

BLUEBONNET GROUNDWATER CONSERVATION DISTRICT

Board of Directors Called Meeting

Wednesday, September 22, 2004
6:00 PM

Navasota City Hall, City Council Chambers
107 Farquhar
Navasota, Texas

MINUTES

In Attendance: Directors Beckendorff, Brandes, Huebner, Patout, Thomas, Ward, Watson, Daugette, Morrison, McFarland and Sandel; General Manager Behm; Dwight Mahoney & Jackie Scott, BRA: Karen Way, UT Student; Mason Morrison & Taylor Morrison, students; and Frances Behm, Town and Country Consulting.

1. Call to order

President Patout called the meeting to order at 6:00 PM.

2. Discussion and possible action to confirm: (a) change in interest group represented by Joe B Sandel from Industrial to Agricultural; (b) that Joe B Sandel will compete the unexpired agricultural representative from Walker County term that ends January, 2008; (c) that this change in group represented and term of appointment does not interrupt or change in any way Joe B Sandel's election and service as Secretary to the Board of Directors and such election and service is ratified and confirmed.

Director Morrison moved to confirm: (a) change in interest group represented by Joe B Sandel from Industrial to Agricultural; (b) that Joe B Sandel will compete the unexpired agricultural representative from Walker County term that ends January, 2008; (c) that this change in group represented and term of appointment does not interrupt or change in any way Joe B Sandel's election and service as Secretary to the Board of Directors and such election and service is ratified and confirmed. Motion seconded by Director Ward. *Motion Carried.*

3. Possible action to approve bond for Director Dee McFarland representing Industrial Interests from Walker County for the remainder of an unexpired term ending in January, 2006.

Director Morrison moved to approve bond in the amount of \$10,000.00 for Director Dee McFarland. Motion seconded by Director Thomas. *Motion carried.*

4. Oath of Office administered to Director Dee McFarland.

Director Dee McFarland was administered the Oath of Office by General Manager Behm (Notary Public for State of Texas).

5. Discussion and possible action to approve proposed amended FY 2004 District Budget.

Director Morrison moved to approve the proposed amended FY 2004 District Budget as corrected. Motion seconded by Director Watson. (Copy of corrected Budget attached) *Motion carried.*

6. Discussion and possible action to authorize President to execute engagement letter with Ingram, Wallis & Company to provide auditing services for the District for Fiscal Years 2004, 2005 and 2006.

Director Morrison moved to authorize President to execute engagement letter with Ingram, Wallis & Company to provide auditing services for the District for Fiscal Years 2004, 2005 & 2006 with the

understanding that the letter contain a statement that the final charges are not to exceed \$3,750.00 annually. Motion seconded by Director Watson. *Motion carried.*

7. Discussion and possible action to approve proposed FY 2005 District Budget.

After discussion, Director Beckendorff moved that the proposed FY 2005 District Budget be adopted as presented subject to amendment as needed. Motion Seconded by Director Thomas. (Copy of FY 2005 Budget attached) *Motion carried.*

8. Adjourn.

Director Ward moved and Director Morrison seconded that the meeting be adjourned at 6:49 PM. *Motion carried.*

Agenda items may be considered, deliberated and/or acted upon in a different order than set forth above.

THE ABOVE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS ON THE BLUEBONNET GROUNDWATER CONSERVATION DISTRICT HELD ON SEPTEMBER 22, 2004 WERE APPROVED AND ADOPTED BY THAT BOARD ON JANUARY 19, 2005.

(s) Milton Beckendorff

Milton Beckendorff, Vice President

Attest:

(s) Joe B Sandel

Joe B Sandel, Secretary

Bluebonnet Groundwater Conservation District

FY 04 Budget Amendment

Adopted: September 22, 2004

Account Designation	FY 04 Amended Budget
Deposits on Hand	\$17,000.00
Revenues	
Production Fees	\$135,500.00
Interest Income	\$150.00
Other Income	\$300.00
Permit Fees	\$250.00
Well Dev Appl Fees	\$50.00
Total Revenues	\$153,250.00
Retained Deposits	\$0.00
Total Available Revenues	\$153,250.00
Expenditures	
Administration	
Dues and Subscriptions	\$300.00
Insurance	
D&O Liability Ins	\$1,350.00
Director Bonds	\$1,050.00
Employee Bonds	\$190.00
General Liability Ins	\$1,610.00
Property	\$0.00
Legal Notices	\$3,600.00
Meeting Expenses	\$400.00
Office Equipment	\$240.00
Computer Software	\$350.00
Office Furniture	\$470.00
Office Equipment Rental	
Copier Lease	\$2,000.00
Office Rental	\$6,600.00
Office Supplies	\$3,000.00
Printing and Publications	\$0.00
Training and Conferences	\$600.00
Total Administration	\$21,760.00

