



Kristen Graham  
Enforcement Analyst  
Arkansas Division of Environmental Quality  
Office of Water Quality  
5301 Northshore Drive  
North Little Rock, AR 72118  
cc: Richard Healey, Stacie Wassell, Mike Cone, Coy Dale, Gary Tegue, Bridgett McSpadden

**Re: City of Melbourne (AFIN: 3300026)**  
**CAO LIS 22-038 (AR0020036)**  
**CAO LIS 22-043 (5081-WR-1)**

October 30, 2023

Kristen,

Thank you for setting up the Zoom call to discuss the compliance issues at the City of Melbourne. I am submitting this correspondence as an interim quarterly progress report in-lieu of the missing quarterly progress reports for June and September 2023.

The City of Melbourne hired SALT Engineers and Planners, Inc. at the City Council meeting on Monday, October 16, 2023. The previous two weeks have been spent trying to establish where these projects stand.

**CAO LIS 22-038 – WWTP AR0020036**

The Milestone Schedule submitted on May 3, 2023, by Landmark Engineers had an advertisement for bids milestone of today, October 30, 2023. This milestone schedule was unachievable from its submission. The City of Melbourne has not received a Preliminary Engineering Report, much less final plans and specifications ready to bid, from the previous Engineer. Apparently, a Preliminary Engineering Report for this project has not been completed. SALT Engineers will begin to review the current condition of the WWTP and establish a revised Corrective Action Plan with accompanying Milestone Schedule to be submitted to DEQ by December 31, 2023.

**CAO LIS 22-043 – No Discharge Permit 5081-WR-1**

The previous Engineer had submitted a permit renewal application on August 24, 2023 for the No-Discharge permit that was determined to be administratively and technically incomplete. SALT received a copy of the incompleteness letter via email from Katherine McWilliams, P.E., on Monday, October 23, 2023. SALT submitted the required information to address the deficiencies of the original permit renewal application on Wednesday, October 25, 2023. We are currently awaiting notification from DEQ that the application has been determined administratively and technically complete. It appears that DEQ has not received Annual Reports for this permit since 2018. SALT will investigate this with the City of Melbourne and submit any missing annual reports for years in which biosolids were applied to the permitted area. If the necessary biosolids sampling was performed, the missing reports will be submitted by December 31, 2023.

SALT will begin to perform the quarterly progress reports moving forward, with the next report scheduled for submission by no later than December 15, 2023. Should you have any questions or require any additional explanation before the submission of the revised Corrective Action Plan, please contact me at the email address or phone number below.

Sincerely,

*C. Kyle Breckenridge*

C. Kyle Breckenridge, P.E., BCEE, PSAP

[kbreckenridge@saltengineers.com](mailto:kbreckenridge@saltengineers.com)

cell: 501-766-9832

