



# **BRAZOS VALLEY GROUNDWATER CONSERVATION DISTRICT**

**Budget/Finance Committee Meeting**

**Zoom Virtual Meeting**

**October 5, 2020**

**10:30 a.m.**



**Agenda  
Open Meeting**

**BRAZOS VALLEY GROUNDWATER  
CONSERVATION DISTRICT  
Budget/Finance Committee Meeting  
Virtual Zoom Meeting  
Monday, October 5, 2020  
10:30 a.m.**

*Due to recent concerns regarding COVID-19, this meeting will be held virtually.*

*You may join this free video-conference meeting from your computer, tablet or smartphone at:*

<https://zoom.us/j/95090439028>

*You can also dial in for audio only using your phone on either of these numbers:*

+13462487799 US (Houston)

+16699006833 US (San Jose)

*The Meeting ID # is:*

950 9043 9028

[How to access the meeting using a computer or tablet](#)

[How to access the meeting using a smartphone](#)

*If you are new to Zoom meetings, you can download the app now and be ready when the meeting starts:*

**Website-** [zoom.us](https://zoom.us)

**You may participate with public comments during the meeting using either a phone or computer/tablet simply by "[raising your hand.](#)" Public comments will be taken at the beginning of the meeting or during discussion of the agenda item. Public Comment will be limited to 3 minutes per person on each agenda item requested.**

(1) Work Session of the Budget/Finance Committee including discussion by the committee members, other directors present, and staff for discussion of:

- Budgeting needs for the FY 2021
- Drafting a preliminary budget for the FY 2021 for presentation to and consideration by the entire BVGCD Board of Directors
- Recommendation for 2021 Water Production Fee Schedule

Signed this 17<sup>th</sup> day of September, 2020

---

Alan M. Day  
General Manager

<b>Estimated Revenue FY 2021</b>		
<b>Permit Holder</b>	<b>Estimated 2020 Production (gallons)</b>	<b>Est. 2021 Revenue</b>
City of Bryan	5,162,019,000	\$ 238,743.38
City of College Station	4,639,360,314	\$ 214,570.41
Texas A&M University	1,847,036,100	\$ 85,425.42
Wickson Creek SUD	765,271,038	\$ 35,393.79
Wellborn SUD	525,826,000	\$ 24,319.45
Sanderson Farms - Bryan Plant	427,314,000	\$ 19,763.27
City of Hearne	330,477,000	\$ 15,284.56
Miramont Country Club	179,769,400	\$ 8,314.33
Robertson County WSC	138,780,900	\$ 6,418.62
City of Franklin	93,353,706	\$ 4,317.61
City of Calvert	69,403,000	\$ 3,209.89
Tri County WSC	49,345,000	\$ 2,282.21
Twin Creek WSC	47,365,000	\$ 2,190.63
City of Bremond	39,044,722	\$ 1,805.82
Major Oak Power	1,691,020,548	\$ 1,526.25
1980 Phillips Group, LLC	27,920,411	\$ 1,291.32
	16,033,306,139	\$ 664,856.96
Above 16 Permittees		\$ 664,856.96
BRA fees		\$ 17,500.00
Renewal fees		\$ 11,500.00
Metered Agr. Pumping		\$ 2,500.00
<b>Total</b>		<b>\$ 696,356.96</b>

