

# PALOUSE BASIN AQUIFER committee

## MEETING MINUTES

THURSDAY, MARCH 23, 2023, 2:00 PM  
 UI, FACILITIES SERVICES CENTER, JACK'S CREEK MEETING ROOM  
<https://uidaho.zoom.us/j/89476554152> (Passcode: PBAC)

### Attendance

**X:** In-person attendance      **V:** Video attendance

<b>X</b>	Pullman: Cara Haley (Chair) City Engineer		Moscow: Tyler Palmer (Vice-Chair) Deputy Director, Public Works & Services
	Pullman: Vacant Position		Moscow: Michael Parker Water Utility Manager
<b>X</b>	Pullman: Eileen Maccoll City Council Member	<b>X</b>	Moscow: Sandra Kelly City Council Member
<b>X</b>	Whitman County: Mark Storey Public Works Director/County Engineer	<b>X</b>	Latah County: Paul Kimmell Citizen/County Representative
<b>V</b>	Whitman County: Tom Handy County Commissioner		Latah County: Tom Lamar County Commissioner
<b>X</b>	WSU: Jeff Lannigan Facilities Services	<b>X</b>	UI: Lana Cohen Research Associate
	WSU: Jason Sampson Asst Director, Environmental Services	<b>X</b>	UI: Rusty Vineyard Director of Facilities
<b>V</b>	WA, Dept of Ecology: Patrick Cabbage Unit Supervisor/Hydrogeologist		ID, Water Resources: Michelle Richman Regional Manager/Staff Engineer
	WA, Dept of Ecology: Chris Beard Hydrogeologist		ID, Water Resources: Daniel Sturgis Hydrogeologist

### Others:

Steve Robischon, PBAC Technical Advisor (V); Jeff Langman (V); Robin Nimmer, Alta Science & Engineering (X); Allison Lebeda, Nez Perce Tribe (V); Colt Shelton, JUB (V); David Hall (X); Alan Seltzer (V); Rebecca Tyne (V)

# PALOUSE BASIN AQUIFER committee

*\*Denotes Action Items*

## 1) Introductions

Meeting called to order at 2:03pm. Roundtable of introductions of in person and online participants.

## 2) \*Approval of Minutes – ([Video Link 10:29](#))

- a. February 16, 2023 - Meeting Minutes – [Attached](#)

<b>Motion:</b>	<b>Approve Minutes from February 16, 2023, Meeting</b>
<b>Mover:</b>	Paul Kimmell
<b>Seconder:</b>	Eileen Maccoll
<b>Result:</b>	<b>ALL IN FAVOR, MOTION CARRIED</b>

## 3) Public Comment for Items not on Agenda

- a. Community Member, David Hall, suggested Moscow and Pullman implement a water use budget as a tool.

## 4) Unfinished Business – None

## 5) \*New Business – ([Video Link 12:05](#))

- a. **Contribute \$4,500 for Datalogging at Genesee Well – Steve Robischon**

Brief overview from Steve. Contribution is for the technology and training associated with the proposed transducer in Genesee's deep well. The Committee discussed the potential of installing a separate transducer (a lower amount but an annual check in by PBAC's Datalogger Contractor) but City of Genesee does not prefer that. It was also presented that these funds would be spent without knowing of connectivity within the Palouse Groundwater Basin. The Committee agreed there are ample funds in the Research budget and it's a minimal amount worth spending to see if there is connectivity.

<b>Motion:</b>	<b>Approve contribution to City of Genesee, not to exceed \$5,000, from the Research Budget</b>
<b>Mover:</b>	Jeff Lannigan
<b>Seconder:</b>	Sandra Kelly
<b>Result:</b>	<b>ALL IN FAVOR, MOTION CARRIED</b>

# PALOUSE BASIN AQUIFER committee

## 6) Presentation & Discussion

### a. Presentation: Well Sampling with Woods Hole Oceanographic Institution – *Dr. Alan Seltzer & Dr. Rebecca Tyne* – ([Video Link 28:15](#))

#### i. Well Sampling Request & Locations – [Attached](#)

Brief overview from Alan and Rebecca. The goal is to learn about the age of the groundwater, the source, and the flow paths. Committee asked questions about well sampling procedures. WHOI will send an email with information to obtain contacts and coordinate logistics. The timeline is to visit in May 2023, with a quick update 2 months afterwards, with final results in 10 months. Communication Subcommittee will coordinate a press release.

