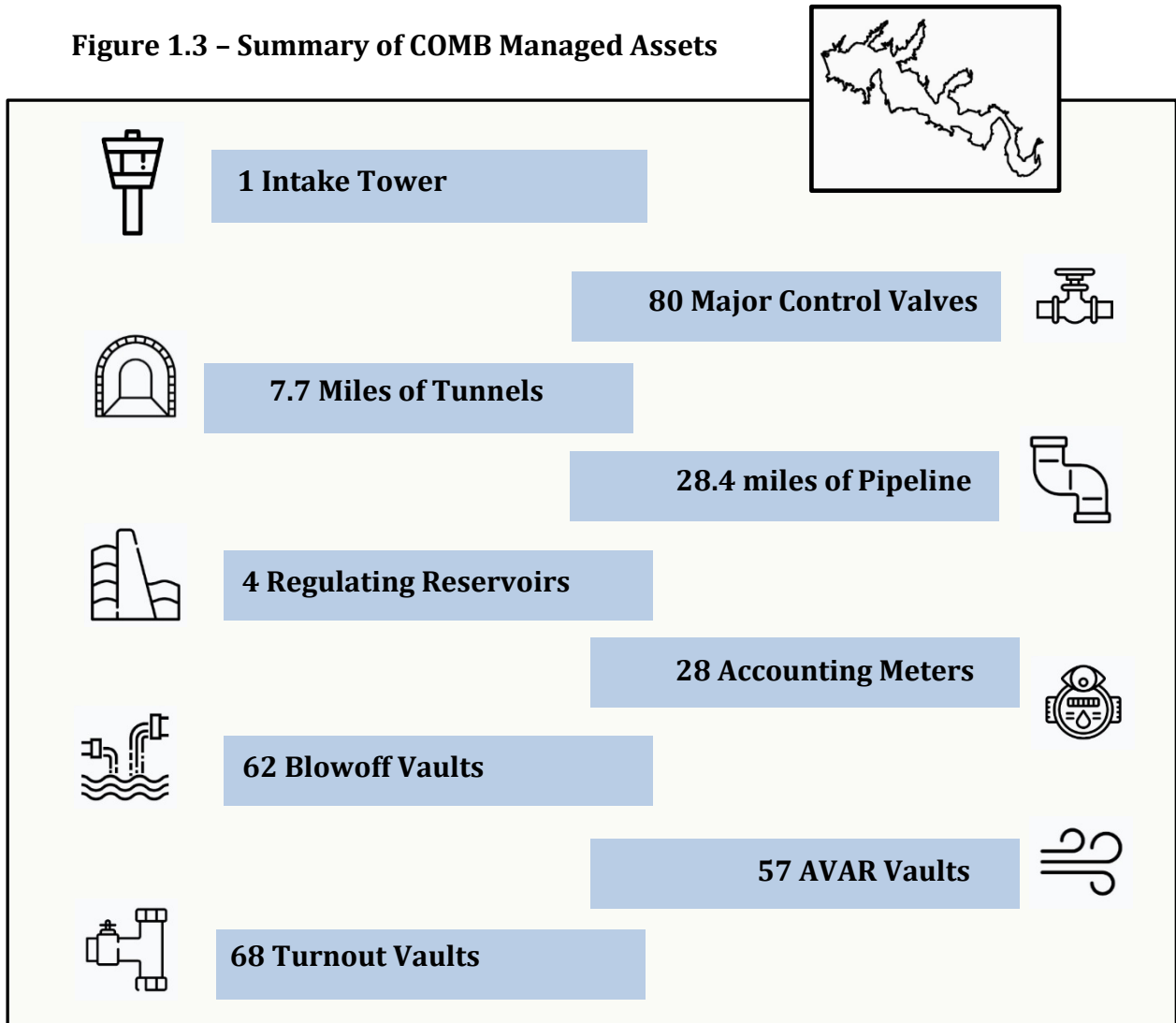
Source: Cachuma Monthly Water Reports

COMB MANAGED ASSETS

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

A comprehensive inventory was assembled for COMB assets using the Gutteridge, Haskins & Davey (GHD) asset management tool available through the EPA website. The GHD method allows for organizing a hierarchy of assets, which can be characterized by asset class, original cost, replacement cost, effective life, probability of failure, and renewal strategy (abandon, maintain, repair, replace), among other inputs. It is useful for viewing assets and their current conditions in a single location, while identifying assets or categories of assets that will need near or long-term work. Figure 1.3 provides a summary of COMB Managed Assets.

Figure 1.3 – Summary of COMB Managed Assets



**COMB MANAGED ASSETS (CONTINUED)**

**Intake Tower**

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



**Valves**

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



**Tunnels**

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



**COMB MANAGED ASSETS (CONTINUED)**

**Pipeline**

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



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

**Reservoirs**



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

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



**COMB MANAGED ASSETS (CONTINUED)**

**Meters**

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



**Structures**

COMB operates and maintains approximately 200 SCC structures throughout the system. This includes 62 blow-off vaults, 57 air-vacuum air-release (AVAR) vaults, and 68 turnouts through the peaks and valleys of SCC system. The purpose of these appurtenant structures is to allow staff access to system components, in order to release/admit air for pipeline protection, release water for maintenance purposes or emergencies, and to service internal assembly and/or valves.



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

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

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

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

The United States Bureau of Reclamation currently operates and maintains Bradbury Dam and associated water transport and delivery structures, collectively known as the Cachuma Project on and near the Santa Ynez River for the Cachuma Project Member Units. 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 or BiOp) and the Lower Santa Ynez River Fish Management Plan (FMP) were issued in 2000 for implementation of steelhead management actions developed over many years of study by the Cachuma Project Member Units. The BO addresses the effects of the

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

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



**DROUGHT RESPONSE AND MANAGEMENT**

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

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

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

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

*August 2016*



*February 2019*



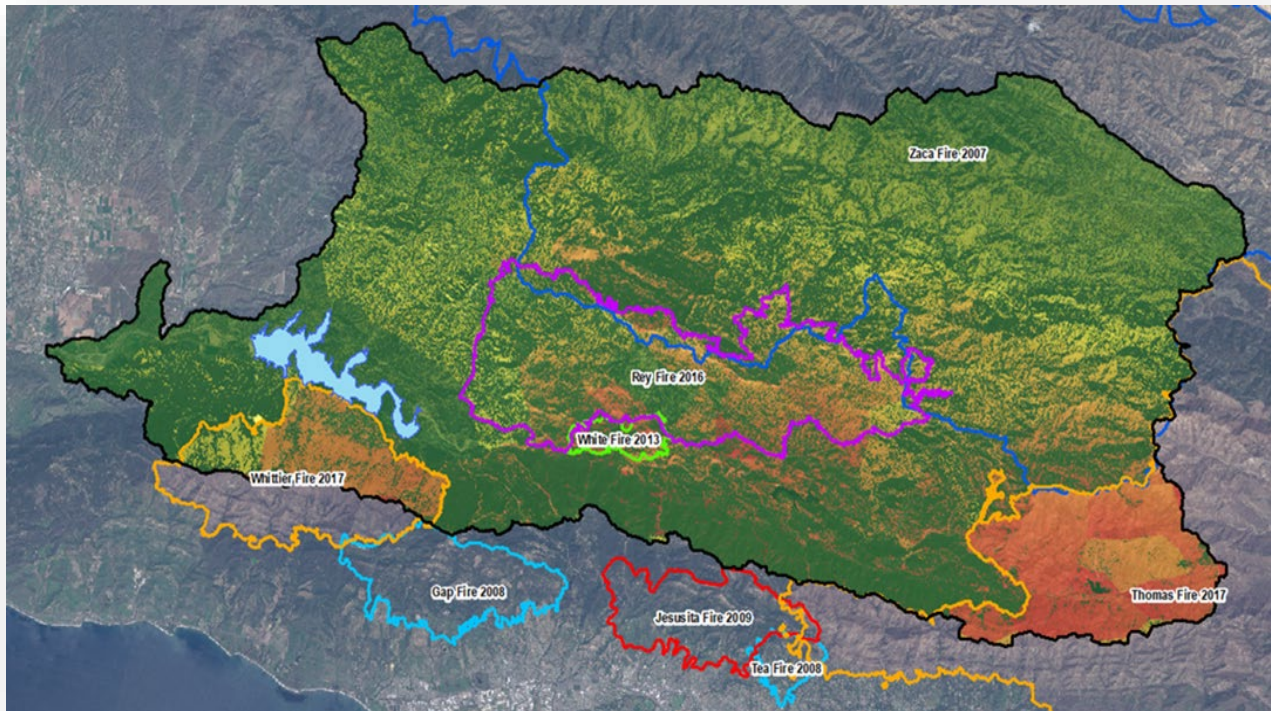
*March 2021*



**DROUGHT RESPONSE AND MANAGEMENT (CONTINUED)**

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

In the spring of 2019, a sequence of storms brought above average rainfall to the



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

**Lake Cachuma Emergency Pumping Facility Secured Pipeline Project** is a more permanent version of previous Emergency Pumping Facilities, having a bottom-mounted permanent pipeline component. The EPF Secured Pipeline Project will make available the use of an additional 18,000 acre-feet of reservoir water and imported water until sufficient inflow to the lake occurs and the reservoir level returns to a normal operating condition for gravity feed.

**DROUGHT RESPONSE AND MANAGEMENT (CONTINUED)**

A similar facility was temporarily installed and operated in the 1957-1958 and 1990-1991 droughts, 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. Further details are provided on pages 88-89.

**Lake Cachuma Water Quality and Sediment Management Study** - COMB recently completed a two-year study on behalf of, and in coordination with, the COMB Member Agencies for addressing raw surface water quality and sedimentation issues at Lake Cachuma. COMB engaged and assisted two separate environmental and water resources engineering firms to complete the study.

The study went beyond identifying fire impacts. It included identification and characterization of issues, development of mitigation and control projects, and management actions that include sampling and data collection, in-lake treatment, erosion control, and watershed management. The study also assessed the impact of drought on fluctuating lake levels, water supply, and water quality.

COMB plans to initiate Phase 2 recommended actions during FY 2021-22. Further details are provided on page 93.

**CURRENT RESERVOIR ELEVATION**

As of March 31, 2021, the elevation in Lake Cachuma was 725 feet, which equates to 119,995 acre-feet of water (or 62.2% capacity). COMB staff has developed a lake elevation projection model for forecasting lake elevations and has implemented a regime to request Member Agencies’ projected imports and exports on a periodic basis as part of its ongoing planning process.



*March 2021*

**CORONAVIRUS (COVID-19)**

On January 30, 2020, the World Health Organization declared the novel coronavirus outbreak, COVID-19, a "Public Health Emergency of International Concern" and on March 10, 2020, declared it a pandemic. Immediately following the declaration, COMB and its Member Agencies increased their regional coordination and communication to ensure safe and secure water service to the region.

Public water supplies remain safe to drink due to numerous robust treatment processes used by local water agencies. California's comprehensive safe drinking water standards require a multistep treatment process that includes filtration and disinfection. This process removes and kills viruses, including coronaviruses such as COVID-19, as well as bacteria and other pathogens. According to the Environmental Protection Agency (EPA), the World Health Organization (WHO), and the Centers for Disease Control and Prevention (CDC) the COVID-19 virus has not been detected in drinking water supplies, and based on current evidence, the risk to water supplies remains low.

COMB coordinates closely with the Santa Barbara County Health Department and follows all guidelines from the California Department of Public Health (CDPH) and Centers for Disease Control and Prevention (CDC). Additionally, COMB has recently updated its emergency response plans and is well prepared to maintain operations in the event of a crisis. COMB's top priority is to keep its employees, Member Agency staff, contractors, and vendors safe and healthy so we can continue to serve our community.

**LOCAL ECONOMY**

Santa Barbara County is located approximately 100 miles north of Los Angeles and 300 miles south of San Francisco. The largest employment sectors include services, wholesale and retail trade, public administration, agriculture, and manufacturing. The mild climate, picturesque coastline, scenic mountains, and numerous parks and beaches make Santa Barbara County a popular tourist and recreational area. The County spans over 2,700 square miles and includes an estimated population of 451,840.

At the beginning of calendar year 2020, the actions taken around the world to help mitigate the spread of the coronavirus included restrictions on travel, and quarantines in certain areas, and forced closures of certain types of public places and businesses. The coronavirus and actions taken to mitigate it had and are expected to continue to have an adverse impact on national and regional economies and the financial markets.

**LOCAL ECONOMY (CONTINUED)**

Locally in Santa Barbara County, businesses and residents were also negatively affected by various pandemic-related shutdowns and restrictions. The County's average unemployment rate during calendar year 2020 increased from 3.7% to 8.2%. The December 2020 County unemployment rate of 7.6% was below the State rate of 8.8% and above the national unemployment rate of 6.7%.

Rising costs for essential materials and supplies have placed additional pressure on our Members Agencies' budgets. The financial impact from an eight-year drought condition, unexpected natural disasters, a pandemic, and other external factors make financial projections more difficult than normal. 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.

**ACCOMPLISHMENTS**

During calendar year 2020, COMB continued to focus its efforts on water supply reliability, infrastructure improvements, environmental stewardship, policies, and financial responsibility, and improving workforce capabilities. Outlined below are highlights of accomplishments during this past year.

**Engineering and Operations Division****South Coast Conduit Pipeline Rehabilitation and Protection Measures**

- Successfully performed the Schedule D shutdown of the South Coast Conduit Air Vacuum Air Release/Blow Off (AVAR/BO) Rehabilitation project in the Montecito area. External contractor rehabilitated eight structures in the Montecito area with construction management performed by COMB staff.
- Successfully performed the Schedule E shutdown of the South Coast Conduit (AVAR/BO) Rehabilitation project in the Summerland area. External contractor rehabilitated three AVAR-BO structures with construction management performed by COMB staff.

**Lake Cachuma Water Quality and Sediment Management Study**

- Managed a two-year study on behalf of, and in coordination with, the COMB Member Agencies for addressing raw surface water quality and sedimentation issues at Lake Cachuma. The final report was completed in August 2020.
- Provided technical assistance to two separate environmental and water resources engineering firms that were engaged to complete the study.
- Installed, calibrated, and maintained a solar-powered water quality monitoring buoy at the Lake Cachuma North Portal Intake Tower to provide real-time data on water quality.

**ACCOMPLISHMENTS (CONTINUED)****Engineering and Operations Division (Continued)****Lake Cachuma Water Quality and Sediment Management Study**

- Upgraded and calibrated the water quality sonde to take profiles including *chlorophyll a* and *phycocyanin* concentrations. Performed supplemental water quality sampling at Lake Cachuma.
- Incorporated water quality profiling at the Lake Cachuma North Portal Intake Tower and provided data to the South Coast water treatment plants' technical staff as part of a monthly sampling program.

**Structure Maintenance and Inspection**

- Operated and maintained the South Coast Conduit, which consists of 26.5 mile of pipeline with a combined 124 blow off and air vent structures, 43 turnout structures, 20 meters and 4 regulating reservoirs.
- Participated in the Annual Site inspections with US Bureau of Reclamation Engineering staff.
- Received and reviewed 1410 Underground Service Alerts (Dig Alerts) tickets and took appropriate action, as necessary.
- Reviewed 31 proposed development projects near the South Coast Conduit easement and coordinated with the County of Santa Barbara and Reclamation Lands Division on their approval.
- Monitored numerous construction projects adjacent to and within the United States Bureau of Reclamation right-of-way to ensure the protection of the South Coast Conduit.
- Assisted external consultant with the replacement of two outdated programmable logic controller (PLC) systems at Lauro Control Station and Cater Treatment Plant.
- Performed weekly inspections of major facilities.
- Performed routine dam inspections and instrumentation reports (all reservoirs).
- Performed monthly water quality sampling.
- Performed North and South reach structure maintenance as part of the annual Operating Division work plan.
- Removed vegetation at all structure sites to ensure defensible space as required by the Santa Barbara County Fire Marshal.



**ACCOMPLISHMENTS (CONTINUED)****Engineering and Operations Division (Continued)****Planning and Reporting**

- Updated the COMB Infrastructure Improvement Plan for FY 2021-2025.
- Continued advancement of COMB's internal water accounting model to automate and improve monthly water accounting reports.
- Enhanced the Lake Cachuma elevation projection model for water supply and conveyance planning purposes.
- Updated Geographic Information Systems (GIS) mapping of the South Coast Conduit incorporating elevations based on drawings to allow evaluation of depth of cover at key locations (slopes/creek crossings).
- Revised South Coast Conduit alignment based on potholing conducted within the easement of the South Coast Conduit. Potholed the conduit in seven locations and incorporated data into GIS system.

**Staff Recruitment and Development**

- Hired an Operations Supervisor and Water Service Worker.
- Attended US Bureau of Reclamation dam tender training.
- Attended Confined Space Training provided through the ACWA/JPIA Safety Program.
- Two staff members completed course work for the Water Service Worker certification program. Exams were postponed due to COVID-19.
- Conducted staff safety meetings.

**Fisheries Division****NMFS Biological Opinion (BiOp) and Fish Management Plan**

- Conducted all 2000 BiOp compliance monitoring in the Lower Santa Ynez River (LYSR) basin and its tributaries including Lake Cachuma water quality monitoring.
- Conducted all monitoring, analyses and reporting as requested by US Bureau of Reclamation in compliance with the State Water Board Order WR 2019-0148.
- Completed the Water Year (WY) 2018 and WY 2019 Annual Monitoring Reports and Summaries.
- Completed the WY 2020 Annual Monitoring Report.

**ACCOMPLISHMENTS (CONTINUED)****Fisheries Division (Continued)****NMFS Biological Opinion (BiOp) and Fish Management Plan (Continued)**

- Completed construction of the Quiota Creek Crossing 8 Fish Passage Enhancement Project along South Refugio Road. Submitted all reporting and final grant reimbursement request for the project.
- Completed the South Side Erosion Control and Reforestation Project at Quiota Creek Crossing 8.
- Worked closely and collaboratively with California Department of Fish and Wildlife on fish rescue in the LSYR mainstem in two different areas over several weeks due to dry conditions.
- Authored the Reasonable and Prudent Measure (RPM) 6 Compliance Report for the WR 89-18 release that occurred in 2019.
- Monitored and authored the report of the WY 2020 Passage Supplementation events.
- Deployed a new state of the art YSI Sonde for water quality monitoring.
- Completed fish scale mounting, photographing, reading, and reporting for 2019 and 2020.
- Worked closely with the United States Bureau of Reclamation on all requested testing, modifications or operations of the Bradbury Dam, Hilton Creek Watering System and Hilton Creek Emergency Backup System to safeguard the fishery downstream of the dam.
- Worked with the COMB Operations Division on monitoring algae and nutrients in Lake Cachuma throughout the year.
- Continued to assist the COMB Operations Division on biological monitoring at the San Jose Creek Project.

