

March 10, 2004
Revised April 20, 2004

Memorandum

TO: Palm Beach County NPDES Permittees
FROM: Alan D. Wertepny, P.E.
REF. NO. A3050.01
SUBJECT: Minutes of NPDES Steering Committee Meeting Held on February 18, 2004

I. Attendees/Introductions

Approximately 16 of the 39 co-permittees were represented at the February 18, 2004 NPDES Steering Committee meeting. Steering Committee members present included: Laurent Van Cott (Chair), Jay Foy (Vice Chair), Randal Krejcarek (Secretary), Tony Puerta (Member), and Karen Brandon (Member). A copy of the sign-in list is available upon request.

II. Administrative Activities

- a. Approval of November 18, 2003 Meeting Minutes** – Jay Foy made a motion for approval of the minutes for the November 18, 2003 meeting. It was seconded by Karen Brandon and approved by the Steering Committee.
- b. Status of Second Permit Term – Year 1 Reports and Comments on the Joint Annual Report** – Reports from thirty-five of the thirty-nine permittees have been received. The four outstanding include Lake Clarke Shores, Mangonia Park, Riviera Beach and West Palm Beach. I am in contact with these municipalities and they have indicated that all of the reports will be submitted by March 1, 2004. Minimal comments have been received on the Joint Annual Report. The Joint Annual Report and the individual Annual Reports from each of the permittees are anticipated to be submitted to the State during the first week of March 2004.
- c. Meeting Schedule for 2004** – The schedule for the 2004 activities was discussed. It was noted that the proposed June 14 - 18, 2004 dates for the State's annual inspections and interviews conflicts with the Florida's Stormwater Association annual meeting in Orlando (June 16 – 18, 2004). It was therefore recommended that a revised schedule be worked out with the State. Subsequent to the meeting, a date for June 21 – 25, 2004 was established through communications with Vista Stewart with SAIC (the State's NPDES Consultant). A listing of the 2004 meeting schedule

can be found on our website (www.pbco-npdes.org).

- d. Disbursement Report** – As of February 3, 2004, the first year program has a fund balance of \$32,974.69. Activities still remaining under this first year program consist of coordinating the completion of the individual annual reports and finalizing the Joint Annual Report. The second year program has a fund balance (as of February 3, 2004) of \$188,031.47. The second year program was initiated October 1, 2003. The fund balance for the third year program (as of February 3, 2004) is \$225,795.52. No activities have started on the third year program. It was noted that two municipalities are behind on their payments for the third year program (Riviera Beach and South Bay). Alan Wertepny will contact these municipalities. The Steering Committee recommended that in all future disbursement reports language be added to the expenditures paid during the reporting period identifying the starting date of the permit term (e.g., second year program “for October 1, 2003 permit term”).
- e. FY 04 – FY 05 Budget Estimate for the Fourth Year Program** - The budget estimate for the fourth year program was distributed. The budget is the same as the third year program. Allen Trefry made a motion to approve the budget; it was seconded by Jay Foy, and approved by the Steering Committee. All permittees will receive a letter identifying the NPDES budget for FY 04 – FY 05.
- f. Status of TMDLs in Palm Beach County** - A summary of the status of the TMDL Program in Palm Beach County was provided to all participants. Generally, for the Group 1 water bodies (Lake Okeechobee), a TMDL has been adopted for phosphorus (target value of 40 ppb has been determined). For Group 2 water bodies (C-18 and the Southwest Fork of the Loxahatchee River), a verified list of water quality impairments has been established for total coliforms, with targeted TMDLs to be implemented by 2010. For the Group 3 water bodies (the remaining South Florida Water Management District canals in Palm Beach County, some Lake Worth Drainage District Canals, Lake Osborne, Lake Clarke and the Lake Worth Lagoon), the planning list of water quality impairments has been identified for parameters such as dissolved oxygen, total coliforms, nutrients, mercury and copper. The verified list of water quality impairments will be developed by the State by June 2004.
- g. Guidance/Documentation Subcommittee** – The State has established a streamlined form for the annual reports. The form addresses quantifiable items, consistency in reporting the information, more accountability and provides a brief summary of the permittees stormwater management programs. The Steering Committee discussed establishing a sub-committee to develop guidance, documentation procedures, forms, and records to assist the municipalities in administering their NPDES Stormwater Programs. A guidance document would be helpful to the municipalities as internal personnel changes occur and as responsibilities change. The Steering Committee recommended that this be discussed in more detail at the next meeting. Individuals expressing an interest in participating in this committee included John Lamb (Lake

Worth) and Laurent Van Cott (Mangonia Park).

h. MS4 Phase II Permits - Betsy Burden distributed information obtained from the Florida Department of Community Affairs website advising that Community Development Districts that operate a municipal separate storm sewer system may be required to obtain coverage under the generic permit for stormwater discharges for the State's NPDES Phase II program. Betsy Burden identified fourteen Community Districts. Many of these may be exempt for one or more of the following reasons:

- No stormwater outfalls into waters of the U.S. or waters of the State
- Strictly agricultural activities
- No population exceeding 1,000 people per square mile

The Steering Committee questioned whether these Community Development Districts would be required to become a part of our NPDES Permit.

III. Next Scheduled Meeting

The next Steering Committee meeting is scheduled for Wednesday, April 21, 2004, 9:00 a.m., at the offices of Northern Palm Beach County Improvement District. The purpose of this meeting will be to discuss the State's new format for the Annual Reports.

I believe 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 (561) 683-3113, extension 231.

MS4 Phase II Permits

Subsequent to the meeting, I had a conversation with Michael Bateman. Michael indicated that there is no requirement for these entities to join the Palm Beach County Program. However, if both parties agreed, then they could be added to our permit. Please note that Phase I permittees have more requirements than a Phase II permittee.

ADW:jeh

Copies: Tracy C. Robb
Laura Ham
All Co-Permittees
Vista Stewart