

Item 3 – Presentation of Draft FY 2025 District Operating/Capital Budgets

The FY 2025 District Operating Budget differs dramatically from FY 2024. The budgets for both FY 2024 & FY 2025 have increased over previous years primarily due to increased workload associated with future mitigation of Simsboro water wells.

Pumping from the UWBVF project could begin as early as November 2028. Mitigation of wells is close at hand with the City of Calvert well already in the design/permitting phase. A preliminary look at the imminent mitigation list has 77 wells needing to be re-drilled and 116 needing pumps lowered/upsized by 2029. This year's proposed budget encapsulates the need for additional staff to oversee and direct mitigation and meet the need of increased water level measuring and well identification.

Legal and hydrogeological services are and will be significantly higher due to two matters:

- Contested Case/SOAH Hearing regarding seven (7) transport permit applications
- Lawsuit filed by Texas A&M University System against the District regarding the contested case request on thirty-two (32) production and one (1) transport permit and validity of those permits

Other budgeted line items affected by future well mitigation include budgeting one (1) full-time employee for both field data collection and assisting with education. One (1) part-time employee is still being budgeted for field work. Fuel and maintenance of vehicles are also affected line items.

The draft FY 2025 Operating Budget has been uploaded into a separate File Browser folder for your review prior to the meeting. A summary of increases/decreases is attached. This agenda item is for presentation and discussion only. No action will be taken on approval of the budget until the December board meeting.

Brazos Valley Groundwater Conservation District
Proposed FY 2025 Operating & Capital Budgets - December 12, 2024

Estimated 2025 Revenue - **\$783,748.15**

| | Approved Budget FY2024 | Staff Proposed Budget FY 2025 | |
|------------------------------------------------------------------|---------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Supplies | | | |
| Computing Services /Hardware/Website | \$7,000.00 | \$ 9,000.00 | 1 New hard drives, screen, etc./computer repair/Microsoft Office 365 Business (5 users)/ GoDaddy/Barracuda Network/Trend Micro/Adobe Acrobat DC Pro/QuickBooks Payroll/Quick Books Update |
| Office Supplies/Services | \$10,000.00 | \$ 12,000.00 | Supplies/UBEO/copies/Quill |
| Postage | \$1,400.00 | \$ 1,500.00 | Stamps |
| Public Education | \$71,000.00 | \$ 53,100.00 | "Brazos Valley Runs on Water" educational campaign/Major Rivers/meetings/supplies/WET Project/Field Days/CORE teachers |
| Field Services | \$5,700.00 | \$ 5,700.00 | Field monitoring supplies/gauge calibration/1 new steel tape/1 continuous monitoring device/TerraFlex software/Trimble device support |
| Miscellaneous | \$500.00 | \$ 500.00 | Petty cash for invoices/posting notices |
| Subtotal | \$95,600.00 | \$ 81,800.00 | |
| Professional Services | | | |
| Legal (General) | \$ 68,500.00 | \$ 80,000.00 | Monique Norman (25 hours/month) |
| Legal (SOAH/Litigation) | \$ 10,000.00 | \$ 100,000.00 | Lloyd Gosselink (Mike Gershon) |
| Engineering/Hydrologist - Advanced Groundwater | \$ 120,000.00 | \$ 130,000.00 | Advanced Groundwater Solutions **** |
| Engineering/Hydrologist - Advanced Groundwater (Well Assistance) | \$ - | \$ 70,000.00 | |
| ArcGIS Program/hosting | \$ 10,000.00 | \$ 11,000.00 | Halff Associates - Hosting/Support/Repairs |
| Annual Audit | \$ 4,800.00 | \$ 10,000.00 | Milberger, Nesbitt & Ask |
| Information/Technology | \$ 7,000.00 | \$ 7,000.00 | Jeff Skelton |
| Legislative Consultant | \$ - | \$ 60,000.00 | New budget item |
| Design & Construction Administration - GLS | | \$ 10,000.00 | H&R Block office building design |
| Subtotal | \$ 220,300.00 | \$ 478,000.00 | |
| Other Services | | | |
| Miscellaneous | \$ 5,200.00 | \$ 5,000.00 | Fish Window Cleaning/Allstar Pest Control/Raquel (monthly office cleaning) |
| Bonds/Liability Insurance | \$ 4,500.00 | \$ 7,000.00 | Texas Municipal League/Director bonds |
| Memberships | \$ 3,500.00 | \$ 4,000.00 | TAGD/TWA/TGWA/Sam's Club Inclusive of Board members attendance at the Texas Groundwater |
| Travel/Training | \$ 10,000.00 | \$ 10,000.00 | Summit/Law conferences/TAGD meetings |
| Utilities | \$ 4,000.00 | \$ 5,000.00 | City of Hearne/Atmos Energy |
| Telephone/ISP/Web Hosting | \$ 3,000.00 | \$ 3,000.00 | Verizon/Brazos WiFi/Data for three devices |
| Advertising/Meetings | \$ 1,000.00 | \$ 1,500.00 | Eagle legal notices/Zoom annual subscription & recordings |
| Vehicle Fuel/Maintenance (General) | \$ 12,000.00 | \$ 8,000.00 | Fuel/maintenance/auto repair **** |
| Vehicle Fuel/Maintenance (Well Assistance) | | \$ 4,000.00 | |

