

COMMISSION

Gwendolyn “Gwen” W. Myers, *Chair*
Harry Cohen, *Vice Chair*
Donna Cameron Cepeda
Ken Hagan
Pat Kemp
Christine Miller
Joshua Wostal



Executive Director

Janet D. Lorton

General Counsel

Ricardo Muratti

Meeting time

10:00 a.m.

**COMMISSION AGENDA
October 31, 2024**

Location

601 E. Kennedy Blvd., Tampa, Florida
BOCC Boardroom, County Center, 2nd Floor
See details below for virtual attendance

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, and INVOCATION**
- 2. ROLL CALL**
- 3. CHANGES TO THE AGENDA**
- 4. REMOVAL OF CONSENT ITEM FOR QUESTION, COMMENT, or SEPARATE VOTE**
- 5. RECOGNITIONS and PROCLAMATIONS**
 - a. Farewell to Commissioner Pat Kemp
- 6. PUBLIC COMMENT - Each speaker is allowed 3 minutes unless the Commission directs differently. If you wish to provide public comment, please see guidance below or on our website at: <https://www.epchc.org/about/meetings-agendas>**
- 7. APPROVAL OF CONSENT AGENDA**

Consent Agenda Items

a. Approval of August 15, 2024 EPC Meeting Minutes	2
b. Agency Monthly Activity Report FY2024 (August and September).....	6
c. Pollution Recovery Fund (PRF) Budget FY2024	8
d. Legal Case Notification	10
e. Select Performance Measure Goals for 2024 Update	12
f. Interlocal Agreement between EPC and Hillsborough County for the Provision of Water Quality Sample Collection & Laboratory Services Update	14

8. PUBLIC HEARING (none)

9. REGULAR AGENDA

a. Performance Evaluation of the Executive Director	15
b. Request for Approval of 2024 Pollution Recovery Grant Applications	23
c. Commission Meeting Dates and Time for 2025	26
d. 2024 EPC Executive Director Annual Report Presentation	27
e. Executive Director’s Report	

10. DISCUSSION OF FUTURE AGENDA ITEMS

ADJOURN

Any person who might wish to appeal any decision made by the EPC regarding any matter considered at the forthcoming public hearing or meeting is hereby advised that they will need a record of the proceedings, and for such purpose they may need to ensure that a verbatim record of the proceedings is made which will include the testimony and evidence upon which such appeal is to be based.

Anyone who wishes to speak either virtually or in-person during the meeting may do so by completing the online Public Comment Form found at: www.epchc.org/pubcomment. The form is open 48 hours prior to the start of the meeting. Virtual speakers must submit the online public comment form at least 30 minutes prior to the start of the meeting. In-person speakers will be able to sign up using the same online form 48 hours prior to arrival or can sign up on-site via our kiosk up until the start of the meeting. Visit the EPC webpage for more details on [agendas and public comment](#). This meeting will also be available LIVE as follows: Spectrum - Channel 637, Frontier - Channel 22, Comcast - Channel 22, PC: <http://www.hcflgov.net/HTVlive>, and iOS: <http://65.49.32.149/iosvideo/ios.htm>.



ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #7.a.

Date of EPC Meeting: October 31, 2024

Subject: Approval of the August 15, 2024, EPC meeting minutes.

Agenda Section: Consent Agenda

Division: Administration Division

Recommendation: Approve the August 15, 2024, EPC meeting minutes.

Brief Summary: Staff requests the Commission approve the meeting minutes from the Commission meeting held on August 15, 2024.

Financial Impact: No Financial Impact

List of Attachments: Draft copy of the August 15, 2024, EPC meeting minutes.

Background: None

AUGUST 15, 2024 - ENVIRONMENTAL PROTECTION COMMISSION

The Environmental Protection Commission (EPC), Hillsborough County, Florida, met in Regular Meeting and Public Hearing, scheduled for Thursday, August 15, 2024, at 10:00 a.m., in the Boardroom, Frederick B. Karl County Center, Tampa, Florida, and held virtually.

The following members were present: Chair Gwen Myers and Commissioners Donna Cameron Cepeda, Harry Cohen, Pat Kemp (arrived at 10:16 a.m. via telephone), Christine Miller, and Joshua Wostal (via telephone).