**Oak Tree Program**

- Planted 311 mitigation oak trees near Lake Cachuma as part of the surcharge operation at the Dam.
- Completed the 2019 Annual Oak Tree Survey and reported the status of the Lake Cachuma Oak Tree Restoration Program to the Oak Tree Committee and COMB Board.
- Added an independent water pumping system to the Water Truck including new valves for the 5 large sprayers to eliminate leakage, and new lids to the equipment storage bins.

**ACCOMPLISHMENTS (CONTINUED)****Fisheries Division (Continued)****Oak Tree Program (Continued)**

- Maintained 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 sustaining those trees in multiple areas around the lake and below the dam.

**Staff Development**

- Gave a presentation at the ESRI International Users Conference on the completion of Quiota Creek restoration projects.
- Gave an invited talk on bridge installations along South Refugio Road to California Fish Passage Advisory Committee (FishPAC) a group consisting of members from California Department of Transportation, California Department of Fish and Wildlife, National Marine Fisheries Service, and United States Fish and Wildlife Service.
- Co-authored a paper published in California Fish and Wildlife Journal entitled “Occurrences of Steelhead Trout (*Oncorhynchus mykiss*) in southern California, 1994-2018”.

**Administrative Division****Cachuma Transferred Project Works Contract**

- Initiated renewal discussions with United States Bureau of Reclamation for the Cachuma Transferred Project Works Contract.
- Executed a three-year amendatory contract.

**Financial Audit / Budget Process**

- Awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the Fiscal Year 2018-19 Comprehensive Annual Financial Report.
- Fiscal Year 2019-20 Audited Financial Statements received an unmodified (“clean”) opinion.
- Successfully completed a Single Audit requirement in compliance with two Federal grant awards received in Fiscal Year 2019-20. Received an unmodified (“clean”) opinion.
- Awarded the Distinguished Budget Presentation Award from the GFOA for the FY 2020-21 COMB Operating Budget document.

**ACCOMPLISHMENTS (CONTINUED)****Administrative Division (Continued)****Risk Management**

- Completed a Cybersecurity Risk and Resiliency Assessment in compliance with the America’s Water Infrastructure Act.
- Received a Retrospective Premium Adjustment (RPA) refund of \$39.8k from ACWA/JPIA Liability, Property and Worker’s Compensation program resulting from a low claims history.
- Established operational protocols and implemented business continuity practices in response to the COVID-19 local emergency and global pandemic.

**Information Technology / Communications**

- Advancement of IT network and infrastructure and security protocols.
- Developed a Cybersecurity Response Plan to improve the resiliency of the COMB IT network and computer system.
- Upgraded COMB’s email platform to reduce external exposure against malware attacks and to protect the current IT infrastructure.

**Planning and Reporting**

- Updated COMB’s Personnel Policy and Employee Handbook.
- Created COVID-19 Preparedness and Response Plan.
- Advancement of Infrastructure and Habitat Improvement Project Tracking activities and costs.
- Advancement of COMB’s grant tracking matrix.

**Staff Development**

- COMB staff participated in required Sexual Harassment Prevention training sponsored by ACWA/JPIA in compliance with California AB 1825, AB 2053, and AB 1661.

**DRAFT**



**SECTION II – FISCAL OVERSIGHT**

**DRAFT**

This page left blank intentionally

## COMB GOVERNANCE

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



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

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

## FINANCIAL, ADMINISTRATIVE AND OPERATING POLICIES

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

### **Board Governance Policy**

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

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

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

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

**Annual Statement of Investment Policy**

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

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

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

**Fiscal Policy**

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

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

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

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

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



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

Adopted by the COMB Board August 27, 2017

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

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

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

**Capital Improvement Planning**

Five-Year Infrastructure and Habitat Improvement Plans are developed by COMB staff and used as an internal guideline for forecasting, budgeting, and long-term financial planning. 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 Plan and COMB priorities, and whose operating and maintenance costs have been included in future operating budget forecasts.

Section 1.3 of Article I of the COMB JPA outlines unanimous consent required for the Cachuma Operation and Maintenance Board to act on certain matters. Section 1.3. (i). states: A decision of the Cachuma Operation and Maintenance Board authorizing a capital expenditure in excess of one million dollars or incurring an indebtedness or obligation in excess of one million dollars shall not be effective unless it has been ratified by a resolution approved by all of the parties.”

COMB staff, with the assistance of external consultants, will conduct a reliability study of its critical infrastructure on a periodic basis, to evaluate its current condition, remaining useful life, and future replacement costs. The Bureau of Reclamation technical engineering team also conducts periodic and comprehensive facility reviews every 3 and 6 years, respectively, to assess and document recommendations on the system operating facilities.

**Reserve Policy**

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

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

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

**Debt Policy**

COMB is authorized pursuant to Section 6588(C) of the Government Code of the State of California and the COMB 1996 Amended and Restated JPA agreement to issue bonds, notes, letters of credit, or other forms of indebtedness. COMB does not use long-term debt to pay for on-going operations. The use of bonds or other forms of indebtedness is only considered for significant capital and infrastructure improvements.

There is no specific provision within the California Government Code that limits the amount of debt that may be issued by COMB as a Joint Powers Authority. However, indebtedness or obligation in excess of one million dollars shall not be effective unless it has been ratified by a resolution approved by unanimous consent of the COMB Board pursuant to Section 1.3. (h). of Article I of the COMB JPA.

New debt issues, and refinancing of existing debt, must be analyzed for compatibility within COMB's overall financial planning. The review includes, but is not limited to, cash flow analysis and the maintenance of COMB's bond rating. Annual debt service shall not produce an adverse impact upon future operations.

**Annual Audit**

An annual audit is performed by an independent public accounting firm with an audit opinion to be included with COMB's published Comprehensive Annual Financial Report. The external auditor presents the COMB Board, on an annual basis, with audited financial statements in accordance with Government Auditing Standards issued by the Comptroller General of the United States and the State Controller's Minimum Audit Requirements for California Special Districts. The external auditor expresses an opinion about whether the financial statements fairly represent the financial position of COMB. The external auditor also evaluates the adequacy of COMB's internal control system, the electronic data processing and, where weaknesses are noted, makes appropriate recommendations for improvements.

The external auditor will further submit a written management letter, which communicates suggested improvements in the District's financial operations, and any deficiencies in internal controls that need to be addressed by COMB.

**BASIS OF ACCOUNTING**

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

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

COMB's accounting policies and procedures are consistent with:

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

**FUND STRUCTURE**

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

**General Fund**

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

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

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

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

**Investment Fund**

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

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

**Warren Act Trust Fund**

The Warren Act Trust Fund is a requirement of the Cachuma Project Warren Act Contract that the Central Coast Water Authority (CCWA) negotiated with the US Bureau of Reclamation for delivery and transport of State Water Project (SWP) water through the Cachuma Project facilities. A 1995 memorandum of understanding executed between CCWA, Reclamation and the Cachuma Project Authority (CPA) in conjunction with the Warren Act Contract established a charge of \$43 per acre-foot (AF) (\$58 initially with a \$15 service charge by Reclamation), which is not indexed. Payments are required upon delivery of SWP water to Cachuma Reservoir. CCWA makes quarterly payments to COMB (successor agency to CPA) on the prior quarter's water deliveries to the lake. Article 3.a. of the MOU provides that funds be deposited into the Warren Act Trust Fund.

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

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

The current Warren Act contract expires in June 2022. Renewal discussions are currently underway between CCWA and the U.S. Bureau of Reclamation. Both parties anticipate that a long-term contract will be issued prior to the expiration date.

**FUND STRUCTURE (CONTINUED)****Renewal Fund**

The Renewal Fund is a requirement of the 1995 Renewal Master Contract (executed in 1996 between Reclamation and the Santa Barbara County Water Agency) entered into for water conveyance from the Cachuma Project to the five Cachuma Project Member Units.

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

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

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

The 1995 Renewal Master Contract was to expire September 30, 2020. The Santa Barbara County Water Agency (SBCWA) initiated a contract renewal process with Reclamation during fiscal year 2019-20. Shortly after the end of the fiscal year and before the contract expiration date, Reclamation and SBCWA executed a three-year amendatory contract to allow for the development and completion of a long-term agreement.

**DRAFT**

This page left blank intentionally

**DRAFT**



## **SECTION III – BUDGET OVERVIEW**

**DRAFT**

This page left blank intentionally

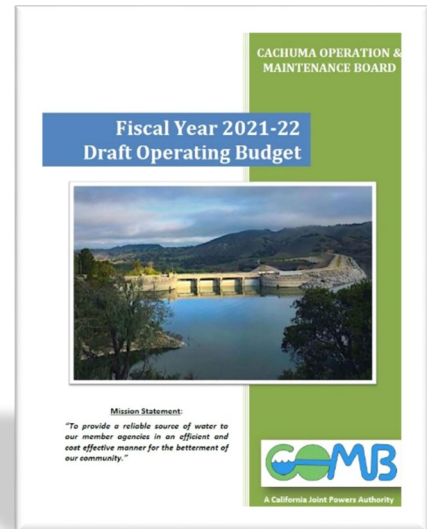


**COMB ANNUAL OPERATING BUDGET**

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

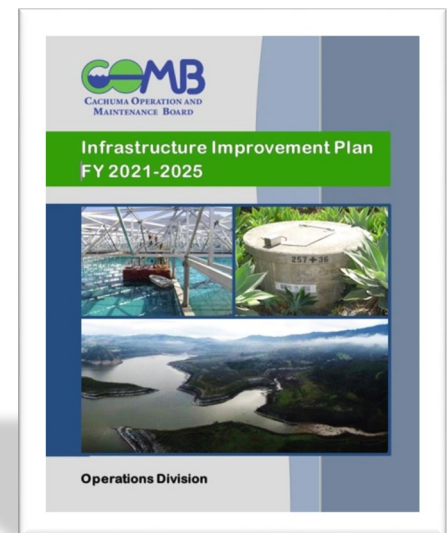
The COMB Operating Budget for FY 2021-22 is further detailed in Section VI – COMB Operating Budget (see page 61).



**LONG TERM FINANCIAL AND CAPITAL PLANNING**

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. Through the Transferred Project Works contact (O&M Contract), COMB is responsible for operating and maintaining the facilities of the U.S. Bureau of Reclamation. COMB does not have title to the assets of the Cachuma Project. Capital improvements are recorded as expenditures in the COMB Operating Budget and funded on a current basis from the COMB Member Agencies.

The FY 2021-22 Budget includes \$1,600,050 for capital (infrastructure) improvement and non-capital (special) projects as compared to the FY 2020-21 Budget of \$1,630,000. See pages 88-94 for information on current year projects.



COMB has developed a comprehensive five-year Infrastructure Improvement Plan (IIP) that is used as an internal guideline for forecasting, budgeting, and long-term financial planning. The COMB IIP, including cost projections, can be found on the COMB website at [www.cachuma-board.org/infrastructure-improvement-program](http://www.cachuma-board.org/infrastructure-improvement-program).

**LONG TERM FINANCIAL AND CAPITAL PLANNING (CONTINUED)**

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

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

- **Long Range Planning Document**

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

- **Cachuma Project Cost Analysis**

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

- **Budget Development**

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

- **Communication to Stakeholders**

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

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

**LONG TERM FINANCIAL AND CAPITAL PLANNING (CONTINUED)**

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

**IIP Established Goals**

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

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

**IIP Project Ranking**

To evaluate projects systematically, COMB created project priorities, as shown on the following page, and ranked the projects in order of criticality. The purpose of utilizing this methodology was to accurately separate the projects into categories from high to low priority. The ranking informs the Board of Directors when reviewing, approving, and budgeting for implementation of important infrastructure improvement projects.

**Updates to IIP**

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

**LONG TERM FINANCIAL AND CAPITAL PLANNING (CONTINUED)**

COMB staff prioritized a comprehensive list of proposed projects using the following six priority categories:

**Priority 1 Regulatory or Legal Requirement**

Projects that are subject to the requirements of federal, state, or local regulatory agencies, with noncompliance resulting in fines or other adverse actions.

**Priority 2 Required to Maintain Current Level of Service**

Projects that maintain the current level of service to COMB's Member Agencies. These projects reduce potential disruptions, water loss, property damage that could occur without replacement. In general, these projects include the replacement or rehabilitation of valves and infrastructure that are inoperable, or whose failure would result in an unplanned shutdown of deliveries or disruption in the transmission of critical operations data.

**Priority 3 Addressing Critical Deficiency**

A critical deficiency has the potential to jeopardize COMB's ability to serve its Member Agencies in a significant manner. These deficiencies have been identified by Bureau of Reclamation, COMB staff, or outside experts. Projects under this category address known critical conditions that could result in major infrastructure failure, deteriorated water quality, limited water production, or unsafe working conditions.

**Priority 4 Evaluates Critical / Significant Deficiency**

Potential critical / significant deficiencies have been identified which require further engineering investigation and design. These projects would evaluate the criticality of the deficiency and potential solutions to mitigate the deficiency.

**Priority 5 Proactive Aging / Deficient Infrastructure Replacement**

These projects provide funding for the proactive replacement, upgrade, or improvement of a facility that is near or at the end of its useful service life. Although an asset may be at its assumed end of useful life, it may remain functional for many years; therefore, the replacement is considered proactive until the asset becomes inoperable.

**Priority 6 System Reliability and Resilience Improvements**

These projects consist of system improvements, which improve system reliability or provide backup systems to maintain service levels during and after emergency events (i.e. wildfires, earthquakes, floods).

## STRATEGIC INITIATIVES

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

### **Strategic Initiative #1: Water Supply Reliability**

Sustain a safe, reliable water supply for Member Agencies.

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

### **Strategic Initiative #2: Distribution Facilities Improvements**

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

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

### **Strategic Initiative #3: Environmental Stewardship and Public Trust Resources**

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

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

**STRATEGIC INITIATIVES (CONTINUED)****Strategic Initiative #4: Cost-Effectiveness and Value**

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

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

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

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

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

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

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

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

**FY 2021-22 DIVISION GOALS AND PRIORITIES**

In December of each year, COMB Division Managers prepare a list of priorities by division and general area of responsibility. The list is reviewed by the General Manager and refined as appropriate. The goals are then presented to the Board of Directors at their January meeting. Outlined below are highlights of priorities to be initiated during fiscal year 2021-22.

**Engineering and Operations Division**

- Completion of upgrade of all the Programmable Logic Controllers in COMB’s SCADA system.
- Continue structure rehabilitation on the lower reach of the South Coast Conduit and raise all subgrade South Coast conduit subgrade air vents.
- Make improvements to the South Coast Conduit in collaboration with Carpinteria Valley Water District to allow for improved future maintenance of the South Coast Conduit in that area.
- Implement Phase 2 actions for the Lake Cachuma Water Quality and Sediment Management Study related to phosphorous and total organic carbon sources.
- Continue to organize and digitize historical records with focus on historical photos of the construction of the South Coast Conduit.
- Perform a comprehensive update of the GIS information in COMB’s Field Mapplet system with updated aerial photo imagery and GIS information. Locate and digitize lateral piping off of the South Coast Conduit.
- Continued repair and maintenance of COMB facilities and infrastructure.
- Continue to improve system records for maintenance and right-of-way program.
- Continue to encourage staff development and certification as water system distribution operators, qualified applicators, and appropriate safety training.
- Continue to work with the Santa Barbara County Office of Emergency Services MAC group to update the 2017 Hazard Mitigation Plan (HMP) and COMB Annex.
- Continue to seek grant funding for upcoming projects, especially for projects listed within the Infrastructure Improvement Plan’s five-year planning horizon.
- Complete the Watershed Sanitary Survey 2021 Update (WSSU) using external consultant managed by COMB staff.
- Continue enhancement of Lake Projection model.
- Operational and efficiency improvements.
- Operational administrative policies defined.

**FY 2021-22 DIVISION GOALS AND PRIORITIES****Fisheries Division**

- Continue implementation of the monitoring and survey program per the 2000 Biological Opinion.
- Continue collaboration with Reclamation on best management practices for Hilton Creek.
- Continue collaboration with Reclamation on any monitoring or reporting tasks that they request regarding compliance with any of the State Water Orders (specifically WR 89-18 and WR 2019-0148).
- Continue annual development and implementation of a Migrant Trapping Plan in collaboration with Reclamation.
- Collaborate with Reclamation on the implementation and reporting of the Passage Supplementation Program.
- Discuss with Reclamation the possibility of a long-term gravel augmentation program in Hilton Creek and other locations.
- Work with Reclamation to gather continuous water quality data within the LSYR Basin.
- Maintain the LSYR *O. mykiss* scale inventory and conduct analyses on data.
- Continue working with the US Geological Survey on gauges.
- Continue to maintain and develop landowner relationships in the LSYR basin.
- Continue education and collaboration with other *O. mykiss* monitoring programs within the Southern California Steelhead DPS to improve collective knowledge.
- Secure grant funding opportunities.
- Staff professional development and training.

**Administrative Division**

- Continue discussion with Reclamation to execute a long-term Cachuma Transferred Project Works Contract.
- Enhance financial audit/budget documents.
- Advancement of COMB's grant tracking matrix.
- Advancement of financing approaches (SRF, grants, bonds, debt obligations).
- Advancement of risk management programs.
- Advancement of IT network and infrastructure and security protocols.
- Leverage advances in technology.
- Advancement of Board Policies and Internal Procedures.
- Staff professional development and training.



**BUDGET DEVELOPMENT**

**Basis of Budgeting**

For budgetary reporting purposes, COMB uses the modified accrual basis of accounting. Under this method, revenues are recognized when they become measurable and available. “Measurable” means the amount of the transaction can be determined. “Available” means the amount of the transaction can be collectible within the current period, or soon enough thereafter, to be used to pay liabilities of the current period. Expenditures are recognized in the accounting period in which the liability is incurred. Non-cash expense items such as depreciation expense for fixed assets and accrued paid time off are excluded from the budget.

COMB operates under one fund for budgetary purposes. However, the Agency’s various divisions and budget preparation are segregated as follows:

- Operations / Engineering Division
- Fisheries Division



The Administrative Division is included with General and Administrative Expenditures, which are generally allocated between the Operations (65%) and Fisheries Division (35%).