| | | | |
|------------------------------------------------------|----------------------|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Part-time Employee (General Field) - John Crabtree | \$ 20,000.00 | \$ 20,250.00 | Part-time - Assisting water level measuring/well identification @ \$25.00/hr |
| Part-time Employee (Well Assistance) - John Crabtree | | \$ 20,000.00 | |
| Part-time Employee (Office) - Taelor | \$ 13,000.00 | \$ 13,000.00 | Part-time - Data input for Well Assistance Program @ \$13.50/hr **** |
| Subtotal | \$ 76,200.00 | \$ 100,750.00 | |
| Grant Program/Other Expenses | | | |
| Ag Irrigation Remote Control/Soil Moisture Sensors | \$ 10,000.00 | \$ 10,000.00 | 50/50 cost-share on new units |
| BVWaterSmart Network | \$ 32,000.00 | \$ 32,000.00 | Maintenance of website/weather equipment |
| Water Well Plugging | \$ 20,000.00 | \$ 10,000.00 | 75/25 cost share |
| BRAA Groundwater/Surface Water Study | \$ 20,000.00 | \$ 30,000.00 | |
| Depreciation | \$ 23,125.00 | \$ 30,000.00 | Depreciation on two District trucks/office building |
| UAAL (Unfunded Act. Accrued Liability) | \$ 7,000.00 | \$ 7,000.00 | |
| Building Maintenance | \$ 5,000.00 | \$ 5,000.00 | |
| Subtotal | \$ 117,125.00 | \$ 124,000.00 | |
| Salaries | | | |
| Salaries (Gross) | \$ 268,556.55 | \$ 286,012.73 | Cynthia ↑6.5%, Megan ↑6.5%; Alan ↑6.5%; cashed vacation time not taken by District staff (\$13,763.36); Cynthia (\$5,801.60); Alan (\$7,961.76) |
| Field & Educational Staff | \$ - | \$ 50,000.00 | New Position |
| Medicare/SS | \$ 23,283.85 | \$ 29,132.31 | Contribution is 8.67% of payroll |
| Subtotal | \$ 291,840.40 | \$ 365,145.04 | |
| Benefits | | | |
| Health Insurance | \$ 44,545.32 | \$ 63,458.88 | TML (Blue Cross Blue Shield) (\$15,864.72/employee) |
| Retirement | \$ 37,114.52 | \$ 46,436.96 | TCDRS - contribution @ 13.82% (100% funded ratio) |
| Subtotal | \$ 81,659.84 | \$ 109,895.84 | |
| Totals | \$ 882,725.24 | \$ 1,259,590.88 | |

CAPITAL EXPENDITURES BUDGET - FY 2025

| | |
|-------------------------------------------------------------------------|--------------|
| Renovation/Incorporation of H&R Block property into existing office | \$ 90,000.00 |
| Stabilization/repair of wall/Fencing of 213 S. Magnolia Street property | \$ 25,000.00 |

Line item associated with the Well Assistance Fund (Mitigation)

VENDORS/EMPLOYEES (2025)

