

**Board of Directors Meeting**  
June 19, 9:30 AM to Noon  
Butner Town Hall



Materials related to this BOD Meeting have been placed on the UNRBA website unless noted otherwise:  
[Meeting page](#)  
see items under the June 19<sup>th</sup> meeting date.

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**I. Opening—Chair Sig Hutchinson ([Meeting Presentation, 6-19-2019](#))**

- A. Introductions and Announcements**
- B. Roll Call for Quorum**
- C. Identification of any Conflicts**
- D. Review agenda**

**II. Action Items -**

- A. Approval of [May 15, 2019 Meeting Minutes](#)**
- B. [Treasurer's Report](#) and Report on Banking Change**
- C. Contract Approvals for Fiscal Year 2020 (July 1, 2019 through June 30, 2020)**

**1. Modeling and Regulatory Support (MRS) and Monitoring**—The Brown and Caldwell contracts for the current fiscal year were broken into two separate contracts: one for MRS and one for the Monitoring Program. In the current fiscal year, the Monitoring Program completed its four-year modeling-support monitoring effort in October 2018. Following completion of this program, a transition monitoring program was implemented beginning in November 2018. This is a much-reduced program and represents about 5% of the UNRBA's re-examination project budget (\$800,000). This coming fiscal year the two efforts have been incorporated into one contract and scope of work. Based on review of the FY 2020 proposed scope of work by the Path Forward Committee (PFC), the Transitional Monitoring Program would remain for FY 2020, but would be reviewed again when developing the FY 2021 budget. The PFC also recommended an additional task for the coming FY: Development of a Decision Methodology or Framework. This funding would be allocated to Brown and Caldwell and HDR (our Communications Support contractor) to support several PFC sessions to develop this Decision Methodology or Framework. The total budget for this effort is recommended at \$20,000. Because the entire annual project-based funding is critical to the objectives of the MRS and Transitional Monitoring Program, it is proposed that the Decision Framework be funded by the Reserve Fund. That fund represents over \$100,000 of contingency funds that the UNRBA has maintained. Thus, the allocation of \$20,000 from these non-designated funds would still leave a significant reserve for use when needed. It is recommended that the Board allocate \$20,000 from the Reserve Fund and approve the MRS and Monitoring contract and scope of work in the proposed Brown and Caldwell package. It is recommended that the Board authorize the Chair to sign this contract on behalf of the UNRBA. The HDR contract modification will be covered in item 3.

**2. HDR Contract Modification**—As discussed in item 2, the development of a Decision Framework requires support from our contractors to complete this task in FY 2020. The Board approved and executed the HDR's Communications Support contract at the March 2019 meeting. A contract amendment is being prepared to modify that contract and add facilitation of the PFC meetings to

develop a Decision Framework for the UNRBA's overall reexamination effort moving forward. The contract amendment would add \$5,000 to the HDR contract. It is recommended that the Board authorize the completion of this amendment and designate the Chair sign the final amendment on behalf of the UNRBA.

3. **Executive Director Services Contract**—At the March 2019 Board Meeting, the Board approved the recommendation of the Personnel Committee to increase the Executive Director Services billing rates for Forrest and Haywood by \$5 per hour. This revision is consistent with the contract condition addressing adjustments in the billing rates for personnel providing services to the UNRBA under this contract. The Board also approved revision of the contract period to cover FY 2020 through FY 2023. A contract modification for the agreement between the UNRBA and McGill Associates has been developed to reflect these changes. It is recommended that the Board approve the contract package and authorize the Chair to sign the agreement on behalf of the UNRBA.
4. **Subject Matter Expert (SME) Contracts**—The UNRBA has maintained support contracts for Phthisic Consulting Inc. and Sauber Water Quality Consulting to provide oversight and technical review resources to help manage and provide SME assistance to the Executive Director in the review of project-based work being performed by Brown and Caldwell and HDR. This support has been extremely beneficial to the timely and effective completion of the projects funded by the UNRBA's project-based budget. As we move forward with the reexamination and the development of a recommended revised Nutrient Management Strategy for Falls Lake, this support will become even more important. A total of \$60,000 per year is allocated to this effort. It is recommended that the Board approve the two contracts for FY 2020 and authorize the Chair to sign the documents on behalf of the UNRBA.
5. **Web Support Services**—The UNRBA has been fortunate to have Mike Gering to manage the UNRBA's unrba.org website for the past several years. Mike has decided to step away from his contracting business. Haywood has been in discussions with Mike for recommendations on a replacement for this support. This evaluation is continuing. The budget for this work is \$3,500 per year. It is recommended that the Board authorize the continued efforts to identify a resource for this work and to develop an appropriate contract for this support. This contract will be similar in scope and content to what we've had in the past. It is further recommended that the Board authorize the Executive Director to finalize this contract and designate the Chair to review and sign the agreement on behalf of the UNRBA.