**Budget Development**

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

At the beginning of the annual budget planning cycle, COMB staff prepares estimated budget projections and presents a draft Operating Budget to the General Managers and technical staff of the COMB Member Agencies. Staff then incorporates any comments received into the proposed operating budget prior to submission to the COMB Administrative Committee. Following review by the Administrative Committee, COMB staff then conducts a budget workshop with the COMB Board, at a public meeting, to review the draft operating budget, the proposed upcoming infrastructure and habitat improvement projects, and any revenue and expenditure assumptions and projections contained therein.

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

**BUDGET DEVELOPMENT (CONTINUED)**

**Budget Approval**

The final COMB Operating Budget is approved and adopted by the Board of Directors through a resolution during a scheduled public meeting. Once adopted by the Board, management continues to closely monitor and report on revenues and expenditures throughout the fiscal year to ensure compliance with the budget, as well as the integrity, transparency and quality of operations.

**Budget Calendar**

Table 3.1 provides the budget process schedule for FY 2021-22.

**Table 3.1 – FY 2021-22 Budget Process Schedule**

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

**BUDGET POLICIES**

**Balanced Budget**

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

**BUDGET POLICIES (CONTINUED)****Outside Funding Sources**

COMB staff actively pursues outside funding sources for all infrastructure improvement projects. Outside funding sources, such as grants, are used to finance only those improvement projects that are consistent with the Five-Year Infrastructure Improvement Project Plans and COMB priorities, and whose operating and maintenance costs have been included in future operating budget forecasts. Board policy requires that all grant agreements be considered at Committee and be reviewed and approved by the Board prior to acceptance.

**Pass-Through Revenues and Charges**

In addition to the annual Operating Budget, COMB collects and manages various other assessments, which are considered pass-through revenues and charges. COMB has been granted the authority, by various agreements, for administering the provision, 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 Resources Control Board Water Rights Fee. Since these payments are considered pass-through revenues and charges, they are not recorded as revenue on COMB's financial statements.

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

**Budgeted Expenditures**

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

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

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

**BUDGET POLICIES (CONTINUED)****Allocation of General and Administrative Expenses**

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

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

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

**Member Agency Payment of Assessments**

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

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

**BUDGET POLICIES (CONTINUED)****Non-Member Agency Payment Obligations**

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

**Unexpended Funds**

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

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

**Financial Statement Reporting**

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

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

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

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

**DRAFT**

This page left blank intentionally

**DRAFT**



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

**DRAFT**

This page left blank intentionally



COMB MANAGED REVENUES AND EXPENDITURES

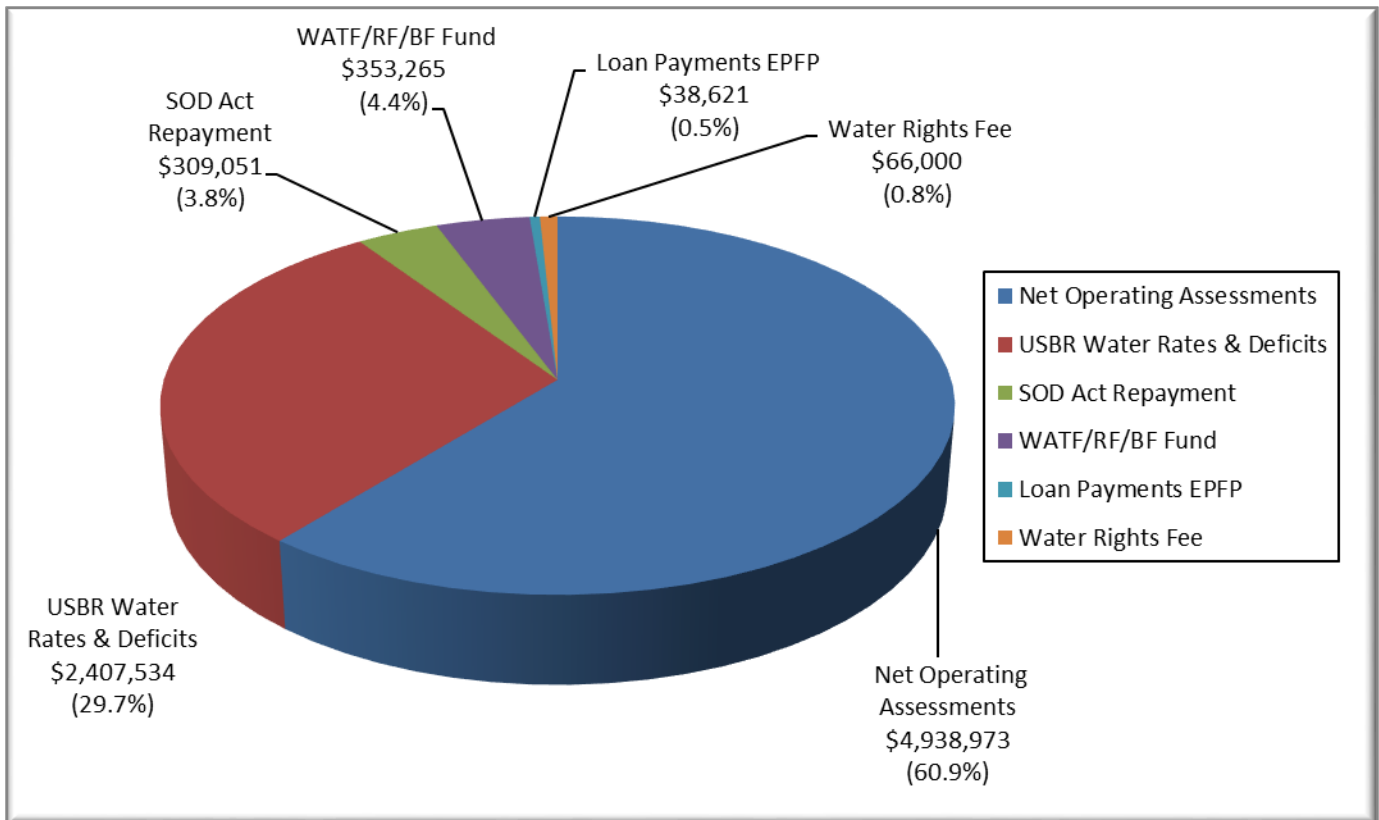
In addition to the annual Operating Budget, COMB collects and manages various other assessments, which are considered pass-through revenues and charges. COMB has been granted the authority, by various agreements, for administering the provisions, collection and payment of these revenues including the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

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

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

For FY 2021-22, COMB’s projected managed revenues are \$8,113,440 as shown in Figure 4.1 and Table 4.1. The previous ten fiscal years’ COMB Managed Revenues are shown in Table 4.2.

Figure 4.1 – FY 2021-22 COMB Managed Revenue by Source



## COMB MANAGED REVENUES AND EXPENDITURES (CONTINUED)

Table 4.1 – FY 2021-22 COMB Managed Revenues and Expenditures <sup>(1)</sup>

Category	FY 2020-21 Budget	FY 2020-21 Est. Actuals	FY 2021-22 Budget
<b>Revenues:</b>			
COMB Net Operating Budget <sup>(2)</sup>	\$ 4,808,442	\$ 4,808,442	\$ 4,938,973
USBR Water Rates/Deficits <sup>(3)</sup>	2,700,720	2,312,529	2,407,534
Grant Funding	0	0	0
Warren Act Trust Fund	62,780	62,780	43,086
Loan Payments - EPFP	463,450	463,450	38,621
FEMA Assistance	0	180,754	0
Bradbury SOD Act	261,647	261,647	261,647
SB County Contribution	90,000	90,000	90,000
Water Rights Fee	60,900	64,423	66,000
Lauro SOD Act	47,404	47,404	47,404
Renewal Fund	203,298	203,298	220,175
<b>Total Managed Revenues:</b>	<b>\$ 8,698,641</b>	<b>\$ 8,494,727</b>	<b>\$ 8,113,440</b>
<b>Expenditures:</b>			
<b>Contracts/Agreements</b>			
U.S. Bureau of Reclamation	\$ 2,700,720	\$ 2,312,529	\$ 2,407,534
Bradbury SOD Act Repayment	261,647	261,647	261,647
Lauro SOD Act Repayment	47,404	47,404	47,404
Water Rights Fee	60,900	64,423	66,000
<b>Subtotal:</b>	<b>\$ 3,070,671</b>	<b>\$ 2,686,003</b>	<b>\$ 2,782,585</b>
<b>Personnel</b>			
Operations Division	\$ 1,010,141	\$ 788,508	\$ 1,023,887
Fisheries Division	729,413	695,263	755,458
Administrative Division	849,843	787,572	878,561
<b>Subtotal:</b>	<b>\$ 2,589,397</b>	<b>\$ 2,271,344</b>	<b>\$ 2,657,906</b>
<b>Operation and Maintenance</b>			
Operations Division	\$ 329,000	\$ 340,356	\$ 378,300
Fisheries Division	81,000	49,160	112,100
<b>Subtotal:</b>	<b>\$ 410,000</b>	<b>\$ 389,516</b>	<b>\$ 490,400</b>
<b>General and Administrative</b>			
Operations Division	\$ 235,713	\$ 205,244	\$ 242,452
Fisheries Division	114,411	77,792	116,426
<b>Subtotal:</b>	<b>\$ 350,124</b>	<b>\$ 283,037</b>	<b>\$ 358,878</b>
<b>Infrastructure and Improvement Projects</b>			
Infrastructure Improvement Projects	\$ 1,530,000	\$ 756,807	\$ 1,508,000
Special Projects	100,000	80,087	92,050
Habitat Improvement Projects	35,000	54,843	35,000
Program Support Services	150,000	130,303	150,000
<b>Subtotal:</b>	<b>\$ 1,815,000</b>	<b>\$ 1,022,040</b>	<b>\$ 1,785,050</b>
<b>Total Expenditures before Debt:</b>	<b>\$ 8,235,191</b>	<b>\$ 6,651,940</b>	<b>\$ 8,074,819</b>
Debt Service - American Riviera Bank	463,450	463,450	38,621
<b>Total Expenditures:</b>	<b>\$ 8,698,641</b>	<b>\$ 7,115,390</b>	<b>\$ 8,113,440</b>

**Footnotes**

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

(2) COMB Board adopts the annual Operating Budget.

(3) USBR Water Rates/Deficits (Estimated Actuals FY 2020-21) - Includes (1) the final installment payment for Extraordinary O&M Cost (\$420K) related to the replacement of the 30" cone valves on Bradbury Dam (Total Cost - \$1.2M) amortized over a 3-year period, and (2) approximately \$200k of the FY 2015-17 USBR Deficits (three Cachuma Project Member Units elected to pay their deficit balance in-full. The remaining Member Units elected to pay their obligation over a 5-year period.)

**COMB MANAGED REVENUES AND EXPENDITURES (CONTINUED)**

**Table 4.2 – Previous Ten Fiscal Years’ COMB Managed Revenues (1)**

Fiscal Year	Net Operating Assessments <sup>(9)</sup>	USBR Water Rates & Deficits	SOD Act Repayment	Grant Revenue	WATF/RF/BF Fund <sup>(2)</sup>	Loan Payments EPPF	Water Rights Fee	Total Managed Revenues
2011-12 <sup>(3)</sup>	\$ 3,153,353	\$ 2,245,657	\$ 196,958	\$ 3,595,540	\$ 358,094	\$ -	\$ 35,708	\$ 9,585,310
2012-13	\$ 3,955,261	\$ 2,418,137	\$ 196,958	\$ 1,072,139	\$ 353,329	\$ -	\$ 35,707	\$ 8,031,531
2013-14	\$ 4,325,615	\$ 2,346,421	\$ 196,958	\$ 689,076	\$ 349,467	\$ -	\$ 37,804	\$ 7,945,341
2014-15 <sup>(4),(5)</sup>	\$ 5,389,631	\$ 2,272,353	\$ 196,958	\$ 3,637,828	\$ 363,321	\$ -	\$ 41,300	\$ 11,901,392
2015-16	\$ 5,556,673	\$ 977,048	\$ 196,958	\$ 705,205	\$ 661,728	\$ -	\$ 41,300	\$ 8,138,913
2016-17	\$ 4,415,707	\$ 1,129,078	\$ 309,051	\$ 1,542,476	\$ 381,178	\$ 406,011	\$ 46,897	\$ 8,230,397
2017-18	\$ 2,587,215	\$ 1,728,642	\$ 309,051	\$ -	\$ 710,361	\$ 463,450	\$ 48,991	\$ 5,847,710
2018-19 <sup>(6)</sup>	\$ 4,197,066	\$ 3,189,982	\$ 309,051	\$ 1,886,408	\$ 629,521	\$ 463,450	\$ 52,162	\$ 10,727,640
2019-20 <sup>(7),(8)</sup>	\$ 4,624,002	\$ 2,312,529	\$ 309,051	\$ 1,461,452	\$ 681,523	\$ 463,450	\$ 60,900	\$ 9,912,907
2020-21	\$ 4,808,442	\$ 1,788,246	\$ 309,051	\$ 180,754	\$ 356,078	\$ 463,450	\$ 64,423	\$ 7,970,444

**Notes:**

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

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

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

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

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

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

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

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

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

**COMB OPERATING BUDGET**

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

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

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

**Table 4.3  
COMB Operating Budget Allocation Percentages**

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

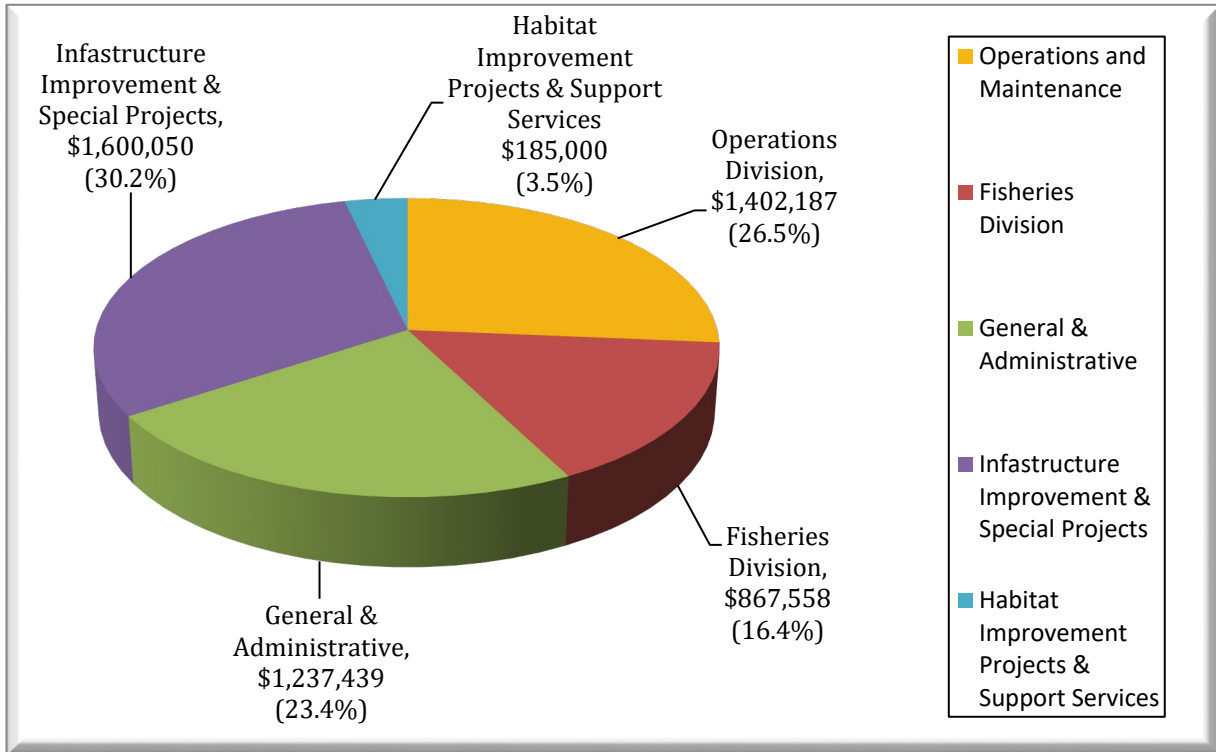
In 2016, the Santa Ynez River Water Conservation District, Improvement District No. 1 (ID No. 1) notified the COMB Board of its stated intent to withdraw from the COMB Joint Powers Agreement. A Separation Agreement was entered into by ID No. 1, COMB, and the remaining COMB Member Agencies and was approved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

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, are returned to the COMB Member Agencies upon collection.

COMB OPERATING BUDGET (CONTINUED)

The COMB Gross Operating Budget, not including pass-thru expenditures, for FY 2021-22 is \$5,282,234 and is further broken down by major category as depicted in Figure 4.1.

Figure 4.2 – FY 2020-21 Operating Budget by Division



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

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

**Table 4.4 – Previous Ten Fiscal Years’ Gross Operating Budget History**

Fiscal Year	Operations Division O&M	Fisheries Division O&M	General and Admin	Infrastructure Improvement & Special Projects	Habitat Improvement Projects & Support	Total
2011-12	\$1,082,717	\$497,162	\$1,061,863	\$1,627,175	\$1,153,001	\$5,421,918
2012-13	\$1,033,944	\$501,193	\$1,103,289	\$3,349,500	\$1,167,000	\$7,154,926
2013-14	\$1,032,947	\$635,559	\$1,205,754	\$481,270	\$1,088,000	\$4,443,530
2014-15	\$1,059,736	\$634,641	\$1,315,450	\$5,454,000	\$447,000	\$8,910,827
2015-16	\$1,100,197	\$632,994	\$1,234,251	\$3,689,250	\$2,132,000	\$8,788,693
2016-17	\$1,097,375	\$691,118	\$1,082,056	\$2,561,250	\$2,283,000	\$7,714,799
2017-18	\$1,062,108	\$753,374	\$1,139,848	\$1,020,000	\$1,343,000	\$5,318,330
2018-19	\$1,101,747	\$763,409	\$1,196,679	\$1,842,983	\$2,349,996	\$7,254,814
2019-20	\$1,227,664	\$800,751	\$1,227,664	\$2,045,327	\$1,390,000	\$6,766,977
2020-21	\$1,339,141	\$810,413	\$1,199,967	\$1,630,000	\$185,000	\$5,164,520

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

**USBR WATER RATES**

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



The water rates are developed annually by the rate-setting branch of Reclamation (Regional Office) located in Sacramento and are based on projected Operating and Maintenance (O&M) costs for the upcoming water year. The South-Central California (Fresno) Area Office is responsible for providing the Regional Office estimated budgets and projected O&M costs pertaining to the Cachuma Project for formulation of the water rates. The total projected amount for FY 2021-22 is \$2.2M.