The following member was absent: Commissioner Ken Hagan.

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND INVOCATION

► Chair Gwen Myers called the meeting to order at 10:00 a.m. ► Commissioner Cameron Cepeda led in the pledge of allegiance of the flag and gave the invocation.

2. ROLL CALL

► The Deputy Clerk called the roll and noted a quorum was present.

3. CHANGES TO THE AGENDA

► Ms. Janet Lorton, EPC Executive Director, stated there were no changes to the agenda.

4. REMOVAL OF CONSENT ITEM FOR QUESTION, COMMENT, OR SEPARATE VOTE - ► **None.**

5. RECOGNITIONS AND PROCLAMATIONS - ► **None.**

6. PUBLIC COMMENT

► EPC General Counsel Rick Muratti provided the guidelines for public comment. Mr. Paul Hillis and Mses. Linda Parups, Gail Harris, and ► Alison Date opposed Item 8.a.

7. APPROVAL OF CONSENT AGENDA

Consent Agenda Items

- a. Approval of Meeting Minutes: April 18, 2024
- b. Monthly Activity Report Fiscal Year (FY) 2024 (April, May, June, and July)
- c. Pollution Recovery Fund Budget FY 2024

THURSDAY, AUGUST 15, 2024

- d. Legal Case Notification
- e. Select Performance Measure Goals Update

▶ Chair Myers sought a motion to approve the Consent Agenda. **Commissioner Cohen moved approval, seconded by Commissioner Miller, and carried five to zero.** (Commissioner Kemp had not arrived; Commissioner Hagan was absent.)

8. FINAL ORDER PROCEEDING

- a. Conduct a Final Order Hearing in Greco, et al. vs. 6111 Rome LLC and EPC, Case Nos. 23-EPC-009, 011, 013, 016

▶ Attorney Muratti reviewed the case status and appellant process. ▶ Messrs. Frank Greco and ▶ Henry Cramer, appellants, provided a presentation. ▶ Attorney Beth Le, EPC, addressed the appellants' exceptions to the recommended order. ▶ Attorney Kevin Reali, applicant representative, discussed the item and requested the EPC Board affirm the order. ▶ After addressing in public comment and summarizing the case status, Attorney Muratti recommended rejecting the appellants' exceptions, accept/approve the hearing officer's recommendation to issue a five-year wetland impact permit, and noted three scrivener errors to be corrected: Finding of Fact 33, reference to transcript page 29 should be "page 59"; Conclusion of Law 9, reference to Rule 1-11.01(2) (b) should be "1-11.02(2) (b)"; and Conclusion of Law 29, the word "offside" should be "offsite". Commissioner Wostal questioned the witness qualifications. Chair Myers sought a motion. ▶ **Commissioner Cohen moved to approve the recommendation,** and added comments. After remarks, **Commissioner Cameron Cepeda seconded the motion.** Commissioner Kemp would not support a waiver for the wetland. ▶ **The motion carried five to one; Commissioner Kemp voted no.** (Commissioner Hagan was absent.)

9. PUBLIC HEARING

- a. Conduct a public hearing to consider amendments to the Basis of Review for Authorization of Activities Pursuant to Chapter 1-11 - Wetlands, Chapters III and V, Rules of the EPC

▶ Mses. Lorton and Dessa Clock, EPC, expounded on the item. Chair Myers called for public comment; there was no response. ▶ Subsequent to remarks on wetland mitigation and the EPC's creation, Commissioner Wostal asked about the item process, to which Mr. Michael Lynch, Director, EPC, and Attorney Muratti

THURSDAY, AUGUST 15, 2024

responded. ► **Commissioner Kemp so moved, seconded by Commissioner Cohen, and carried six to zero.** (Commissioner Hagan was absent.)

10. REGULAR AGENDA

a. Initiation of Executive Director Evaluation Process

► Ms. Lorton deferred to Ms. Elaine Deleeuw, Director, EPC, who spoke on the item. ► Subsequent to remarks, Chair Myers sought a motion to bring back a recommendation for the October 2024 EPC meeting. **Commissioner Cohen so moved, seconded by Commissioner Kemp, and carried six to zero.** (Commissioner Hagan was absent.)

b. Executive Director's Report

► After discussion of the EPC meeting start time, Ms. Lorton supplied the report.

