

## UNRBA Board of Directors March 21, 2007 Meeting Summary

Prepared March 21, 2007

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*UNRBA mission: To preserve and protect the water quality in the Upper Neuse River Basin through innovative, cost effective and environmentally sound strategies and to create a coalition of local governments and stakeholders in a water resources partnership.*

### **Introductions and Meeting Objectives**

The Upper Neuse River Basin Association (UNRBA) Board of Directors met at 11:30 a.m. on Wednesday, March 21, 2007 at the Triangle J Council of Governments conference room.

UNRBA chair Commissioner Becky Heron welcomed attendees, who then introduced themselves.

Meeting attendees are listed below (\* denotes UNRBA Director or Alternate Director).

<b>Name</b>	<b>Organization</b>	<b>Contact</b>
Tom McGee*	Town of Butner	tom.mcgee@ncmail.net
Kent Ray*	City of Creedmoor	klasics1@verizon.net
Cora Cole-McFadden*	City of Durham	cora.cole-mcfadden@durhamnc.gov
Becky Heron*	Durham County	beckymheron@nc.rr.com
Tom Altieri*	Orange County Planning	taltieri@co.orange.nc.us
Jimmy Clayton*	Person County	jimmyb31@juno.com
Tommy Craven*	City of Raleigh	TFCRAVEN@nc.rr.com
Dale Crisp*	City of Raleigh Public Utilities	Dale.Crisp@ci.raleigh.nc.us
Robert Rosenthal*	Soil & Water Conservation	rxr@mindspring.com
Lindsay Mize*	South Granville Water & Sewer Authority	sgwasa@granvillecounty.org
Jack Day*	Town of Stem	jackielday@aol.com
Kenn Gardner*	Wake County	Citizens4kenn@aol.com
Vivian Jones*	Wake Forest	Mayor@wakeforestnc.gov
George Rogers	Raleigh (UNRBA TAC chair)	George.Rogers@ci.raleigh.nc.us
Kurt Smith	Wake County	kwsmith@co.wake.nc.us
Nancy Newell	City of Durham Water Mgmt.	Nancy.Newell@durhamnc.gov
Angela Lewis	TJCOG Finance	alewis@tjcog.org
Dee Freeman	TJCOG	deefree@tjcog.org
Shelby Powell	Kerr-Tar Council of Govts.	Spowell@kerrtarcoog.org
Sarah Bruce	UNRBA	sbruce@tjcog.org
Chris Dreps	UNRBA	dreps@tjcog.org

Meeting agenda:

- Triangle J Council of Governments Overview (Dee Freeman)
- UNRBA FY 2007-08 Budget and Dues\* (Chris Dreps)
- UNRBA Projects Status/Housekeeping (Chris Dreps)
- Implementation Planning Timeline\* (Sarah Bruce)
- Local Involvement\* (Sarah Bruce)
- Next Meeting: Franklin County, May 16, 2007

### **Triangle J Council of Governments Overview**

TJCOG Executive Director Dee Freeman discussed the relationship between the UNRBA and Triangle J Council of Governments (TJCOG). He first gave some background on the formation of RTP and councils of governments. Mr. Freeman then discussed TJCOG's legislative work, which provides a forum for local governments to collaborate on regional legislative priorities. He specifically mentioned full funding of the Clean Water Management Trust Fund and passage of House Bill 740, the latter of which would "appropriate funds to the Department of Environment and Natural Resources for regional councils of government to develop and implement a water resource management program." (Each region would define its own priorities for their regional water resource management program.) Mr. Freeman also mentioned that TJCOG has a Water Resources Advisory Committee, which deals with various water issues within Region J.

Becky Heron suggested to Chris Dreps that the UNRBA should prepare a presentation to the TJCOG Board of Directors explaining the UNRBA, its mission, and its top 3 most interesting and important projects. Chris will follow up with Dee Freeman and Becky Heron to plan for this presentation.

### **UNRBA FY 2007-08 Budget and Dues**

Chris Dreps gave a handout showing the effect of several dues scenarios on the UNRBA budget for upcoming years. He also handed out a table of member cost shares and explained that the increases proposed under the "cover costs" (maintain contingency) scenario would result in a 15-20% increase in each member's dues. The UNRBA costs for general operations and match to grants for FY 2007-08 is estimated to be \$122,582. The UNRBA expects to have a total budget of \$251,000 next year, and over half of that will be funded by grants and contracts from outside sources.

After some discussion, Kenn Gardner moved to adopt the budget and dues rate structure to fully cover the \$122,582 FY 2007-08 UNRBA budget needs. Mayor Day seconded the motion. The Board then discussed the cost share table; Dale Crisp asked about which years' data were used to estimate water demand. The Board decided to use the previous calendar year's data on raw water demand to calculate water demand for each fiscal year's cost shares. (The table also needs a footnote to explain that Butner's demand is now covered by SGWASA.) Chris will email the Board an updated cost-share table.