**USBR WATER RATE DEFICITS**

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

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

Reclamation reported a net deficit for FY 2019 of \$55,589, which was comprised of a deficit in regular O&M expenses of \$300,107 and was offset by a surplus in extraordinary O&M expenses of \$244,517. The net deficit for FY 2019 was reported with the WY 2020-21 Water Rate calculations. The FY 2020 surplus/deficit, when finalized, will be reported with the WY 2021-22 Water Rate calculations.

**GRANT FUNDING / FINANCIAL ASSISTANCE**

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

In 2019, the COMB Engineering Division was selected under the US Bureau of Reclamation Drought Resiliency Program for a WaterSMART Drought Resiliency Project grant for \$750,000. Funds from this grant will be applied towards the Secured Pipeline Project. The installation of the pipeline is projected for the summer of 2022 assuming continued drought conditions.

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) for \$1,010,700. Funds were applied towards the fish passage improvement at Crossing Number 8 on Quiota Creek, which was completed in early 2020.

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

The County of Santa Barbara Office of Emergency Management (OEM) has initiated its 2022 Update to the Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) and annexes for participating agencies. COMB, a participating agency, is a member of the Mitigation Advisory Committee, which has been tasked with the Plan update.

**WARREN ACT TRUST FUND / RENEWAL FUND**

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

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

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

For calendar year 2020, total SWP deliveries into the lake were 1,002 AF, which converts to \$43,086 of Warren Act Trust Fund revenue available for FY 2021-22. Therefore, the amount to be deposited into the Renewal Fund by the Cachuma Member Units is projected to be \$220,175 based on based on the following calculation:

<b>Given:</b>	WATF = \$43,086
	AOY = Annual Operation Yield of 25,714 x \$10 = \$257,100
	RFC = Renewal Fund Calculation = $[1 - (WATF / \$300,000)] \times AOY$
<b>Then:</b>	RFC = $[1 - (\$43,086 / \$300,000)] \times \$257,100$
	RFC = \$220,175

Warren Act Trust Fund / Renewal Fund Annual Meeting

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



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

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



*Bradbury Dam*



*Lauro Dam*

Bradbury Dam: The fifteen percent obligation under the Bradbury SOD contract is \$7,605,739 and is to be repaid by annual payments over a 50-year period. COMB’s payment obligation for FY 2021-22 is \$261,647 with assessments collected from the Cachuma Project Member Units in accordance with each Member’s Cachuma Project entitlement percentages.

Lauro Dam: The fifteen percent obligation under the Lauro SOD contract is \$1,009,737 and is to be repaid by annual payments over a 50-year period. COMB’s payment obligation for FY 2021-22 is \$47,404 and assessments are collected from the COMB Member Agencies in accordance with each Member Agency’s 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*

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

**LOAN PAYMENTS – EPFP (CONTINUED)**

The Districts participating in the financing were the Goleta Water District, Montecito Water District and Carpinteria Valley Water District. The City of Santa Barbara chose to fund its portion of costs through quarterly assessments. While COMB secured the financing for the project, the three districts participating in the debt obligation provided the guarantee for repayment of their allocated percentage. The financing arrangement was converted to a sixty-month repayment loan as of July 25, 2016. Carpinteria Valley Water District opted to pay off its 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. The loan will be paid off in July 2021.

**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 2021-22 is reflected in Table 4.3 below.

**Table 4.5 – Betterment Fund Expenditures – FY 2021-22**

<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 authorize and require the State Water Board to adopt emergency regulations establishing and revising water rights and water quality certification fees, which are to be deposited in the Water Rights Fund in the State Treasury. Since then, the State Water Board has charged annual water rights fees. The Water Code authorizes 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 rights 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 2021-22 is \$66,000.

**POTENTIAL REVENUE OPPORTUNITIES**

***Integrated Regional Water Management Program (IRWMP)***

Beginning in September 2006, the Santa Barbara County Water Agency has worked with a County-wide group of approximately 29 cooperating partners including cities, special districts, water companies, joint powers authorities, and Non-Governmental Organizations (NGOs) to develop the first Integrated Regional Water Management (“IRWM”) Plan (completed in May 2007). The plan was recently updated in 2019 in response to DWR’s 2016 IRWM Guidelines. The Water Agency acts as the single eligible grant recipient responsible for administration of the IRWM Grants. In accordance with the Memorandum of Understanding (MOU) and sub-grant agreements between the Water Agency and project proponents, the Water Agency functions as a pass-through agency between the State and proponents. The Water Agency is responsible for organizing and forwarding the required project reporting information to the State and to review and submit claims to the State from each project proponent. Project proponents are then reimbursed once funding is received from the State.



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

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

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

***Other Revenue Sources***

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

**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 2021-22 is reflected in Table 4.6.

**Table 4.6 – FY 2021-22 Projected Obligation by Cachuma Project Member Unit**

CATEGORY	GWD	City of SB	CVWD	MWD	SYRWCD ID No. 1	Totals
COMB Gross Operating Budget	\$2,138,962	\$1,899,398	\$645,524	\$608,350	\$0	\$5,292,234
USBR Water Rates (WY 2021-22)	797,500	708,180	240,680	226,820	226,820	2,200,000
USBR Deficits - FY 2015-2017	153,877	0	0	0	53,657	207,534
Bradbury SOD Act	94,847	84,224	28,624	26,976	26,976	261,647
Cachuma Project Renewal Fund	79,813	70,874	24,087	22,700	22,700	220,175
Lauro SOD Act	19,159	17,013	5,782	5,449	0	47,404
Water Rights Fee	23,925	21,245	7,220	6,805	6,805	66,000
EPFP Loan Assessment	30,038	0	0	8,582	0	38,620
<b>Total Gross Obligation</b>	<b>\$3,338,121</b>	<b>\$2,800,935</b>	<b>\$951,918</b>	<b>\$905,682</b>	<b>\$336,957</b>	<b>\$8,333,614</b>
Less Offsetting Revenues:						
Warren Act Trust Fund	(17,414)	(15,464)	(5,255)	(4,953)	0	(43,086)
Renewal Fund	(88,988)	(79,021)	(26,856)	(25,309)	0	(220,175)
County Betterment Fund	(36,375)	(32,301)	(10,978)	(10,346)	0	(90,000)
<b>Total Offsetting Revenue</b>	<b>(\$142,777)</b>	<b>(\$126,786)</b>	<b>(\$43,089)</b>	<b>(\$40,608)</b>	<b>\$0</b>	<b>(\$353,261)</b>
<b>Sub Total Projected Net Obligation</b>	<b>\$3,195,344</b>	<b>\$2,674,149</b>	<b>\$908,828</b>	<b>\$865,074</b>	<b>\$336,957</b>	<b>\$7,980,353</b>
Non-Member Agency Obligation	(24,250)	(21,534)	(7,319)	(6,897)	60,000	0
<b>Total Projected Net Obligation</b>	<b>\$3,171,094</b>	<b>\$2,652,615</b>	<b>\$901,510</b>	<b>\$858,177</b>	<b>\$396,957</b>	<b>\$7,980,353</b>

## Notes:

- Based on preliminary estimate received from USBR.
- GWD and SYRWCD ID No. 1, only - Includes USBR deficit amounts FY 2015-17 amortized over 5 years. City of SB, CVWD and MWD have paid their obligation in-full.
- USBR pass-through costs - projection reflects no change from previous year.
- USBR pass-through costs - projection reflects no change from previous year.
- State Board of Equalization pass-through cost – based on actual amount paid during FY 2020-21.
- GWD and MWD, only. Loan to be paid off in full in July 2021.
- 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.

**DRAFT**



**SECTION V - EXPENDITURES**

**DRAFT**

This page left blank intentionally

**SECTION V – EXPENDITURES**

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

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

**PERSONNEL**

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

**Table 5.1 – Personnel Count Summary**

<b>Position</b>	<b>Number Authorized FY 2019-20</b>	<b>Number Authorized FY 2020-21</b>	<b>Number Authorized FY 2021-22</b>	<b>Change Over FY 2019-20</b>	<b>Change Over FY 2020-21</b>
General Manager	1	1	1	0	0
Administrative Mgr/CFO	1	1	1	0	0
Water Resources Engineer	1	1	1	0	0
Operations Division Manager	1	1	1	0	0
Fisheries Division Manager	1	1	1	0	0
Senior Biologist	2	2	2	0	0
Biologist Aide	1	1	1	0	0
Water Service Worker	4	4	4	0	0
Program Analyst	1	1	1	0	0
Administrative Assistant	2	2	2	0	0
<b>Total</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>0</b>	<b>0</b>

There are no projected staffing changes for FY 2021-22.

**PERSONNEL (CONTINUED)**

Personnel costs in FY 2021-22 are projected to total \$2.7 million, a 2.6% increase as compared to FY 2020-21. The increase includes a 1.3% COLA adjustment for all employees per the historical annual calculation, which is based on the February Consumer Price Index (CPI) data. The COLA adjustment is obtained by averaging the prior thirteen months’ indexes for all urban consumers and comparing that average to the previous year averaged data. The U.S. City and the Los Angeles-Riverside data is averaged together to obtain the percentage COLA for the period. Table 5.2 provides a breakdown of the individual components of the projected Personnel costs for FY 2021-22 as compared to FY 2020-21 and FY 2019-20.

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 contribute 6.75% of the CalPERS retirement premium.

Starting July 1, 2017, all employees hired before July 1, 2017 (and who are “Classic” employees as defined by CalPERS) began contributing toward their employee member contribution under a five-year phased-in method. For fiscal year 2020-21, the classic member contribution rate is set at 7.0%. Additionally, the CALPERS line item reflects 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. A copy of the most recent CalPERS valuation report can be found at <https://www.calpers.ca.gov/page/employers/actuarial-resources/public-agency-actuarial-valuation-reports>.

COMB also offers health insurance (medical, dental, vision and life), employee assistance program (EAP) and workers’ compensation through the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA). ACWA/JPIA provides the broadest possible affordable insurance coverage and related services to its member agencies. Active and retiree health insurance premiums for FY 2021-22 reflect an increase between 2-5% effective January 2022 as projected by ACWA/JPIA.

**Table 5.2 – FY 2021-22 Budgeted Personnel Costs**

Category	Actual FY 2019-20	Adopted Budget FY 2020-21	Estimated Actual FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
					\$ Higher / (Lower)	% Higher / (Lower)
Labor	\$1,455,658	\$1,566,990	\$1,426,306	\$1,610,340	\$43,350	2.8%
CalPERS	247,979	278,157	260,744	294,770	16,612	6.0%
Health Ins / WC	498,008	624,375	477,878	629,606	5,231	0.8%
FICA/Medicare	112,627	119,875	106,416	123,191	3,316	2.8%
<b>Total</b>	<b>\$2,314,272</b>	<b>\$2,589,397</b>	<b>\$2,271,344</b>	<b>\$2,657,906</b>	<b>\$68,510</b>	<b>2.6%</b>

(\*) Compares FY 2021-22 Draft Budget to FY 2020-21 Adopted Budget

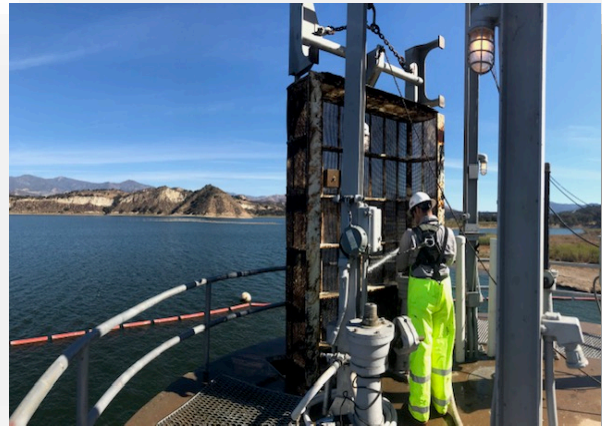


**OPERATIONS AND MAINTENANCE**

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

**Operations Division**

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



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

**Fisheries Division**

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



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

Operation and Maintenance expenditures in FY 2021-22 are projected to total \$490K, a 19.6% increase as compared to FY 2020-21.

**OPERATIONS AND MAINTENANCE (CONTINUED)**

**Table 5.3 – Operation and Maintenance Expenditures Descriptions**

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

**OPERATIONS AND MAINTENANCE (CONTINUED)**

**Table 5.4 – FY 2021-22 Operation and Maintenance Costs - Consolidated**

Category	Actual FY 2019-20	Adopted Budget FY 2020-21	Estimated Actual FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
					\$ Higher / (Lower)	% Higher / (Lower)
Vehicles & Equip	\$146,979	\$122,500	\$141,745	\$197,500	\$75,000	61.2%
Contract Labor	109,256	153,000	120,751	149,100	(3,900)	-2.5%
Materials & Supplies	90,496	85,000	83,714	92,000	7,000	8.2%
Other Expenses	43,578	49,500	43,306	51,800	2,300	4.6%
<b>Total</b>	<b>\$390,309</b>	<b>\$410,000</b>	<b>\$389,516</b>	<b>\$490,400</b>	<b>\$80,400</b>	<b>19.6%</b>

(\*) Compares FY 2021-22 Draft Budget to FY 2020-21 Adopted Budget

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

**GENERAL AND ADMINISTRATIVE**

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

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

General and Administrative expenditures, excluding administrative labor and benefits, in FY 2021-22 are projected to total \$358.8K, a 2.5% increase as compared to FY 2020-21.

The budget reflects an increase in expenses of \$8.8K related to accounting software upgrades and licenses as well as a slight increase in postage/office supplies, office equipment/leases and admin fixed assets.

Table 5.5 provides a breakdown of the individual components of the projected General and Administrative costs for FY 2021-22 as compared to FY 2020-21 and FY 2019-20.



**GENERAL AND ADMINISTRATIVE (CONTINUED)**

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

Category	Actual FY 2019-20	Adopted Budget FY 2020-21	Estimated Actual FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
					\$ Higher / (Lower)	% Higher / (Lower)
Director Fees	\$14,625	\$20,000	\$9,688	\$20,000	\$-	0.0%
Audit	32,405	35,000	33,665	35,000	0	0.0%
Legal	57,909	100,000	75,233	100,000	0	0.0%
Unemployment Insurance	0	5,000	0	5,000	0	0.0%
General Liability Insurance	4,891	51,071	47,982	51,071	0	0.0%
Postage/Office Supplies	11,644	9,000	10,519	10,000	1,000	11.1%
Office Equip/Leases	12,947	16,218	9,727	21,972	5,754	35.5%
Misc. Admin Expense	16,877	21,500	17,804	21,500	0	0.0%
Communications	11,505	10,955	8,338	10,955	0	0.0%
Utilities	12,406	14,980	12,678	14,980	0	0.0%
Membership Dues	16,183	15,900	16,225	15,900	0	0.0%
Admin Fixed Assets	1,373	6,000	5,397	8,000	2,000	33.3%
Computer Consultant	36,166	25,500	26,297	25,500	0	0.0%
Employee Education	2,796	4,500	150	4,500	0	0.0%
Travel	2,169	4,500	13	4,500	0	0.0%
Public Info	2,450	5,000	4,320	5,000	0	0.0%
IRWM	6,086	5,000	5,000	5,000	0	0.0%
<b>Total</b>	<b>\$242,431</b>	<b>\$350,124</b>	<b>\$283,037</b>	<b>\$358,878</b>	<b>8,754</b>	<b>2.5%</b>

(\*) Compares FY 2021-22 Draft Budget to FY 2020-21 Adopted Budget

(\*\*) Excludes labor



*Cachuma Operation and Maintenance Board Meeting Room*

**INFRASTRUCTURE IMPROVEMENT PROJECTS**

Infrastructure planning and investment is critical to the ongoing reliability of the Cachuma Project, its facilities and its distribution system. COMB staff evaluates and selects current year infrastructure improvements and special projects based on the following criteria: water supply reliability, risk, critical need, safety, service disruption and the betterment of the Cachuma Project. Tables 5.6 and 5.7 below are the projects identified for implementation during fiscal year 2021-22. Detailed descriptions of each project can be found in the Appendix starting on page 84.

**Table 5.6 – FY 2021-22 Infrastructure Improvement Projects**

<b>Project Name</b>	<b>Fiscal Year 2021-22</b>
SCC Isolation Valve - Lower Reach	\$400,000
SCC Structure Rehabilitation	\$390,000
Secured Pipeline Project	\$352,000
COMB Building / Grounds Repair	\$216,000
SCADA	\$150,000

**Table 5.7 – FY 2021-22 Operations Division Special Projects**

<b>Project Name</b>	<b>Fiscal Year 2021-22</b>
Water Quality and Sediment Management – Phase 2	\$50,000
ROW Identification Program	\$20,000
GIS and Mapping	\$10,000
Watershed Sanitary Survey	\$12,050

**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 is done through a combination of long-term monitoring, water releases from Bradbury Dam through the Hilton Creek Watering System, Hilton Creek Emergency Backup System and Outlet Works, passage flows to assist migrating steelhead, improved riparian habitat, and the removal or modification of numerous fish passage barriers to steelhead on tributaries of the Lower Santa Ynez River. In Table 5.8 below are the projects identified for implementation during fiscal year 2021-22.

**Table 5.8 – FY 2021-22 Habitat Improvement Projects**

<b>Project Name</b>	<b>Fiscal Year 2021-22</b>
Cachuma Lake Oak Tree Restoration Program	\$25,000
Tributary Project Improvements	\$10,000

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

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

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

COMB's payment obligation for FY 2021-22 is \$261,648 and assesses the Cachuma Project Member Units in accordance with each Member's Cachuma Project entitlement percentages. The annual payment requirements to retire the contract through October 1, 2051, including interest payments at 5.856%, are presented in the following table. This table does not include future adjustments that may be made by Reclamation to the Bradbury Dam repayment contract due to additional incurred costs.

