

BRAZOS WATERMASTER ADVISORY COMMITTEE
7/21/2021 MEETING Minutes

List of Brazos Watermaster Advisory Committee (BWAC) Members:

Carl Burch - NRG Energy Environmental Manager
Brad Brunett -Brazos River Authority
Timothy D. Finley -Dow Chemical Company
Robert George - Irrigator
Daniel Ives – City of Waco Water (New Member)
Kenton Moffett - City of Temple
David Sauer - Gulf Coast Water Authority
Rodney Stephens - Irrigator
Kevin Taylor -Somervell County Water District
David Turk – Palo Pinto MWD (New member replacing Scott Blazor)
Brent Wheeler - Irrigator Milan County
Chet Warren – City of Waco (New member replacing John Dulus)

Absent or Replaced

Gary Spicer, Luminant Power (Absent with notice)
Alan Gardenhire, Alcoa Inc. (Absent with notice)
Scott Blasor, Palo Pinto MWD #1 (Resigned and replaced)
Jonathan Dulus, City of Waco (Resigned and replaced)

TCEQ staff present:

Kim Nygren – Water Availability Division Director
Jose (Pepe) Davila – Watermaster Section Manager
Molly Mohler – Brazos Watermaster
Nancy Ragland – Assistant Brazos Watermaster
Sean Jurkis – Deputy – Central Brazos
Guy Falzarano – Deputy – Lower Brazos
Taylor Pfau – Deputy – Waco West
Dave Pelloux – Deputy – Waco East
Mike Caldwell – Deputy – Stephenville West
Mary Ellen Tate – Administrative Assistant
Daniel Schroeder – Watermaster Program Liaison

General Public attending: Eric Wilson (GCWA), David Hudson (GCWA), Chris Kauffmann (City of Granbury Texas City Manager), Aaron Abel (BRA), Peyton Lisenby (BRA Water Resource Planner), Rachel Barry (Dow Utilities Engineer), Anna Wessels (Utilities Engineer), Yasuko Dodd (BASF), Anita Drydell (Weatherford), Jim Gray

10:01 David Sauer Calls the meeting to order

10:05 Role Call and Introduction are made. Effort is made to introduce all that are on the call and to clarify changes in the board. Electric meeting service indicates 29 individuals in attendance.

- Changes in the Board are noted
 - Daniel Ives is introduced as a new board member from the City of Waco Water Utilities replacing Jon Dulus
 - David Turk is introduced as a new board member from Palo Pinto MWD #1 replacing Scott Blasor
 - Chet Warren is introduced as a new board member from City of Waco replacing Daniel Ives
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- Changes in Brazos Watermaster Staff
 - Steven Dyer Watermaster Deputy Stephenville East resigned program to go to a public water job creating a vacancy

10:16 Discussion on approval of prior meeting minutes is opened.

10:19 Brent Wheeler make motion to accept prior meeting minutes. Brad Brunette second. Motion is approved with no opposition.

10:20 Molly Mohler provides Staff Report

- Molly indicated that seven vehicles with high miles, 5 over 100,000
- Molly shares data on Brazos Watermaster Program action as noted below