11. DISCUSSION OF FUTURE AGENDA ITEMS - ► **None.**

ADJOURN

► There being no further business, the meeting was adjourned at 11:14 a.m.

READ AND APPROVED: _____ CHAIR

ATTEST:
CINDY STUART, CLERK

By: _____
Deputy Clerk

jr



ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #7.b.

Date of EPC Meeting: October 31, 2024

Subject: Agency Monthly Activity Report

Agenda Section: Consent Agenda

Division: All five EPC Divisions

Recommendation: None. Informational report.

Brief Summary: The agency-wide report represents the total number of select divisional activities that were tracked within a specific month.

Financial Impact: No financial impact.

List of Attachments: Agency monthly report for August and September FY24

Background: Select data that is associated with the EPC's five core functions; citizen support, air and water monitoring, permitting, compliance and enforcement, is tracked monthly by each Division. These monthly activity reports are then tallied to generate one final agency-wide report.

EPC STAFF ACTIVITIES - AGENCY-WIDE

Monthly Activity Report

FY24

		<u>August</u>	<u>September</u>	<u>FISCAL YEAR TO DATE</u>
A.	<u>Core Function: Citizen Support</u>			
1	Environmental Complaints Received	127	111	1395
2	Agency-wide Public Record Request (Note: does not include division-specific record requests)	21	21	266
B.	<u>Core Function: Air & Water Monitoring</u>			
1	Air Monitoring Data Completeness (Note: reflects previous month due to data acquisition delay)	97.3%	97.9%	N/A
2	Water Quality Monitoring Data Completeness (Note: reflects previous month due to data acquisition delay)	95.2%	99.2%	N/A
3	Number of Noise Monitoring Events	3	1	23
C.	<u>Core Function: Environmental Permitting</u>			
1	Permit/Authorization Applications Received	128	111	1666
2	Applications In-house >180 days	17	25	N/A
3	Permits/Authorizations Issued	130	108	1410
4	Petroleum Cleanup Cases	146	254	1620
D.	<u>Core Function: Compliance Assurance</u>			
1	Compliance Inspections	332	295	3805
2	Compliance Test Reviews (NOTE: Wetlands reviews included under D.1)	155	78	1592
3	Compliance Assistance Letters Issued	207	150	1836
4	Warning Notices Issued	17	10	217
E.	<u>Core Function: Enforcement</u>			
1	New Cases Initiated	2	2	52
2	Active Cases	32	33	N/A
3	Tracking Cases	65	62	N/A



ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #7.c.

Date of EPC Meeting: October 31, 2024

Subject: Pollution Recovery Fund Budget

Agenda Section: Consent Agenda

Division: Administration Division

Recommendation: Informational Report Only

Brief Summary: The EPC staff provides a monthly summary of the funds allocated and available in the Pollution Recovery Fund.

Financial Impact: No Financial Impact

List of Attachments: PRF Budget Spreadsheet

Background: The EPC staff provides a monthly summary of the funds allocated and available in the Pollution Recovery Fund (PRF). The PRF funds are generated by monetary judgments and civil settlements collected by the EPC staff. The funds are then allocated by the Commission for restoration, education, monitoring, the Artificial Reef Program, and other approved uses.

**ENVIRONMENTAL PROTECTION COMMISSION
OF HILLSBOROUGH COUNTY
FY 24 POLLUTION RECOVERY FUND
10/1/2023 through 9/30/2024**

REVENUE		EXPENDITURES		RESERVES		NET PRF
Beginning Balance	\$ 1,367,871	Artificial Reef	\$ 33,852	Minimum Balance	\$ 120,000	
Interest	\$ 69,820	Open Projects	\$ 394,178	Est. FY 25 Budget	\$ 33,852	
Deposits	\$ 670,478			Asbestos Removal	\$ 5,000	
Total	\$ 2,108,169	Total	\$ 428,030	Total	\$ 158,852	\$ 1,521,287