Microsoft Office 365 Business - \$1,450
Trend Micro - \$100
Dell - \$4,000 (Adobe Acrobat DC Pro - \$1,300)
UBEO - \$4,200
UBEO LLC - \$2,500
Quill - \$3,500
Batteries Plus Bulbs \$250
United States Postal Service \$1,250
Texas AgriLife Extension - \$200
Brazos 4-H Adults Leaders- \$300
Texas 4-H Youth Development Foundation- \$2,500
Firmin Business Forms (tri-fold brochures) \$750
Hach Company (lab supplies) - \$3,000
KBTX Media - \$35,000
Solonist Canada Ltd. (E-line supplies) \$750
Johnny's Gauge (gauge calibration) \$500
Linde Gas & Equipment (helium) \$200
Eno Scientific \$6,000
Hearne Ace Hardware - \$500
Monique Norman \$80,000
Lloyd Gooselink \$100,000
Advanced Groundwater Solutions - \$200,000
Half Associates - Hosting/Support/Repairs/Update Platform - \$20,000
Seidel Schroedar - \$10,000
Jeff Skelton - \$7,000
Raquel Sanchez (monthly office cleaning) - \$2,700
GLS Engineering - \$10,000
Boenigk Masonry Inc. - \$15,000
Fish Window Cleaning - \$225
Mike's Pest Control - \$400
Intuit QuickBooks - \$700
Victor Insurance Managers Inc. - \$420
Texas Municipal League IRP - \$6,100
TAGD/TWCA/TGWA/Sam's Club
Texas Alliance of Groundwater Districts - \$2,800
Texas Water Conservation Association - \$450
Texas Ground Water Association \$500
Sam's Club - \$100
Baylor University (Yelderman GW/SW study) - \$30,000
Hyatt Regency Hill Country Resort & Spa (Texas Groundwater Summit)
Texas Alliance of Groundwater Districts (Texas Groundwater Summit)
City of Hearne (Electric/city services) \$3,200
Atmos Energy (natural gas) \$1,025
Verizon - \$1,375
Brazos Wifi - \$1,250

Ubiquity - \$120
The Eagle - \$300
Country Creations \$350
Mansfield Oil Company \$8,000
RAM Auto Services
Discount Tire
Hearne Carquest -\$500
Jentsch Motors
Shammy Carwash \$750
John Crabtree - \$40,000
Taelor Suarez -\$13,000
City of College Station - \$27,500
Wickson Creek SUD - \$4,500
Brien Water Wells
M/W Drilling
Siegert Water Wells
Williams Water Wells
Lopez Construction
Templeton Electric
Tru-Service Company
Alan Day - \$122,475.74
Cynthia Lopez - \$80,321.90
Megan Lamb - \$68,557.12
Alan Day (Cashed Vacation) - \$7,961.76
Cynthia Lopez (Cashed Vacation) - \$5,801.60
New full time employee \$50,000
Contribution is 8.67% of payroll
Texas Municipal League Health Benefits Pool \$63,458.88
Texas County & District Retirement System - \$46,436.96

Summarized Comparison of Budgets – 2024 v. 2025

Supplies

FY 2024

FY 2025

\$95,600

\$81,800

Decreased advertising with KBTX

Professional Services

\$220,300

\$478,000

Increases:

- Legal (Monique) \$68,500 \$80,000
- Legal (Litigation/SOAH) \$10,000 \$100,000
- Hydrology/Engineering \$120,000 \$200,000
- Annual Audit \$4,800 \$10,000
- Legislative Consultant \$0 \$60,000
- Design/Construction Adm. \$0 \$10,000

Other Services

\$76,200

\$100,750

Increases:

- Vehicle Maintenance/Fuel \$12,000 \$12,000
- Field Staff \$20,000 \$40,250 FY 2024 funding from DWAF & Operating Fund

Grants/Other Expenses

\$117,125

\$124,000

Decreases:

- Well Plugging \$20,000 \$10,000

Increases:

- BRAA GW/SW Study \$20,000 \$30,000 Last grant payment – FY 2025
- Depreciation \$23,125 \$30,000 New properties

| | <u>FY 2024</u> | <u>FY 2025</u> | |
|--------------------------------|-----------------------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <u>Salaries</u> | \$291,840 | \$365,000 | |
| Increases: | | | |
| • Current Staff | \$268,000 | \$287,000 | 6.5% increases |
| • Education/Field Staff | \$0 | \$50,000 | New full-time employee |
| • Medicare/SS | \$23,283 | \$36,564 | Increase due to new employees |
| | | | |
| <u>Benefits</u> | \$81,660 | \$110,000 | |
| Increases: | | | |
| • Health Insurance | \$44,600 | \$63,500 | Increase due to new employees |
| • Retirement (TCDRS) | \$37,100 | \$46,500 | Increase due to new employees |
| | | | |
| <u>Budgeted Amounts</u> | \$882,725 | \$1,259,600 | |
| <u>Capital Budgets</u> | \$50,000 | \$115,000 | Incorporate H&R Block building into current office complex & renovations; Stabilize and repair former dry cleaner common wall. |