

March 21, 2000

Memorandum

TO: Palm Beach County NPDES Permittees
FROM: Alan D. Wertepny, P.E.
SUBJECT: Minutes of NPDES Steering Committee Meeting Held On March 15, 2000
(Our Ref. No. 99022.01)

- I. Attendees/Introduction** – Approximately 26 of the 40 permittees were represented at the March 15, 2000 NPDES meeting. Steering Committee Members present included: Laurent Van Cott (Chair), John Bonde (Vice Chair), Randal Krejcarek (Secretary), Allen Trefry (Member), Rebecca Travis (Member), Brian Sullivan (Member). A list of those present at the meeting is available upon request. The committee approved the minutes of the January 19, 2000 meeting with one correction; the meeting date of December 8, 1999 should be January 19, 2000.
- II. Administrative Activities/Reports**
- a. **Solid Waste Authority (SWA) Subsidy for Street Sweeping Costs**
The Steering Committee at the January 19, 2000 meeting directed staff to redirect the \$10,000 from the SWA to the State Program. A letter was sent to the SWA requesting financial support for Phase I (data collection and analysis) and Phase II (research evaluating various reuse disposal options). The SWA approved the use of the \$10,000 for the State's Phase I Program. The University of Florida Department of Environmental Engineering Sciences will conduct the study for the State.
- b. **Inspector Training Program**
There were 63 attendees at the December 1999 session and 50 attendees at the February 2000 session of the Stormwater Management Inspector Training Program and Construction BMP's training session. There are 37 people signed up for the FDEP State Certification Test on April 5, 2000 at the offices of Mock, Roos and Associates, Inc. located at 5720 Corporate Way in West Palm Beach. In order to be eligible to take the FDEP State Certification test through our group, you are required to attend one of our training sessions. If any of the attendees of either of the training sessions would like to become state certified, they should send a registration form, and fees for reproduction of the materials to Todd Engle 683-3113, extension 294. Please contact Todd if you need a registration form or if have any questions regarding the State Certification.

c. **State Program**

On March 14, 2000 Alan Wertepny participated in an NPDES Stormwater Delegation Workshop with FDEP and Representatives of the MS4 Permittees (FDOT, Orange County, Sarasota County, Dade County, Broward County, Pinellas County, City of Coconut Creek, City of Pompano Beach, City of Orlando, and Reedy Creek Improvement District). The State has accepted delegation of the NPDES Stormwater Programs (Municipal, Industrial and Construction). The draft rules will be revised in April and are to be finalized in May with implementation to occur on October 1, 2000. The purpose of the March workshop was to review FDEP staffing needs and propose a fair way to distribute the cost of the program among the MS4 permittees. It was the consensus of the participants that three additional positions would be needed for MS4 staffing. Coordination and administration of the Stormwater Program would be shared equally for the three programs (MS4, Industrial and Construction). Activities for the FDEP MS4 program would include:

- Review and Comments on the Annual Reports
- Review, Comments, Noticing and Re-Issuing Permit Renewals
- Conducting Site Visits for each Permit (budget three days each year)
- Processing Billings (Permit Fees)
- Daily Operations (questions, referrals, education, etc.)
- Annual Workshop with the Permittees

The participants of the workshop proposed and agreed to an annual state fee schedule based on the population served by each Permit. FDEP would annually bill the lead permittee. For the first year the permittees would be billed one quarter in October (3 months) and thereafter for 12 months due in January. Initially, the MS4 fees will be based on three contract staff members and one third cost sharing for administration (project engineer, legal and secretary). The estimated MS4 annual budget is \$340,000 and Palm Beach County portion for 15 months is estimated at \$37,500. This proposed fee schedule will require approval of the Technical Advisory Committee (TAC) and should be finalized in May 2000.

Please Note: Following the NPDES Steering Committee Meeting, the TAC scheduled a meeting in Orlando for April 19, 2000. Alan Wertepny has been appointed a member of the TAC and will be attending the meeting. If anyone has a question or comments for the TAC meeting, please contact Alan Wertepny at extension 231.

For information purposes the five (5) acre threshold for NPDES construction permits will be lowered to one (1) acre in March of 2003.

d. Quarterly Budget Report

Alan Wertepny gave an update on the quarterly budget report for the 3rd and 4th year. The revised MS4 NPDES Budgets for Five-Year Permit Term were approved by the Steering Committee and are attached. The revision included an estimate for the proposed State Permit Fees to become effective October 1, 2000. The fee represents the best estimate at this time for a 15-month period for the start up of the Program. The individual co-permittee budget estimates for October 1, 2000 to September 30, 2001 will be mailed in March per the interlocal agreement with Northern. The letter will identify the areas of increases from the previous year's budget (i.e., state permit fee, subcommittee programs, etc).

III. Third Year Annual Reports

A draft of each co-permittees annual report is due to Mock, Roos and Associates, Inc. for review and comments by April 14, 2000. Five signed and sealed originals of the final 3rd year report are due by May 17, 2000.

IV. Next Scheduled Meeting

The next Steering Committee meeting is scheduled for Wednesday May 17, 2000 at 9:00 a.m. at the offices of Northern Palm Beach County Improvement District. Please note that there is no meeting scheduled in the month of April. Activities to be discussed at the May meeting include third year annual reports, FDEP NPDES Stormwater rules, and the water quality monitoring programs.

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.

JCM/ADW:kmm

Enclosure

Copies: Peter L. Pimentel
All Attendees