### b. Discussion: PBAC Participation in Feasibility Study for Alternative 1 – *Paul Kimmell* – ([Video Link 50:36](#))

Last July's Alternatives Water Supply Report contemplated a partnership with a local utility for Alternative 1. Avista is moving forward with a feasibility study for a pumped storage option on the Snake River and there could be a cost share that PBAC could join. More information will come.

### c. Update: UI PBAC Plan – *Tyler Palmer*

A quick status update: a plan has been submitted to UI Leadership and waiting for feedback.

## 7) Subcommittee Reports – ([Video Link 53:53](#))

### a. Transition – Job Posting

The Executive Director position will be posted soon and will be shared on the website and social media, and will close after 30 days.

### b. Budget – ([Video Link 57:45](#))

#### i. Monthly Budget Update – [Attached](#)

A brief overview of the budget. PBAC has paid the invoice for the infographics from Fuse. The Latah County ARPA funds have been received and deposited in the Program account so as to track every expenditure, and the remaining amount from the Program account was moved to the Admin account.

# PALOUSE BASIN AQUIFER committee

ii. **Status of PBAC Funds & Future Contribution Increases – [Attached](#)**

An overview of the memo was presented and the Committee discussed. Committee members need to go back to their entities to present a 25% increase to the Admin contribution fee. A later discussion could involve moving Research funds to Admin in the interim. Ideally, PBAC needs to decide by summer so it can be effective in FY25. Members need to report back at next month's meeting.

c. **Communications – None**

With the infographics complete, a future Stakeholder Engagement Group (SEG) will be scheduled. A subcommittee meeting will also include a press release for the Woods Hole Oceanographic Institution visit.

d. **Research – None**

The subcommittee will convene once Alta has a draft prioritization plan to review.

8) **Other Reports and Announcements – ([Video Link 1:19:45](#))**

a. **Received Concerns of Proposed Biodiesel Plant in Pullman**

PBAC has received emails with concerns from the public. There isn't much information to provide back and City of Pullman will take the lead with next steps and what will be appropriate. The application has been withdrawn for the particular site that was proposed.

b. **Geologic Lecture Series by John Bush**

John Bush, who started work on the Basin in 1976. With the help of Steve, John recorded a 9-part lecture series based on 50 years' worth of knowledge. They are available on the website and on YouTube:

<https://www.youtube.com/playlist?list=PLUwu37hHLVRka7HissEOjVyXMWx35RvBJ>

c. **New Webpages**

With the Fuse infographics, two new webpages were developed: [Aquifer System](#) and [Water Supply Project](#). The website should be updated to become a secure site. Communications subcommittee will work on a press release to feature this info.

d. **Save the Date: Saturday, May 20<sup>th</sup> at 7pm, in Viola, there will be a fundraiser event with a live band (Riverside Folk) for water awareness.**

# PALOUSE BASIN

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## committee

- e. Pullman City Council's next meeting (March 28) will have a proposed irrigation management ordinance and appoint a new Public Works Director.
- f. Keynote speakers are being contemplated for the Palouse Basin Water Summit: Erica Gies (Water always wins) – Will Sarni (Water Foundry). No date yet reserved for October yet.

### 9) Next PBAC Meeting:

- a. **Thursday, April 20 at 2:00 PM**

### 10) Adjourn at 3:30 PM

<b>Motion:</b>	<b>Adjourn</b>
<b>Mover:</b>	Tom Handy
<b>Second:</b>	Jeff Lannigan
<b>Result:</b>	<b>ALL IN FAVOR, MOTION CARRIED</b>

*Minutes Adopted at the April 20, 2023 Meeting*

# PALOUSE BASIN AQUIFER committee

## \*DRAFT MINUTES\* MEETING MINUTES

THURSDAY, FEBRUARY 16, 2023, 2:00 PM  
 UI, FACILITIES SERVICES CENTER, JACK'S CREEK MEETING ROOM  
<https://uidaho.zoom.us/j/8947654152> (Passcode: PBAC)