Account Designation	FY 04 Amended Budget
Communications	
Internet Services	\$500.00
Postage and Delivery	\$1,700.00
Telephone	\$2,300.00
Total Communications	\$4,500.00
Payroll	
Payroll expenses	\$49,500.00
Employee Health Insurance	\$1,500.00
Total Payroll	\$51,000.00
Services	
Audit Fees	\$3,340.00
Contract/Consulting Fees	\$650.00
Engineering Fees	\$31,500.00
Legal Fees	\$9,100.00
Legislative Services	\$700.00
Professional Fees	\$2,400.00
Total Services	\$47,690.00
Travel & Per Diem	
Lodging	\$700.00
Meals	\$300.00
Travel	\$3,000.00
Total Travel & Per Diem	\$4,000.00
Uncategorized Expenses	
BVCOG-Reimbursement	\$24,000.00
Licenses and Permits	\$0.00
Miscellaneous	\$0.00
Public Education	\$0.00
Total Uncategorized Expenses	\$24,000.00
Total Expenses	\$152,950.00
Revenue over Expenditure	\$300.00
Balance owed BVCOG	\$32,200.00

Bluebonnet Groundwater Conservation District FY 05 Budget

Adopted: September 22, 2004

Account Designation	FY 05 Adopted Budget		
Deposits on Hand	\$0.00		\$0.00
Revenues			
Production Fees	\$145,000.00		\$145,000.00
Transportation Fees	\$0.00		\$0.00
Operating Permit Fees			
Aggregation Permits	\$500.00		
Operating Permits	\$37,000.00		
Operating Permit Amendments	\$500.00		
Operating Permit Renewal	\$0.00		
Total Operating Permit Fees			\$38,000.00
Transportation Permit Fees			
Transportation Permits	\$0.00		
Transportation Permit Amendments	\$0.00		
Transportation Permit Renewal	\$0.00		
Total Transportation Permit Fees			\$0.00
Well Development Fee	\$500.00		\$500.00
Interest Income	\$200.00		\$200.00
Other Income			
Meeting Expense Reimbursement	\$400.00		
Miscellaneous Fees	\$100.00		
Total Other Income			\$500.00
Development Deposits	\$1,000.00		\$1,000.00
Total Revenues			\$185,200.00
Retained Deposits	\$0.00		\$0.00
Total Available Revenues			\$185,200.00

Account Designation	FY 05 Adopted Budget	
Expenditures		
Administration		
Dues and Subscriptions	\$500.00	\$500.00
Insurance		
D&O Liability Ins	\$1,600.00	
Director Bonds	\$1,100.00	
Employee Bonds	\$450.00	
General Liability Ins	\$1,600.00	
Property	\$850.00	
Total Insurance		\$5,600.00
Legal Notices	\$1,800.00	\$1,800.00
Meeting Expenses	\$500.00	\$500.00
Office Equipment		
Computer Software	\$1,000.00	
Office Furniture	\$4,000.00	
Office Equipment	\$1,500.00	
Total Office Equipment		\$6,500.00
Office Equipment Rental		
Copier Lease	\$2,500.00	\$2,500.00
Office Rental	\$8,500.00	\$8,500.00
Office Supplies	\$4,500.00	\$4,500.00
Printing and Publications	\$2,500.00	\$2,500.00
Training and Conferences	\$2,500.00	\$2,500.00
Total Administration		\$35,400.00
		\$35,400.00
Communications		
Internet Services	\$1,500.00	
Postage and Delivery	\$2,500.00	
Telephone	\$2,500.00	
Total Communications		\$6,500.00
		\$6,500.00

Account Designation	FY 05 Adopted Budget		
Payroll			
Payroll Expenses	\$67,450.00		
Employee Health Insurance	\$1,650.00		
Total Payroll		\$69,100.00	\$69,100.00
Services			
Audit Fees	\$3,500.00		
Contract/Consulting Fees	\$1,000.00		
Engineering Fees	\$10,000.00		
Legal Fees	\$5,000.00		
Legislative Services	\$1,000.00		
Professional Fees	\$4,000.00		
Total Services		\$24,500.00	\$24,500.00
Travel & Per Diem			
Lodging	\$1,500.00		
Meals	\$1,500.00		
Travel	\$11,000.00		
Total Travel & Per Diem		\$14,000.00	\$14,000.00
Uncategorized Expenses			
BVCOG-Reimbursement	\$32,200.00		
Public Education	\$2,500.00		
Deposit Refunds	\$1,000.00		
Total Uncategorized Expenses		\$35,700.00	\$35,700.00
Total Expenses			\$185,200.00
Revenue over Expenditure			\$0.00
Balance owed BVCOG	\$0.00		