

# UNRBA Board Meeting May 20, 2015

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Location: Butner Town  
Hall

# Agenda

**Introductions and Announcements—Pam Hemminger, Chair**

## **Administrative Items**

- o Approval of the March 18, 2015 Board Meeting Minutes**
- o Written Approval for Monitoring Program Subject Matter Expert Contract**

## **Previous Actions Status Report**

- o Executive Director Services Contract for FY 2016: Signed and in Place**
- o FY 2016 Budget Dues and Fees—Reminder that Invoices Go Out after July 1**
- o UNRBA Audit—Review of Specific Proposal and Cost**
- o Contract in Place for the Subject Matter Expert (SME) for the Nutrient Credits Project**

# Agenda (Continued)

## Status Reports for Ongoing Projects

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- **Nutrient Credits Project Status**
- **Monitoring Program Status**
- **Management Adjustments**
- **Annual Report—Release of Website Data Access**
- **Stormwater Events**
- **Lab Audit**
- **FY 2016 Work Plan/Contract**

**Monitoring Budget Considerations—Activity/Cost Carry Forward**

**Presentation:**

**Falls Lake Chlorophyll Insight for the 2016 NC**

# Agenda (Continued)

## Information Items and Reports:

**DWR Rule Review Process—Status and Schedule**

## Legislative Activity

**Falls Lake Bill, HB 630**

**Changes to DWR's Buffer Requirements**

**League Report**

**PFC Report—April 8, 2015 and May 15, 2015 Meetings--Lindsay Mize and Kenny Waldroup**

**Treasurer's Report—Jimmy Clayton**

**Executive Director's Report**

**Next Scheduled Board Meeting: June 17, 2015, Butner Town Hall, Beginning at 9:30 AM**

**Closing Comments**

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**Pam Hemminger, Chair**

Introductions and Announcements

# **Administrative Items**

- o Approval of the March 18, 2015 Meeting Minutes**
- o Written Approval for Monitoring Program Subject Matter Expert Contract**

# Approval of March 18, 2015 Meeting Minutes

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- Review of Draft Minutes
- Comments and Corrections
- Board Vote

# Written Authorization for Monitoring Program Subject Matter Expert Contract

Request that Board Authorize Chair to Issue Written Authorization for the Contract to go to the included and budgeted amount of \$ 20,000 per contract:

The costs of services provided by Sauber Water Quality Consulting shall not exceed \$15,000 within a UNRBA fiscal year (July 1 through June 30 of the following calendar year). By written notification from the Association this amount may be increased to a not to exceed level of \$20,000 within any fiscal year.



# Previous Actions Status Report

- Executive Director Services Contract for FY 2016: Signed and in Place
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- UNRBA Audit—Review of Specific Proposal and Cost
- Contract in Place for the Subject Matter Expert (SME) for the Nutrient Credits Project

# UNRBA Audit—Review of Specific Proposal and Cost

From Angela W. Banask with McMillan Pate & Company LLP:

- Define Goals and Tasks – Goal - Formation of an Audit Committee; Define roles, responsibilities, terms and selection process; Formalize procedures for performance of annual internal audit and reporting mechanism back to the board
- Recommend that you contract for 12 to 16 hours of professional time and plan on investing \$2,500 to \$3,500 in the project. Much can be done electronically but would envision at least 2 to 3 live meetings as well. Using our office would save time/money.

# Recommendation to Board on Audit Process

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- Secure a letter proposal for her services to serve as a Scope of Work
- Allocate contingency funds (source approved by the Board) of to provide these services
- Develop an agreement for approval by the Board in June

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FY 2016 Budget Dues and Fees—Reminder  
that Invoices Go Out after July 1

# UNRBA Approved FY 2015-16 Membership Fees

Date: 4/29/15

Member	Membership Fees FY 2015-16
Town of Butner	\$ 12,840.84
City of Creedmoor	8,756.63
City of Durham	197,028.63
Durham County	79,140.77
Franklin County	10,258.64
Granville County	58,964.91
Town of Hillsborough	16,821.58
Orange County	95,492.23
Person County	65,637.16
City of Raleigh	261,575.06
SGWASA	24,566.86
Town of Stem	6,771.44
Wake County	51,382.54
Town of Wake Forest	7,062.65
Total	\$ 896,299.94

\*\* Invoices will be sent to members on or after July 1, 2015

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# Status Reports for Ongoing Projects

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# Nutrient Credits Project Status

# Monitoring Program Status

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- Management Adjustments
- Annual Report—Release of Website Data Access Portal
- Stormwater Events
- Lab Audit
- FY 2016 Work Plan/Contract