### Attendance

**X:** In-person attendance      **V:** Video attendance

<b>X</b>	Pullman: Cara Haley (Chair) City Engineer	<b>X</b>	Moscow: Tyler Palmer (Vice-Chair) Deputy Director, Public Works & Services
	Pullman: Vacant Position	<b>V</b>	Moscow: Michael Parker Water Utility Manager
<b>X</b>	Pullman: Eileen Maccoll City Council Member		Moscow: Sandra Kelly City Council Member
<b>X</b>	Whitman County: Mark Storey Public Works Director/County Engineer	<b>X</b>	Latah County: Paul Kimmell Citizen/County Representative
	Whitman County: Tom Handy County Commissioner		Latah County: Tom Lamar County Commissioner
<b>X</b>	WSU: Jeff Lannigan Facilities Services	<b>X</b>	UI: Lana Cohen Research Associate
	WSU: Jason Sampson Asst Director, Environmental Services	<b>X</b>	UI: Rusty Vineyard Director of Facilities
<b>V</b>	WA, Dept of Ecology: Patrick Cabbage Unit Supervisor/Hydrogeologist		ID, Water Resources: Michelle Richman Regional Manager/Staff Engineer
<b>V</b>	WA, Dept of Ecology: Chris Beard Hydrogeologist		ID, Water Resources: Daniel Sturgis Hydrogeologist

### Others:

Céline Acord, PBAC Executive Director (X); Steve Robischon, PBAC Technical Advisor (V);  
 Kyle Duckett, Alta Science & Engineering (X); Robin Nimmer, Alta Science & Engineering (X)

### Community Members:

Allison Lebeda, Nez Perce Tribe (V); Brooke Chase, Nez Perce Tribe (V); Melissa MacKelvie (V); Cristin Reisenauer, City of Pullman (V); Colt Shelton, JUB (V); Jeanne Elliot (X); David Hall (X); Eija Sumner (V)

# PALOUSE BASIN AQUIFER committee

*\*Denotes Action Items*

## 1) Introductions

Meeting called to order at 2:02pm. Roundtable of introductions of in person and online participants.

## 2) \*Approval of Minutes – ([Video Link 09:07](#))

### a. January 19, 2023 - Meeting Minutes - [Attached](#)

<b>Motion:</b>	<b>Approve Minutes from January 19, 2023, Meeting</b>
<b>Mover:</b>	Paul Kimmell
<b>Second:</b>	Tyler Palmer, Vice Chair
<b>Result:</b>	<b>ALL IN FAVOR, MOTION CARRIED</b>

## 3) Public Comment for Items not on Agenda – None ([Video Link 09:25](#))

- a. A member of the public asked a question about the proposed biodiesel plant. Committee Member Maccoll removed herself from the room. Discussion was minimal as there was no information at this time to present to the Committee for discussion. After discussion finished, Member Maccoll returned.

## 4) Unfinished Business – None

## 5) New Business – ([Video Link 10:38](#))

### a. Appointments:

#### i. Technical Committee Chair: Jeff Lannigan

### b. Genesee Well Chip Samples – *Kyle Duckett*

#### i. Scope of Work – [Attached](#)

Kyle presented an overview of the proposed scope of work, including 6 tasks. John Bush has provided advisory comments and will continue to offer his opinions as information arises. Committee provided discussion and confirmed a fence diagram was beneficial as a deliverable. This data will eventually be shared with the City of Genesee.

<b>Motion:</b>	<b>Approve Scope of Work, not to exceed \$7,000 from the Research Budget</b>
<b>Mover:</b>	Jeff Lannigan
<b>Second:</b>	Lana Cohen
<b>Result:</b>	<b>ALL IN FAVOR, MOTION CARRIED</b>

# PALOUSE BASIN AQUIFER committee

## 6) Presentation & Discussion – ([Video Link 27:10](#))

### a. Update: Alta Extension Contract – Céline Acord

- i. A brief status update was provided. The contract was set to expire March 1, 2023, and is being extended to May 31, 2023, with the City of Moscow. Work is underway.

### b. Review: Final Draft of Infographics – Céline Acord

#### i. Infographics - [Attached](#)

The final drafts of the infographics were presented. Final comments are requested to be returned to Céline by the end of the week.

### c. Presentation: 2022 Pumping Numbers – Steve Robischon – ([Video Link 36:10](#))

- i. Steve presented the 2022 pumping numbers (2.28 billion gallons), how they compare from 2021 (-6.3%), the 5 year average, and since 1992 (-17%) when the Groundwater Management Plan was enacted. Multiple “side trips” were discussed to tie back “the why” of why PBAC was created and what its charge is, including the need to adjust the target number moving forward.

