

May 28, 1999

Memorandum

TO: Palm Beach County NPDES Permittees
FROM: Alan D. Wertepny, P.E.
SUBJECT: Minutes of NPDES Steering Committee Meeting Held On May 19, 1999
(Our Ref. No. 99022.01)

- I. Attendees / Introductions – The attached sheet provides a listing of those present at the May 19, 1999 NPDES meeting (approximately 25 of the 40 NPDES permittees were represented). Members present included: Laurent Van Cott (Chairman), John Bonde (Vice Chairman), Randall Krejcarek (Secretary), Brian Sullivan (Member) and Rebecca Travis (Member). The Committee approved the minutes of the March 17, 1999 meeting.
- II. Budget/Income Report - Laurent Van Cott gave a summary of the NPDES budget report for permit years 3 and four as of April 30, 1999.
- III. Annual Reports - A status of the 39 co-permittee reports was discussed. To date 26 of 39 draft reports have been received and 14 of the 39 have been finalized. The Steering Committee appreciates the efforts of the co-permittees that have completed their reports to date and encourages all the co-permittees to finalize their reports.
- IV. Sub-Committee Programs – The third year NPDES sub-committee held the first meeting on May 5, 1999. There was a good turnout; 12 of the co-permittees were represented. The third year sub-committee items include:
 - High-Risk Facilities (inventory, inspections and monitoring)
 - Inspector training course
 - Street maintenance (street sweeping, litter control, swale and catch basin maintenance and maintenance yard inspections)
 - Illicit investigations

The sub-committee will make its first recommendation to the steering committee on High-Risk Facilities at the June meeting. The next sub-committee meeting will be held at 2:00 P.M. on Wednesday, June 9, 1999 at the Offices of Mock, Roos and Associates, Inc.
- V. Meeting Schedule - The next Steering Committee meeting is scheduled for Wednesday, June 16, 1999 at 9:00 a.m. at the offices of Northern Palm Beach County Improvement District. Activities to be discussed at this meeting include:
 - Sub-Committee Report – High-Risk Facilities
 - Status of Co-Permittees' Annual Reports
 - Draft Joint Report
 - Website Presentation

We believe that these minutes accurately reflect the discussions and decisions of this meeting; however, the writer will welcome additions and/or corrections in writing within seven days of the date of these minutes. Should you have any questions, please call me at extension 231.

TBE/ADW:kmm

Enclosure

Copies: Peter L. Pimentel
Kenneth W. Edwards, Esq.
All Attendees