

## UNRBA Board of Directors: *March 19, 2014 Board Minutes*

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, March 19, 2014 at the Town of Butner's Town Hall.  
Meeting attendees are listed below (\* denotes member Director to the Board; \*\* denotes alternate).

Name	Affiliation
Melissa Hodges	Town of Butner
Sybil Tate	Person County
Gerard Seibert	Town of Stem
Terry Hackett **	Town of Hillsborough
Kenneth Waldroup **	City Of Raleigh
Pam Hemminger (Chair)*	Orange County
Jimmy Clayton (Treasurer)*	Person County
Lindsay Mize (Vice Chair)*	South Granville Water and Sewer Authority
Dan McLawhorn	City of Raleigh
Carolyn Bachl	City of Raleigh
Ed Mims *	Granville County
Melinda Clark**	Wake County
Jimmy Minor	City of Creedmoor
Ellen Reckhow	Durham County
Rick Flowe	City of Creedmoor
Jim Wrenn	Attorney Rep. Granville Co., Person Co., Butner, Creedmoor & SGWASA
Henrietta Locklear	Granville, Person, Creedmoor, Butner, and Stem
Jen Weaver *	Town of Hillsborough
Randy Cahoon	City of Creedmoor
Tommy Marrow**	Town of Butner
Sandi Wilbur	City of Durham
Bo Ferguson	City of Durham
Cora Cole-McFadden	City of Durham
Barry Baker	Granville County
James Bryan	Orange County
Lauren Elmore	Cardno- ENTRIX
Del Mims	City of Creedmoor
Ryan Lane	Durham County
Howard Kimbrell	Highfill Engineering
Tom Lane	Town of Butner
Jessica Galdwin	Town of Butner
John Huisman	NC DENR – DWR
George Matthis	River Guardian Foundation
Richard Shaw	Orange County
Pam Behm	NC DENR - DWR
Forrest Westall	UNRBA Executive Director
Haywood Phthisic	LNBA/NRCA/UNRBA

### **Welcome and Recognition -**

Chair Pam Hemminger called the meeting to order and asked attendees to introduce themselves and share relevant information with the group.

**Administrative Items and Update** - The draft "minutes" from the January 15<sup>th</sup> meeting were presented to the Board. Forrest noted that Haywood recently attended a workshop on governance of non-profit corporations. One item of specific importance to the UNRBA is the designation of the "Board Minutes" (previously called "meeting summaries") and noting the "Minutes" are the official actions taken by the UNRBA. There would be no difference in the recording and preparation of the document but the designation as "minutes" is for legal reasons. Following discussion, Kenny Waldroup made the motion to designate the Board's actions as "minutes", seconded by Ed Mims, and approved by the Board. The Board action included designating all summaries back to January 1, 2012 as minutes.

The Board then was asked to approve the draft minutes. Lindsay Mize made a motion to approve the minutes as presented, seconded by Cora Cole McFadden, and the Board approved the minutes.

Forrest reported on the recently approved "Second Alternate" for each member in the by-laws and noted that several members have not made this designation. He asked that each member make that designation by completing the form that was previously emailed to the Board members.

Forrest also noted that the website includes information on all meetings at: <http://unrba.org/meetings>

Ellen Reckhow said she received an email earlier today regarding the submittal of the Modeling Framework of the Monitoring Development Program. She asked for future reference the Board should receive this information prior to submittal of these documents to the Division of Water Resources. Following discussion, the Board asked that these documents be emailed to the Board one week before finalizing the documents.

### **Ongoing Projects –**

Monitoring Development Project – Lauren Elmore with Cardno-Entrix updated and reviewed the status of the Falls Lake Nutrient Management Strategy (FLNMS) re-examination schedule and the Monitoring Development Program progress. On the FLNMS re-examination, DWR's approval is required before monitoring can begin and that includes the Modeling Framework TM (Technical Memorandum), the Monitoring Study Plan and the Quality Assurance Project Plan (QAPP) (including Standard Operating Procedures (SOP) for sampling and other related activities). The general plan also includes the incorporation of the monitoring data into the modeling and evaluation to support the Re-examination and this data, as required by DWR, will be submitted to the agency as a download. The scope of work and objectives for the Monitoring Program as finally adopted will focus on the the UNRBA's three major priorities: lake response modeling revisions, regulatory option development, and source/jurisdictional loading estimation. The monitoring program will be a 4-5 year plan. Monitoring will be at a minimum of four years with one year optional to deal with any unusual hydrologic or weather conditions. The progress on support activities for the development of the monitoring plan to date includes preparation of the Model Sensitivity TM, Flow Estimation TM, and the Water Quality Estimation TM (still in draft form). The Modeling Framework TM has been submitted to DWR and the QAPP/SOP draft outline will be submitted to DWR this week. Work to be completed in April: complete draft Water Quality TM for PFC review; complete Monitoring Program Plan and distribute to PFC for review, update QAPP with proposed monitoring after review with PFC, and submit the Monitoring Program Plan with QAPP/SOPs to DWR. Lauren then reviewed the Modeling Framework TM, the Model Sensitivity TM, the Flow Estimation TM, and Water Quality Prediction TM.