### d. Discussion: Interagency Agreement and Bylaws Updates – Céline Acord – ([Video Link 1:30:15](#))

- i. Céline presented various updates that are needed for PBAC’s governing documents, including the Interagency Agreement, the Bylaws, and the Groundwater Management Plan.

## 7) Subcommittee Reports

### a. Budget – None – ([Video Link 1:40:50](#))

#### i. Monthly Update – [Attached](#)

A brief review of the monthly update sheet was provided.

### b. Communications – None

### c. Research – None

## 8) Other Reports and Announcements – ([Video Link 1:44:500](#))

### a. FY23 Assessments

All assessments have been received, except for the UI Research contribution.



# PALOUSE BASIN AQUIFER committee

## b. Executive Director Resignation

Céline Acord submitted her resignation to PBAC but will continue to work part time to help coordinate monthly meetings and pay invoices. A transition subcommittee was formed to include: Cara Haley, Tyler Palmer, Rusty Vineyard, Paul Kimmell, and Mark Storey.

## 9) Next PBAC Meeting: ([Video Link 1:48:10](#))

### a. Thursday, March 23 at 2:00 PM

#### i. Well Sampling with Woods Hole Oceanographic Institution

Next month will bring a presentation by WHOI. All representatives, including Ex-Oficio members, are highly encouraged to attend to facilitate introductions for WHOI requested well sampling.

#### ii. Feasibility Study for Alternative 1

Next month more information will be provided to discuss the potential for participating in a feasibility study for installation of pumped storage infrastructure with the local utility, Avista, along the Snake River, which coincides with the proposed Alternative 1 water supply project.

## 10) Adjourn at 3:47pm

<b>Motion:</b>	Adjourn
<b>Mover:</b>	Tyler Palmer, Vice Chair
<b>Secunder:</b>	Rusty Vineyard
<b>Result:</b>	<b>ALL IN FAVOR, MOTION CARRIED</b>

Dear PBAC members,

We are looking forward to chatting with you on March 23 to chat about our research project, and to get your input and advice about sampling plans. We'll prepare a brief presentation for you for the zoom meeting, but for now, I just wanted to introduce ourselves and share a bit about our project goals. I am Dr. Alan Seltzer, a geochemist at Woods Hole Oceanographic Institution in MA, and I run a lab that specializes in dissolved noble gas measurements in water. Dr. Becca Tyne, who is a postdoctoral scholar in my group, will be leading the presentation and the research project, and she and I are very much looking forward to visiting in early May to collect samples.

In a few words, we're interested in understanding the physical properties of groundwater recharge, mixing, flow, and residence time in the Columbia River Basalt aquifers. We've recently developed new analytical techniques to measure trace noble gas isotope ratios in groundwater at ultra-high precision, and Becca has led a pilot study in the Grande Ronde aquifer to the northwest of your area (Wilbur, Odessa, Moses Lake, and Ritzville, WA) that provided some extremely promising results about our ability to look at these new tracers of groundwater flow and age. In May, we are hoping to sample deep and shallow wells from the Moscow-Pullman region to once again apply these new tools (high-precision argon, krypton, and xenon isotopes) as well as new krypton-81 measurements (another groundwater dating tool). Part of the project will relate to understanding the source and input function of trace nuclides like argon-40 and helium-4 that are produced within the aquifer minerals and released to groundwater (they are very trace, and not harmful substances in any way, but they are extremely useful natural "clocks" for us to understand the residence time of groundwater). Complementary to this work, we plan to measure the stable krypton and xenon isotope composition of groundwater, as well as the abundances of noble gases, which together allow us to physically model the recharge environment, specifically the temperature at which groundwater recharge occurs, the depth-to-water (below the land surface) at which recharge occurs, and the degree of bubble entrainment and dissolution during recharge events. Your wells are uniquely well suited for us to carry out all of this work, and we're appreciative of your support in collecting samples from ~20 wells.

Please feel free to reach out with any questions before the presentation on the 23rd and, of course, we'll plan to share all of our eventual findings with you once we've collected and analyzed samples. We'd be happy to give a more in-depth presentation of our results sometime next year, perhaps, after we've had time to make all the measurements and interpret the data.

We look forward to talking with you in a few weeks!

