

Minutes - Quarterly Teleconference for Florida Phase II MS4s Wednesday, March 2, 2022

The next quarterly teleconference is scheduled for:

- June 29, 2022 @ 1:30 pm
- Submit agenda topics to Sharon.Surita@FloridaDEP.gov
- [Subscribe to Phase I MS4 GovDelivery](#)

Welcome – Michelle Bull

- In January, the NPDES Stormwater program merged with the Engineering, Hydrology and Geology program within the Division of Water Resource Management to form the Stormwater Technical Services. This will have little impact on the MS4 program.
- I am now the manager for the MS4 Coordinators, as well as the FDOT Coordinator.
[Stormwater Contacts](#)

Contact Update Notifications – Alex Weeks

- As a reminder if any change is made to the stormwater management program contacts the Department needs to be notified immediately.
- The Statewide GIS Inventory email notifications were sent out the Department received many bounce-back emails due to the incorrect email addresses. Having the correct email address allows for a seamless communication between the Department and the Permittees
- Changes can be identified with submittal of Annual Report if the timing of the change coincides with the submittal date.

Direct Mail – Alex Weeks

- Recently conducted an audit of a Phase II MS4 permittee and while reviewing the Public Education and Outreach requirements we noted that the city is using a method, Direct Mail, that allows distribution of stormwater educational pamphlets/fliers to targeted neighborhoods or broad areas within the city.
- You can go online and there are many websites online that allow you to pick specific locations in a specified radius with various demographic filters to select a target audience to receive information.
- This can be used for general public education and outreach but the ability to select a targeted neighborhood could be very beneficial for several parts of the permit.
- For example: if you have an area that is noticed as a problem area for illicit discharges that area could easily be targeted for distribution of education materials. These are all only recommendations, but these are all items that may be suitable to be included your SWMP evaluation effectiveness as part of your permit reapplications.

Q/A

- **Danny McArdle, City of Panama City** – uses mailings through water utility billing. Is this still acceptable?
JM, FDEP – Yes, it is still an acceptable if that's the requirement of your Stormwater Management Program.

Audit Updates – Jason Maron

- The planned audits were attached to the agenda when sent. The minutes are updated to show those

that have yet to be completed.

- Alex Weeks and I will be conducting audits next week for Indian Shores, Arbor Greene CDD, and Hernando County.
- As always, we will send an audit notification at least 30 days prior to the audit so you are aware of the date.

Complaint Receipt Process for Department – Michelle Bull

- The NPDES Stormwater Program receives complaints via phone and email. Complaints are often forwarded from the EPA, a DEP District office, or other DEP program. We also receive complaints from MS4 permittees requesting assistance or forwarding a non-MS4 related complaint.
- Staff determine if the complaint is MS4-related, and forward to the appropriate permittees. Complaints may be illicit discharge, construction, or flooding related. We generally do not call the complainant before forwarding, unless we need additional information to determine if it may be an MS4 issue.
- We ask that the permittee investigate the complaint or provide a summary of the situation if the permittee is aware of the complaint. Submit findings of the investigation to DEP within one week of receiving the complaint.
- We expect permittees to respond to complaints from the Department as they would any stormwater complaint.
- We may evaluate the permittee's response to evaluate compliance with the structural maintenance, illicit discharge, or construction requirements of the permit.

Q/A

- **Danny McArdle, City of Panama City** – Do they get forwarded through email?
MB, FDEP – We would reach out to the MS4 contact on file via email. You can call Alex Weeks to ensure we have the correct contact information. If you discover a construction site operating without permit coverage, please send that to the Tallahassee office. For those that are permitted, also send to Tallahassee office who will then coordinate with District Offices.
- **Danny McArdle, City of Panama City** – Currently the only method I have to look up NPDES permit is through Oculus. Is there a simpler method to get this information.
JM, FDEP - We have software called Map Direct which is a GIS file that identifies all NPDES permits and is updated every 24 to 48 hours. If applicant is submitting inaccurate lat/longs, it might not show up correctly. The link is provided here: [Map Direct: NPDES Stormwater Map \(state.fl.us\)](https://state.fl.us)
Steven Kelly, FDOT District 1 - There is also an Excel file available online.
MB, FDEP – The excel spreadsheet is updated monthly so it is not as up to date as Map Direct. The link is provided here: [Stormwater Facility Information](#)

eReporting Update – Jason Maron

- The Senior IT Business Consultant has been providing weekly updates on eReporting status. Based on the most recent update the final technical analysis review is complete and an update to the eReporting analysis and development document is underway based off the review.
- The document will be submitted back to the NPDES Stormwater Program for final review and approval soon after.
- Phase IIs will be used to implement Phase Is process.

Q/A

- Carolina Alvarez – is there any training for eReporting?
Jason – They are going to develop the tool and DEP is going to test the software to ensure it is working. We will look into developing training to make sure permittees are familiar with it before it becomes a requirement. The eReporting tool will include a lot of narrative assistance while completing reports/applications.

General Updates – Michelle Bull

- GIS inventory was requested for outfalls and ponds. We have only one Phase II permittee who has not submitted the inventory. We are in contract with Atkins to develop the inventory. We've already completed Phase I outfalls. Thank you for your submittals via FTP site.
- Rulemaking – published current CGP. The CGP is planned for revision in the future and Matt Irwin will take the lead on this project.
- We still have a public filing system, so we have kept a couple of guidance documents that permittees can use and annual report templates.
[\\DepPubFS\PUBFDS\DWRM\NPDES Stormwater](#)
- The Census has come out recently; however, the revised urbanized area maps have not been received from the EPA yet. This drives the areas that will be permitted. We anticipate that there will be about 30 new Phase II permittees. When designations are issued, the process is about a year long.

Q & A / Open Discussion

- **Danny McArdle, City of Panama City** – noticed that the CGP is not as thorough as ERP.
MB, FDEP – Most of conditions are cited from general rule. There does appear to be some overlap between the permit requirements. We specifically are looking at ESC during construction, whereas ERP looks mostly at post-construction. Both permits require an ESC plan, but the main difference is the ERP's SWPPP must be signed and sealed by an engineer. For the CGP, the SWPPP is supposed to be a living document, so the operator can make adjustments as necessary throughout phases of the project.

NPDES Stormwater Contacts

Borja Crane-Amores	Program Administrator	850-245-7520
Michelle Bull	Environmental Manager/ FDOT Coordinator	850-245-7561
Anna Lomasney	Phase I MS4 Coordinator	850-245- 8568
Matt Irwin	Phase I MS4 Coordinator	850-245-8643
Jason Maron	Phase I MS4 Coordinator	850-245-7568
Hector Rivera	Phase II MS4 Coordinator	850-245-8667
Alex Weeks	Phase II MS4 Coordinator	850-245-8495
Eric Simpson	MS4 Support	850-245-8385
Sharon Surita	MS4 Support	850-245-8607

Audits to be Conducted by September 30, 2022

*this depicts a tentative list subject to change

Priority Audits not conducted within 5 Years of Previous Audit –

Panama City
Bay County
Lynn Haven
Indian Shores

Okaloosa County
University of West Florida
Hernando County

Audits to Meet 5 Year Frequency -

Eglin Air Force Base
Flagler Beach
Fort Walton Beach
Arbor Greene CDD
FDOT District 1 – Charlotte
Walton County
Hurlburt Field

Ormond Beach
Port Orange
South Daytona
Indian River Shores
Indian River County
Vero Beach
Baldwin

Audits for Compliance Assurance –

Springfield
Tavares
Okeechobee County

Florida City
Citrus County
Avon Park