<b>Brazos Valley Groundwater Conservation District</b>					
<b>FY 2021 Proposed Operating Budget</b>					
<b>October 8, 2020</b>					
	<b>Approved FY 2019 Budget</b>	<b>Approved FY 2020 Budget</b>	<b>Approved Amended FY 2020 Budget</b>	<b>Proposed FY 2021 Budget</b>	<b>Notes</b>
<b>Est. Income (2020 production) - \$696,356.96</b>					
<b>Supplies</b>					
Computers/Software/Equipment	\$ 3,500.00	\$3,000.00	\$3,000.00	\$4,000.00	New hard drive, screen, etc./computer repair/updated software/GoDaddy/Rack Space/Sonic Wall/Trend Micro/Adobe Acrobat DC Pro
Office Supplies/Services	\$ 10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	Supplies/UBEO/copies/Quill
Postage	\$ 1,000.00	\$1,250.00	\$1,250.00	\$1,250.00	Stamps
Public Education	\$ 32,000.00	\$34,000.00	\$34,000.00	\$34,100.00	TV educational spots/Major Rivers/meetings/supplies/WET Project/Field Days/CORE teachers
Field Services	\$ 2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	Field/monitoring supplies/gauge calibration
Miscellaneous	\$ 1,000.00	\$500.00	\$500.00	\$500.00	Petty cash for invoices/posting notices
<b>Subtotal</b>	<b>\$ 49,500.00</b>	<b>\$50,750.00</b>	<b>\$50,750.00</b>	<b>\$51,850.00</b>	
<b>Professional Services</b>					
Legal	\$ 116,000.00	\$70,000.00	\$70,000.00	\$70,000.00	Monique Norman/Lloyd Gooselink
Engineering/Hydrologist	\$ 70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	GW Consultants (John Seifert)
ArcGIS Program/hosting	\$ 6,500.00	\$8,500.00	\$8,500.00	\$6,000.00	Half Associates - Hosting/Support/Repairs/Archived Log Presentation
Audit	\$ 4,350.00	\$4,350.00	\$4,350.00	\$4,800.00	Milberger, Nesbitt & Ask
Legislative Consultant	\$ 42,500.00	\$3,250.00	\$3,250.00	\$0.00	Heather Harward
Court Reporter	\$ 8,500.00	\$12,000.00	\$12,000.00	\$12,000.00	Increased cost per page/longer meetings;
Information/Technology	\$ 3,500.00	\$3,500.00	\$3,500.00	\$4,560.00	Jeff Skelton
<b>Subtotal</b>	<b>\$ 251,350.00</b>	<b>\$171,600.00</b>	<b>\$171,600.00</b>	<b>\$167,360.00</b>	

<b>Brazos Valley Groundwater Conservation District</b>							
<b>Comparison of Expenses - 2012-2020    October 8, 2020</b>							
Estimated 2021 Fee Collection - <b>\$696,356.96</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved Budget</b>	<b>Year to Date</b>	<b>Projected Expenses</b>	<b>Proposed Budget</b>	<b>Proposed FY</b>
	<b>2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2020</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>2021 Budget ↑↓</b>
<b>Supplies</b>							
Computing Services /Software/Website	\$ 1,179.13	\$ 1,840.90	\$ 3,000.00	\$ 814.08	\$ 2,900.00	\$ 4,000.00	\$ 1,000.00
Office Supplies/Services	\$ 8,622.68	\$ 8,623.63	\$ 10,000.00	\$ 5,706.63	\$ 9,000.00	\$ 10,000.00	\$ -
Postage	\$ 737.00	\$ 1,204.53	\$ 1,250.00	\$ 805.00	\$ 1,100.00	\$ 1,250.00	\$ -
Public Education	\$ 36,486.22	\$ 32,242.26	\$ 34,000.00	\$ 20,860.77	\$ 32,000.00	\$ 34,100.00	\$ 100.00
Field Services	\$ 203.80	\$ 109.67	\$ 2,000.00	\$ 158.63	\$ 1,250.00	\$ 2,000.00	\$ -
Miscellaneous	\$ 420.00	\$ 300.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 500.00	\$ -
<b>Subtotal</b>	<b>\$ 47,648.83</b>	<b>\$ 44,320.99</b>	<b>\$ 50,750.00</b>	<b>\$ 28,645.11</b>	<b>\$ 46,550.00</b>	<b>\$ 51,850.00</b>	<b>\$ 1,100.00</b>
<b>Professional Services</b>							
Legal	\$ 163,481.50	\$ 68,670.83	\$ 70,000.00	\$ 48,894.10	\$ 70,000.00	\$ 70,000.00	\$ -
Engineering/Hydrologist	\$ 52,407.55	\$ 105,138.25	\$ 70,000.00	\$ 50,169.20	\$ 75,000.00	\$ 70,000.00	\$ -
ArcGIS Program/hosting	\$ 7,638.13	\$ 7,522.50	\$ 8,500.00	\$ 5,482.17	\$ 5,482.17	\$ 6,000.00	\$ (2,500.00)
Annual Audit	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,800.00	\$ 450.00
Legislative Consultant	\$ 39,694.19	\$ 39,291.89	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ -	\$ (3,250.00)
Court Reporting	\$ 8,144.40	\$ 13,237.08	\$ 12,000.00	\$ 5,983.87	\$ 10,000.00	\$ 12,000.00	\$ -
Information/Technology	\$ 4,462.50	\$ 4,275.00	\$ 3,500.00	\$ 3,145.00	\$ 4,700.00	\$ 4,560.00	\$ 1,060.00
<b>Subtotal</b>	<b>\$ 280,178.27</b>	<b>\$ 242,485.55</b>	<b>\$ 171,600.00</b>	<b>\$ 121,274.34</b>	<b>\$ 172,782.17</b>	<b>\$ 167,360.00</b>	<b>\$ (4,240.00)</b>