Best regards,  
Alan Seltzer  
aseltzer@whoi.edu

Site_ID	Site_name	Business	Site_Desc	Street_No	Street	City	State	Topo_Quad
512	WSU 7	Washington State University	Well		NE College Avenue	Pullman	Washington	Pullman
318	Moscow City 8	City of Moscow	Well		Sunset Drive	Moscow	Idaho	Moscow West
316	Moscow City 6	City of Moscow	Well		E Public Avenue	Moscow	Idaho	Moscow East
319	Moscow City 9	City of Moscow	Well	1850 W Pullman Road (ID 8)		Moscow	Idaho	Moscow West
106	DOE Pullman Test and Observation	Washington Department of Ecology	Well		WA 270	Pullman	Washington	Moscow West
513	WSU 8	Washington State University	Well		Hog Lane	Pullman	Washington	Pullman
396	Pullman City 8	City of Pullman	Well house	533 SE Derby Street		Pullman	Washington	Pullman
197	IDWR 4	Idaho Department of Water Resources	Well		Harden Road	Moscow	Idaho	Moscow West
482	UI 4	University of Idaho	Well		285 Farm Road	Moscow	Idaho	Moscow West
395	Pullman City 7	City of Pullman	Well house	710 NW Ritchie Street		Pullman	Washington	Pullman
511	WSU 6	Washington State University	Well		Fairway Lane	Pullman	Washington	Pullman
	16 Mark Bechtel		Well	3715 Moscow Mountain Road		Moscow	Idaho	Robinson Lake
	56 Eric Busch		Well	451 Iron Eagle Lane		Pullman	Washington	Viola
514	WSU Knott Dairy 1	Washington State University	Well house	2253 Country Club Road		Pullman	Washington	Pullman
312	Moscow City 2	City of Moscow	Well		N Jackson Street	Moscow	Idaho	Moscow West
313	Moscow City 3	City of Moscow	Well		N Jackson Street	Moscow	Idaho	Moscow West
484	UI Parker Farm	University of Idaho	Well house	1025 Plant Science Road		Moscow	Idaho	Moscow East
385	Poe Asphalt Paving 3	Poe Asphalt Paving	Well	5991 WA 270		Pullman	Washington	Moscow West
117	Elks Golf Club 3	Elks Lodge 249	Well	3080 ID 8		Moscow	Idaho	Moscow East
116	Elks Golf Club 2	Elks Lodge 249	Well	3080 ID 8		Moscow	Idaho	Moscow East

# PALOUSE BASIN AQUIFER committee

## BUDGET REPORT Overview of FY23 PBAC Funds (as of 3/20/23)

CATEGORIES	ACTUALS
<b>Revenue</b>	<b>\$ 235,665.71</b>
<b>Entity Contributions</b>	<b>\$ 235,665.71</b>
Administrative Assessment Fee	\$ 121,500.00
Research Assessment Fee	\$ 60,000.00
Other Funds	\$ 54,165.71
<b>Research / Technical</b>	<b>\$ (64,401.89)</b>
<b>Professional Services</b>	<b>\$ (64,401.89)</b>
Consultant - Alta - Data Logger	\$ (14,401.89)
Consultant - Alta - Outreach Extension	\$ (50,000.00)
<b>Operations</b>	<b>\$ (101,166.76)</b>
<b>Operating Costs</b>	<b>\$ (10,157.20)</b>
Events	\$ (977.71)
Office Supplies	\$ (179.49)
Marketing	\$ (9,000.00)
<b>Professional Development</b>	<b>\$ (2,741.41)</b>
Conference/Registration Fees	\$ (1,958.41)
Dues/Memberships	\$ (783.00)
<b>Salary &amp; Benefits</b>	<b>\$ (88,268.15)</b>
Executive Director	\$ (72,420.00)
Technical Advisor	\$ (15,848.15)
<b>Earned Year to Date</b>	<b>\$ 235,665.71</b>
<b>Spent Year to Date</b>	<b>\$ (165,568.65)</b>

UI Account Balances		Totals
725PAD	Admin	\$ 171,656.51
725PRS	Research	\$ 255,708.63
725PPG	Program	\$ 50,000.00
725PSL	Compensation	\$ 44,054.08
<b>Overall Total</b>		<b>\$ 521,419.22</b>

# PALOUSE BASIN AQUIFER committee

DATE: March 23, 2023

RE: Status of PBAC Funds & Future Contribution Increases

## OVERVIEW

When the PBAC Board approved the Executive Manager position to transition to a full-time Executive Director position in FY22, the understanding was reserves would be drawn down within 2-3 years, and an increase request to the participating entities would be necessary. This memo provides information to the Committee regarding the expected expenditures, the current balance, and future forecasting with regards to this need.