PROJECT	Project Amount	Project Balance
FY21 Projects		
UNF Multidrug Resistant Bacteria 10131.102063.581990.5370.1353	\$ 50,000	\$ 27,203.17
	\$ 50,000	\$ 27,203.17
FY22 Projects		
Heckman Petro. Assess. 10131.102063.531001.5370.1297	\$ 15,000	\$ 15,000.00
	\$ 15,000	\$ 15,000.00
FY24 Projects		
Lake Magdalene Grass Carp Barrier 10131.102063.582990.5370.1360	\$ 20,258.72	\$ 20,258.72
H.C. Ext. Svc. - Pesticide Collection 10131.102063.581990.5370.1361	\$ 48,000	\$ 13,290.52
River Hills Nature Trail 10131.102063.582990.5370.1362	\$ 11,869.50	\$ 11,869.50
COT - Invasives Removal 10131.102063.581001.5370.1363	\$ 50,000	\$ 50,000.00
USF - E. Coli Impacts 10131.102063.581990.5370.1364	\$ 50,000	\$ 40,537.33
Reed Park Stormwater Rest. 10131.102063.582990.5370.1365	\$ 49,621	\$ 49,621.00
ERI MacDill AFB Mangrove Rest. 10131.102063.582990.5370.1366	\$ 50,000	\$ 50,000.00
	\$ 279,749.22	\$ 235,577.07



ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #7.d.

Date of EPC Meeting: October 31, 2024

Subject: Legal Case Notification

Agenda Section: Consent Agenda

Division: Legal Department

Recommendation: None. Informational.

Brief Summary: This notification is to assist Commissioners in identifying potential conflicts of interest that may exist and that may require disclosure prior to taking action in a quasi-judicial administrative matter. It is also intended to assist Commissioners in avoiding discussing matters with parties during administrative or civil litigation.

Financial Impact: Standard litigation costs are included in the Legal Department's operating budget, but any individual case may require a future budget amendment.

List of Attachments: None

Background: The EPC Legal Department primarily handles litigation in administrative and civil forums. A list of new cases the EPC opened since the previous Commission meeting is provided below. Occasionally, a new case or cases, may be disposed of in between the prior and current EPC meetings, yet this list will still be provided for continuity and consistency.

Administrative appeals (a/k/a administrative hearings, petitions, challenges, or Section 9 Appeals) involve challenges to agency actions such as permit application decisions or administrative enforcement actions (e.g. – citation or consent order). These proceedings are conducted before an appointed hearing officer who enters a recommended order after an evidentiary hearing. After the hearing officer issues the recommendation, the administrative appeal is transferred back to the Commission to render a final order. Acting in this quasi-judicial capacity, the Commission and all parties are subject to ex-parte communication restrictions. After receipt of an appeal or a request for an extension of time to file an appeal, the Commission should avoid discussing those cases. The chart below generically refers to these cases as “Administrative Appeal,” but it could also be an extension of time to file an appeal.

The purpose of providing notice of new cases is to assist Commissioners in identifying persons or entities that may present a conflict of interest. Certain conflicts may require the Commission to recuse themselves from voting on a final order. Please note, the Legal Department provides notice of sufficient

appeals to the Commission via e-mail to assist in the conflict check process and as a reminder to limit communications; therefore, the Commission may have already received prior notification of the administrative case(s) listed below.

If the EPC becomes a party in civil litigation either through an approved Request for Authority to Initiate Litigation or by receipt of a lawsuit, the case will also be listed below. Any attorneys representing opposing party(ies) must communicate through the EPC counsel and should not contact the Commission directly. It also recommended that the Commissioners avoid discussing litigation prior to consulting with EPC counsel.

Please note, some cases included in the table below may have closed or reached resolution prior to this Commission meeting. Please direct any calls or e-mails concerning administrative or civil litigation to the EPC Legal Department.

NEW LITIGATION CASES OPENED SINCE AGENDA PUBLICATION FOR THE AUGUST 15, 2024 EPC COMMISSION MEETING

EPC Case No.	Date Opened	Case Type	Case Style	Division
24-EPC-010	08-09-2024	DOAH Petition	Estate of F. Phelps v. EPC	Water
24-EPC-011	09-06-2024	Administrative	J. Miller v. EPC	Wetlands



ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #7.e.

