

Memorandum

DATE: July 26, 2005
TO: Palm Beach County NPDES Permittees
FROM: Alan D. Wertepny, P.E.
REF. NO. A4051.01
SUBJECT: Minutes of NPDES Steering Committee Meeting held on July 20, 2005

I. Attendees/Introductions

Approximately 29 of the 40 co-permittees were represented at the July 20, 2005 NPDES Steering Committee meeting. Steering Committee members present included: Laurent Van Cott (Chair), Jay Foy (Vice Chair), Karen Brandon (Member) and Tony Puerta (Member). A copy of the sign-in list is available upon request.

II. Administrative Activities

- a. Approval of June 15, 2005 Meeting Minutes** – The minutes were revised to correct a typographical error on Item II. (c) to change “IFAC” to “IFAS”. A motion was made by Jay Foy and seconded by Karen Brandon to approve the minutes with the noted revision. The motion was approved by the Steering Committee.

- b. Budget Report** – The Income and Disbursement Report for the 2nd and 3rd Year programs was distributed to all attendees. As of July 15, 2005, the fund balance in the 2nd, 3rd, and 4th Year programs are \$32,166.75, \$177,147.89, and \$272,691.32, respectively. The 2nd Year activities have been completed. A motion was made by Jay Foy and seconded by Karen Brandon to transfer the 2nd Year funds to the 3rd Year program. The allocation for disbursement included distributing \$5,000 to the Steering Committee activities, \$5,000 to the Sub-Committee activities, \$5,000 to FDEP Coordination, \$5,000 for Co-Permittee coordination, and the remaining balance (approximately \$12,166.75) to the Monitoring Program. The motion was approved by the Steering Committee.

c. Palm Beach County Stormwater Pollution Prevention Ordinance – A copy of Palm Beach County’s revised Ordinance No. 2004-050 known as the Palm Beach County Stormwater Pollution Prevention Ordinance was distributed to all attendees. Among other items, the revisions incorporate the following requirements for construction site operators for construction sites that require NPDES Construction Activities Permit coverage:

- Requires that a Notice of Intent be submitted to FDEP prior to construction activities commencing.
- Requires that a copy of the Stormwater Pollution Prevention Plan be submitted to ERM for projects discharging into the Palm Beach County MS4.
- Requires compliance with erosion and sediment control Best Management Practices.
- Requires that the required Stormwater Pollution Prevention Plan be retained on site.

Copies of the Palm Beach County Ordinance may be obtained from ERM’s website (www.co.palm-beach.fl.us/erm).

III. SAIC Comments on 2nd Year Annual Reports and Inspections – Vista Stewart (SAIC), consultant to FDEP, provided a presentation on the 2005 annual report inspections and guidance on reporting requirements. A copy of the presentation can be downloaded from our NPDES website (www.pbco-npdes.org) under “What’s New”.

V. Next Scheduled Meeting

The next Steering Committee meeting is scheduled for Wednesday, September 21, 2005, 9:00 a.m., at the offices of Northern Palm Beach County Improvement District. The meeting will include a presentation by Michael Bateman (Vortechincs) on NPDES strategies for implementing TMDLs. Michael Bateman was formerly with FDEP and coordinated the State’s NPDES MS4 Program. We encourage all co-permittees to attend this meeting. The meeting will be an opportunity to learn how to use the information collected in the NPDES program to examine the effectiveness of your stormwater management programs and to estimate amounts of pollutants removed. Vortechincs will also provide materials on some of their stormwater retrofit products.

We believe these minutes accurately reflect the discussions and decisions of this meeting; however, additions and/or corrections will be accepted in writing within seven (7) days of the date of these minutes.

If you have any questions, please call me at 683-3113, extension 231.

ADW:jeh

Copies: All Co-Permittees
Vista Stewart
Michael Bateman