## REVENUE

The Committee is financed through contributions from its member entities. Pullman, Moscow, WSU, and UI each contribute a larger amount as the major pumpers in the basin, while the counties (i.e. Whitman and Latah) contribute a smaller amount since they represent a small number of individual pumpers. Details of the contribution breakdown was formally agreed upon in the [interagency agreement](#). In total, PBAC receives \$181,500 each fiscal year from members (Table 1). If UI re-establishes their research contribution, the annual revenue would be \$201,500. Each entity's contributions have been received for FY23. PBAC's fiscal year (FY) is July 1 through June 30.

TABLE 1: ANNUAL CONTRIBUTION BREAKDOWN			
Entity	Admin	Research	Total
Pullman	\$27,000	\$20,000	\$47,000
Moscow	\$27,000	\$20,000	\$47,000
Whitman County	\$6,750		\$6,750
Latah County	\$6,750		\$6,750
WSU	\$27,000	\$20,000	\$47,000
UI	\$27,000	*	\$27,000
<b>Total</b>	<b>\$121,500</b>	<b>\$60,000</b>	<b>\$181,500</b>

*\*UI has not contributed since FY19 due to budget constraints*

## OPERATING BUDGET

PBAC's base operating budget includes compensation (salary and benefits) for two positions, professional development, membership dues and fees, supplies for events and educational outreach, and the cost to perform annual well monitoring, for a total of \$162,300. The interagency agreement details operating costs must be paid from the Admin account and research costs can be paid from the Research account. Only the well monitoring expense from the overall budget has been approved to be paid from the Research account, leaving a remaining \$142,300 of the annual costs to be paid from the Admin Account. This exceeds the current annual \$121,500 Admin contributions.

TABLE 2: PROPOSED FY24 BUDGET	
Item	Cost
Compensation	\$131,800*
Professional Development	\$3,000
Membership Dues	\$1,500
Events/Marketing/Supplies	\$6,000
Well Monitoring	\$20,000
<b>Total</b>	<b>\$162,300</b>

*\*This number will increase each year due to annual salary increase dictated by the State of Idaho*

# PALOUSE BASIN AQUIFER committee

Furthermore, compensation needs will gradually increase each year by a percentage determined by the State of Idaho. Increases can vary from 1-3% each year. Taking an average of a 2% increase over a 5-year period, compensation needs are expected to increase by approximately \$3,000 each year. In FY24 compensation will be \$131,800. By FY29, compensation needs could be up to \$146,800, increasing the annual expenses from the Admin account to \$157,300.

The base operating budget does not consider technical or research efforts as projects vary from year to year. Over the years projects have ranged anywhere from \$5,000 to \$300,000, taking as short as a few months to several years to be completed. Research contributions, as outlined in the interagency agreement, should be at \$80,000 annually but are currently at \$60,000. To be able to commit to larger projects, it takes several years to build up reserves. If the prioritization plan being created by Alta outlines projects that PBAC should take the lead on, the research account may need increased funds so more than one project can occur every 3 years.

## ACCOUNT BALANCE

PBAC’s current account balances, as of February 28, are shown in Table 3. Future known expenses have been accounted for in the allocated column, such as the analyzing of the Genesee well chips (not to exceed \$7,000), the remainder of FY23 compensation needs (\$44,054.08), and the ARPA funds specifically for outreach and education efforts (\$50,000).

TABLE 3: ACCOUNT BALANCES		
Account	Current	Allocated
Admin	\$215,710.59	\$171,656.51
Research	\$255,708.63	\$248,708.63
Program	\$50,000.00	\$0.00
<b>Total</b>	<b>\$521,419.22</b>	<b>\$420,365.14</b>

Contributions are not all received at once, so a sensible limit to the Admin account would consider at least 1 years’ worth of compensation, not to dip below \$130,000.00. Likewise, an appropriate amount for the Research account is at least \$50,000 to ensure 2-3 years’ worth of annual well monitoring.

The Research account’s current balance is healthy and should allow for an upcoming RFP process, if the Committee approves, for data refinement of Alternative 5 influenced by the prioritization plan.

## FORECASTING NEEDS

The Admin account’s projected balance is diminishing. Taking the current allocated balance with the current annual revenue and estimated expenses leaves a remaining balance of \$150,856 at the end of FY24 (Table 4). By the end of FY25, the projected Admin account balance would be below the sensible limit, and it continues to decrease in FY26 and FY27.