<b>Brazos Valley Groundwater Conservation District</b>					
<b>FY 2021 Proposed Operating Budget</b>					
<b>October 8, 2020</b>					
	<b>Approved FY 2019 Budget</b>	<b>Approved FY 2020 Budget</b>	<b>Approved Amended FY 2020 Budget</b>	<b>Proposed FY 2021 Budget</b>	<b>Notes</b>
<b>Est. Income (2020 production) - \$696,356.96</b>					
<b>Other Services</b>					
Miscellaneous	\$ 5,000.00	\$4,000.00	\$4,000.00	\$4,000.00	Sparklett's/Fish Window Cleaning/Allstar Pest Control/Raquel (monthly office cleaning)/QuickBooks Payroll/Quick Books Update/Office repairs (Elec./AC)/Bryan Eagle
Bonds/Liability Insurance	\$ 4,000.00	\$4,000.00	\$4,000.00	\$4,500.00	Texas Municipal League/Director bonds
Memberships	\$ 2,125.00	\$2,300.00	\$2,300.00	\$2,700.00	TAGD/TWCA/TGWA/Sam's Club (2020)
Travel/Training	\$ 10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	Inclusive of Board members attendance at the Texas Groundwater Summit/Law conferences/TAGD meetings
Utilities	\$ 3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	City of Hearne/Atmos Energy
Telephone/ISP	\$ 3,500.00	\$2,500.00	\$2,500.00	\$2,500.00	Verizon/Brazos WiFi
Advertising/Meetings	\$ 1,000.00	\$1,000.00	\$1,000.00	\$1,200.00	Eagle legal notices/Zoom annual subscription & recordings
Vehicle Fuel/Maintenance	\$ 10,000.00	\$9,000.00	\$9,000.00	\$9,000.00	Fuel/maintenance/auto repair
<b>Subtotal</b>	<b>\$ 39,125.00</b>	<b>\$36,300.00</b>	<b>\$36,300.00</b>	<b>\$37,400.00</b>	
<b>Grant Program/Other Expenses</b>					
Ag Irrigation Remote Technology - Existing	\$ -	\$6,000.00	\$6,000.00	\$6,000.00	20 existing units remunerated @ \$300/unit
Ag Irrigation Remote Technology - New		\$5,000.00	\$10,000.00	\$10,000.00	50/50 cost-share on new units
BVWaterSmart	\$ 32,000.00	\$32,000.00	\$32,000.00	\$32,000.00	Maintenance of website/weather equipment
BVWaterSmart Pilot Project	\$ 9,000.00	\$0.00	\$6,343.62	\$0.00	Wireless controller installed/programming update
Water Well Plugging	\$ 10,000.00	\$5,000.00	\$10,000.00	\$10,000.00	75/25 cost share
UAAL (Unfunded Act. Accrued Liability)	\$ -	\$0.00	\$0.00	\$2,000.00	
Depreciation	\$ -	\$0.00	\$0.00	\$5,125.00	
Building Maintenance	\$ -	\$0.00	\$0.00	\$3,000.00	
<b>Subtotal</b>	<b>\$ 51,000.00</b>	<b>\$ 48,000.00</b>	<b>\$64,343.62</b>	<b>\$68,125.00</b>	

