

Memorandum

DATE: FEBRUARY 29, 2008
TO: Palm Beach County NPDES Permittees
FROM: Alan Wertepny
REF. NO. A7043.01
SUBJECT: Minutes of NPDES Steering Committee Meeting held on February 20, 2008

I. Attendees/Introductions

Approximately 21 of the 41 permittees were represented at the February 20, 2008 NPDES Steering Committee meeting. Steering Committee members present included: Laurent Van Cott (Chair), Jay Foy (Vice-Chair), Dan Beatty (Member), Bonnie Finneran (Member), and Tony Puerta (Member). A copy of the sign-in sheet is available upon request.

II. Administrative Activities

- a. **Approval of January 16, 2008 Meeting Minutes** – A motion was made by Jay Foy to approve to the minutes, seconded by Bonnie Finneran, and approved by the Steering Committee.
- b. **Third Term Permit** – It is anticipated that the draft Third Term Permit will be received in March 2008, which should provide sufficient time to meet the timetable of starting the next permit cycle on October 1, 2008.
- d. **5th Year Individual Reports** – To date, a total of twenty eight (28) of the forty-one (41) co-permittee have submitted annual report to Mock•Roos. Mock•Roos has been in contact with eight (8) co-permittees whose reports should be available within a week. The remaining five (5) co-permittees will be contacted in the near future by Mock•Roos.
- e. **Budget Projections for FY 08-09** – Tables were provided for the actual expenditures for the Second Permit Term and budget expenditures for the Third Permit Term (1st Year and 2nd Year). A Budget Allocation Table was provided for FY 08 – 09 (previously anticipated as 2nd Year, Third Permit Term) in the amount of \$330,000. The allocation formula for cost sharing was based on the 2006 population for municipalities and the percentages are shown on the attached Table. The Steering Committee discussed the project budget and opportunities for reducing the cost of various budget items. It was recognized that only two (2) entities (City of Palm

Beach Gardens and the Village of Wellington) showed a slight increase in the budget from the previous year due to their increase in population. The Steering Committee recognized that there is a potential to reduce the amount actually invoiced to the co-permittees when the budget cycle starts in October 2008 if there are cost savings in the current year activities. Following the discussion, Jay Foy made a motion to approve the budget projections for FY 08-09. The motion was seconded by Dan Beatty and was unanimously approved by the Steering Committee. The co-permittees were advised that a mailing would be sent to each co-permittee with a budget amount for the program beginning October 1, 2008.

III. Draft of Interlocal Agreement – Third Permit Term – Peggy Wood of Caldwell & Pacetti discussed the draft Interlocal Agreement between Northern Palm Beach County Improvement District (NPBCID) and the co-permittees for the next permit cycle (Third Term Permit). Following discussion, it was agreed that a draft of the Interlocal Agreements for the Third Permit Term will be sent by Caldwell & Pacetti to the co-permittees for their review and comment.

One related item that was discussed involved the role and authority of the Steering Committee with regard to the retention of necessary consultants to carry out various joint activities associated with the NPDES Permit. The Steering Committee discussed possibly modifying the Interlocal Agreement or having the Steering Committee enter into a Memorandum of Understanding with NPBCID. The Steering Committee requested that Ken Edwards provide a draft Memorandum of Understanding for consideration at the next meeting.

There was additional discussion regarding the costs and effectiveness of the NPDES program. The Steering Committee determined that this is a policy issue to be addressed at the state level. The Steering Committee discussed the possibility of collaborating with other counties to assess the effectiveness of the program.

IV. Next Steering Committee Meeting

The next steering committee meeting will be held March 19, 2008, 9:00 a.m., at the City of Palm Beach Gardens Council Chambers. The purpose of the meeting will be to view the Municipal Stormwater Pollution Prevention – Storm Watch and Ground Control training videos. These videos can be used to comply with in-house training requirements of the Permit. The Steering Committee will also discuss administrative activities and the fishery studies conducted by Florida Fish and Wildlife Commission in canals and lakes in Palm Beach County.

I 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 Permittees
Christine Garrow