**Table 5.9 – Bradbury Dam SOD Obligation**

FYE	M&I Allocation		Irrigation Allocation	Total
	Principal	Interest		
2022	\$117,179	\$47,691	\$96,778	\$261,648
2023	124,041	40,829	96,778	261,648
2024	131,305	33,565	96,778	261,648
2025	138,994	25,876	96,778	261,648
2026	147,133	17,737	96,778	261,648
2027 - 2031	155,749	9,121	96,778	261,648
2032 - 2036			483,890	483,890
2037 - 2041			483,890	483,890
2042 - 2046			483,890	483,890
2047 - 2051			483,890	483,890
2052 - 2052			96,778	96,778
<b>Total</b>	<b>\$ 814,400</b>	<b>\$ 174,820</b>	<b>\$ 3,000,118</b>	<b>\$ 3,989,338</b>

**DEBT SERVICE (CONTINUED)**

**SOD Act Assessments Receivable and Contract Payable**

**Lauro Dam SOD**

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

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

COMB’s payment obligation for FY 2021-22 is \$47,405 and assesses the COMB Member Agencies (only) in accordance with each Member Agencies’ pro-rata Cachuma Project entitlement percentages. The annual payment requirements to retire the contract through October 1, 2057, including interest payments at 4.556%, are presented in the following table. This table represents the final repayment contract amount issued during fiscal year 2017.

**Table 5.10 – Lauro Dam SOD Obligation**

FYE	M&I Allocation		Irrigation Allocation	Total
	Principal	Interest		
2022	\$20,610	\$14,568	\$12,227	\$47,405
2023	21,549	13,629	12,227	47,405
2024	22,531	12,647	12,227	47,405
2025	23,558	11,620	12,227	47,405
2026	24,631	10,547	12,227	47,405
2027 – 2031	141,043	34,844	61,136	237,023
2032 – 2036	65,823	4,532	61,136	131,491
2037 – 2041			61,136	61,136
2042 – 2046			61,136	61,136
2047 – 2051			61,136	61,136
2052 – 2056			61,136	61,136
2057 - 2058			24,454	24,454
<b>Total</b>	<b>\$ 319,743</b>	<b>\$ 102,386</b>	<b>\$ 452,407</b>	<b>\$ 874,536</b>

**DEBT SERVICE (CONTINUED)**

**Notes Payable – American Riviera Bank**

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

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

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

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

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

<b>FYE</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2022	\$36,556	\$114	\$36,880
<b>Total</b>	<b>\$36,556</b>	<b>\$114</b>	<b>\$36,556</b>

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

Projected changes in long-term debt for FY 2021-22 by obligation are reflected in the following table.

**Table 5.12 – Changes in Long Term Debt FY 2021-22**

<b>Obligation</b>	<b>Beginning Balance July 1, 2021</b>	<b>Additions</b>	<b>Principal Payments</b>	<b>Adjustments</b>	<b>Ending Balance June 30, 2022</b>
Bradbury SOD	\$3,814,500	\$ 0	\$213,957	\$0	\$3,600,543
Lauro SOD	772,150	0	32,837	0	739,313
Notes Payable ARB	36,556	0	36,556	0	0
<b>Total</b>	<b>\$4,623,206</b>	<b>\$0</b>	<b>\$283,350</b>	<b>\$0</b>	<b>\$4,339,856</b>



**DRAFT**



**SECTION VI – COMB OPERATING BUDGET**

**DRAFT**

This page left blank intentionally

**DRAFT**

# Cachuma Operation and Maintenance Board Adopted Operating Budget Fiscal Year 2021-22



**DRAFT**

This page left blank intentionally

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

The Operating Budget reflects projected operating expenses for the COMB Operations Division, the Fisheries Division as well as the General and Administrative expenses for FY 2021-22. These projected expenditures have been refined through development of divisional annual work plans. The Board adopted a Five Year (2021-2025) Infrastructure Improvement Plan and required implementation activities associated with the 2000 Biological Opinion.

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

As reflected in Table 6.1, the COMB Gross Operating Budget for FY 2021-22, excluding offsetting revenues, is \$5.29M as compared to the FY 2020-21 Operating Budget of \$5.16M, which reflects an increase of \$128K (2.5%).

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

- An increase in total Salaries and Benefits of \$69K (2.6%) which includes full staffing of fifteen employees, a 1.3% COLA adjustment and an increase in the CalPERS Unfunded Liability obligation.
- An increase in total Operations and Maintenance of \$80K (19.6%) which is attributed to the replacement of two fleet vehicles for the Operations and Fisheries Divisions.
- A decrease in the Operations Division Infrastructure Improvement Projects and Special Projects of \$30K (1.8%). The timing and ranking of projects are dependent on factors such as: (1) water supply reliability, (2) risk, (3) critical need/life cycle of asset, (4) safety, and (5) service disruption necessary to accomplish project.
- An increase in General and Administrative Expenses, excluding administrative salaries of \$9K (2.5%) which is attributed to accounting software upgrades and licenses and a slight increase in postage/office supplies, office equipment/leases and admin fixed assets.

The COMB Net Operating Budget, including offsetting revenues, for FY 2021-22 is \$4.94M and is compared to FY 2020-21 of \$4.81M, which is an increase of \$131K (2.7%).

**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)**

**Table 6.1- COMB Operating Budget: Consolidated Overview**

<b>COMB OPERATING BUDGET</b>				
<b>SALARIES &amp; BENEFITS</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>Change (\$)</b>	<b>Change (%)</b>
Operations Division	\$ 1,010,141	\$ 1,023,887	\$ 13,747	1.4%
Fisheries Division	729,413	755,458	\$ 26,045	3.6%
Administration	849,843	878,561	\$ 28,718	3.4%
<b>TOTAL</b>	<b>\$ 2,589,397</b>	<b>\$ 2,657,906</b>	<b>\$ 68,510</b>	<b>2.6%</b>
<b>OPERATIONS &amp; MAINTENANCE EXPENSES</b>				
Operations Division	\$ 329,000	\$ 378,300	\$ 49,300	15.0%
Fisheries Division	81,000	112,100	\$ 31,100	38.4%
<b>TOTAL</b>	<b>\$ 410,000</b>	<b>\$ 490,400</b>	<b>\$ 80,400</b>	<b>19.6%</b>
<b>GENERAL &amp; ADMINISTRATIVE EXPENSES</b>				
Operation Division	\$ 235,713	\$ 242,452	\$ 6,739	2.9%
Fisheries Division	114,411	116,426	\$ 2,015	1.8%
<b>TOTAL</b>	<b>\$ 350,124</b>	<b>\$ 358,878</b>	<b>\$ 8,754</b>	<b>2.5%</b>
<b>Total Operating Budget</b>	<b>\$ 3,349,520</b>	<b>\$ 3,507,184</b>	<b>\$ 157,664</b>	<b>4.7%</b>
<b>INFRASTRUCTURE IMPROVEMENT, HABITAT IMPROVEMENT &amp; SPECIAL PROJECTS</b>				
<b>Operations Division</b>				
Infrastructure Improvement Projects	\$ 1,530,000	\$ 1,508,000	\$ (22,000)	-1.4%
Special Projects	100,000	92,050	\$ (7,950)	-8.0%
<b>TOTAL</b>	<b>1,630,000</b>	<b>1,600,050</b>	<b>\$ (29,950)</b>	<b>-1.8%</b>
<b>Fisheries Division</b>				
Habitat Improvement Projects	\$ 35,000	\$ 35,000	\$ -	0.0%
Program Support Services	\$ 150,000	\$ 150,000	\$ -	0.0%
<b>TOTAL</b>	<b>185,000</b>	<b>185,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL GROSS OPERATING BUDGET</b>	<b>\$ 5,164,520</b>	<b>\$ 5,292,234</b>	<b>\$ 127,714</b>	<b>2.5%</b>
Projected Offsetting Revenues	\$ (356,078)	\$ (353,261)		
<b>TOTAL NET OPERATING BUDGET</b>	<b>\$ 4,808,442</b>	<b>\$ 4,938,973</b>	<b>\$ 130,531</b>	<b>2.7%</b>

**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)**

**Labor**

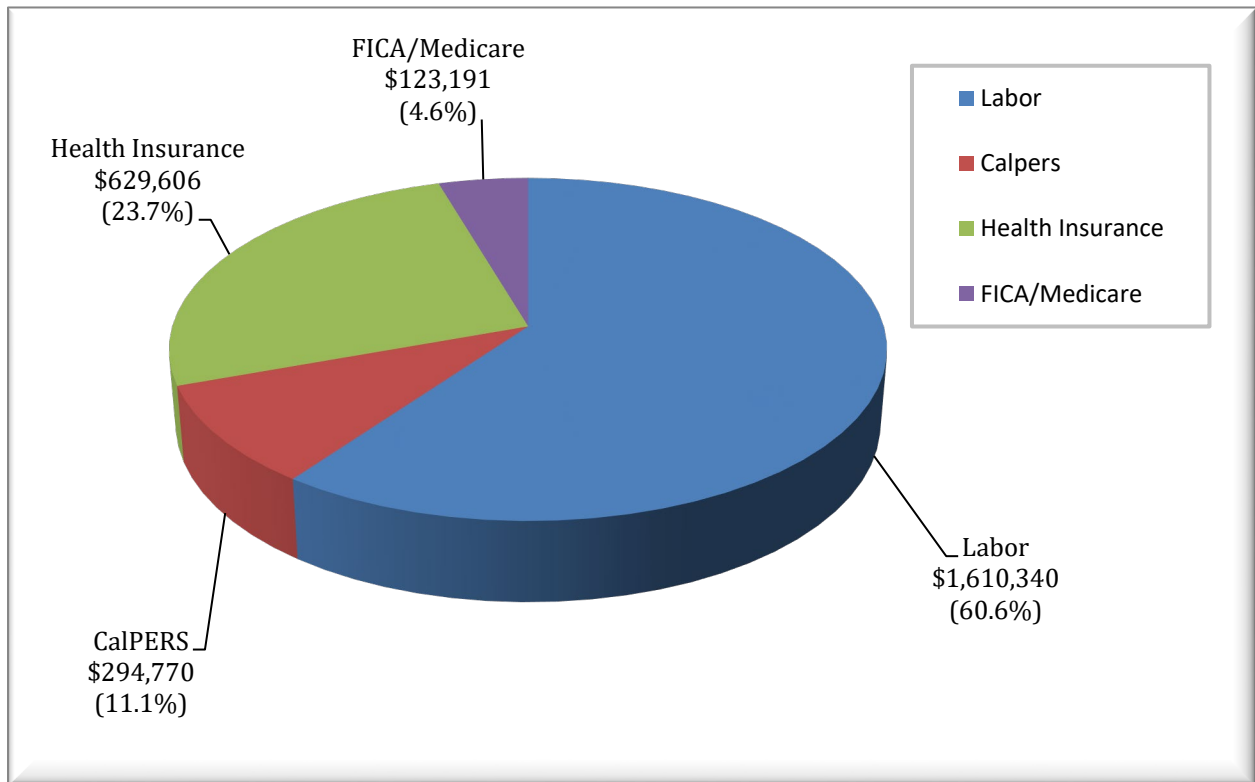
Total projected labor for FY 2021-22 is \$2.6M, which reflects an increase of \$67K (2.6%) as compared to FY 2020-21. The budget reflects current salaries and benefits package for all employees including the General Manager’s position.

The budget includes a 1.3% COLA increase for all employees, excluding the General Manager, per the historical annual calculation that is based on the February Consumer Price Index (CPI) data each year. The calculation is obtained by averaging the prior thirteen months indexes for all urban consumers and comparing that average to the previous year averaged data. The U.S. City and the Los Angeles-Riverside data is averaged together to obtain the percentage COLA for the period.

Health insurance costs are projected to increase between 2-5% in January 2022 based on preliminary projections from ACWA/JPIA.

Figure 6.1 provides a breakdown of the individual components of the projected Personnel costs for FY 2021-22.

**Figure 6.1 – FY 2021-22 Personnel Costs by Category**



**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)**

**Operations Division**

The budget for the COMB Operations Division for FY 2021-22 as compared to FY 2020-21 is reflected in Table 6.2.

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

Category	Adopted Budget FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Operation & Maintenance Expenses	\$1,339,141	\$1,402,187	\$63,047	4.7%
General & Administrative Expense	832,780	857,983	25,203	3.0%
Special G&A Expenses	5,000	5,000	0	0.0%
Infrastructure Improvement Projects	1,530,000	1,508,000	(22,000)	(1.4%)
Special Projects	100,000	92,050	(7,950)	(1.8%)
<b>Total</b>	<b>\$3,806,921</b>	<b>\$3,655,221</b>	<b>\$58,300</b>	<b>1.5%</b>

*Operation and Maintenance Expenses*

The Operation and Maintenance expenses shows a \$63K (4.7%) increase overall. The increase is attributed to the following items:

- Labor reflects an increase of \$13.7K (1.4%) as compared to FY 2020-21. The increase is attributed to the proposed increase in COLA and projected salary step increases. Additionally, the CALPERS line item reflects an increase in cost primarily due to an increase in the annual Unfunded Liability obligation, as factored under the CALPERS 30-year amortization policy and pursuant to the Public Employee Pension Reform Act of 2013.
- Vehicles and equipment reflects an increase of \$40k (53.3%) as compared to FY 2020-21. The increase is attributed to the purchase of a new fleet vehicle (\$40k).
- Materials and supplies reflects an increase of \$7k (9.0%) as compared to FY 2020-21. The budget for this line item was increased due to additional materials needed for the COMB trailer replacement.

*General and Administrative Expenses*

General and Administrative expenses include costs for support of all administrative functions such as: Director fees, legal expenditures, general liability and property insurance, audit fees, utilities, IT and communications, postage and office supplies, training, education and subscriptions and miscellaneous expenses. Overall, the Operations Division General and Administrative expenses increased by \$25.2K (3.0%) as compared to the previous year's budget.



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

Administrative salaries include the proposed increase in COLA and projected salary step increases. Additionally, the CALPERS line item reflects an increase in cost primarily due to an increase in the annual Unfunded Liability obligation, as factored under the CALPERS 30-year amortization policy and pursuant to the Public Employee Pension Reform Act of 2013.

Office equipment / leases includes the cost to upgrade COMB's accounting and Adobe license/software (\$3.7K).

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

*Infrastructure Improvement Projects*

The Infrastructure Improvement Projects (IIP) section in the Operations Division section of the budget reflects a decrease of \$22K (1.4%) as compared to the prior year. COMB staff evaluates and selects current year infrastructure improvements and special projects based on the following criteria: water supply reliability, risk, critical need, safety, service disruption and the betterment of the Cachuma Project.

Included for the Fiscal Year 2020-21 budget are the South Coast Conduit (SCC) Air Vacuum Air Release Valve (AVAR) and Blow-Off Valve replacement project, the COMB Building replacement project, the SCC Isolation Valve installation, and SCADA Upgrade project. Per Board policy, all improvement projects will require approval through the applicable Committee and Board review process prior to implementation. Detailed descriptions of each project can be found on pages 88-90.

*Special Projects*

The Special Projects budget reflects a decrease of \$8K (8%) as compared to the prior year. The Special Projects account for FY 2021-22 includes costs related to the completion of the Watershed Sanitary Survey (\$12K) and the start of Phase 2 Recommendations of the Water Quality and Sediment Management Project (\$50K).

Detailed descriptions of each project can be found on pages 91-94.

**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)**

**Fisheries Division**

The budget for the COMB Fisheries Division for FY 2021-22 as compared to FY 2020-21 is reflected in Table 6.3.

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

Category	Adopted Budget FY 2020-21	Draft Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Operation & Maintenance Expenses	\$810,413	\$867,558	\$57,145	7.1%
General & Administrative Expense	362,187	374,456	12,269	3.4%
Program Support Services	150,000	150,000	0	0.0%
Habitat Improvement Projects	35,000	35,000	0	0.0%
<b>Total</b>	<b>\$1,357,600</b>	<b>\$1,427,013</b>	<b>\$69,414</b>	<b>5.1%</b>

*Operation and Maintenance Expenses*

Overall, the Fisheries operation and maintenance expenses show a \$57.1K (7.1%) increase as compared to the prior fiscal year budget. The increase is attributed to the following items:

- The Fisheries Division labor account shows a \$26K (3.6%) increase compared to the prior fiscal year primarily due to the proposed increase in COLA, as well as projected staff salary step increases and longevity increases.
- Under Vehicles and Equipment, the fixed capital line item reflects a \$40k increase compared to prior year. The budget for FY 2021-22 includes the cost to replace one of the fleet vehicles for \$40K. This increase was partially offset with a \$5K decrease to the same line item for miscellaneous fixed capital purchases.
- The Contract Labor account reflects a decrease of \$3.9K due to less reliance on external contractors.

*General and Administrative Expenses*

General and administrative expenses reflect costs for support related to the Fisheries Division administrative function. Overall, the Fisheries Division General and Administrative expenses decreased \$12.3K (3.4%).

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

**COMB OPERATING BUDGET HIGHLIGHTS (CONTINUED)**

**Fisheries Division (Continued)**

*General and Administrative Expenses (Continued)*

Office equipment / leases includes the cost to upgrade COMB’s accounting and Adobe license/software (\$3.7K).

*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 County Betterment Fund offset for this program of work is \$90k.

The Habitat Improvement Projects includes costs for ongoing Oak Tree Program Restoration Program and Tributary Project Improvements.

In summary, the COMB Gross Operating Budget for FY 2021-22 is \$5,292,234. COMB staff is actively engaged in identifying other sources of funding opportunities in an effort to lessen the financial burden on COMB’s Member Agencies. With projected offsetting revenues of \$353,261, the COMB Net Operating Budget for FY 2021-22 totals \$4,938,973.