Brazos Valley Groundwater Conservation District							
Comparison of Expenses - 2012-2020    October 8, 2020							
Estimated 2021 Fee Collection - <b>\$696,356.96</b>	Actual 2018	Actual FY 2019	Approved Budget FY 2020	Year to Date Expenditures FY 2020	Projected Expenses FY 2020	Proposed Budget FY 2021	Proposed FY 2021 Budget ↑↓
<b>Other Services</b>							
Miscellaneous	\$ 4,870.60	\$ 3,930.48	\$ 4,000.00	\$ 2,299.12	\$ 4,000.00	\$ 4,000.00	\$ -
Bonds/Liability Insurance	\$ 4,676.46	\$ 4,339.50	\$ 4,000.00	\$ 320.00	\$ 4,400.00	\$ 4,500.00	\$ 500.00
Memberships	\$ 1,713.00	\$ 2,423.00	\$ 2,300.00	\$ 593.00	\$ 2,500.00	\$ 2,700.00	\$ 400.00
Travel/Training	\$ 9,134.09	\$ 10,182.27	\$ 10,000.00	\$ 4,091.34	\$ 5,000.00	\$ 10,000.00	\$ -
Utilities	\$ 3,258.51	\$ 2,893.87	\$ 3,500.00	\$ 2,094.36	\$ 3,100.00	\$ 3,500.00	\$ -
Telephone/ISP/Web Hosting	\$ 3,545.94	\$ 3,819.76	\$ 2,500.00	\$ 1,538.82	\$ 2,300.00	\$ 2,500.00	\$ -
Advertising/Meetings	\$ 196.30	\$ 360.61	\$ 1,000.00	\$ 679.13	\$ 1,000.00	\$ 1,200.00	\$ 200.00
Vehicle Fuel/Maintenance	\$ 8,137.10	\$ 10,492.42	\$ 9,000.00	\$ 5,461.04	\$ 8,000.00	\$ 9,000.00	\$ -
Subtotal	\$ 35,532.00	\$ 38,441.91	\$ 36,300.00	\$ 17,076.81	\$ 30,300.00	\$ 37,400.00	\$ 1,100.00
<b>Grant Program/Other Expenses</b>							
Ag Irrigation Remote Technology - Existing	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ -
Ag Irrigation Remote Technology - New	\$ -	\$ -	\$ 10,000.00	\$ 9,215.65	\$ 9,215.65	\$ 10,000.00	\$ -
BVWaterSmart Network	\$ 32,000.00	\$ 32,000.00	\$ 32,000.00	\$ 31,639.84	\$ 31,639.84	\$ 32,000.00	\$ -
BVWaterSmart Pilot Smart Controller Project	\$ -	\$ 2,656.38	\$ 6,343.62	\$ -	\$ 3,750.00	\$ -	\$ (6,343.62)
Water Well Plugging	\$ 20,096.14	\$ 8,443.57	\$ 10,000.00	\$ 10,067.29	\$ 10,067.89	\$ 10,000.00	\$ -
Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,125.00	\$ 5,125.00
UAAL (Unfunded Act. Accrued Liability)	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
Building Maintenance	\$ -	\$ 4,800.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00
Subtotal	\$ 59,096.14	\$ 47,899.95	\$ 64,343.62	\$ 56,922.78	\$ 60,673.38	\$ 68,125.00	\$ 3,781.38

<b>Brazos Valley Groundwater Conservation District</b>					
<b>FY 2021 Proposed Operating Budget</b>					
<b>October 8, 2020</b>					
	<b>Approved FY 2019 Budget</b>	<b>Approved FY 2020 Budget</b>	<b>Approved Amended FY 2020 Budget</b>	<b>Proposed FY 2021 Budget</b>	<b>Notes</b>
<b>Est. Income (2020 production) - \$696,356.96</b>					
<b>Salaries</b>					
Salaries (Gross)	\$ 209,996.00	\$217,556.30	\$217,556.30	\$225,766.75	3% increase across the board/cashed vacation time not taken by District staff (\$9,920.96)
Medicare/SS	\$ 18,206.65	\$18,862.13	\$18,862.13	\$19,573.98	Contribution is 8.67% of payroll
<b>Subtotal</b>	<b>\$ 228,202.65</b>	<b>\$236,418.43</b>	<b>\$236,418.43</b>	<b>\$245,340.73</b>	
<b>Benefits</b>					
Health Insurance	\$ 31,163.04	\$31,163.04	\$31,163.04	\$33,000.00	6% Increase (\$32,591.52)
Retirement	\$ 25,500.00	\$26,846.45	\$26,846.45	\$27,972.50	Contribution is 12.39% of payroll (2021 payroll + paid vacation)
<b>Subtotal</b>	<b>\$ 56,663.04</b>	<b>\$58,009.49</b>	<b>\$58,009.49</b>	<b>\$60,972.50</b>	
<b>Total</b>	<b>\$ 675,840.69</b>	<b>\$601,077.92</b>	<b>\$617,421.54</b>	<b>\$631,048.23</b>	



