

# MWDOC A&F Committee Budget Input for 2012-13

February 8, 2012



# Factors to Consider for the development of the Budget

- **Goals & Objectives of the Strategic Plan**
- **Market Conditions/Economy**
- **Succession Planning**
- **Maintain Quality of Service**



# Input Requested on:



1. Building Costs
2. Election Costs
3. Broadcast of Committee & Board Meetings
4. Staffing Levels
5. Use of Consultants
6. Media Outreach & Education
7. Merit Pool



# Building Costs

- No costs for building improvements included in the budget
- Potential Items
  - Roofing
  - Energy Efficiency
    - Insulation
    - Windows Replacement
    - HVAC

Recommendation – Scope out costs and bring to the Board; funding would come from the building Reserve.

# Election Costs

- \$500,000 in the existing Election Reserve fund
- Minimum expense for 2012-13 estimated at one division with an election at \$125,000
- Maximum expense if all four divisions run opposed would be \$500,000
- Contributions to Election Reserve for 2014-15 election could range from \$0 to \$187,500.

Recommendation – Budget at expense level of \$125,000 for this year.

# Broadcast of Committee and Board Meetings

- Costs are estimated as follows:

– Granicus Suite Setup	\$6,800
– Wiring from Board Room to firewall	\$1,000
– Video camera and microphones	\$2,000
– Media Training	<u>\$7,000</u>
One Time Costs	\$16,800
– Annual Cost for Granicus	\$9,000
– Annual staff cost for operation	<u>\$18,000</u>
Total First Year Costs	\$43,800

Recommendation – Staff does not recommend moving forward.

# Staffing Level Changes

- **Addition of 1.0 FTE for Engineer/Technical Analyst at \$81,000 (salary & benefits)**
  - Split between Planning & MET Activities
  - Support for IRWMP Plans in South, Central and North OC
  - Better tracking of OWOW Efforts
  - Support backup for Lee & Keith
  - Will replace some outside consultant activities
  - Part of “knowledge management/transfer”, i.e., succession planning

# Staffing Level Changes

- **Transition for Senior Accounting Supervisor (overlap of 0.5 FTE at a one-time cost of about \$60,000)**
  - This is a one-time cost
  - Part of succession planning
  - Set June 2013 for retirement date
  - Propose up to six month transition/training period

# Staffing Level Changes

- **Increase in WUE Program Specialist from half time to full time (full time cost increase of about \$45,000)**
  - **Free up time for Joe Berg to help on MET, Statewide Policy Issues and IRWMP Activities**
  - **Perform statistical water savings analysis currently done by consultants**
  - **Provide leadership in Landscape Water Program development**

# Use of Consultants

- **Intergovernmental Relations**
  - Lewis Consulting = \$48,000
  - Nossaman Legal = \$42,000
  - Targeted for Intergovernmental Relations and Settlement Agreement Transitions - are these services still needed?
- **Federal Advocates**
  - Desire by SOCOD Participants to reduce costs
  - Info follows
- **Engineering & Technical Work**
  - Info follows

## Cost of Federal Advocates

	MWDOC	SOCOD
Barker – existing	\$42,000	\$42,000
TPA Federal – existing	<u>\$0</u>	<u>\$30,000</u>
Total – existing	\$42,000	\$72,000
TPA Proposal to Provide Services to Both Entities*	\$30,000	\$30,000
Potential Savings	\$12,000	\$42,000

\*Barker may want to offer to match the TPA contract offer

# Use of Consultants

- **Engineering/Technical**
  - **Planning & Coordination = \$100,000**
    - Workshop on R&R Funding
    - Water Reliability Planning
    - Economic analysis of water demand levels
    - Second Lower Cross Feeder
    - Water Recycling
    - Water Transfers
  - **MET Activities = \$95,000**
    - MET Workgroup Support \$7,500
    - MET Activities \$87,500

**Staff recommends leaving these  
as the budgeted amounts.**

# Improving Credibility with Customers

- **Meeting on February 21**
  - Identified by MWDOC Member Agencies as No. 1 issue; also identified by MET MA's & via polling results
  - Key drivers of public opinion
  - Review Public Opinion Polls
  - ID trends & perceptions, feedback tools & customer service issues
  - Develop key messages & outreach strategies

**Staff recommends review of the following budget following the February 21 meeting.**

## Conceptual MWDOC Budget Towards Regional Outreach

Professional Services Consultant	\$50,000
Budget for MWDOC portion of outreach	\$50,000
Public Opinion Surveys	\$18,000
Media Efforts	\$100,000
Video production – Inspection trips and other	\$37,500
Promotional Items, including Thumb Drives	\$20,000
Intern Staffing for Summer Outreach – OC Fair & Other	\$25,000
<b>Total</b>	<b>\$300,000</b>

# Merit Pool Recommendation

- Last Merit raises granted in July 2009
- 1% Performance Award Granted in July 2011
- CPI increase from April 2009 to December 2011 was 4.4%
- Merit & COLA from other agencies has been higher

**Staff recommends a Merit Pool of 4.9% this year (\$141,000).**

# Budget Schedule

- **Publish FIRST FULL DRAFT by March 1**
  - Request formal comments from Member Agencies
  - CHOICE decisions needed by March 15
  - Workshop for MWDOC's A&F Committee
- **April Activities**
  - Agencies submit comments before April 15
  - Review budget & Rates with Member Agencies
  - Conduct meeting with Elected's
- **May = Adopt Final Budget & Rates**

**Questions?**

**Thank you!**