**Table 6.4- COMB Operating Budget Summary**

Category	Adopted Budget FY 2020-21	Adopted Budget FY 2021-22	Variance Analysis (*)	
			\$ Higher / (Lower)	% Higher / (Lower)
Gross Operating Budget	\$5,164,520	\$5,292,234	\$127,714	2.5%
Less: Offsetting Revenue	(\$356,078)	(\$353,261)	(\$2,817)	(0.8%)
<b>Net Operating Budget</b>	<b>\$4,808,442</b>	<b>\$4,938,973</b>	<b>\$130,531</b>	<b>2.7%</b>

**LIST OF SUPPORTING TABLES:**

- 1) Table 6.5 - FY 2021-22 COMB Operating Budget: By Division
- 2) Table 6.6 - FY 2021-22 COMB Operating Budget: O&M Expenses Consolidated
- 3) Table 6.7 - FY 2021-22 COMB Operating Budget: G&A Expenses Consolidated
- 4) Table 6.8 - FY 2021-22 COMB Allocation Worksheet

**Table 6.5- COMB Operating Budget: By Division**



**OPERATIONS DIVISION**



Account Number	Account Name	FY 2019-20 Actual	Adopted FY 2020-21 Budget	Estimated FY 2020-21 Actual	Draft FY 2021-22 Budget	Variance Analysis (*)	
						\$ Higher / (Lower)	% Change
<b>OPERATION &amp; MAINTENANCE EXPENSES</b>							
<b>SALARIES &amp; BENEFITS</b>							
3100	Labor Operations Staff	\$ 595,167	\$ 632,929	\$ 524,675	\$ 643,559	\$ 10,630	
3155	CalPERS	86,717	106,002	90,845	106,068	66	
3150	Health Insurance	154,785	191,144	113,991	192,851	1,707	
3150	Workers Compensation	24,955	31,646	19,228	32,178	531	
3160	FICA	48,639	48,419	39,769	49,232	813	
<b>TOTAL</b>		<b>\$ 910,262</b>	<b>\$ 1,010,141</b>	<b>\$ 788,508</b>	<b>\$ 1,023,887</b>	<b>\$ 13,747</b>	<b>1.4%</b>
<b>VEHICLES &amp; EQUIPMENT</b>							
3201	Vehicle/Equip Maintenance	\$ 52,239	\$ 35,000	\$ 33,031	\$ 35,000	\$ -	
3202	Fixed Capital	20,504	25,000	75,528	65,000	40,000	
3203	Equipment Rental	520	5,000	503	5,000	-	
3204	Miscellaneous	3,418	10,000	5,395	10,000	-	
<b>TOTAL</b>		<b>\$ 76,682</b>	<b>\$ 75,000</b>	<b>\$ 114,456</b>	<b>\$ 115,000</b>	<b>\$ 40,000</b>	<b>53.3%</b>
<b>CONTRACT LABOR</b>							
3301	Conduit, Meter, Valves	\$ 12,062	\$ 20,000	\$ 15,732	\$ 20,000	\$ -	
3302	Buildings & Roads	15,447	20,000	31,090	20,000	-	
3303	Reservoirs	59,192	60,000	43,540	60,000	-	
3304	Engineering, Misc Services	10,764	30,000	18,960	30,000	-	
<b>TOTAL</b>		<b>\$ 97,465</b>	<b>\$ 130,000</b>	<b>\$ 109,322</b>	<b>\$ 130,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>MATERIALS &amp; SUPPLIES</b>							
3401	Conduit, Meter, Valves	\$ 71,459	\$ 65,000	\$ 64,379	\$ 65,000	\$ -	
3402	Buildings & Roads	3,221	8,000	8,101	15,000	7,000	
3403	Reservoirs	4,552	5,000	4,292	5,000	-	
<b>TOTAL</b>		<b>\$ 79,232</b>	<b>\$ 78,000</b>	<b>\$ 76,772</b>	<b>\$ 85,000</b>	<b>\$ 7,000</b>	<b>9.0%</b>
<b>OTHER EXPENSES</b>							
3501	Utilities	\$ 6,516	\$ 7,000	\$ 6,275	\$ 7,000	\$ -	
3502	Uniforms	5,257	5,000	5,787	5,750	750	
3503	Communications	14,662	15,800	12,127	15,800	-	
3504	USA & Other Services	3,198	4,000	3,813	4,750	750	
3505	Miscellaneous	10,245	11,200	10,919	12,000	800	
3506	Training	698	3,000	885	3,000	-	
<b>TOTAL</b>		<b>\$ 40,575</b>	<b>\$ 46,000</b>	<b>\$ 39,806</b>	<b>\$ 48,300</b>	<b>\$ 2,300</b>	<b>5.0%</b>
<b>TOTAL O &amp; M EXPENSE</b>		<b>\$ 1,204,217</b>	<b>\$ 1,339,141</b>	<b>\$ 1,128,864</b>	<b>\$ 1,402,187</b>	<b>\$ 63,047</b>	<b>4.7%</b>

(\*) Compares FY 2021-22 Draft Budget to FY 2020-21 Adopted Budget

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



**OPERATIONS DIVISION (CONTINUED)**



Account Number	Account Name	FY 2019-20 Actual	Adopted FY 2020-21 Budget	Estimated FY 2020-21 Actual	Draft FY 2021-22 Budget	Variance Analysis (*)	
						\$ Higher / (Lower)	% Change
<b>GENERAL AND ADMINISTRATIVE EXPENSES</b>							
5000	Directors Fees	\$ 9,506	\$ 13,000	\$ 6,306	\$ 13,000	\$ -	
5101	Audit	14,563	22,750	21,882	22,750	-	
5100	Legal	24,912	75,000	67,945	75,000	-	
5150	Unemployment Tax	4,950	5,000	-	5,000	-	
5200	Liability & Property Insurance	3,179	33,326	31,189	33,326	-	
5201	Health and Workers' Compensation	183,610	218,154	196,873	218,235	80	
5250	CalPERS	55,873	62,162	60,767	70,472	8,310	
5339	FICA & Medicare	15,513	22,865	19,116	23,581	716	
5300-5307	Administrative Salaries	256,287	298,887	290,304	308,244	9,358	
5310	Office Expense & Postage	8,249	5,000	6,684	6,000	1,000	
5311	Office Equipment / Leases	8,436	9,700	6,323	13,440	3,740	
5312	Miscellaneous	12,297	14,000	13,227	14,000	-	
5313	Communications	7,413	6,500	5,420	6,500	-	
5314	Utilities	8,065	9,737	8,241	9,737	-	
5315	Membership Dues	9,957	9,700	10,148	9,700	-	
5316	Admin Fixed Assets	1,128	3,000	2,986	5,000	2,000	
5318	Computer Consultant	23,508	16,500	17,092	16,500	-	
5325	Employee Education / Training	1,935	2,000	98	2,000	-	
5330	Admin Travel & Conferences	1,076	2,000	-	2,000	-	
5331	Public Information	1,644	3,500	2,706	3,500	-	
<b>TOTAL GENERAL &amp; ADMINISTRATIVE</b>		<b>\$ 652,100</b>	<b>\$ 832,780</b>	<b>\$ 767,305</b>	<b>\$ 857,983</b>	<b>\$ 25,203</b>	<b>3.0%</b>
<b>SPECIAL G &amp; A EXPENSES</b>							
5510	Integrated Regional Water Mgmt Plan	\$ 6,086	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
<b>TOTAL SPECIAL G &amp; A EXPENSES</b>		<b>\$ 6,086</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>INFRASTRUCTURE IMPROVEMENT PROJECTS (IIP) <sup>(1)</sup></b>							
6062	SCADA	\$ 35,133	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	
6090	COMB Bldg/Grounds Repair	7,096	300,000	176,670	216,000	(84,000)	
6096	SCC Structure Rehabilitation	391,030	440,000	265,546	390,000	(50,000)	
6120	Secured Pipeline Project	162,204	300,000	151,874	352,000	52,000	
6132	Sycamore Canyon Slope Stabilization	574,490	-	-	-	-	
6135	SCC San Jose Creek Pipe Stablization	183,223	-	1,903	-	-	
6136	SCC Isolation Valve Installation	25,756	190,000	-	400,000	210,000	
6137	SCC Lower Reach Lateral Structures	82,879	150,000	10,815	0	(150,000)	
<b>TOTAL IIP</b>		<b>\$ 1,461,811</b>	<b>\$ 1,530,000</b>	<b>\$ 756,807</b>	<b>\$ 1,508,000</b>	<b>\$ (22,000)</b>	<b>-1.4%</b>
<b>SPECIAL PROJECTS</b>							
6097	GIS and Mapping	\$ 6,500	\$ 10,000	\$ 5,400	\$ 10,000	\$ -	
6100	Watershed Sanitary Survey	0	70,000	42,000	12,050	(57,950)	
6105	ROW Identification Program	10,996	20,000	18,356	20,000	-	
6138	Water Quality and Sediment Mgmt	299,179	-	14,331	50,000	50,000	
<b>TOTAL SPECIAL PROJECTS</b>		<b>\$ 316,675</b>	<b>\$ 100,000</b>	<b>\$ 80,087</b>	<b>\$ 92,050</b>	<b>\$ (7,950)</b>	<b>-8.0%</b>
<b>TOTAL IIP and SPECIAL PROJECTS</b>		<b>\$ 1,778,486</b>	<b>\$ 1,630,000</b>	<b>\$ 836,894</b>	<b>\$ 1,600,050</b>	<b>(29,950)</b>	<b>-1.8%</b>
<b>TOTAL OPERATIONS DIVISION BUDGET</b>		<b>\$ 3,640,889</b>	<b>\$ 3,806,921</b>	<b>\$ 2,738,063</b>	<b>\$ 3,865,221</b>	<b>58,300</b>	<b>1.5%</b>

(\*) Compares FY 2021-22 Draft Budget to FY 2020-21 Adopted Budget

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



FISHERIES DIVISION



Account Number	Account Name	FY 2019-20 Actual	Adopted FY 2020-21 Budget	Estimated FY 2020-21 Actual	Draft FY 2021-22 Budget	Variance Analysis (*)	
						\$ Higher / (Lower)	% Change
<b>OPERATION &amp; MAINTENANCE EXPENSES</b>							
<b>SALARIES &amp; BENEFITS</b>							
4100	Labor Fisheries Staff	\$ 394,905	\$ 406,235	\$ 404,539	\$ 424,559	\$ 18,324	
4114	Labor Seasonal Staff	71,299	68,000	50,470	68,000	-	
4151	CalPERS	75,304	76,522	76,411	80,284	3,762	
4150	Health Insurance	98,106	118,665	107,672	120,306	1,641	
4150	Workers Compensation	19,885	23,712	18,934	24,628	916	
4152	FICA	40,123	36,279	37,237	37,681	1,402	
<b>TOTAL</b>		<b>\$ 699,621</b>	<b>\$ 729,413</b>	<b>\$ 695,263</b>	<b>\$ 755,458</b>	<b>\$ 26,045</b>	<b>3.6%</b>
<b>VEHICLES &amp; EQUIPMENT</b>							
4270	Vehicle/Equip Maintenance	\$ 41,223	\$ 30,000	\$ 23,958	\$ 30,000	\$ -	
4280	Fixed Capital	28,942	15,000	3,332	50,000	35,000	
4290	Miscellaneous	133	2,500	-	2,500	-	
<b>TOTAL</b>		<b>\$ 70,297</b>	<b>\$ 47,500</b>	<b>\$ 27,289</b>	<b>\$ 82,500</b>	<b>\$ 35,000</b>	<b>73.7%</b>
<b>CONTRACT LABOR</b>							
4221	Instrumentation	\$ -	\$ 3,000	\$ 2,571	\$ 3,000	\$ -	
4222	Project Maintenance	11,791	20,000	8,858	16,100	(3,900)	
<b>TOTAL</b>		<b>\$ 11,791</b>	<b>\$ 23,000</b>	<b>\$ 11,429</b>	<b>\$ 19,100</b>	<b>\$ (3,900)</b>	<b>-17.0%</b>
<b>MATERIALS &amp; SUPPLIES</b>							
4390	Miscellaneous	\$ 11,264	\$ 7,000	\$ 6,942	\$ 7,000	\$ -	
<b>TOTAL</b>		<b>\$ 11,264</b>	<b>\$ 7,000</b>	<b>\$ 6,942</b>	<b>\$ 7,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>OTHER EXPENSES</b>							
4502	Uniforms	\$ 3,002	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	
<b>TOTAL</b>		<b>\$ 3,002</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL O &amp; M EXPENSE</b>		<b>\$ 795,976</b>	<b>\$ 810,413</b>	<b>\$ 744,424</b>	<b>\$ 867,558</b>	<b>\$ 57,145</b>	<b>7.1%</b>
<b>GENERAL AND ADMINISTRATIVE EXPENSES</b>							
5426	Directors Fees	\$ 5,119	\$ 7,000	\$ 3,382	\$ 7,000	\$ -	
5407	Legal	32,997	25,000	7,288	25,000	-	
5441	Audit	17,842	12,250	11,783	12,250	-	
5443	Liability & Property Insurance	1,712	17,745	16,794	17,745	-	
5401	Health and Workers' Compensation	16,667	41,053	21,180	41,409	356	
5402	CalPERS	30,086	33,472	32,721	37,946	4,475	
5403	FICA/Medicare	8,353	12,312	10,293	12,697	385	
5404-09	Administrative Salaries	138,001	160,939	156,318	165,978	5,039	
5410	Office Expense & Postage	3,395	4,000	3,836	4,000	-	
5411	Office Equipment / Leases	4,511	6,518	3,405	8,533	2,015	
5412	Miscellaneous	4,580	7,500	4,577	7,500	-	
5413	Communications	4,092	4,455	2,918	4,455	-	
5414	Utilities	4,341	5,243	4,437	5,243	-	
5415	Membership Dues	6,227	6,200	6,077	6,200	-	
5416	Admin Fixed Assets	246	3,000	2,410	3,000	-	
5418	Computer Consultant	12,658	9,000	9,205	9,000	-	
5425	Employee Education / Training	861	2,500	53	2,500	-	
5430	Admin Travel & Conferences	1,093	2,500	13	2,500	-	
5431	Public Information	806	1,500	1,614	1,500	-	
<b>TOTAL GENERAL &amp; ADMINISTRATIVE</b>		<b>\$ 293,584</b>	<b>\$ 362,187</b>	<b>\$ 298,304</b>	<b>\$ 374,456</b>	<b>\$ 12,269</b>	<b>3.4%</b>

(\*) Compares FY 2021-22 Draft Budget to FY 2020-21 Adopted Budget

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



**FISHERIES DIVISION (CONTINUED)**



Account Number	Account Name	FY 2019-20 Actual	Adopted FY 2020-21 Budget	Estimated FY 2020-21 Actual	Draft FY 2021-22 Budget	Variance Analysis (*)	
						\$ Higher / (Lower)	% Change
<b>PROGRAM SUPPORT SERVICES</b>							
6201	BO/FMP Implementation	\$ 10,863	\$ 35,000	\$ 29,219	\$ 35,000	\$ -	
6202	GIS and Mapping	3,730	10,000	3,550	10,000	-	
6205	USGS Stream Gauge Program	96,171	105,000	97,534	105,000	-	
<b>TOTAL PROGRAM SUPPORT SERVICES</b>		<b>\$ 110,763</b>	<b>\$ 150,000</b>	<b>\$ 130,303</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>HABITAT IMPROVEMENT PROJECTS (HIP) (1)</b>							
6207	Oak Tree Restoration Program	\$ 18,358	\$ 25,000	\$ 18,203	\$ 25,000	\$ -	
6303	Tributary Project Improvements	1,699	10,000	-	10,000	-	
6315	Quiota Creek Crossing 8	1,199,457	0	36,640	-	-	
<b>TOTAL HABITAT IMPROVEMENT PROJECTS</b>		<b>\$ 1,219,514</b>	<b>\$ 35,000</b>	<b>\$ 54,843</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL HIP AND PROGRAM SUPPORT SERVICES</b>		<b>\$ 1,330,277</b>	<b>\$ 185,000</b>	<b>\$ 185,146</b>	<b>\$ 185,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL FISHERIES DIVISION BUDGET</b>		<b>\$ 2,419,836</b>	<b>\$ 1,357,600</b>	<b>\$ 1,227,874</b>	<b>\$ 1,427,013</b>	<b>\$ 69,414</b>	<b>5.1%</b>
<b>TOTAL COMB GROSS OPERATING BUDGET</b>		<b>\$ 6,060,725</b>	<b>\$ 5,164,520</b>	<b>\$ 3,965,937</b>	<b>\$ 5,292,234</b>	<b>\$ 127,714</b>	<b>2.5%</b>
<b>Projected Offsetting Revenues:</b>							
	Warren Act Trust Fund*	\$ (591,923)	\$ (62,780)	\$ (62,780)	\$ (43,086)		
	Renewal Fund	-	(203,298)	(203,298)	(220,175)		
	Santa Barbara County Contribution	(90,000)	(90,000)	(90,000)	(90,000)		
	CDFW Grant Funding - QC Crossing 8	(1,010,700)	-	-	-		
	FEMA Assistance - Sycamore Canyon	(381,270)	-	(180,754)	-		
	<b>Total Offsetting Revenues</b>	<b>\$ (2,073,893)</b>	<b>\$ (356,078)</b>	<b>\$ (536,832)</b>	<b>\$ (353,261)</b>		
<b>TOTAL COMB NET OPERATING BUDGET</b>		<b>\$ 3,986,832</b>	<b>\$ 4,808,442</b>	<b>\$ 3,429,104</b>	<b>\$ 4,938,973</b>	<b>\$ 130,531</b>	<b>2.7%</b>

**Footnotes**

- (1) Board policy requires all projects to be approved thru Committee and by the Board prior to commencement
- (2) General and Administrative labor costs are generally allocated at 65% Operations Division and 35% Fisheries Division
- (3) Labor costs contain 1.30% COLA increase per annual calculation
- (4) Warren Act Trust Fund and Renewal Fund are special purpose restricted funds