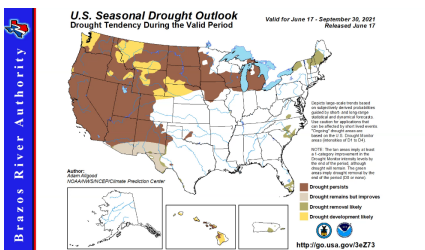
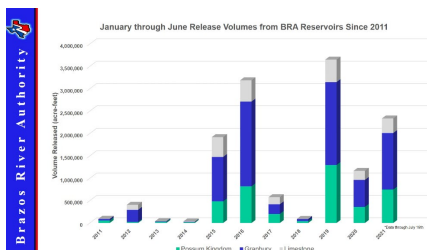
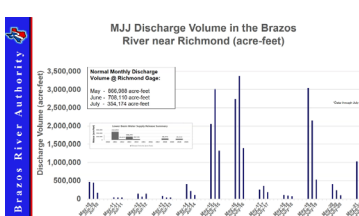
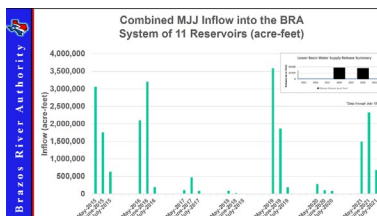
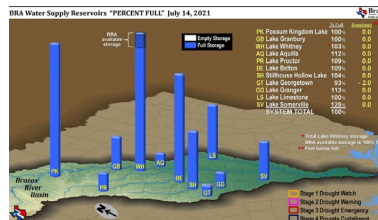
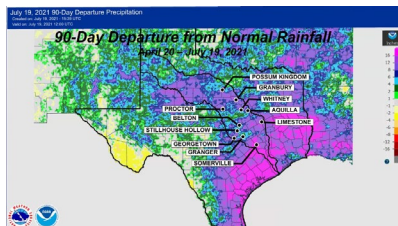
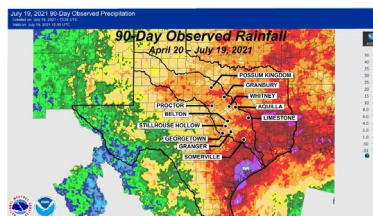
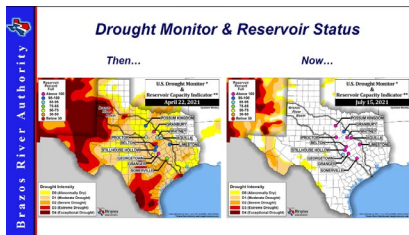
- **Statistics**

	This Year (to date)
Inquiries	1
Complaints	18
FC	0
NOVs	3
NOEs	0
Issues BWM Found	4

- Molly indicated that for the past year (July 2020 to July 2021), the group operated using a teleworking environment due to covid risk
 - Deputies are working out of their trucks using iPads
 - iPads really help maintain service
 - Mary Ellen is new Administrative Assistant
 - Dave Pelloux is covering the Stephenville East area that was being served by Steven Dyer as well as his own.

- Note comments from Watermaster Deputy Updates
 - High rains have created issue with accessing site to collect data.
 - Areas are starting to dry out a bit
 - Deputies are working to set stream marker
 - It has rained 51 of the past 81 days in Brazos County
 - Guy reported that we are 10 inches above normal in lower Brazos
 - Deputies reference the value of the iPads for assisting in their work

10:34 BRA Update - Key message: Brazos Basin is currently drought free and outlook at present for the coming months is good



10:55 Discussion of Old Business is opened but there is now old business discussed

10:55 Discuss on New Business is opened with focus on proposed Budget

- Jose Davila presented details of the proposed budget outlined in the figure below.
- As noted, two vehicles will be purchased with funds that were saved in the prior year assessment.
- Plan is to purchase two more vehicles in 2021.
- Flip phones are being upgraded to Smart phone technology to improve remote communication capabilities.
- Overall budget will increase by \$5,014 relative to prior year.
- The collection rate is being increased to 100%.
- Projected municipal rate for 2022 is \$0.1616 per acre-ft as compared to \$0.1637 in 2021.
- At present, saving in a year are being used to buy timed capital purchases when available which helps keep the budget stable.

Brazos Watermaster Operations
Annual Appropriation Information

Brazos Fund Balance as of 9/1/20: \$ 360,718.54

FY21 Assessment Compared to Proposed FY22 Assessment

Budget Categories	FY21 Assessment	Proposed FY22 Assessment	Difference between FY22 to FY21
Salaries	\$446,926.21	\$478,385.39	\$31,659.18
Longevity	\$0,202.40	\$10,853.35	\$2,650.95
Salary Enhancements (1)	\$15,998.25	\$14,337.56	(\$1,637.69)
Fringe	\$158,893.00	\$165,530.44	\$6,637.44
Additional Insurance and Retirement (3)	\$7,419.00	\$7,556.94	\$137.94
SORM (4)	\$825.00	\$690.52	(\$134.48)
SWCAP (5)	\$3,352.00	\$4,146.24	\$594.24
LAR Capital (6)	\$33,000.00	\$0.00	(\$33,000.00)
Professional/Temp Services (7)	\$58,937.00	\$56,378.11	(\$2,558.89)
Travel In-State (8)	\$20,500.00	\$20,500.00	\$0.00
Travel Out-of-State	\$0.00	\$0.00	\$0.00
Training	\$2,630.00	\$2,000.00	(\$630.00)
Rent - Building (9)	\$33,704.00	\$33,703.68	(\$0.32)
Postage	\$1,600.00	\$1,600.00	\$0.00
Phone /Utilities	\$11,604.00	\$12,500.00	\$896.00
Supplies - Consumables	\$3,000.00	\$2,500.00	(\$500.00)
Other Operating Expenses (10)	\$1,800.00	\$1,700.00	(\$100.00)
Fuels/Lubricants	\$25,000.00	\$23,000.00	(\$2,000.00)
Rent - Machine & Other	\$0.00	\$0.00	\$0.00
Facilities, Furniture & Equip (11)	\$15,000.00	\$16,000.00	\$3,000.00
Capital Equipment - Non LAR (12)	\$0.00	\$0.00	\$0.00
TOTAL	\$848,587.86	\$853,602.25	\$5,014.39