Brazos Valley Groundwater Conservation District							
Comparison of Expenses - 2012-2020    October 8, 2020							
Estimated 2021 Fee Collection - <b>-\$696,356.96</b>	Actual 2018	Actual FY 2019	Approved Budget FY 2020	Year to Date Expenditures FY 2020	Projected Expenses FY 2020	Proposed Budget FY 2021	Proposed FY 2021 Budget ↑↓
<b>Salaries</b>							
Salaries (Gross)	\$ 199,883.43	\$ 211,391.71	\$ 217,556.30	\$ 162,319.72	\$ 217,556.30	\$ 225,766.75	\$ 8,210.45
Medicare/SS	\$ 15,281.44	\$ 16,512.92	\$ 18,862.13	\$ 12,417.46	\$ 18,862.13	\$ 19,573.98	\$ 711.85
Subtotal	<b>\$ 215,164.87</b>	<b>\$ 227,904.63</b>	<b>\$ 236,418.43</b>	<b>\$ 174,737.18</b>	<b>\$ 236,418.43</b>	<b>\$ 245,340.73</b>	\$ 8,922.30
<b>Benefits</b>							
Health Insurance	\$ 33,802.26	\$ 31,144.00	\$ 31,163.04	\$ 20,703.04	\$ 31,163.04	\$ 33,000.00	\$ 1,836.96
Retirement	\$ 23,685.70	\$ 25,663.10	\$ 26,846.45	\$ 24,059.60	\$ 26,846.45	\$ 27,972.50	\$ 1,126.05
Subtotal	<b>\$ 57,487.96</b>	<b>\$ 56,807.10</b>	<b>\$ 58,009.49</b>	<b>\$ 44,762.64</b>	<b>\$ 58,009.49</b>	<b>\$ 60,972.50</b>	\$ 2,963.01
<b>Totals</b>	<b>\$ 695,108.07</b>	<b>\$ 657,860.13</b>	<b>\$ 617,421.54</b>	<b>\$ 443,418.86</b>	<b>\$ 604,733.47</b>	<b>\$ 631,048.23</b>	\$ 13,626.69

District enabling legislation capped the initial water production fees at the following rates:

- Agricultural Use - \$0.25/acre foot
- Steam Electric Use - \$0.25/acre foot
- Municipal/RPWS/Industrial - \$0.0425/1000 gallons

Rates for all categories of water users reached the capped rate beginning the 2008 water production year. Once fee rates have reached the cap, the District's enabling act provides that fees may be increased at a cumulative rate not to exceed three percent for each year.

Thirteen (13) years have passed since all categories reached the cap. This amounts to a possible 39% cumulative cap increase.

Maximum FY2021 fee (capped) rates are:

- a. Municipal/RPWS/Industrial/Commercial - \$0.059075/1000 gallons produced
- b. Agricultural - \$0.3475/acre foot produced
- c. Steam Electric - \$0.3475/acre foot produced
- d. Transport – Combination of applicable production fee + transport fee not to exceed \$0.17/1000 gallons produced

### **Recommendations from the General Manager:**

1. Municipal/RPWS/Industrial proposed FY 2021 rate - \$0.04625/1000 gallons  
(Remains at the current rate)
2. Agricultural proposed rate FY 2021 - \$0.1875/ac-ft  
(Remains at the current rate)
3. Steam Electric proposed rate FY 2021 - \$0.2941/ac-ft  
(Remains at the current rate)
4. Transport Fees proposed rate - Combination of applicable production fee + transport fee not to exceed \$0.17/1000 gallons produced