

## **Memorandum**

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DATE: SEPTEMBER 22, 2008  
TO: Palm Beach County NPDES Permittees  
FROM: Alan Wertepny  
REF. NO. A7043.01  
SUBJECT: Minutes of NPDES Steering Committee Meeting held on August 20, 2008

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### **I. Attendees/Introductions**

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

### **II. Administrative Activities**

- a. **Approval of July 16, 2008 Meeting Minutes** – A motion was made by Dan Beatty to approve the minutes, seconded by Karen Brandon, and approved by the Steering Committee.
- b. **Education Sub-Committee Report** – The rubber-duffy ad has not been released for editing from Tallahassee so it will not be available for this reporting period. The Sub-Committee will be meeting next week to consider another advertisement that is currently available for editing. During our last Steering Committee meeting the group provided a name of a graphic artist for ideas on logos. He has been contacted and he indicated that he could provide two to four logo ideas for \$200 - \$250. We have also looked into the printing business run by the Department of Corrections for printing our brochures and we have received a quote for printing 2,000 brochures for a cost of \$1,200. This estimate is about half of the cost that we have received from Kinko's. These two items will be discussed by the Sub-Committee at the next meeting. Van Cott requested that the Sub-Committee give a presentation to the group at the next NPDES Steering Committee meeting.
- c. **3<sup>rd</sup> Permit Term Interlocal Agreements** – At our July 16, 2008 NPDES meeting the Steering Committee agreed to revise the draft Interlocal Agreement to include language providing for an alternative dispute resolution process. Upon discussions with the co-permittees after the July meeting, Attorney Peggy Wood (Caldwell Pacetti) recommended substituting the language in Chapter 164, Florida Statutes, regarding dispute resolution between governmental entities, for the dispute resolution language

previously suggested. The Steering Committee agreed. Van Cott requested that the language in Section 8.04 Refunds of the Interlocal Agreement be considered for modification to address surplus funds being applied to future funding years (roll over money). Ms. Wood will research this issue.

- d. **Close Out of 5<sup>th</sup> Year Funding Program** – The funding balance as of August 12, 2008 for the 5<sup>th</sup> Year funds is \$87,829.31. All activities for the 5<sup>th</sup> Year program have been completed and the Steering Committee discussed transfer of these funds to 6<sup>th</sup> Year and 1<sup>st</sup> Year of the 3<sup>rd</sup> Term Period. These transfers are needed to cover additional programs and expenses to be incurred in these years. After some discussion, a motion was made by Jay Foy and seconded by Dan Beatty to transfer \$44,000 to the 6<sup>th</sup> Year Program and \$43,829.31 to the 1<sup>st</sup> Year of the Third Permit Term. The Steering Committee approved the motion. The funds transferred into the 6<sup>th</sup> Year Program include \$5,000 for Steering Committee activities, \$5,000 for Sub-Committee (educational programs), \$7,000 for the Interlocal Agreements, \$15,000 for the Annual Report (fisheries assessments) and \$12,000 for contingency. Transfers to the 1<sup>st</sup> Year of the 3<sup>rd</sup> Term fund included \$20,000 for the Sub-Committee (educational programs), \$5,000 for FDEP coordination on the 3<sup>rd</sup> Permit Term, \$10,000 for the Annual Report (fisheries assessments), and \$8,829.31 for contingency.

### III. Next Steering Committee Meeting

The next steering committee meeting is scheduled for October 15, 2008, 9:00 a.m., at Northern Palm Beach County Improvement District. The purpose of the meeting will be a presentation from the Education Sub-Committee on Educational Programs proposed for the October 2008 – September 2009 Program. Additionally, if provided by FDEP, a discussion on the draft of the 3<sup>rd</sup> Term Permit.

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