Chris Dreps proposed the following text for the resolution: "The Board will adopt the budget and dues rate structure to fully cover the \$122,582 Fiscal Year 2007-08 UNRBA budget." Mr. Gardner and Mr. Day accepted the language, and the motion passed unanimously.

### **UNRBA Projects Status/Housekeeping**

Chris Dreps reported that the stakeholder team for the 319-funded Lick Creek local watershed planning process has begun to meet. It is a robust stakeholder group and Chris expects to create a plan that will both identify potential restoration projects and address the creek's impairment.

The contract with DENR for the Falls Lake Nutrient Management Strategy stakeholder process has been signed. The process will get underway in March of 2008. All member governments have paid the contributions to which they committed for FY 2006-07. (NOTE: 2007-08 contributions will be collected next fiscal year.)

The NC Ecosystem Enhancement Program wants the UNRBA to lead implementation of local watershed plans in Swift, Lick, Little Lick, Ellerbe, and Lake Rogers watersheds. This EEP "Phase IV" implementation work would fund one-half of a position for approximately 1½ years.

Chris Dreps stated that the UNRBA's application for an EPA Targeted Watershed Grant to implement watershed restoration strategies in East Durham and land protection in the Little River watersheds is making its way through the approval process.

Chris Dreps said that he will be preparing letters for UNRBA members to ensure that the Director and Alternate each local government named to the UNRBA Board of Directors are aware of their responsibilities and that all positions are filled.

**Implementation Planning Timeline**

Sarah Bruce passed around a table showing the Implementation Planning timeline.

**Implementation Planning Timeline**

**DRAFT** 3/21/07

Step	Task	2007												2008			
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	
1	Draft and approve recommendation sheets																
2	Determine Focus Areas for each strategy																
3	Analyze Focus Areas vs locality boundaries																
4	Present strategies and Focus Areas to Upper Neuse localities																
5	Review local management strategies using LMSRs																
6	Overlay LMSR results with Focus Areas and write Gap Analysis																
7	Communicate Gap Analysis to localities and get feedback																
8	Determine Implementation Priorities and costs to study																
9	Discuss Implementation Priorities with localities																
10	Consider costs and determine which alternatives to pursue																
11	Write, review, and adopt the Implementation Plan																
12	Disseminate the Implementation Plan																
	Falls Lake NMS Stakeholder Process begins																

LMSR = Local Management Strategy Review

NMS = Nutrient Management Strategy

The UNRBA Implementation Steering Committee recommended at its February 13, 2007 meeting that the UNRBA Board of Directors approve the timeline. Sarah discussed key steps and deliverables along the way, including opportunities for local involvement. The timeline is tight because it is designed to complete the Implementation Plan in time for the commencement of the Falls Lake Nutrient Management Strategy stakeholder process.

Vivian Jones moved to approve the timeline, seconded by Cora Cole-McFadden, and the motion passed unanimously.

### **Local Involvement in Implementation Planning**

The Implementation Steering Committee has recommended that the UNRBA solicit input on Implementation Plan components at key points during the process. Sarah Bruce said that local input received earlier in the process has potential to be more fully incorporated, however, we need to remind our member governments what the UNRBA is and tell them about the Implementation Planning process before we can expect to receive meaningful input.

Sarah Bruce passed around a letter that would be sent to the chair of each local government body to formally request a meeting with the appropriate body (UNRBA staff would work with local staff to actually set up the meetings). She said that the letter would be revised to mention the locality's UNRBA membership and the Implementation Planning website. Cora Cole-McFadden suggested that in addition to the Durham City Council meeting, which is broadcast on public access television, the UNRBA should get on the City Life show on Durham's Cable 8. The Board also suggested that the relationship between this effort and the Falls Lake Nutrient Management Strategy be clearly spelled out. Sarah and Shelby Powell will be setting up and giving these presentations this Spring.

The ISC felt that the Implementation Planning effort would be best served if localities (member government elected boards, advisory boards, staff, etc.) were more informed on and involved in the UNRBA. Board and TAC members have critical roles to play in achieving this higher level of involvement: TAC members should be technical resources to their local governments on watershed management and the analyses being done for Implementation Planning, and Board members should promote UNRBA efforts within their elected bodies, including helping ensure that staff and advisory boards are directed (at the preliminary meetings taking place this Spring) to support UNRBA efforts with their time and to be available for consultation. The Board generally agreed to these responsibilities.

### **Next Meeting**

The next UNRBA Board of Directors' meeting will be hosted by Franklin County on May 16, 2007 at 11:30 am, location to be announced. The Board requested that the FY 2007-2008 meeting schedule be set as soon as possible so that Board members can estimate their travel budgets.