TABLE 4: FORECASTING ADMIN ACCOUNT BALANCE WITH CURRENT RATE				
	FY24	FY25	FY26	FY27
Current Balance	\$171,656	\$150,856	\$127,056	\$100,256
Revenue	\$121,500	\$121,500	\$121,500	\$121,500
Expense	(\$142,300)	(\$145,300)	(\$148,300)	(\$151,300)
<b>Remaining</b>	<b>\$150,856</b>	<b>\$127,056</b>	<b>\$100,256</b>	<b>\$70,456</b>

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One immediate, short-term solution with no increase to annual contributions is to allocate the Technical Advisor’s compensation to the Research account. Since the Technical Advisor (TA) collects, reviews, analyzes, and presents the pumping and water level data, it could be inferred that the work is research related. The TA’s average compensation needs are approximately \$19,000 annually. This would extend the account balance closer to FY26 but use reserves in the Research account. If this were to occur, the major pumpers would need to approve this change as it would be a new expense to the Research account.

Another solution is to increase contribution rates, which have been done several times throughout PBAC’s history. Most recently was in 2019; the Admin contributions increased by 35% from \$20,000 to \$27,000 for the major pumpers, and \$5,000 to \$6,750 for the counties. In order to stabilize the Admin account, a 25% minimum increase would need to be considered. As shown in Table 5, if revenues were increased to \$152,000, it would stabilize the balance until FY31. A 25% increase would raise rates to approximately \$33,750 for the major pumpers and \$8,500 for the counties.

<b>TABLE 5: FUTURE ADMIN ACCOUNT BALANCE WITH A 25% INCREASED RATE IN FY25 &amp; EXPENDITURES AT \$10,500</b>				
	FY24	FY25	FY26	FY27
Current Balance	\$171,656	\$150,856	\$157,556	\$161,256
Revenue	\$121,500	\$152,000	\$152,000	\$152,000
Expense	(\$142,300)	(\$145,300)	(\$148,300)	(\$151,300)
<b>Remaining</b>	<b>\$150,856</b>	<b>\$157,556</b>	<b>\$161,256</b>	<b>\$161,956</b>

This considers other expenses outside of compensation needs would remain around \$10,500. With the priority of additional public outreach and education, these costs will likely vary each year (from \$10,500 - \$15,000), so a slightly higher increase to contributions to 30% would provide more flexibility. Revenues would total to \$158,000 annually, and rates would be approximately \$35,100 for the major pumpers and \$8,800 for the counties.

<b>TABLE 6: FUTURE ADMIN ACCOUNT BALANCE WITH A 30% INCREASED RATE IN FY25 &amp; EXPENDITURES AT \$15,000</b>				
	FY24	FY25	FY26	FY27
Current Balance	\$171,656	\$150,856	\$158,559	\$163,526
Revenue	\$121,500	\$158,000	\$158,000	\$158,000
Expense	(\$142,300)	(\$150,300)	(\$153,300)	(\$161,300)
<b>Remaining</b>	<b>\$150,856</b>	<b>\$158,556</b>	<b>\$163,526</b>	<b>\$159,956</b>

During discussions, the Committee should also review the research contributions. Many options could be contemplated - whether it be to formally request UI to continue to contribute their agreed upon amount or to wait for the prioritization plan to be completed (April/May 2023) so as to support the justification to increase the research rate. Another option could be to restructure the contributions completely, removing the delineation of Admin and Research, and simply have one PBAC contribution fee. From there, PBAC would need to adopt a more formal budget and fiscal planning process.

# PALOUSE BASIN

# AQUIFER

committee

The calculations are based off minimal expenditures, encompassing compensation and \$10,500 in other expenses. If priorities change, unforeseen expenses or opportunities arise, the spend down could occur even more quickly. Starting discussions early and agreeing to increased rates as a Committee before the start of the next fiscal year (FY24: July 1, 2023) would be an admirable goal. This would allow member entities a full year to plan their individual budgets for the increased rate to become effective in FY25 (July 1, 2024-June 30, 2025).

## RECOMMENDATION

The Budget Subcommittee recommends a discussion with the entire Committee to include:

- Confirming typical annual expenditures of \$10-15k
- A minimum 25% increase to the administrative contribution rate
- An increase to the research contribution rate and what future projects will be led by PBAC or the entities
- Adopting fee increases to be effective in FY25