

## **Components to be Included in the ADWR Annual Cost of Services to the AWBA**

### STAFFING

Water Bank Manager, Water Bank Technical Administrator

Attorney (Half Time)- Provides legal advice to the AWBA on all AWBA statutes, contracts, agreements and policies, including interstate and Indian settlement issues. Also assists in drafting new or amended statutes, contracts, agreements, policies, and provides advice on open Meetings Law issues. At the request of the AWBA Manager, attends various meetings.

Recommendation: Continue to include a half-time attorney. Half-time appears to be sufficient for AWBA needs. ADWR should continue to include a half-time attorney in the Cost of Services.

Accountant (Part-time) – Provides monthly financial reports critical to AWBA operations and interfaces with CAWCD Finance Department on a regular basis.

Recommendation: Continue to include a part-time accountant. The detailed reports provided by the accountant are critical to understanding the monthly aspects of the AWBA operations. ADWR should continue to include a part-time accountant in the Cost of Services.

Consulting Services (Part-time as needed) - The AWBA consultant provides technical and policy analyses related to the AWBA activities. The consultant advises the AWBA Manager on AWBA policies and assists in developing the AWBA Annual Operating Plan and Annual Report. In addition, the consultant attends and makes presentations at AWBA meetings and participates in the negotiation of contracts and agreements, including those related to Indian firming and interstate issues.

Recommendation: Contract with a consultant to provide technical assistance and advice to the AWBA Manager and the AWBA Commission. ADWR should continue to include outside professional services (a consultant) in the Cost of Services to the AWBA.

Employee Related Expenses – Included in the above cost to the AWBA are salaries, various insurances, retirement contributions. In accordance with recent legislation, if any of the above positions are filled with ASRS retirees, ADWR will remit a contribution for that position to ASRS, identified as the Alternate Contribution Rate (ACR). For Fiscal Year 2012-2013 beginning July 1, 2012, the ACR will be 8.64%, and would be included in the Cost of Services.

ADWR Indirect Costs - The costs ADWR charges for overhead such as building expenses, computer system, administrative services and technical assistance.

CAWCD Cost of Services – Identified in the Intergovernmental Agreement as \$21,000. For providing technical services such as fiscal accounting, water scheduling, and report reviews.

### OTHER

Travel, Operating Expenses, and Equipment – The Cost of Services should include: 3 in-state trips for the AWBA Manager, Technical Assistant, and attorney for anticipated interstate discussions; adequate operating expenses to meet the needs of AWBA operations including webpage maintenance, mailings, teleconferencing, and other miscellaneous charges. No additional equipment is anticipated at this time.