### III. Status Reports and Informational Items

#### A. Modeling and Regulatory Support (MRS) Status:

Item Summary (Alix): The MRS Workgroup reviewed and recommended approval of the FY 2020 Budget and Scope of Work. The work planned for FY 2020 will be reviewed noting the combination of the Transition Monitoring Program and the MRS into a single contract and the recommended additional task of providing support to the UNRBA in their development of a decision methodology or framework. The technical focus of the MRS for this fiscal year will be calibration of the watershed and lake models to stream flows and lake levels and preparation for the next fiscal's years calibration of water quality.

**B. Monitoring Program Status:**

Item Summary (Alix): The comprehensive monitoring report has been drafted and exhaustively reviewed by the Executive Director, SME and the PFC. A final draft of this report has been provided to the Board for review ahead of the June 19<sup>th</sup> meeting. This report is a review of 51 months of data collected to support the UNRBA's modeling efforts. This data is also a tremendous resource in better understanding Falls Lake and its watershed. This report represents not only a review of the data collected during the period of UNRBA-funded sampling but also provides a historic review of lake quality since it was filled in the early 1980s and references data collected by the State and other organizations monitoring the lake.

**C. Ongoing DEQ Discussions/Issues:**

Item Summary (Forrest): The Chair, Executive Director, and representatives from Raleigh, Durham and the upper watershed met with Shelia Holman, Assistant Secretary for the Environment, Department of Environmental Quality (DEQ) and Linda Culpepper, Director of the Division of Water Resources, DEQ on June 7<sup>th</sup>. We presented information and reviewed the UNRBA's efforts to secure DEQ's cooperation on the following items:

- Clean Water Act 305(b) and 303(d) Evaluations of Falls Lake
- Memorandum of Understanding/Agreement
- Credit for land conservation
- Revision of the chlorophyll-a water quality standard
- Optional Implementation Approach

Some progress was made relative to securing consideration of these topics and work will continue on working through these subjects with DEQ.

**D. Collaboratory Coordination:**

Item Summary (Forrest): Ongoing discussions with the Collaboratory relative to the Falls Lake Nutrient Strategy project continued with a meeting on May 16<sup>th</sup>. A list of potential projects for Falls Lake reviewed by the PFC was presented to the Collaboratory. These included consideration of developing an evaluation of the financial impacts of the Nutrient Management Strategy and any replacement strategy on the watershed and its citizens, third party review of the UNRBA's modeling effort, more detailed study of the data and information available on the lake, and several other technical subjects. The Collaboratory representatives were very interested in the projects identified and committed to taking the UNRBA's suggested study items into consideration in developing its FY 2020 study program. It was noted that the Collaboratory would continue to seek input from the UNRBA as it moves through the three years of study and evaluation of Falls Lake before producing its final report by December 31, 2023.

**E. Optional Implementation Approach:**

Item Summary (Forrest Westall): The Board authorized continued work to evaluate this concept at the May meeting. Jurisdictions continue to evaluate this approach and additional discussion will need to take place. This optional approach will be a topic an upcoming PFC Meeting and a briefing will be provided at the next Board meeting in September. Early 2020 is the general target for providing the Board with recommendations.

**F. Communications Support Status:**

Item Summary (Amy Shahar): The UNRBA identified the need to provide a timeline graphic for use to support additional understanding of the schedule the Reexamination effort. This graphic has been reviewed by the Executive Director and the PFC. This graphic will be presented, and input sought from the Board. A Media Engagement Protocol has been drafted and distributed to the Communications Workgroup. Progress has been made on all work products required under the 2019 contract:

- A UNRBA Stakeholder Summit to be held in September or October
- Media management protocol
- Elected official orientation package

As noted in the contract items above, the HDR contract is being modified to include work on the Decision Framework. As a reminder, the UNRBA fast facts and infographic are available for review on the [Resource Library page](#). If you use any of these presentation materials, please complete the communication tool use tracking survey : <https://www.surveymonkey.com/r/UNRBA>. The 2019 contract calls for several important tasks this year, including

**IV. Closing Comments— Chair Sig Hutchinson**

**Next PFC Meeting: July 9, 2019, 9:30 AM to Noon, Butner Town Hall**

**Next BOD Meeting: September 18, 2019, 9:30 AM to Noon, Butner Town Hall**