Date of EPC Meeting: October 31, 2024

Subject: Select Performance Measure Goals for 2024

Agenda Section: Consent Agenda

Division: Executive Director Report

Recommendation: Informational Report

Brief Summary: As part of the EPC staff's strategic planning, the Agency measures key activities and set goals for 2024. These are tabulated and periodically presented to the Commission in the consent agenda.

Financial Impact: No Financial Impact

List of Attachments: Table Titled 2024 Goals

Background: The Agency measures performance for all five of its core functions. These core functions include permitting, compliance assurance, citizen support & outreach, enforcement, and ambient air & water quality monitoring. As part of the Agency's annual evaluation, staff sets goals for select activities and reports them periodically to the Commission. This is an integral part of the continuous improvement required by the Agency's strategic planning.

2024 Goals

Core Function	Measure	Pre-Sterling Year (2009)	2021	2022	2023	2024 YTD (3 rd Qtr)	2024 Goal
Permitting	Average Time to Issue an Intent for State Construction Permits	57 days	23 days	27 days	23 days	32 days	Less Than or Equal to 30 days
	Average Time to Issue an Intent for Tampa Port Authority Permits	56 days	58 days	47 days	78 days	70 days	Less Than or Equal to 60 days
	Average Time EPC Permits were In-house	21 days	34 days	31 days	32 days	24 days	Less Than or Equal to 30 days
Compliance	Timely Resolution of Lower Level Non-Compliance Cases	92%	93%	97%	99%	99%	Greater Than or Equal to 95%
Environmental Complaints	Timely Initiation of Investigation	99% in 5 Days	97% in 3 Days	99% in 3 Days	99% in 3 Days	99% in 3 Days	Greater Than or Equal to 95% in 3 Days
Enforcement	Timely Initiation of Enforcement	73%	98%	98%	100%	97%	Greater Than or Equal to 90%



ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #7.f.

Date of EPC Meeting: October 31, 2024

Subject: Interlocal Agreement between the Environmental Protection Commission of Hillsborough County and Hillsborough County for Provision of Water Quality Sample Collection and Laboratory Services.

Agenda Section: Consent Agenda

Division: Water Division

Recommendation: Approve Interlocal Agreement between the EPC and Hillsborough County for Provision of Water Quality Sample Collection and Laboratory Services and authorize Chair's signature.

Brief Summary: Through its National Pollution Discharge Elimination System (NPDES) permits the County is obliged to provide to the State an assessment of ambient surface water quality. An existing Interlocal Agreement provides a cost sharing relationship between EPC and the County for NPDES and TMDL water quality monitoring activities. Both governments propose a new and updated Interlocal Agreement for the amount of \$135,000 annually.

Financial Impact: The EPC will receive from the County an amount not to exceed \$135,000 annually until terminated or modified.

List of Attachments: Interlocal Agreement between the Environmental Protection Commission of Hillsborough County and Hillsborough County for Provision of Water Quality Sample Collection and Laboratory Services.

Background: State and Federal regulations require the County to have National Pollution Discharge Elimination System (NPDES) permits and as part of that program the County is obliged to provide to the State an assessment of ambient surface water quality. Additionally, the County is required to comply with Total Maximum Daily Load (TMDL) regulations. The County is able to satisfy these requirements by utilizing the comprehensive water quality monitoring program of the EPC. An existing Interlocal Agreement provides a cost sharing relationship between EPC and the County for NPDES analysis and TMDL collection and analysis activities. The parties have maintained a relationship for these EPC laboratory services via Interlocal Agreements since March of 2002. The most recent Interlocal Agreement was executed on September 19, 2019. The funding is for the amount of \$135,000 annually until terminated or modified. The recommendation is to approve the Interlocal Agreement between the EPC and Hillsborough County for Provision of Water Quality Sample Collection and Laboratory Services and authorize Chair's signature. The BOCC approved this same Agreement at its meeting on September 18, 2024, and it was routed for signature to the BOCC Chair and the EPC Chair. This approval will ratify the early signature by the EPC and finalize the Agreement.



ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #9.a.

Date of EPC Meeting: October 31, 2024

Subject: Performance Evaluation of the Executive Director

Agenda Section: Regular Agenda

Division: Administration Division

Recommendation: Vote to accept the Executive Director's performance evaluation. Provide comment and guidance as needed.

