

**FINAL Meeting Minutes**  
**Rivanna River Basin Commission Executive Committee**  
January 4, 2011  
1:30 - 1:45 p.m., 706 Forest Street, Suite G

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**Attendance**

***Rivanna River Basin Commission (Interim Executive Committee):***

Dr. David Brown, RRBC Chair, Charlottesville City Council

Ms. Ann Mallek, RRBC Vice Chair, Albemarle County Board of Supervisors

Mr. John Gooch, Fluvanna County Board of Supervisors, Treasurer

***Others present:***

Ms. Leslie Middleton, RRBC Executive Director

**1. Call to order**

Dr. David Brown called the meeting to order at 1:30 p.m.

**2. Action Item:** Review and approve Contract Modification between RRBC and TJPDC March 31, 2011 and for additional dollars NTE \$7,000 for a total of \$31,000.

Ms. Middleton explained that original contract (RRBC-2010-03) was executed on February 12, 2010, for up to \$24,000 through August 15, 2011 to include the following tasks: develop monitoring design for two BMPs (Charlottesville HS and Crozet Wetlands); assist in procurement of monitoring equipment; develop and carry out monitoring protocol; analyze and interpret the data; and submit report. The contract did not include costs to analyze the sample (at least \$20,000). RRBC learned of the possibility of working with UVA engineering faculty and students, who could perform much of the sample acquisition and analysis at much reduced cost. Working with UVA team has required additional TJPDC oversight and the requirement to develop a comprehensive monitoring plan and Quality Assurance Program Plan (QAPP) in order to assure good communication and standardized sampling and analysis methodology. The Crozet wetlands project has been delayed such that meaningful BMP monitoring cannot be performed as part of the NFWF grant project.

Ms. Middleton stated that monitoring completed for the season and equipment removed from the site. The monitoring plan and EPA-approved QAPP have been delivered by TJPDC. Conversation is underway with UVA, TJPDC, and RRBC's TAC about whether to continue monitoring in the spring using students. TJPDC will write a draft final report by February 1, 2011, to help RRBC and TAC determine next steps. This additional funding is required under the current contract with TJPDC to store equipment and maintain batteries during winter; finalize monitoring plan and QAPP; prepare and make presentations to RRBC TAC; draft final report. The contract modification has been written not to exceed \$6,977.55.

Mr. Gooch moved to approve the Contract Modification. Ms. Mallek seconded the motion. All were in favor, and the motion passed unanimously.

**3. Adjourn.** Dr. Brown adjourned the meeting at 1:35 p.m.