

UNRBA Board of Directors: Draft June 21, 2023 Board Minutes

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, June 21, 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)	Durham County
Carolyn Bachl	City of Raleigh
Jordan McMillan	Town of Butner
Chris Bowley	Person County
Russ May	Granville County
Georgana Kicinski	City of Creedmoor
Michelle Woolfolk	City of Durham
Reggie Hicks	City of Durham
Jane Harrison	City of Raleigh
Ed Buchan	City of Raleigh
Kathy Cooper (virtual)	City of Raleigh
Sandy Wilber	City of Durham
Bob Hornik	Town of Hillsborough and Town of Stem
Katie Cromwell	Representing Granville and Person Stormwater Utility (Granville Co., Person Co., Stem, Butner, & Creedmoor)
Jennifer Tavantvis	Representing Granville and Person Stormwater Utility (Granville Co., Person Co., Stem, Butner, & Creedmoor)
Sally Greene	Orange County
David Harris (virtual)	Durham County Soil & Water
Katie Rhyne	Town of Butner
Nancy Daly (virtual)	Wake County
Wesley Poole	Orange County
Monica Sarna	Town of Wake Forest
Scott Schroyer	SGWASA
Dan McLawhorn (virtual)	McLawhorn Law
James Bryan	Orange County
Jay Sauber	Sauber Water Quality Consulting
Alix Matos	Brown & Caldwell
Forrest Westall	UNRBA
Haywood Phthisic	UNRBA

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 10 of 14 members were present for a quorum.

Action Items -

Approval of Agenda – The Chair asked if there are any additions or deletions to the agenda. Being none, Jenn Weaver made the motion to approve as presented, seconded by Georgana Kicinski, and approved by the Board.

Approval of Minutes May 17, 2023 Board Meeting – The Chair asked the Board if there were any edits or corrections to the draft minutes provided. Being none, Jane Harrison 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 May 31, 2023. The checking account balance at the close of the statement was \$32,914.95 and the savings account balance was \$836,186.18. Following review of the report, Jenn Weaver made the motion to approve the Treasurer's Report as presented, seconded by Georgana Kicinski, and approved by the Board.

Board Meeting Date in December, 2023 – Forrest reported that there may be the need to meet in December in order to finalize the UNRBA's recommendation for submittal to DWR and the EMC. Currently the Board does not meet in December so the Board would have to set a meeting date. Following discussion, Georgana Kicinski made the motion to set the meeting for December 13th at 9:30 a.m. (if the meeting is necessary), seconded by Jenn Weaver, and approved by the Board.

FY 2023 – 24 Contracts – Forrest presented the McGill agreement for Executive Director services contract for the Board's consideration and the Brown & Caldwell agreement for the upcoming fiscal year.

McGill contract: The amount of this agreement is \$235,440.00 as follows: executive director hourly rate, \$120 and budget of \$190,800; travel and reimbursables, \$20,000; and support services \$24,640.

Brown & Caldwell agreement: The amount of this agreement is \$675,000 as follows: B & C labor and expenses, \$395,000; WARMF modeling support \$75,000; Dynamic Solutions (EFDC) \$75,000; KDV (Statistical & Bayesian) \$90,000; and Brindle Creek (economist) \$40,000. Funding for this work is as follows: \$620,000 appropriated in FY 2023-24 budget (\$180,000 was approved in March for work in FY 2022-23; \$55,000 budgeted for Communications program; and \$5,000 for IAIA support).

Following discussion by the Board, Georgana Kicinski made the motion to approve and authorize the Chair to execute the agreements, seconded by Jenn Weaver, and approved by the Board.

Informational Items -

Developing Recommendations for a Revised Nutrient Management Strategy and Petition for a Site-Specific Chlorophyll-a Standard – Forrest reported to the Board that the following activities are occurring:

- The full distribution list of the PFC has been provided a draft concepts and principals document for the revised nutrient management strategy; updated document included revisions that incorporated feedback received up to that point.
- A public-facing summary of the UNRBA's reexamination process and the core concepts and principles for a revised Falls Lake Nutrient Management Strategy is being developed for distribution to the general public and other interested parties; the summary will include a link to the latest draft with an invitation to provide feedback.
- A meeting is planned with DWR leadership on June 22, 2023 to discuss these activities.

He noted the UNRBA recommendations are due for submittal in December 2023. This submittal will provide the Association's general position on the most important components of a revised nutrient management strategy for Falls Lake. The recommendations would also provide a preliminary assessment of the need for

a site-specific chlorophyll-a standard for the Lake.

DWR's Draft 20 year Status Report on Neuse and Tar Pamlico Estuaries – Forrest noted that DWR released its draft report on the Neuse and Tar Pamlico Estuaries on May 16, 2023 with a 30 day public comment period. Comments were drafted, reviewed by the PFC and Executive Committee, and submitted to DWR.

Modeling and Regulatory Support Status – Alix Matos with Brown and Caldwell updated the Board on the modeling progress to date. For detailed information please see the meeting presentation: [UNRBA Meeting Presentation for June 21 2023](#) .

Data Collection from Local Governments and Utilities to Support the Cost Benefit Analysis – As previously reported by Forrest, an important component of the re-examination is understanding the costs of past and possible future actions in the watershed as well as the benefits in terms of nutrient load reductions and improvements in lake water quality. To support this cost-benefit analysis, we have requested information from the member representatives on the PFC as described during the [February PFC meeting](#). Structured data requests will follow after existing data and reports have been reviewed and compiled.

Communications - As noted by Forrest, and as previously summarized, there are several efforts of outreach underway, including ongoing engagement with DWR and development of a concepts and principles document for review by a broad set of stakeholders. Following discussion with communications staff at the City of Durham, the communications team is developing a high-level, public-facing document to describe the challenges for the Falls Lake watershed and the concepts and principles under consideration by the UNRBA to maintain and improve water quality in Falls Lake. This electronic document, when finalized, will be provided to the member representatives and can be distributed by the local governments and utilities to their contact lists and social media accounts to provide information about the effort and how the general public and other organizations can engage in the process and review draft documents as they are developed.

The next scheduled Board meeting will be September 20, 2023, at 9:30 A.M face to face, with a remote access option. With no other business, the meeting was adjourned.