Brief Summary: As required in her employment agreement, the EPC Executive Director's performance is evaluated by the Commission annually. Commissioners completed the evaluation forms and returned them to the EPC Administration Director (see attached table). The Commission can discuss the Executive Director's performance and provide her guidance.

Financial Impact: No Financial Impact unless otherwise specified by the Commission.

List of Attachments: Compilation of Commissioners' FY2024 Executive Director Assessment Scores

Background: Pursuant to the Executive Director's Employment Agreement between Janet Lorton and the EPC Commission, the Commission shall review and evaluate the Executive Director annually during the month of October or the next regular meeting of the Commission. This is an annual opportunity to evaluate the performance of the Executive Director.

The Executive Director's evaluation criteria are linked to the goals that are established annually and to the quarterly performance measure updates on the Agency's core functions that are provided to the Commission throughout the year as part of the agenda backup. During the Commission meeting on August 15th, an explanation of the evaluation process was provided and each Commissioner received a blank evaluation form in their agenda packet. To further assist in the Commission's review of the Executive Director's performance, the Commission was provided with a copy of Ms. Lorton's self-evaluation packet.

Each Commissioner had the opportunity to individually provide their scores on the evaluation forms and return them to the EPC Administration Director. The scores were compiled and recorded on the attached table. The Commission will have an opportunity at this meeting to discuss the Executive Director's performance and provide any evaluation and guidance. Per agreement, unless otherwise voted on by the EPC Commission, Ms. Lorton will receive the same wage increases as other unclassified managerial employees as approved through the BOCC budget process. This year, a 4% increase was approved by the BOCC. Ms. Lorton's employment agreement is effective through December 31, 2025.



JANET D. LORTON
EXECUTIVE DIRECTOR, ENVIRONMENTAL PROTECTION COMMISSION
FY2024 ASSESSMENT

BEHAVIORS									
	Leadership	Communication	Responsiveness	Respect & Fair Treatment	Quality of Staff Work	Service to the Community	Problem Solving	Management of Organization	
Cameron Cepeda	5	5	5	5	5	5	5	5	
Cohen	5	5	5	5	5	5	5	5	
Hagan	-	-	-	-	-	-	-	-	
Kemp	5	5	5	5	5	5	5	5	
Miller	5	5	5	5	5	5	5	5	
Myers	5	5	5	5	5	5	5	5	
Wostal	5	5	5	5	5	5	5	4	
Average	5.00	5.00	5.00	5.00	5.00	5.00	5.00	4.83	4.98

ACCOMPLISHMENT OF GOALS						
	Environmental Protection Excellence	Successful/ Engaged Workforce	Customer/Partner Focused Excellence	Fiscal Responsibility	Continuous Improvement	
Cameron Cepeda	5	5	5	5	5	
Cohen	5	5	5	5	5	
Hagan	-	-	-	-	-	
Kemp	5	5	5	5	5	
Miller	5	5	5	5	5	
Myers	5	5	5	5	5	
Wostal	5	5	5	4	5	
Average	5.00	5.00	5.00	4.83	5.00	4.97

PERFORMANCE MEASURES ON CORE FUNCTIONS							
	Timely Delegated State Permitting Processing	Timely Port Authority Permitting Processing	Timely Local EPC Permitting Processing	Timely Compliance	Timely Complaint Investigations	Timely Enforcement Resolution	
Cameron Cepeda	5	5	5	5	5	5	
Cohen	5	4	5	5	5	5	
Hagan	-	-	-	-	-	-	
Kemp	5	5	5	5	5	5	
Miller	5	5	5	5	5	5	
Myers	5	5	5	5	5	5	
Wostal	5	5	5	5	5	5	
Average	5.00	4.83	5.00	5.00	5.00	5.00	4.97



PERFORMANCE EVALUATION

Janet D. Lorton, Executive Director
 Environmental Protection Commission of Hillsborough County
 October 1, 2023 to September 30, 2024

Instructions: on the form included below, please use the numerical ranking criteria to assess the Executive Director's behaviors, accomplishment of goals, and performance measures on core functions. Return the completed form to the EPC Administration Director, Elaine S. DeLeeuw.