**Table 6.6- COMB Operating Budget: Operation and Maintenance Expenses Consolidated**

**OPERATION & MAINTENANCE EXPENSES**

	FY 2020-21 Budget			FY 2021-22 Budget		
	Operations	Fisheries	Total	Operations	Fisheries	Total
<b>LABOR</b>						
Labor - Field Staff	\$ 632,929	\$ 474,235	\$ 1,107,164	\$ 643,559	\$ 492,559	\$ 1,136,118
CalPERS	106,002	76,522	182,524	106,068	80,284	186,352
Health Insurance	191,144	118,665	309,809	192,851	120,306	313,156
Workers Compensation	31,646	23,712	55,358	32,178	24,628	56,806
FICA	48,419	36,279	84,698	49,232	37,681	86,913
<b>TOTAL</b>	<b>\$ 1,010,141</b>	<b>\$ 729,413</b>	<b>\$ 1,739,553</b>	<b>\$ 1,023,887</b>	<b>\$ 755,458</b>	<b>\$ 1,779,345</b>
<b>VEHICLES &amp; EQUIPMENT</b>						
Vehicle/Equip Maintenance	\$ 35,000	\$ 30,000	\$ 65,000	\$35,000	\$ 30,000	\$ 65,000
Fixed Capital	25,000	15,000	40,000	65,000	50,000	115,000
Equipment Rental	5,000	0	5,000	5,000	0	5,000
Miscellaneous	10,000	2,500	12,500	10,000	2,500	12,500
<b>TOTAL</b>	<b>\$ 75,000</b>	<b>\$ 47,500</b>	<b>\$ 122,500</b>	<b>\$ 115,000</b>	<b>\$ 82,500</b>	<b>\$ 197,500</b>
<b>CONTRACT LABOR</b>						
Conduit, Meters, Valves	\$ 20,000	\$ 3,000	\$ 23,000	\$20,000	\$ 3,000	\$ 23,000
Buildings & Roads	20,000	0	20,000	20,000	0	20,000
Reservoirs	60,000	0	60,000	60,000	0	60,000
Engineering, Fish Project Maint, Misc Services	30,000	20,000	50,000	30,000	16,100	46,100
<b>TOTAL</b>	<b>\$ 130,000</b>	<b>\$ 23,000</b>	<b>\$ 153,000</b>	<b>\$ 130,000</b>	<b>\$ 19,100</b>	<b>\$ 149,100</b>
<b>MATERIALS &amp; SUPPLIES</b>						
Conduit, Meters, Valves	\$ 65,000	\$ 7,000	\$ 72,000	\$65,000	\$ 7,000	\$ 72,000
Buildings & Roads	8,000	0	8,000	15,000	0	15,000
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>\$ 85,000</b>	<b>\$ 7,000</b>	<b>\$ 92,000</b>
<b>OTHER EXPENSES</b>						
Utilities	\$ 7,000	\$ -	\$ 7,000	\$7,000	0	7,000
Uniforms	5,000	3,500	8,500	5,750	3,500	9,250
Communications	15,800	0	15,800	15,800	0	15,800
USA & Other Services	4,000	0	4,000	4,750	0	4,750
Miscellaneous	11,200	0	11,200	12,000	0	12,000
Training	3,000	0	3,000	3,000	0	3,000
<b>TOTAL</b>	<b>\$ 46,000</b>	<b>\$ 3,500</b>	<b>\$ 49,500</b>	<b>\$ 48,300</b>	<b>\$ 3,500</b>	<b>\$ 51,800</b>
<b>TOTAL O &amp; M EXPENSE</b>	<b>\$ 1,339,141</b>	<b>\$ 810,413</b>	<b>\$ 2,149,553</b>	<b>\$ 1,402,187</b>	<b>\$ 867,558</b>	<b>\$ 2,269,745</b>



**Table 6.7 - COMB Operating Budget: General and Administrative Expenses Consolidated**

**GENERAL AND ADMINISTRATIVE EXPENSES**

	FY 2020-21			FY 2021-22		
	Budget			Budget		
	Operations	Fisheries	Total	Operations	Fisheries	Total
Directors Fees	\$13,000	\$ 7,000	\$20,000	\$13,000	\$ 7,000	\$20,000
Audit	22,750	12,250	35,000	22,750	12,250	35,000
Legal	75,000	25,000	100,000	75,000	25,000	100,000
Unemployment Tax	5,000	0	5,000	5,000	0	5,000
General Liability Insurance	33,326	17,745	51,071	33,326	17,745	51,071
Health Insurance	73,253	39,444	112,697	73,820	39,749	113,569
Workers Compensation	2,989	1,609	4,598	3,082	1,660	4,742
Retirees Health Insurance	141,912	0	141,912	141,333	0	141,333
CalPERS	62,162	33,472	95,633	70,472	37,946	108,418
FICA / Medicare	22,865	12,312	35,177	23,581	12,697	36,278
Administrative Salaries	298,887	160,939	459,825	308,244	165,978	474,222
Office Expense & Postage	5,000	4,000	9,000	6,000	4,000	10,000
Office Equipment / Leases	9,700	6,518	16,218	13,440	8,533	21,972
Miscellaneous	14,000	7,500	21,500	14,000	7,500	21,500
Communications	6,500	4,455	10,955	6,500	4,455	10,955
Utilities	9,737	5,243	14,980	9,737	5,243	14,980
Membership Dues	9,700	6,200	15,900	9,700	6,200	15,900
Admin Fixed Assets	3,000	3,000	6,000	5,000	3,000	8,000
Computer Consultant	16,500	9,000	25,500	16,500	9,000	25,500
Employee Education / Training	2,000	2,500	4,500	2,000	2,500	4,500
Admin Travel & Conferences	2,000	2,500	4,500	2,000	2,500	4,500
Public Information	3,500	1,500	5,000	3,500	1,500	5,000
<b>TOTAL</b>	<b>\$832,780</b>	<b>\$362,187</b>	<b>\$1,194,967</b>	<b>\$857,983</b>	<b>\$374,456</b>	<b>\$1,232,439</b>

Notes:

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

**Table 6.8 - COMB Operating Budget Allocation**

<b>OPERATIONS DIVISION</b>		
<b>Operations Division Budget</b>		
Goleta Water District	40.42%	\$ 1,562,206
City of Santa Barbara	35.89%	\$ 1,387,239
Carpinteria Valley Water District	12.20%	\$ 471,463
Montecito Water District	11.50%	\$ 444,313
<b>Total Operations Division Budget</b>	<b>100.00%</b>	<b>\$ 3,865,221</b>
<b>FISHERIES DIVISION</b>		
<b>Fisheries Division Budget</b>		
Goleta Water District	40.42%	\$ 576,756
City of Santa Barbara	35.89%	\$ 512,159
Carpinteria Valley Water District	12.20%	\$ 174,061
Montecito Water District	11.50%	\$ 164,037
<b>Total Fisheries Division Budget</b>	<b>100.00%</b>	<b>\$ 1,427,013</b>
<b>COMB GROSS OPERATING BUDGET</b>		
Goleta Water District	40.42%	\$ 2,138,962
City of Santa Barbara	35.89%	\$ 1,899,398
Carpinteria Valley Water District	12.20%	\$ 645,524
Montecito Water District	11.50%	\$ 608,350
<b>Total Gross COMB Operating Budget</b>	<b>100.00%</b>	<b>\$ 5,292,234</b>
<b>OFFSETTING REVENUES <sup>(2)</sup></b>		
<b>Warren Act Trust Fund Offset</b>		
Goleta Water District	40.42%	\$ (17,414)
City of Santa Barbara	35.89%	\$ (15,464)
Carpinteria Valley Water District	12.20%	\$ (5,255)
Montecito Water District	11.50%	\$ (4,953)
<b>Total</b>	<b>100.00%</b>	<b>\$ (43,086)</b>
<b>Renewal Fund Offset</b>		
Goleta Water District	40.42%	\$ (88,988)
City of Santa Barbara	35.89%	\$ (79,021)
Carpinteria Valley Water District	12.20%	\$ (26,856)
Montecito Water District	11.50%	\$ (25,309)
<b>Total</b>	<b>100.00%</b>	<b>\$ (220,175)</b>
<b>County Betterment Fund Offset</b>		
Goleta Water District	40.42%	\$ (36,375)
City of Santa Barbara	35.89%	\$ (32,301)
Carpinteria Valley Water District	12.20%	\$ (10,978)
Montecito Water District	11.50%	\$ (10,346)
<b>Total</b>	<b>100.00%</b>	<b>\$ (90,000)</b>
<b>Total Offsetting Revenues</b>	<b>100.00%</b>	<b>\$ (353,261)</b>
<b>Total Net COMB Operating Budget</b>	<b>100.00%</b>	<b>\$ 4,938,973</b>

**Table 6.8 - COMB Operating Budget Allocation (Continued)**

<b>COMB OPERATING BUDGET QUARTERLY ASSESSMENT</b>		
<b>COMB Operating Budget Quarterly Assessment (July - September, 2020)</b>		
Goleta Water District	40.42%	\$ 513,741
City of Santa Barbara	35.89%	\$ 456,202
Carpinteria Valley Water District	12.20%	\$ 155,043
Montecito Water District	11.50%	\$ 146,115
<b>Subtotal Assessment (July - September, 2020)</b>	<b>100.00%</b>	<b>\$ 1,271,100</b>
<b>COMB Operating Budget Quarterly Assessment (October - December, 2020)</b>		
Goleta Water District	40.42%	\$ 520,062
City of Santa Barbara	35.89%	\$ 461,815
Carpinteria Valley Water District	12.20%	\$ 156,951
Montecito Water District	11.50%	\$ 147,913
<b>Subtotal Assessment (October - December, 2020)</b>	<b>100.00%</b>	<b>\$ 1,286,741</b>
<b>COMB Operating Budget Quarterly Assessment (January - March, 2021)</b>		
Goleta Water District	40.42%	\$ 454,213
City of Santa Barbara	35.89%	\$ 403,341
Carpinteria Valley Water District	12.20%	\$ 137,078
Montecito Water District	11.50%	\$ 129,184
<b>Subtotal Assessment (January - March, 2021)</b>	<b>100.00%</b>	<b>\$ 1,123,816</b>
<b>COMB Operating Budget Quarterly Assessment (April - June, 2021)</b>		
Goleta Water District	40.42%	\$ 504,128
City of Santa Barbara	35.89%	\$ 447,665
Carpinteria Valley Water District	12.20%	\$ 152,142
Montecito Water District	11.50%	\$ 143,381
<b>Subtotal Assessment (April - June, 2021)</b>	<b>100.00%</b>	<b>\$ 1,247,316</b>
<b>TOTAL NET COMB OPERATING BUDGET</b>		
Goleta Water District	40.42%	\$ 1,996,184
City of Santa Barbara	35.89%	\$ 1,772,612
Carpinteria Valley Water District	12.20%	\$ 602,435
Montecito Water District	11.50%	\$ 567,742
<b>TOTAL NET COMB OPERATING BUDGET</b>	<b>100.00%</b>	<b>\$ 4,938,973</b>

Notes:

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

**DRAFT**

This page left blank intentionally

**DRAFT**



**APPENDIX**

**DRAFT**

This page left blank intentionally

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: OPERATION AND MAINTENANCE EXPENSES**



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

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

<b>Labor (Accounts: 3100 - 3165)</b>	<b>\$ 1,023,887</b>
--------------------------------------	---------------------

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

Starting July 1, 2017, classic members began paying a portion of the Employer Paid Member Contribution (EPMC) cost. For fiscal year 2021-22, the classic members' contribution rate is set at 7.0%. All employees hired after January 2013 who are not classified as "classic" members will contribute 6.75% of the CalPERS retirement premium from their bi-weekly paycheck.

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 1.3% COLA per the annual calculation.

Totals by Account:

3100 Labor Operations	\$ 643,559
3155 CalPERS	\$ 106,068
3150 Health Insurance	\$ 192,851
3150 Workers Compensation	\$ 32,178
3160 FICA	\$ 49,232
<b>Total</b>	<b>\$ 1,023,887</b>

**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: OPERATION AND MAINTENANCE EXPENSES**



<b>Vehicles and Equipment (Accounts: 3201 - 3204)</b>	<b>\$ 115,000</b>
---	-------------------

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

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

Totals by Account:

3201 Vehicle/Equip Maint.	\$ 35,000
3202 Fixed Capital	\$ 65,000
3203 Equipment Rental	\$ 5,000
3204 Misc.	\$ 10,000
<b>Total</b>	<b>\$ 115,000</b>

<b>Contract Labor (Accounts: 3301 - 3304)</b>	<b>\$ 130,000</b>
---	-------------------

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

Totals by Account:

3301 Conduit, Meter, Valves	\$ 20,000
3302 Buildings and Roads	\$ 20,000
3303 Reservoirs	\$ 60,000
3304 Engineering Misc.	\$ 30,000
<b>Total</b>	<b>\$ 130,000</b>



**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: OPERATION AND MAINTENANCE EXPENSES**



<b>Materials / Supplies (Accounts: 3401 - 3403)</b>	<b>\$ 85,000</b>
---	------------------

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

Totals by Account:

3401 Conduit, Meter, Valves	\$ 65,000
3402 Buildings and Roads	\$ 15,000
3403 Reservoirs	\$ 5,000
<b>Total</b>	<b>\$ 85,000</b>

<b>Other Expenses (Accounts: 3501 - 3506)</b>	<b>\$ 48,300</b>
---	------------------

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

Totals by Account:

3501 Utilities	\$ 7,000
3502 Uniforms	\$ 5,750
3503 Communications	\$ 15,800
3504 USA and Other Svcs	\$ 4,750
3505 Misc.*	\$ 12,000
3506 Training and Certifications	\$ 3,000
<b>Total</b>	<b>\$ 48,300</b>

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

Non-fixed assets	\$ 1,000
Operations computer/ Software/office supply needs	\$ 500
Safety / First Aid Supplies	\$ 1,200
Refuse/recycle, etc.	\$ 3,800
Portable toilets/roll offs	\$ 5,500
<b>Total</b>	<b>\$ 12,000</b>

<b>SUBTOTAL OPERATION AND MAINTENANCE EXPENSES</b>	<b>\$ 1,402,187</b>
--	---------------------

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



**Program Description**

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

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

<b>Directors' Fees (Account: 5000)</b>	<b>\$ 13,000</b>
--	------------------

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

<b>Audit (Account: 5100)</b>	<b>\$ 22,750</b>
------------------------------	------------------

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

<b>Legal (Account: 5101)</b>	<b>\$ 75,000</b>
------------------------------	------------------

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

<b>Unemployment Tax (Account: 5150)</b>	<b>\$ 5,000</b>
---	-----------------

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

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



<b>Liability and Property Insurance (Account: 5200)</b>	<b>\$ 33,326</b>
---	------------------

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.

<b>Health and Workers' Compensation (Account: 5201)</b>	<b>\$ 218,235</b>
---	-------------------

This account reflects costs for 65% of all administrative staff health premiums (medical, dental, vision and life), and employee assistance program (EAP), workers' compensation premiums as well as all retiree health premiums. The cost for health premiums is a set premium amount for each employee and their dependents, as well as eligible retirees, depending on qualifying criteria. The health, workers compensation and life insurance programs were negotiated through ACWA/JPIA. Although there have been substantial increases in the past, the premiums have remained competitive throughout the years. This line item includes a projected increase in health premiums that will occur in January 2022.

<b>CalPERS (Account: 5250)</b>	<b>\$70,472</b>
--------------------------------	-----------------

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

COMB pays the employer and a portion of the employee cost for classic members while new hires pay 50% of the normal cost contributions. Starting July 1, 2017, classic members began paying a portion of the employee cost (EPMC). For fiscal year 2021-22, the classic members' contribution rate is set at 7.0%. All employees hired after January 2013 who are not classified as "classic" members will contribute 6.75% of the CalPERS retirement premium from their bi-weekly paycheck.

<b>FICA and Medicare (Account: 5339)</b>	<b>\$ 23,581</b>
--	------------------

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

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



<b>Administrative Salaries (Account: 5300 - 5307)</b>	<b>\$ 308,244</b>
---	-------------------

This account reflects salaries for the specified positions of General Manager, Administrative Manager/CFO, and two administrative staff at 65% apportionment. The salaries for all administrative staff (except the GM) contain a 1.3% 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.

<b>Office Expense and Postage (Account 5310)</b>	<b>\$ 6,000</b>
--	-----------------

The Office Expense and 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.

<b>Office Equipment/Leases (Account: 5311)</b>	<b>\$ 13,440</b>
--	------------------

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

<b>Miscellaneous Expense (Account: 5312)</b>	<b>\$ 14,000</b>
--	------------------

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

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

<b>Communications (Account: 5313)</b>	<b>\$ 6,500</b>
---------------------------------------	-----------------

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

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



<b>Utilities (Account: 5314)</b>	<b>\$ 9,737</b>
----------------------------------	-----------------

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

<b>Membership Dues (Account: 5315)</b>	<b>\$ 9,700</b>
--	-----------------

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.

<b>Administrative Fixed Assets (Account: 5316)</b>	<b>\$ 5,000</b>
--	-----------------

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

<b>Computer Consultant (Account: 5318)</b>	<b>\$ 16,500</b>
--	------------------

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

<b>Employee Education / Training (Account: 5325)</b>	<b>\$ 2,000</b>
--	-----------------

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.

<b>Administrative Travel (Account: 5330)</b>	<b>\$ 2,000</b>
--	-----------------

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

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



<b>Public Information (Account: 5331)</b>	<b>\$ 3,500</b>
---	-----------------

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

<b>SUBTOTAL GENERAL AND ADMINISTRATIVE EXPENSES</b>	<b>\$ 857,983</b>
---	-------------------

**OPERATIONS DIVISION: SPECIAL GENERAL AND ADMINISTRATIVE EXPENSES**

<b>Integrated Regional Water Management Plan (Account: 5510)</b>	<b>\$ 5,000</b>
--	-----------------

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

<b>SUBTOTAL SPECIAL GENERAL AND ADMINISTRATIVE EXPENSES</b>	<b>\$ 5,000</b>
---	-----------------



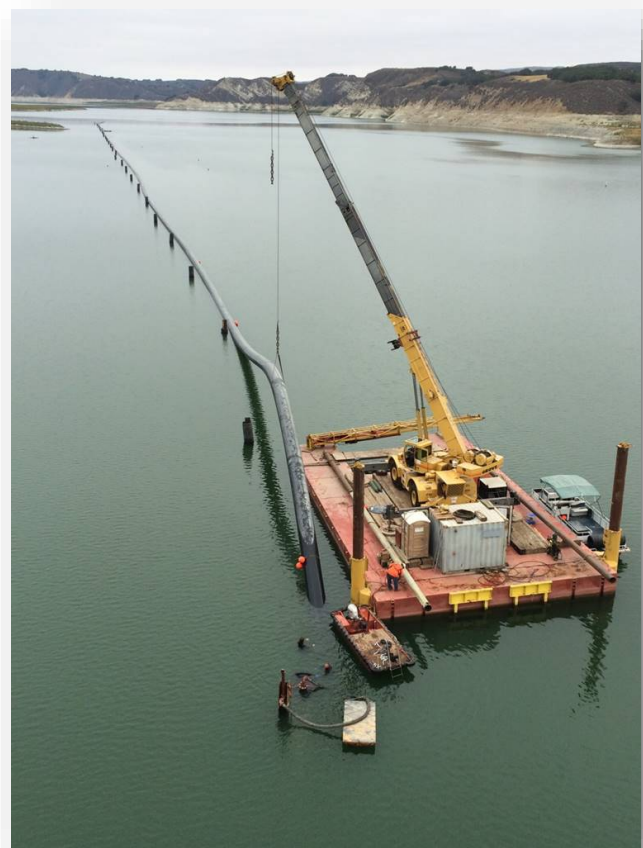
**COMB OPERATING BUDGET NARRATIVE  
OPERATIONS DIVISION: INFRASTRUCTURE IMPROVEMENT PROJECTS**



<b>EPF Secured Pipeline – 6120</b>	<b>\$ 352,000</b>
------------------------------------	-------------------

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

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



The Lake Cachuma EPF Secured Pipeline Project is a more permanent version of previous Emergency Pumping Facilities, having a bottom-mounted permanent pipeline component. The EPF Secured Pipeline Project will make available the use of an additional 18,000 acre-feet of reservoir water and imported water until sufficient inflow to the lake occurs and the reservoir level returns to a normal operating condition for gravity feed. Emergency facilities were temporarily installed and operated in the 1957-1958 and 1990-1991 droughts, as well as in the most recent drought. Further, the occasional need for such a facility was envisioned when the reservoir was designed and constructed in 1953 by the U.S. Department of the Interior, Bureau of Reclamation (Reclamation).

