

UNRBA Board of Directors: *Draft January 18, 2023 Board Minutes*

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, January 18, 2023 via an in-person and conference call/webinar. Meeting attendees are listed below.

Name	Affiliation
Sig Hutchinson (Chair)	Wake County
Jenn Weaver (Vice Chair)	Town of Hillsborough
Ryan Eaves (Treasurer) (virtual)	Durham County
Wendy Jacobs (Secretary)	Durham County
Reggie Hicks	City of Durham
Russ May	Granville County
Georgana Kicinski	City of Creedmoor
Michelle Woolfolk	City of Durham
Terry Hackett	Town of Hillsborough
Carolyn Bachl	City of Raleigh
Nancy Daly (virtual)	Wake County
Kathy Cooper (virtual)	City of Raleigh
Katie Cromwell	Representing Granville and Person Stormwater Utility (Granville Co., Person Co., Stem, Butner, & Creedmoor)
Jim Wrenn	Representing Granville Co., Person Co., Butner, and Creedmoor
Katherine Rhyne	Town of Butner
Sally Green (virtual)	Orange County
David Harris	Durham County Soil & Water
Jerry Ayscue	Town of Butner
Don O'Toole	City of Durham
Wesley Poole	Orange County
Monica Sarna (virtual)	Town of Wake Forest
Scott Schroyer	SGWASA
Dan McLawhorn	McLawhorn Law
Jason Thomas	Person County
Jennifer Tavaitzis	Representing Granville and Person Stormwater Utility (Granville Co., Person Co., Stem, Butner, & Creedmoor)
Robert Hornik	Town of Hillsborough
John Huisman	NCDWR
Jay Sauber	Sauber Water Quality Consulting
Joey Hester (virtual)	NCDWR
Alix Matos	Brown & Caldwell
Forrest Westall	UNRBA
Haywood Phthisic	UNRBA
Tom Freeman	Preserve Rural Durham
Rebecca Freeman	Preserve Rural Durham
Pamela Andrews	Preserve Rural Durham
Steve Tedder (virtual)	Tedder Farm Consulting
Chris Sandt	Orange County
Dustin Brewer	Durham County Soil & Water

Welcome and Recognition -

The Chair, Sig Hutchinson, called the meeting of the UNRBA Board to order and welcomed all those in attendance and those participating through remote access. The Chair asked if any of the Board Directors have any “conflict of interest” issues with any agenda items, and no conflicts were identified. The Chair called the roll and 12 of 14 members were present for a quorum.

Review and Approval of the Agenda – The Chair asked if there were any additions to the agenda. Being none, Wendy Jacobs made the motion to approve the agenda, seconded by Jenn Weaver, and approved by the Board.

Several people with Preserve Rural Durham spoke to the Board regarding growth in the watershed.

Action Items -

Approval of Minutes November 16, 2022 Board Meeting – The Chair asked the Board if there were any edits or corrections to the draft minutes provided. Being none, Wendy Jacobs made the motion to approve the minutes as presented, seconded by Jenn Weaver, and approved by the Board.

Treasurer’s Report – Ryan Eaves presented the Treasurer’s Report for the period ending December 31, 2022. The checking account balance at the close of the statement was \$232,815.87 and the savings account balance was \$1,179,207.23. Following review of the report, Georgana Kicinski made the motion to approve the Treasurer’s Report as presented, seconded by Wendy Jacobs, and approved by the Board.

Officer Nominating Committee Recommendation – Terry Hackett reported the Officer Nominating Committee recommends the following nominees for Officers for the UNRBA for 2023: Sig Hutchinson, Chair; Jenn Weaver, Vice Chair; Ryan Eaves, Treasurer; and Wendy Jacobs, Secretary. Jenn Weaver, Vice Chair, opened the nominations (in addition to the Committee recommendation) for Chair. Being none, Wendy Jacobs seconded the Committee recommendation, and Sig Hutchinson was approved as Chair by the Board subject to a confirmed appointment as Director to the UNRBA by Wake County. Sig resumed the Chair position to continued elections of the other officers. As Terry previously summarized the recommendations for the other positions, the Chair asked if there were other nominations for these positions. Being none, these officers were approved by the Board.

Personnel Committee Report – Don O’Toole, Chair of the Personnel Committee, made the report to the Board. Don noted the committee met on December 5, 2022. The participants were Sig Hutchinson, Jenn Weaver, Wendy Jacobs, Ryan Eaves, Jim Wrenn and Don O’Toole. Kathy Cooper provided written comments. The Committee concluded that Forrest and Haywood are providing excellent support to the UNRBA. Based on input received from the Executive Director Team, the Committee’s recommendation for FY 2023-24 is as follows: increase the Executive Director’s hourly rate to \$120 per hour (\$190,800 annually), travel expenses increased to \$20,000, and support services remaining at \$24,640. Following discussion, Russ May seconded the motion by the Personnel Committee, and it was approved by the Board.

Budget Adjustment for Modeling and Regulatory Support for FY 2023 – Forrest provided an update on the progress of the modeling work and noted all of the additional work has been required to respond to input from DWR and the third party reviewers. This additional effort has resulted in a budget shortage for completing this year’s scope of work. The work to respond to input provided was essential to promoting a positive review process when the work and reports are submitted for approval to DWR and the EMC. Based on an evaluation of the work remaining and a careful review of this assessment, Forrest asked the Board to appropriate \$180,000 from the uncommitted fund balance. Haywood and Forrest have reviewed the Association’s financial records and have determined that more than enough funds available to cover this request. Budget allocation for the FY 2023-24 (next fiscal year) will provide reserve funds that will cover the \$180,000 allocation for this FY. Following discussion, Wendy Jacobs made the motion to approve the

\$180,000 requested budget increase for the current year seconded by Jenn Weaver, and approved by the Board.

Informational Items -

FY 2024 Budget Discussion – Forrest discussed the projection for the FY 2024 budget and stated he did not recommend any reduction in membership fees for FY 2024. While the modeling and regulatory program is moving toward completion of recommendations for a revised strategy and will continue working on a potential site-specific chlorophyll-a standard, this work will include the first 6 months of FY 2023-2024 and it is likely that the UNRBS will need to provide significant support to the next steps to develop the Falls Lake Rule changes and to pursue whatever regulatory actions are needed to support putting the recommendations provided in place.

Modeling and Regulatory Support Status – Alix Matos with Brown and Caldwell updated the Board on the modeling progress to date. For detailed information please review meeting presentation: [January 18 2023 Meeting Presentation](#).

Developing Recommendations for Revised Nutrient Management Strategy and Petition for a Site-Specific Chlorophyll-a Water Quality Standard - Forrest reviewed the work underway and what steps would be needed to utilize the modeling results to support a decision on seeking a site-specific chlorophyll-a standard for Falls Lake.

Communications – There are several items of outreach that are underway including the continued engagement with DWR. The UNRBA is also planning for the WARMF Model Training with DWR and UNRBA members on February 6, 2023; a session at WRRI's Annual Conference in March 2023; a Technical Stakeholder Workshop in spring 2023; a workshop with DWR/NC Policy Collaboratory/NGOs to discuss stakeholder feedback on the concepts for a revised nutrient management strategy planned for spring 2023; a joint symposium with NC Policy Collaboratory planned for spring 2023, and a Stakeholder workshop to discussed the final recommendations for draft strategy in the fall of 2023. Expansion of outreach efforts with our members and their elected and leadership representatives will be a priority.

The next scheduled Board meeting will be March 15, 2023 at 9:30 A.M face to face, with a remote access option. With no other business, the meeting was adjourned.