FY22 Proposed Assessment Calculation

FY22 Operating Budget Needs:	\$853,602.25
Assessment Needed Based on Collection Rate: 100%	\$853,602.25

Historical Assessment Comparison

	FY20	FY21	FY22
Total Assessment:	\$855,211.34	\$861,510.52	\$853,602.25
Municipal Rate (per A-F):	\$0.1628	\$0.1637	\$0.1616

- Notes:
- (1) Salary Enhancements are calculated at 3% of FY22 budgeted salaries. These are projections only, actual expenditures will vary based on salary actions approved by management.
 - (2) Fringe includes employee benefits such as health insurance, social security insurance, and retirement. Fringe is calculated at 35% of total salaries. Fringe will vary year-to-year based on actual costs.
 - (3) Additional Health Insurance (1%) and Retirement (0.5%) as required under Article IX, Sections 17.04 and 17.08 of the General Appropriations Act.
 - (4) State Office of Risk Management (SORM) is a fee that is charged annually to the TCEO. The amount is estimated during budget development and actual expenditure may vary.
 - (5) Statewide Cost Allocation Plan (SWCAP) is a fee that is charged annually to the TCEO for central services. The amount is estimated during budget development and actual expenditure may vary.
 - (6) Legislative Appropriation Request (LAR) Capital includes all items exceeding \$100,000 in total agency cost (for example: vehicles, computers, monitoring equipment), and must have legislative approval.
 - (7) Professional/Temp Services includes but is not limited to software development costs, summer interns, and temporary employees.
 - (8) Travel In-State maximum amounts are established at an agency level; an increase in WM travel funding cannot be accommodated without a corresponding decrease in travel funding in another agency program.
 - (9) A proportionate share of the annual TCEO Regional Office building rent is charged to the Watermaster Program.
 - (10) Other Operating Expenses includes items designated by the Texas Comptroller's Office that do not fall into any remaining budget category (for example: annual vehicle inspection fees, vehicle decals, etc.).
 - (11) Facilities, Furniture & Equipment (FFE) includes but is not limited to non-LAR equipment less than \$5,000 in cost, non-consumable supplies, vehicle maintenance and repairs, etc.
 - (12) Capital Equipment - Non LAR includes capital items with a cost between \$5,000 and \$24,999.

- After some limited discussion. The following statement of support for the proposed 2021 budget is proposed.

"The BWAC supports the Brazos Watermaster Program's request to the TCEQ Commissioners to support the proposed FY2021 budget of \$853,602.25, and resulting municipal assessment rate of \$0.1616 per acre-foot."

- Motion in support of the proposed statement is made by Kevin Taylor. The motion is seconded by Rodney Stephens.
 - No discuss.
 - Motion pass unanimously without objection by voice vote.

11:10 David Sauer introduces a discussion of meeting planning for the coming year. He notes to the group that in 2022 we will need to re-elect officers.

- Brad suggests meeting in the February and March time frame with a target to have officer elections at a meeting in spring and a budget meeting in July.
- General sentiment is supportive of the proposed meeting strategy

11: 14 Meeting is adjourned

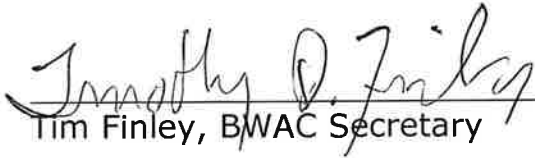
*Adopted and Approved in Session of the Brazos Watermaster Advisory
Committee on the 27th day of July, 2022.*



David Sauer, BWAC Chair



Brad Brunett, BWAC Vice-Chair



Tim Finley, BWAC Secretary