



# OWENS VALLEY GROUNDWATER AUTHORITY

Members: Big Pine CSD — City of Bishop — County of Inyo— Indian Creek-Westridge CSD

Interested Parties: Lone Pine Paiute Shoshone Tribe – Owens Valley Committee

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## Staff Report

Date: March 14, 2024

Subject: Agenda item #8: Presentation of draft 2024-2025 OVGA Budget

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On October 23, 2017, the Board of Directors adopted an initial three-year Development Budget which outlined the expected expenditures to prepare the GSP and guide members' decisions regarding funding contributions. The Development Budget and the associated funding obligations were terminated when the GSP was adopted by the OVGA (Member Funding Agreements, Item 3). The Joint Powers Agreement (JPA) requires the Executive Manager to present a draft annual budget to the OVGA Board of Directors and each of the Members by April 1 (Article III, Section 3.1.7). This staff report presents the 2024-2025 draft annual budget. A final budget must be adopted by a majority of the votes of the OVGA Directors on or before May 1 (Article I, Section 5.8), and it is recommended the Board consider adopting the final budget at this meeting.

The draft budget for the period of July 1, 2024, through June 30, 2025, is presented in Table 1. The expected amount of interest on OVGA accounts was based on the most recent quarter. No revenues from member contributions were included in the draft budget. It is not a requirement to provide funding to remain a Member of the OVGA. If the Executive Manager is notified that an agency is willing to provide funds, the budget will be revised and the vote shares recalculated in accordance with Article IV, Section 2 of the JPA. If no Members provide a contribution in fiscal year 2024-25, each will have two votes, and Interested Parties will have one vote each.

The primary expenditures in the draft budget are staff and professional services (Table 1). Expenses for the Executive Manager are more than in the 2023-2024 budget but less than in years prior to that. Executive Manager tasks include those required by the JPA and Bylaws, meeting preparation, tracking developments in SGMA implementation, annual data acquisition at Representative Monitoring Sites, reporting to DWR, well permit review, well registration data collection and entry, and administrative tasks. The hours necessary to complete those management actions were estimated from similar work performed during the GSP development or professional judgment. Hourly rates

were based on Inyo County Water Department current salaries and benefits; no overhead or profit were included.

It is anticipated that future meetings may be coordinated with the City of Bishop, and the budget includes funds for staff assistance that may be necessary.

Legal services and Fiscal Agent services are performed by Inyo County under separate contracts. Estimates for legal services were based on the monthly flat rate in the current Inyo County Counsel contract but only for months with meetings or when tasks to complete management actions are required. The Fiscal Agent cost is unchanged.

Additional services from other providers included in the budget were the same as in previous years. General liability insurance is unchanged from last year's budget. Professional services include website and database maintenance and assistance with the annual report. The database is currently hosted on DBS&A servers and includes limited technical support. Miscellaneous expenses are based on previous budgets or actual expenditures from recent years.

The OVGA Bylaws (Article VII, Section 1) require that the projected expenses not exceed projected revenues. The 2024-25 draft budget would be balanced by relying on approximately \$70,160 from the existing fund balance.

### **Staff Recommendation**

The Board will receive a presentation of the 2024-2025 budget. OVGA staff recommends approval of the 2024-2025 budget as written.

**Table 1: Draft FY 2024-25 OVGA budget.**

<b>Revenues</b>	
Interest from treasury	\$3,000
Other Agencies (member contributions)	\$0
Fund balance transfer	\$67,160
<b>Total Revenue</b>	<b>\$70,160</b>
<b>Expenditures</b>	
<b>Fiscal Services</b>	
Insurance	\$2,500
<b>Subtotal</b>	<b>\$2,500</b>
<b>Staff Services</b>	
Executive Manager – Water Dept.	\$25,410
Staff services – Bishop	\$2,000
Agency: Inyo, Legal	\$4,500
Agency: Inyo, Fiscal Agent/Financial Svcs	\$4,000
<b>Subtotal</b>	<b>\$35,910</b>
<b>Professional Services</b>	
Website Maintenance	\$1,000
Technical Services	\$25,000
Database Hosting	\$2,000
<b>Subtotal</b>	<b>\$28,000</b>
<b>Miscellaneous Expenses</b>	
Internal Copy Charges	\$50
Advertising/mailer	\$300
Office Space & Site Rental	\$400
General Operating	\$500
Zoom Account	\$0
<b>Subtotal</b>	<b>\$1,250</b>
<b>Contingencies</b>	<b>\$5,000</b>
<b>Total</b>	<b>\$70,160</b>