

Quarterly Teleconference for Florida Phase II MS4s
Wednesday, May 17, 2023
Meeting Minutes

The next quarterly teleconference is scheduled for:

- 8/16/2023
- Submit agenda topics to Sharon.Surita@FloridaDEP.gov
- [Subscribe to Phase II MS4 GovDelivery](#)

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
Vacant	Phase I MS4 Coordinator	850-245-7568
Kristie Beeman	Phase II MS4 Coordinator	850-245-8667
Vacant	Phase II MS4 Coordinator	850-245-8495
Sharon Surita	MS4 Support	850-245-8607

Attendee Count: 55 (staff 5)

- **Welcome – Michelle Bull**
- **Rural Infrastructure Fund grand overview - Department of Economic Opportunity – Matt Irwin**
 - Guest Speakers – Pam Portwood, Chief of Bureau of Small Cities and Rural Communities and Julia Chester, Community Program Manager gave an overview of the program.
 - Presentation will provide information on who is eligible and the requirements to participate. Funding may be leveraged in the small cities and rural areas for infrastructure and may impact the MS4.
 - Presentation is attached herein. Some recent statute changes have been approved by legislature this last session, therefore some of the slides may not be updated. However, changes do not impact funding.
 - **Q/A**
 - Stephen Kramer – Will these slides be emailed out after meeting? Irwin, Matt – They will be in the minutes - yes
- **The Watershed Game – Michelle Bull**
 - Guest Speaker – Brenna Sweetman, NOAA Affiliate Social Scientist
 - Non-traditional tool developed to address barriers to engage local community issues
 - Train the trainer opportunity
 - Sample tool cards include litter control, storm drain inspections and cleaning, street sweeping, construction site inspections, education and outreach to residents, employees, and businesses.
 - Website link: <https://seagrant.umn.edu/watershed-game> Watershed Game, [Find a Facilitator Tool](#), [Interest in training events](#)

- Presentation is attached herein.
- Q/A
 - Lillian Mulligan – How much does the game cost? Brenna – the local version is \$150.
 - Michelle – does the train-the-trainer have a fee associated as well? Brenna – the cost depends on the resources needed.
 - Michelle – Is there a recommended group size. Brenna – typically if just one version of the game is played, 8 – 20 participants, but I’ve seen it with more. You can play multiple versions of the game as well, which can accommodate a larger size.
 - Bliss, Karen – would this game count as stormwater training for the Phase II permit? Michelle – this game is more about getting leadership involved and does not necessarily address permit requirements. It may count for the public participation BMPs.
 - Natalie Shaber – How often typically are train the trainer sessions available? Brenna – it is on an ad-hoc basis. We ask that the survey be filled out so that scheduling can be done.
 - Julie Hughes - I have a question is this similar to the Enviroscope model or is this an actual game to play. Michelle – The concept is similar to Enviroscope, but it is a game where multiple people are involved, and decision making is involved with a scoring process at the end.

General Updates – Michelle Bull

- The eReporting tool has not been completed, so annual reports and NOIs cannot yet be submitted electronically.
 - Annual Reports should be submitted on the [annual report form](#) for which the permit was issued. Currently, all permit coverages are under the 2003 permits. Reports can be emailed to NPDES-MS4@floridadep.gov or to me. The DEP website has been updated to include both annual report forms.
 - NOIs are required to be signed by the RA and mailed or faxed to Michelle Bull.
- Staffing - Both Phase II MS4 Coordinator positions are vacant, but we intend to hire one next month.
- Update – Kristie Beeman started June 5. See contact information above.
- We have created a new email address, NPDES-MS4@floridadep.gov that we will be using to receive official documents, including annual reports, TMDL documents, permit comments, etc. You will begin to see the address in cover letters soon.
- We have contracted to develop a new audit tool, which should be implemented in June/July. The audit report forms may look different but will contain the same information.
- Teleconference minutes and videos can be accessed on the shared drive at:
\\deppubfs\PUBFDS\DWRM\NPDES_Stormwater\MS4\Teleconference Minutes\PhaseII

- Anticipated MS4 growth based on the 2020 census
- NOI Guidance
 - A guidance document and training video is attached herein
 - Some of the table items may not match up directly, therefore clarifications have been made in the guidance document
 - NOI guidance language should not be changed. It should remain as it is in rule.
 - An excerpt from GP will be provided
 - TMDLs – reference the [STAR Report](#)
 - Appendix A
 - Use numbering system shown in the template
 - Template row highlighting is used to denote if activities were completed in prior years
 - BMP 3a dropdowns disabled, where the target audience and delivery methods not applicable
 - Trainings are separated in three categories: public, employees and businesses
 - Table 6 should include all MS4 structures and specify the number of structures
 - We will see a lot of movement on NOIs in house within the next month.
- ERP Rulemaking – Rulemaking efforts have been completed. The rule was not ratified by the Legislature, so no changes were implemented at this time.