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



**EPF Secured Pipeline – 6120 (Continued)**

In 2017, COMB hired a contractor to perform a Secured Pipeline Project Preliminary Engineering Report. Additionally, COMB hired a specialized submerged pipeline design contractor to analyze pipe suitability, weight design and deployment, a pump station connection, a ROM opinion of probable construction cost, and a gravity intake and alternative pump station location. COMB extended the agreement with the same contractor to complete final engineering design.

In 2019, the COMB Engineering Division was selected under the US Bureau of Reclamation Drought Resiliency Program for a WaterSMART Drought Resiliency Project grant for \$750,000. Funds from this grant will be applied toward the Secured Pipeline Project.

COMB has submitted designs for the Secured Pipeline Project to Reclamation, which would anchor the pipeline to the lake bottom to Site 1. Reclamation is currently performing the environmental review for the project. The installation of the Secured Pipeline Project is projected during the summer of 2022 if dry conditions continue. This will require approval of an MP-620 permit by Reclamation, approval of environmental documents, acquisition of appropriate permits, and approval of the Board Directors.





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



<b>SCC Isolation Valve – Lower Reach (Account: 6136)</b>	<b>\$ 400,000</b>
--	-------------------

COMB staff has made significant progress on the rehabilitation of the South Coast Conduit (SCC) system and appurtenances starting in the late 1990s and early 2000s. The upper reach of the SCC system, which includes the area from the South Portal to Lauro Reservoir, was extensively rehabilitated during that time. COMB staff worked with the Bureau of Reclamation and consultant engineers to repair and replace important infrastructure components to achieve a reliable conveyance system in the upper reach.

Appurtenant structures in the lower reach of the system are over seventy years old and are considered to be at their maximum life span. The COMB Five-Year Infrastructure Improvement Plan (IIP) included a plan to rehabilitate over thirty aging lateral structures in this section. Each connection contains two gate valves, a meter and often an air vent component. Staff was recently approached by Carpinteria Valley Water District (CVWD) to discuss a proposed plan to rehabilitate the system utilizing financial assistance from the District.

To facilitate shutdowns of the South Coast Conduit and to minimize service disruption, an in-line isolation valve is required. COMB has proposed installing an in-line isolation valve at La Mirada Drive and Highway 192. The isolation valve would allow a section of the South Coast Conduit, which currently serves eleven laterals, to be subdivided to two segments. An in-line isolation valve would also allow three air vents and two blow-off structures to be rehabilitated in the Carpinteria area. This would allow COMB to complete a Category 1 recommendation from the U.S. Bureau of Reclamation to rehabilitate subgrade air vent structures.

In exchange for this work, CVWD has proposed to contribute financially toward the rehabilitation of the lower reach SCC laterals. A cooperative agreement between COMB and CVWD is in the process of being developed to facilitate this exchange of work.

<b>SCC Structure Rehab (AVAR/BO Valves) (Account: 6096)</b>	<b>\$ 390,000</b>
---	-------------------

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. Three air vents remain which require rehabilitation with two located in Highway 192. Replacement of the AVARs is a USBR Category 1 recommendation.

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



**SCC Structure Rehab (AVAR/BO Valves) (Continued)**

Blow-off structures exist on all low points of a water distribution system. The components included in these structures include manhole covers, lower riser sections, an upper spool section, a gate valve, and blow-off piping. There are sixty-five blow-off structures in the South Coast Conduit system. Sixty blow-off structures have been rehabilitated with five structures remaining. The project consists of replacing the manhole covers, lower risers, gate valves, upper spools, and discharge piping all within the Lower Reach of the SCC. The project would be completed in conjunction with the AVAR valve replacement and relocation project and coordinated with the affected Member Agencies during the required system shutdown.

**SCADA System (Account: 6062) \$ 150,000**

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

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



The project would also involve upgrading the SCADA server hardware and software to support the latest operating system and version of the SCADA software.

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



<b>COMB Building and Ground Repair (Account: 6090)</b>	<b>\$ 216,000</b>
--	-------------------

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

COMB engaged an external contractor to begin construction of the two modular offices during fiscal year 2020-21. The projected expenditures through the end of fiscal year (\$176K) include design costs and a 50% deposit on construction. The budget for FY 2021-22 includes final construction and installation of the two offices, as well as the removal and reconstruction of the deck and walkway cover currently connected to the existing mobile units.

<b>SUBTOTAL INFRASTRUCTURE IMPROVEMENT PROJECTS</b>	<b>\$ 1,508,000</b>
---	---------------------

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



<b>Water Quality and Sediment Management - 6138</b>	<b>\$ 50,000</b>
---	------------------

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 COMB. 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. COMB recently completed a two-year study on behalf of, and in coordination with, the COMB Member Agencies for addressing raw surface water quality and sedimentation issues at Lake Cachuma. COMB engaged and provided assistance to two separate environmental and water resources engineering firms that were engaged to complete the study.

For Fiscal Year 2021-22, COMB plans on completing some of the Phase 2 recommended actions from the Lake Cachuma Water Quality and Sediment Management Study. Phase 2 includes expanded data gathering to increase understanding of lake dynamics related to phosphorous (P) loading and total organic carbon sources. COMB plans on implementing specialized sediment core sampling to quantify internal phosphorus loading at Lake Cachuma. Laboratory incubations of sediment cores would be used to determine the relative importance of internal vs. external phosphorous loads. The results can be used to answer a variety of lake management questions, such as the effectiveness of an aluminum sulfate (alum) and other treatments for reducing sediment P release. In addition, specialized laboratory analyses would be conducted to determine whether the total organic carbon comes from either mostly algal or mostly terrestrial sources or both. This knowledge is needed to determine which types of projects would be most effective at reducing total organic carbon loading at the lake.

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



<b>Right of Way Identification Program (Account: 6105)</b>	<b>\$ 20,000</b>
--	------------------

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

<b>Watershed Sanitary Survey – 6100</b>	<b>\$ 12,050</b>
---	------------------

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

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

COMB hired a contractor to begin the survey during fiscal year 2020-21. The survey is scheduled for completion by August 2021.

<b>GIS and Mapping (Account: 6097)</b>	<b>\$ 10,000</b>
--	------------------

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

<b>SUBTOTAL SPECIAL PROJECTS</b>	<b>\$ 92,050</b>
----------------------------------	------------------

<b>SUBTOTAL INFRASTRUCTURE IMPROVEMENT &amp; SPECIAL PROJECTS</b>	<b>\$ 1,600,050</b>
---	---------------------

<b>TOTAL OPERATIONS DIVISION BUDGET</b>	<b>\$ 3,865,221</b>
---	---------------------

**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: OPERATION AND MAINTENANCE 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.

<b>Labor (Accounts: 4100 - 4152)</b>	<b>\$ 755,458</b>
--------------------------------------	-------------------

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, 2017, classic members began paying a portion of the employee cost (EPMC). For FY 2021-22, the classic member's contribution rate is set at 7.0%. All employees hired after January 2013 and who are not classified as "classic" members will contribute 6.75% of the CalPERS retirement premium from their bi-weekly paycheck (2% @ 62 formula). This line item includes a 1.3% COLA per the annual calculation.

Totals by Account

4100 Labor Biology Crew	\$424,559
4114 Labor Seasonal Crew	\$ 68,000
4151 CalPERS	\$ 80,284
4150 Health Insurance	\$120,306
4150 Workers Compensation	\$ 24,628
4152 FICA	\$ 37,681
<b>Total</b>	<b>\$755,458</b>



**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: OPERATION AND MAINTENANCE EXPENSES**



<b>Vehicles and Equipment (Accounts: 4270 – 4290)</b>	<b>\$ 82,500</b>
---	------------------

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

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

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

Totals by Account:

4270 Vehicles	\$30,000
4280 Fixed Capital	\$50,000
4290 Miscellaneous	\$ 2,500
<b>Total</b>	<b>\$82,500</b>

<b>Contract Labor (Accounts: 4220 – 4222)</b>	<b>\$ 19,100</b>
---	------------------

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

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

Totals by Account:

4221 Equip Calibration	\$ 3,000
4222 Project Maintenance	\$16,100
<b>Total</b>	<b>\$19,100</b>

**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: OPERATION AND MAINTENANCE EXPENSES**



<b>Materials and Supplies (Account: 4390)</b>	<b>\$ 7,000</b>
---	-----------------

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. This can include 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 redd surveys (waders, clipboards, etc.).

<b>Other Expenses (Account: 4502)</b>	<b>\$ 3,500</b>
---------------------------------------	-----------------

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

<b>SUBTOTAL OPERATION AND MAINTENANCE EXPENSES</b>	<b>\$ 867,558</b>
--	-------------------



*Quiota Creek Fish Passage Project*



**COMB OPERATING NARRATIVE  
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 2020-21

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

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

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

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

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

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

<b>Liability and Property Insurance (Account: 5443)</b>	<b>\$ 17,745</b>
---	------------------

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

<b>Health and Workers Compensation (Account: 5401)</b>	<b>\$ 41,409</b>
--	------------------

This account reflects costs for 35% of all administrative staff health premiums (medical, dental, vision and life), and employee assistance program (EAP), deferred compensation and workers' compensation premiums. The cost for health premiums is a set premium amount for each employee and their dependents. This line item includes a projected increase in health premiums that will go into effect in January 2022.

**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: GENERAL AND ADMINISTRATIVE EXPENSES**



<b>CalPERS (Account: 5402)</b>	<b>\$ 37,946</b>
--------------------------------	------------------

This account reflects 35% percent of costs for the California Public Employees’ Retirement System for administrative personnel charged to the fisheries division. COMB pays the employer and a portion of the employee cost for classic members and new hires pay 50% of the normal cost contributions. Starting July 1, 2017, classic members began paying a portion of the employee cost (EPMC). For FY 2020-21, the classic member’s contribution rate is set at 7.0%. All employees hired after January 2013, who are not classified as “classic” members, contribute 6.75% of the CalPERS retirement premium from their bi-weekly paycheck (2% @ 62 formula).

<b>FICA and Medicare (Account: 5403)</b>	<b>\$ 12,697</b>
--	------------------

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

<b>Salaries (Accounts: 5404, 5405, 5408, 5409, 5419)</b>	<b>\$ 165,978</b>
--	-------------------

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

<b>Postage and Office Supplies (Account: 5410)</b>	<b>\$ 4,000</b>
--	-----------------

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

<b>Office Equipment / Leases (Account: 5411)</b>	<b>\$ 8,533</b>
--	-----------------

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.

<b>Miscellaneous Administrative Expense (Account: 5412)</b>	<b>\$ 7,500</b>
---	-----------------

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

**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: GENERAL AND ADMINISTRATIVE EXPENSES**



<b>Communications (Account: 5413)</b>	<b>\$ 4,455</b>
---------------------------------------	-----------------

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

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

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

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

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

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

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

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

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

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

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

**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: GENERAL AND ADMINISTRATIVE EXPENSES**



<b>Administrative Travel (Account: 5430)</b>	<b>\$ 2,500</b>
--	-----------------

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.

<b>Public Information (Account: 5431)</b>	<b>\$ 1,500</b>
---	-----------------

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

<b>SUBTOTAL GENERAL AND ADMINISTRATIVE EXPENSES</b>	<b>\$374,456</b>
---	------------------



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



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

**\$ 35,000**

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

BO Compliance Tasks and Support

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



AMC and CC Participation and Technical Support

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

Review of Fisheries Monitoring Reports

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

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



<b>GIS and Mapping - 6202</b>	<b>\$ 10,000</b>
-------------------------------	------------------

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.

<b>USGS Stream Gauge Program (Account: 6205)</b>	<b>\$ 105,000</b>
--	-------------------

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.

<b>SUBTOTAL PROGRAM SUPPORT SERVICES</b>	<b>\$ 185,000</b>
--	-------------------



**COMB OPERATING BUDGET NARRATIVE  
FISHERIES DIVISION: HABITAT IMPROVEMENT PROJECTS**



<b>Oak Tree Restoration Program (Account: 6207)</b>	<b>\$ 25,000</b>
---	------------------

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



Oak Tree Restoration Program

<b>Tributary Project Improvements (Account: 6303)</b>	<b>\$ 10,000</b>
---	------------------

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.

<b>SUBTOTAL HABITAT IMPROVEMENT PROJECTS</b>	<b>\$ 35,000</b>
--	------------------

<b>SUBTOTAL PROG SUPPORT AND HABITAT IMPROVEMENT PROJECTS</b>	<b>\$ 185,000</b>
---	-------------------

<b>TOTAL FISHERIES DIVISION BUDGET</b>	<b>\$ 1,427,013</b>
--	---------------------



**RECAP – TOTAL COMB BUDGET FY 2021-22**



<b>COMB OPERATIONS DIVISION</b>	<b>\$3,865,221</b>
<b>COMB FISHERIES DIVISION</b>	<b><u>\$1,427,013</u></b>
<b>TOTAL COMB GROSS BUDGET</b>	<b><u>\$5,292,234</u></b>



*Lake Cachuma County Park*



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

**LIST OF ACRONYMS AND ABBREVIATIONS**

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

**LIST OF ACRONYMS AND ABBREVIATIONS**

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

This page left blank intentionally

**GLOSSARY OF TERMS**

---

## GLOSSARY OF TERMS

### A

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

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

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

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

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

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

### B

**Biological Opinion** - When a government agency determines, through a biological assessment or other review, that its action is likely to affect adversely a listed endangered species, the agency submits to the appropriate regulatory agency a request for formal consultation. Generally, U.S. Fish and Wildlife Services (USFWS) manages land and freshwater species, while the National Marine Fisheries Services (NMFS) is responsible for marine and anadromous species. During formal consultation, the appropriate regulatory agency and the requesting agency share information about the proposed project and the species or critical habitat likely to be affected. Once the formal consultation is completed, the appropriate regulatory agency will prepare a biological opinion. The conclusion of the biological opinion will state whether the requesting agency has insured that its action is not likely to jeopardize the continued existence of a listed species and/or result in the destruction or adverse modification of critical habitat.

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

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

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

## GLOSSARY OF TERMS

### C

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

**California Department of Fish and Wildlife** - Within the California Natural Resources Agency, the Department of Fish and Wildlife manages and protects the state's fish, wildlife, plant and native habitats. It is responsible for related recreational, commercial, scientific, and educational uses. <https://wildlife.ca.gov/>

**California Department of Water Resources (DWR)** – The state agency responsible for the State of California's management and regulation of water usage. <https://water.ca.gov/>

**California Public Employees' Retirement System** – An agency in the California executive branch that manages pensions and health benefits for more than 1.6 million California public employees, retirees, and their families. <https://www.calpers.ca.gov/>

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

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

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

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

## GLOSSARY OF TERMS

### C

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

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

<https://www.bls.gov/regions/west/cpi-summary/>

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

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

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

### D

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

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

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



## GLOSSARY OF TERMS

### D

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

### E

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

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

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

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

### F

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

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

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

## GLOSSARY OF TERMS

### G

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

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

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

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

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

### I

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

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

### J

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

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

## GLOSSARY OF TERMS

### L

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

### M

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

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

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

### M

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

### N

**National Marine Fisheries Services (NMFS)** - The federal agency responsible for the stewardship of national marine resources. <https://www.fisheries.noaa.gov/>

### O

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

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

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

---

## GLOSSARY OF TERMS

### P

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

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

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

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

### R

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

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

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

### S

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

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

## GLOSSARY OF TERMS

### S

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

<https://water.ca.gov/Programs/State-Water-Project>

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

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

### T

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

**Table A Water** — The maximum amount of State Water Project (SWP) water that the State agreed to make available to an SWP contractor for delivery during the year. Table A amounts determine the maximum water a contractor may request each year from the California Department of Water Resources. The State and SWP contractors also use Table A amounts to serve as a basis for allocation of some SWP costs among the contractors.

## GLOSSARY OF TERMS

### T

**Transferred Project Works Contract** - *Transfer Agreement for the Operation and Maintenance of the Cachuma Project Transferred Works – Cachuma Project, California (Contract No. 14-06-200-5222R)* - An agreement between the U.S. Bureau of Reclamation and the Cachuma Operation and Maintenance Board. The purpose of the agreement is to transfer the responsibility of operating and maintaining the Cachuma Project Works to the Cachuma Member Units.

### U

**U.S. Department of the Interior, Bureau of Reclamation (USBR)** – USBR is a federal agency under the U.S. Department of the Interior, which oversees water resource management, specifically as it applies to the oversight and operation of the diversion, delivery, and storage projects that it has built throughout the western United States for irrigation, water supply, and attendant hydroelectric power generation.

<https://www.usbr.gov/>

### W

**Warren Act Contract (Contract No. 5-07-20-W1281)** – A contract between the U.S. Bureau of Reclamation and the Central Coast Water Authority and provides for the delivery and storage of non-project State Water in the federal facility referred to as the Cachuma Project.

**Warren Act MOU Trust Fund** - A trust fund established under a memorandum of understanding by and between the U.S. Bureau of Reclamation and the Cachuma Project Authority for the purposes of defining the Warren Act Trust Fund and use of funds, affiliated committees and responsibilities of parties. COMB and the Cachuma Project Authority merged in 1996, with COMB as the successor agency.

**Water Rights** – The legal right of a user to use water from a water source (i.e., a lake, river, stream, creek, pond, or source of groundwater).

**Water Year** – A continuous 12-month period for which hydrologic records are compiled and summarized. Different agencies may use different calendar periods for their water years. For the California Department of Water Resources, a water year is October 1 through September 30.

**Watershed** — A land area from which water drains into a stream, river, or reservoir. The watershed for a major river may encompass a number of smaller watersheds that ultimately combine at a common point.

**DRAFT**

This page left blank intentionally

**DRAFT**



Cachuma Operation and Maintenance Board  
3301 Laurel Canyon Road  
Santa Barbara, CA 93105  
[www.cachuma-board.org](http://www.cachuma-board.org)