RANKING CRITERIA – ranking criteria is listed from the highest (5) to the lowest (1).

- 5 - Behaviors/Accomplishments are outstanding and as such are obvious to others in County government and to members of the Community.
- 4 - Behaviors/Accomplishments are excellent and recognized as more than just competent in that expectations are exceeded in the area of responsibility.
- 3 - Behaviors/Accomplishments are good in that expectations are consistently met for the areas of responsibility.
- 2 - Behaviors/Accomplishments are adequate but fall below expectations for the area of responsibility.
- 1 - Behaviors/Accomplishments are below an acceptable level of expectations for the area of responsibility.

Insert a numerical ranking of 1 to 5 (5 being the highest) in each box and add any additional comments at the bottom.

BEHAVIORS							
Leadership	Communication	Responsiveness	Respectful & Fair Treatment	Quality of Staff Work	Service to the Community	Problem Solving	Management of Organization
5	5	5	5	5	5	5	5

ACCOMPLISHMENT OF GOALS				
Environmental Protection Excellence	Successful / Engaged Workforce	Customer/Partner Focused Excellence	Fiscal Responsibility	Continuous Improvement
5	5	5	5	5

PERFORMANCE MEASURES ON CORE FUNCTIONS					
Timely Delegated State Permit Processing	Timely Port Authority Permit Processing	Timely Local EPC Permit Processing	Timely Compliance	Timely Complaint Investigations	Timely Enforcement
5	5	5	5	5	5

Commissioner Name: Donna Cameron Cepeda Date: 8/15/2024

Comments (optional) :

Mrs Lorton's Leadership Skills Contributes significantly to the EPC and she is an asset to Hillsborough County. She is a joy to be around and is always a blessing.



PERFORMANCE EVALUATION

Janet D. Lorton, Executive Director
 Environmental Protection Commission of Hillsborough County

October 1, 2023 to September 30, 2024

Instructions: on the form included below, please use the numerical ranking criteria to assess the Executive Director's behaviors, accomplishment of goals, and performance measures on core functions. Return the completed form to the EPC Administration Director, Elaine S. DeLeeuw.

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- 2 - Behaviors/Accomplishments are adequate but fall below expectations for the area of responsibility.
- 1 - Behaviors/Accomplishments are below an acceptable level of expectations for the area of responsibility.

Insert a numerical ranking of 1 to 5 (5 being the highest) in each box and add any additional comments at the bottom.

BEHAVIORS							
Leadership	Communication	Responsiveness	Respectful & Fair Treatment	Quality of Staff Work	Service to the Community	Problem Solving	Management of Organization
5	5	5	5	5	5	5	5

ACCOMPLISHMENT OF GOALS				
Environmental Protection Excellence	Successful / Engaged Workforce	Customer/Partner Focused Excellence	Fiscal Responsibility	Continuous Improvement
5	5	5	5	5

PERFORMANCE MEASURES ON CORE FUNCTIONS					
Timely Delegated State Permit Processing	Timely Port Authority Permit Processing	Timely Local EPC Permit Processing	Timely Compliance	Timely Complaint Investigations	Timely Enforcement
5	4	5	5	5	5

Commissioner Name: Harry Cohen Date: 10/15/2024

Comments (optional):

It is a pleasure to work with Mrs. Lorton.

[Handwritten Signature]

PERFORMANCE EVALUATION



Janet D. Lorton, Executive Director
 Environmental Protection Commission of Hillsborough County
 October 1, 2023 to September 30, 2024

Instructions: on the form included below, please use the numerical ranking criteria to assess the Executive Director's behaviors, accomplishment of goals, and performance measures on core functions. Return the completed form to the EPC Administration Director, Elaine S. DeLeeuw.

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- 5 - Behaviors/Accomplishments are outstanding and as such are obvious to others in County government and to members of the Community.
- 4 - Behaviors/Accomplishments are excellent and recognized as more than just competent in that expectations are exceeded in the area of responsibility.
- 3 - Behaviors/Accomplishments are good in that expectations are consistently met for the areas of responsibility.
- 2 - Behaviors/Accomplishments are adequate but fall below expectations for the area of responsibility.
- 1 - Behaviors/Accomplishments are below an acceptable level of expectations for the area of responsibility.