Q & A / Open Discussion

- Katie Laakkonen - So no hard copies needed to be mailed for NOI renewals or annual reports? Michelle - Annual reports can be emailed, but applications require a wet signature until the e-reporting tool has been enabled.
- Rebecca Tackitt - Can we email in supporting documentation for our NOI? Michelle – yes. If you are relying on another entity, we will need the ILA, which can be emailed to me. Ordinances can be emailed also.
- Natalie Shaber - If we have a RAP and need to edit our existing NOI to include. Can that be done through email? Michelle – You can submit through email for internal review, but the final document should be signed and mailed. Natalie - The RAP was a study done by a consultant for Turkey Creek. I noticed you would review and make comments/recommendations. We are in the process of beginning implementation. The City was recommended this by experts. Matt – is it a 4B RAP or DEP-adopted. Natalie – it is not a DEP adopted plan. Michelle – we can address that offline. Natalie will send an email.
- Rebecca Tackitt – We need to build a recycling program for our city. We want to include this in our NOI, but we also want to make sure we don't sign up for something we can't deliver within 5 years. Can we document progress toward development of a plan in our MS4 as a BMP? Michelle – If there is a question about implementation, edits can be proposed, but doesn't mean they will be adopted.
- Katie Laakkonen - What if we have a TMDL (no BMAP), but it needs complete revision by DEP and it is not currently enforced. Do we still include it? To clarify, it is a TMDL with TN as causative pollutant done in 2008. WBID no longer exists. It needs to be overhauled and redone so not sure if it needs to be included. Michelle – we may need to get DEAR's input.

- Tim Carlisle (Guest) - Wouldn't 6a-14 be repetitive of the STAR report that you guys already get, and can you speak briefly again on the responsible entity section again? Michelle – it's not necessarily included in everyone's BMAP, but it could be repetitive. What if a multi-department initiative? Michelle – type them all. I would ask that you enter a specific department or division (i.e., PWD, Streets & SW). Departments should be succinctly introduced when initiated.
- Julie Hughes - will we talk about the second page that talks about audits today? The city wants to be clear, if we will receive an audit this year based on the attachment sent with this meeting. Michelle - Our goal is to notify within 30 days and audits are still tentative, but scheduling should begin by July.
- Watkins Rhonda - If the proposed language in the Applicants Handbook Volume 1 is finalized and adopted, will that change the operation and maintenance inspection frequencies automatically in the MS4 permit or will the MS4 permit need to be updated? Borja – adopted with Department of State, but since not ratified in the session, it is sitting there waiting to be picked up in 2024. The most stringent of the requirements should be utilized to ensure compliance. There is language relating to O&M, whereby SOPs should be used to maintain those new systems. New changes would only be applicable to new systems under the new rule.
- Kelly, Steven - For FDOT District 1 Okeechobee, this is a new Phase II MS4 that is still under development. This may be a good one to reschedule. Michelle – We can review that and the option of desktop audits.

Audits to be Conducted by September 30, 2023

Note that this depicts a tentative list that is subject to change

*inspection required

Permittee Name	County	Permit Number	Coordinator
Brooksville	Hernando	FLR04E119	Vacant
DeBary	Volusia	FLR04E120	Vacant
DeLand	Volusia	FLR04E078	Vacant
Deltona	Volusia	FLR04E099	Vacant
Edgewater	Volusia	FLR04E016	Vacant
Estero	Lee	FLR04E159	Vacant
Eustis	Lake	FLR04E100	Vacant
FDOT District 1 - Okeechobee	Okeechobee	FLR04E161	Michelle Bull
FDOT District 6 - Monroe	Miami-Dade	FLR04E132	Michelle Bull
Florida Atlantic University	Palm Beach	FLR04E094	Vacant
Florida City	Miami-Dade	FLR04E088	Vacant
Florida International University	Miami-Dade	FLR04E092	Vacant
Fruitland Park	Lake	FLR04E114	Vacant
Glades County	Glades	FLR04E137	Vacant
Gulf Breeze	Santa Rosa	FLR04E085	Vacant
Lady Lake	Lake	FLR04E105	Vacant
Lake County	Lake	FLR04E106	Vacant
Leesburg	Lake	FLR04E110	Vacant
Mascotte	Lake	FLR04E146	Vacant
Melbourne Beach	Brevard	FLR04E041	Vacant
Minneola	Lake	FLR04E111	Vacant
Naval Air Station Pensacola	Escambia	FLR04E058	Vacant
Orange City	Volusia	FLR04E126	Vacant
Ponce Inlet	Volusia	FLR04E071	Vacant
Rockledge	Brevard	FLR04E047	Vacant
Satellite Beach	Brevard	FLR04E072	Vacant
Titusville	Brevard	FLR04E079	Vacant
Village CDD No.1 - 10	Sumter	FLR04E116	Vacant
Wildwood	Sumter	FLR04E162	Vacant