Nutrient Credits Development Project – Forrest and Lauren updated the Board on the status of the nutrient credit project. The contract was signed February 12, 2014 and work is proceeding. The PFC will meet with DWR on 3/20/14 to discuss the credit database, metrics and translation to DWR tiers, and the approval process. The PFC is also scheduled to meet with the agricultural representatives on 3/24/14 to discuss potential BMPs applicable to land use. Work is beginning on drafting a TM to define and review the list of measures to be included in this study. Once completed, this information will be presented to the PFC to finalize the list.

**HB 74 Update** – Forrest updated the Board on the HB 74 process. He noted the Falls Lake Rules (in Word

version) were emailed to the PFC and DWR is requesting comments by July 1, 2014. DWR has recommended to the EMC that these rules are "necessary with substantive interest". The steps forward include: solicit and coordinate comments from the UNRBA members (on the Falls Rules), provide an opportunity for open discussion to develop recommended revisions to the rules, and provide a report to the Board of recommended comments, if any, to be submitted by the UNRBA.

**FY 2014-15 Budget and Membership Fees** – Forrest presented the proposed budget and membership fees for the upcoming fiscal year. Forrest noted previous actions by the Board that are included in the development of the recommended budget/membership fees. The budget for organization support is \$162,000 as previously approved by the Board. The options for funding the monitoring project are listed below:

Option #1 – Monitoring dues remaining at current levels (\$500,000) with a carry forward of \$150,000 from this fiscal year resulting in funds of \$650,000 for monitoring in FY 2014-15.

Option #2 – An increase to \$650,000 for the monitoring program plus a carry forward of \$150,000 from the current fiscal year resulting in funds of \$800,000 for monitoring in FY 2014-15 (as recommended by the PFC in February, 2013).

Option #3 – Increase the monitoring fees to \$750,000 with a carry forward of \$50,000 from current year with the total funding available for monitoring of \$800,000. The lower amount of carry forward is based on expenditures for stream gages and monitoring occurring in the current fiscal year.

This budget information was presented to the PFC on March 14, 2014 and the PFC recommended Option #2 for continued funding of the monitoring program for FY 2014-15. Kenny (co-chair, PFC) noted the vote by the PFC was unanimous but conditional in that the monitoring project is behind schedule and the co-chairs and others will meet with Cardno to see that a revised project schedule is implemented so that monitoring can begin in July (also subject to DWR's approval of the monitoring documents). Following discussion, Kenny made a motion to approve the budget as presented with Option #2 (to fund the monitoring program), seconded by Lindsay Mize, and approved by all those present (roll call vote). Person County did not have a delegate or alternate present; Franklin County and Wake Forest were not present at the meeting.

**Treasurer's Report** – In Jimmy's absence, Haywood presented the Treasurer's Report and the current balance in the checking account is \$243,140.26 and \$727,928.19 in the savings account as of today. The checking account balance on February 28, 2013 was \$217,912.41 and savings account balance was \$813,928.19. The balance of each project was noted on the treasurer's report.

**Executive Director Report** – Forrest briefly noted the following activities since the January meeting and upcoming work items:

- \* Triangle J NCDENR Meeting, February 6.
- \* Credits Project Final Scope and Contract signed Feb. 12.
- \* PFC on February 17.
- \* NC 303(d) List Comments filed on March 6.
- \* HB 74 Process.
- \* NC WQA meeting, February 20.
- \* League of Municipalities Regulatory Advisory Committee, February 21.
- \* PFC meeting March 4.
- \* Budget PFC call March 14.
- \* DWR Credits Meeting scheduled for March 20, Agricultural Credits meeting, March 24.
- \* Upcoming Southeastern Lake Management Conference, Asheville, March 26-28—Includes Sessions on Falls Lake

Following the Executive Director's report, it was noted the next Board meeting will be May 21, 2014 in Butner. With no other business the meeting was then adjourned.