



COUNTY ATTORNEY'S OFFICE  
JEFFREY J. NEWTON, *County Attorney*

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**MEMORANDUM**

**TO:** Mayor Jerry L. Demings  
and  
County Commissioners

**FROM:** Jeffrey J. Newton, County Attorney *JJN*  
Georgiana Holmes, Assistant County Attorney *GH*  
**Contact: (407) 836-7320**

**DATE:** February 6, 2020

**RE:** **Consent Agenda Item for the Board Meeting on February 25, 2020 Proposed Revised Administrative Regulation, No.: 4.09, titled "Water Quality Projects Prioritization"**

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**I. EXPLANATION & SUMMARY OF PROPOSED REGULATION:**

The regulation was reviewed in depth and revisions were made to ensure that the regulation is consistent with current practices and procedures.

It is our intent to place the proposed revised regulation on the February 25, 2020. Consent Agenda for approval by the Board of County Commissioners.

**II. ACTION REQUESTED:**

Approval of proposed revisions Administrative Regulation, No.: 4.09, titled "Water Quality Projects Prioritization"

AMC  
Attachment

c: Byron Brooks, County Administrator  
Randy Singh, Deputy County Administrator  
Joel D. Prinsell, Deputy County Attorney

- Deputy County Attorney*  
Joel D. Prinsell
  
- Senior Assistant County Attorneys*  
Elaine M. Asad  
Lila McHenry
  
- Assistant County Attorneys*  
Roberta Alfonso  
Cristina T. Berrios  
Linda Brehmer-Lanosa  
Whitney E. Evers  
Erin E. Hartigan  
Georgiana Holmes  
Aleas Koos  
Katherine W. Latorre  
Scott McHenry  
Sawsan Mohiuddin  
Dylan Schott  
Scott Shevenell  
Stephanie Stone  
Adolphus Thompson
  
- Legal Administrative Supervisor*  
Anna M. Caban
  
- Paralegals*  
Melessia Lofgren  
Maria Vargas, ACP  
Gail Stanford



OFFICE OF COMPTROLLER

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ORANGE  
COUNTY  
FLORIDA

Phil Diamond, CPA  
County Comptroller as  
Clerk of the Board of County Commissioners  
201 South Rosalind Avenue  
Post Office Box 38  
Orlando, FL 32802-0038  
Telephone: (407) 836-7300  
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DATE: February 26, 2020

TO: Anna M. Caban, Legal Administrative Supervisor  
County Attorney's Office, BCC

FROM: Katie Smith, Deputy Clerk *CAS for KS*  
Comptroller Clerk of the BCC

SUBJECT: Administrative Regulation 4.09

The above-referenced item was approved by the BCC on February 25, 2020. The Comptroller Clerk's Office will need a copy of the Administrative Regulation to complete the documentation for the file.


Upon forwarding the document to the Comptroller Clerk's Office, attach a transmittal slip or cover memo to the attention of the Deputy Clerk, identifying the document by name, agenda item number, and date of BCC approval.

Your assistance in accounting for Board-approved documents is very much appreciated.

ks:cas

c: Jeffrey J. Newton, County Attorney, BCC  
Lila McHenry, County Attorney's Office, BCC  
Terese Parsons, Executive Assistant, County Administrator's Office, BCC  
Pending File

**DRAFT**  
**01/14/2020**

 <b>ORANGE COUNTY</b> <b>ADMINISTRATIVE REGULATIONS</b>	No.: 4.09
	Date: 12/20/18
	Approved By: 12/20/18
Title: <b>WATER QUALITY <del>CAPITAL</del> PROJECTS</b> <b>PRIORITIZATION</b>	Page 1 of 2

I. POLICY

In order to improve water quality and maintain compliance with the state of Florida regulations governing surface water quality standards (Chapter 62-302, F.A.C. Florida Administrative Code), identification of impaired surface waters (Chapter 62-303, F.A.C. Florida Administrative Code), and Total Maximum Daily Loads (Chapter 62-304, F.A.C. Florida Administrative Code); Basin Management Action Plans (BMAPs); and the County's National Pollutant Discharge Elimination System (NPDES) Permit issued by the Florida Department of Environmental Protection, it is the policy of Orange County, through Comprehensive Policy Plan Conservation Element Objective to monitor the waters of the county and implement ~~capital~~ projects to address pollution sources. Priority of the projects is based on risk assessment of the waters of the county for further degradation in water quality and regulatory requirements. All projects will be evaluated using the best scientific information available.

II. PROCEDURES

A. The Environmental Protection Division (EPD) must evaluate all potential water quality ~~capital~~ improvement projects for waterbodies identified annually using a ranking matrix that includes, at a minimum: risk of degradation, regulatory status, regulatory timeframes, external funding, cost-benefit analysis, and inter-agency partnerships.

B. Projects identified outside the office of EPD shall be submitted to EPD prior to the next budget cycle to allow time for evaluation.

C. EPD, through the annual budget process and approval, shall identify water quality ~~capital~~ improvement projects for submittal, which may include projects in any or all of the following phases:

1.a. Assessment: Waterbodies with declining water quality or at risk for declining water quality shall be studied to determine pollution sources. The assessment shall also identify potential projects that will mitigate pollution sources.

2.b. Feasibility Evaluation: Determine if projects can be built as identified in the assessment and the anticipated cost-benefit analysis.



## ORANGE COUNTY ADMINISTRATIVE REGULATIONS

No.: 4.09

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3.e. Design & Engineering: Develop engineered plans for construction.

4.d. Construction: Build and implement designed projects.

5.e. Monitoring: Depending on the project, monitoring may be required to provide pollutant removal efficiency data.

D. The Board of County Commissioners approves the list of water quality-capital improvement projects through the annual budget process after considering input provided by the Office of Management and Budget, County Administration, and the Environmental Protection Division.

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**FOR MORE INFORMATION CONTACT:** Environmental Protection Division, Office of Management and Budget

**REFERENCE:** Admin Policy 6.02.01 General Capital Budget; Comp Plan Conservation Element Objective C1.2 and C1.11; NPDES Permit FLS000011