# Presentation:

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Falls Lake Chlorophyll Insight  
for the 2016 NC Water Quality  
Assessment—Jay Sauber

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# Information Items and Reports

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# DWR Rule Review Process— Status and Schedule

# Legislative Activity

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- Falls Lake Bill, HB 630
- Changes to DWR's Buffer Requirements
- League Report

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PFC Report—April 8, 2015 and  
May 15, 2015 Meetings—

Lindsay Mize and Kenny  
Waldroup

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# Treasurer's Report—Jimmy Clayton

**Upper Neuse River Basin Association, Inc.  
Treasurer's Report**

**Date: 5/19/2015**

<b>Balance Forward: (per bank statement - 3/24/15)</b>	Checking	\$	119,306.24
	Savings		1,080,431.64
<b>Debits:</b>		\$	96,795.94
Cardno (Jan & Feb 15 Invs, MDP)			14,373.14
Cardno-ENTRIX (Feb 15 Invoice, NCDP *)			1,357.50
Cardno-ENTRIX (Dec 14 Inv, Raleigh)			15,827.78
McGill Asso. (Mar 15 Inv)			908.53
Phthisic Consulting Inc. (Mar, 15 Inv)			125.00
MFG Consulting, LLC (Mar 15 Inv)			1.00
Bank Charges (check fee & maintenance fee)			<u>1.00</u>
<b>Total Debits</b>		\$	<b>129,388.89</b>
<b>Credits:</b>		\$	15.20
Interest (checking)			215.18
Interest (savings)			100,000.00
Transfer to Checking (Monitoring Funds)			-
Transfer from Checking to Savings			
<b>Account Balance (per bank statement -4/23/15)</b>	Checking	\$	89,932.55
	Savings		<u>980,646.82</u>
<b>Total UNRBA Account Balance :</b>		<b>\$</b>	<b><u>1,070,579.37</u></b>

**Outstanding invoices/deposits in process since the close of bank statement (4/23/15):**

<b>Debits:</b>		\$	13,290.69
McGill Asso. (Apr 15 Invoice)			74,535.68
Cardno-ENTRIX (Mar 15 Inv, MDP)			13,211.82
Cardno-ENTRIX (Mar 15 Invoice, NCDP*)			504.00
Hopper, Hicks, & Wrenn (reg. reimbursement)			125.00
MFG Consulting, LLC (Apr 15 Inv)			4,830.00
Sauber Water Consulting (Mar & Apr, 15 Inv)			1,016.75
Phthisic Consulting Inc. (Apr 15 Inv)			380.00
Cardno-ENTRIX (Jan 15 Inv, Raleigh)			
<b>Credits:</b>		\$	100,000.00
Transfer to Checking from Savings			
<b>Current Account Balances:</b>	Checking	\$	83,047.61
	Savings		<u>880,646.82</u>
<b>Total UNRBA Account Balance :</b>		<b>\$</b>	<b><u>963,694.43</u></b>

\* Nutrient Credit Development Project

# Executive Director Report

- DENR's Stakeholder Process for Rules Review
  - Meetings on March 24<sup>th</sup>, April 7<sup>th</sup>, April 21<sup>st</sup>, May 5<sup>th</sup> and May 19<sup>th</sup>
- Monitoring Project Meetings/Coordination With Cardno
- Upcoming Key Monitoring Decisions for FY 2016
  - Securing a Monitoring Scope of Work Before July 1
  - Identifying Special Studies for FY 2016
  - Evaluating Needs for Additional Lake Monitoring
- PFC Meetings, April 8, 2015 and May 15, 2015
- NC Lake Management Society Workshop April 28<sup>th</sup>
- City of Raleigh's WQ Pool Reallocation Modeling Evaluation, Presentation at PFC Meeting on May 15<sup>th</sup>, Board Presentation Recommended by PFC for June
- NC Nutrient Criteria Development Plan, SAC (Scientific Advisory Council) Meeting on May 6<sup>th</sup>, Criteria Implementation Committee not yet Established
- NCWQA Meeting, May 28<sup>th</sup> 2015
- League Regulatory Action Committee Meeting March 30<sup>th</sup>, with DENR Secretary van der Vaart
- NSAB Meeting May 1<sup>st</sup>, next Meeting Scheduled for June 5<sup>th</sup>



Next Scheduled Board

Meeting: June 17, 2015,  
Butner Town Hall, Beginning  
at 9:30 AM

Meeting Schedule on UNRBA  
Website

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# Closing Comments