Insert a numerical ranking of 1 to 5 (5 being the highest) in each box and add any additional comments at the bottom.

BEHAVIORS							
Leadership	Communication	Responsiveness	Respectful & Fair Treatment	Quality of Staff Work	Service to the Community	Problem Solving	Management of Organization
5	5	5	5	5	5	5	5

ACCOMPLISHMENT OF GOALS				
Environmental Protection Excellence	Successful / Engaged Workforce	Customer/Partner Focused Excellence	Fiscal Responsibility	Continuous Improvement
5	5	5	5	5

PERFORMANCE MEASURES ON CORE FUNCTIONS					
Timely Delegated State Permit Processing	Timely Port Authority Permit Processing	Timely Local EPC Permit Processing	Timely Compliance	Timely Complaint Investigations	Timely Enforcement
5	5	5	5	5	5

Commissioner Name: Patricia Kemp *Patricia Kemp* Date: 9/30/2024

Comments (optional) :

PERFORMANCE EVALUATION



Janet D. Lorton, Executive Director
 Environmental Protection Commission of Hillsborough County
 October 1, 2023 to September 30, 2024

Instructions: on the form included below, please use the numerical ranking criteria to assess the Executive Director's behaviors, accomplishment of goals, and performance measures on core functions. Return the completed form to the EPC Administration Director, Elaine S. DeLeeuw.

RANKING CRITERIA – ranking criteria is listed from the highest (5) to the lowest (1).

- 5 - Behaviors/Accomplishments are outstanding and as such are obvious to others in County government and to members of the Community.
- 4 - Behaviors/Accomplishments are excellent and recognized as more than just competent in that expectations are exceeded in the area of responsibility.
- 3 - Behaviors/Accomplishments are good in that expectations are consistently met for the areas of responsibility.
- 2 - Behaviors/Accomplishments are adequate but fall below expectations for the area of responsibility.
- 1 - Behaviors/Accomplishments are below an acceptable level of expectations for the area of responsibility.

Insert a numerical ranking of 1 to 5 (5 being the highest) in each box and add any additional comments at the bottom.

BEHAVIORS							
Leadership	Communication	Responsiveness	Respectful & Fair Treatment	Quality of Staff Work	Service to the Community	Problem Solving	Management of Organization
5	5	5	5	5	5	5	5

ACCOMPLISHMENT OF GOALS				
Environmental Protection Excellence	Successful / Engaged Workforce	Customer/Partner Focused Excellence	Fiscal Responsibility	Continuous Improvement
5	5	5	5	5

PERFORMANCE MEASURES ON CORE FUNCTIONS					
Timely Delegated State Permit Processing	Timely Port Authority Permit Processing	Timely Local EPC Permit Processing	Timely Compliance	Timely Complaint Investigations	Timely Enforcement
5	5	5	5	5	5

Commissioner Name: Christa Milk Date: 9/30/2024

Comments (optional) :

This rating is from my personal experience from 6/26/24 to 9/30/24. Keep up the great work!



PERFORMANCE EVALUATION

Janet D. Lorton, Executive Director
 Environmental Protection Commission of Hillsborough County
 October 1, 2023 to September 30, 2024

Instructions: on the form included below, please use the numerical ranking criteria to assess the Executive Director's behaviors, accomplishment of goals, and performance measures on core functions. Return the completed form to the EPC Administration Director, Elaine S. DeLeeuw.

RANKING CRITERIA – ranking criteria is listed from the highest (5) to the lowest (1).

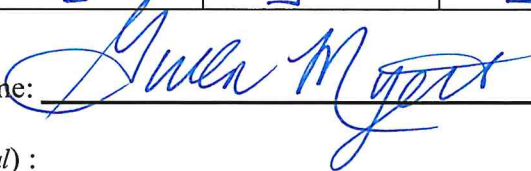
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- 1 - Behaviors/Accomplishments are below an acceptable level of expectations for the area of responsibility.

Insert a numerical ranking of 1 to 5 (5 being the highest) in each box and add any additional comments at the bottom.

BEHAVIORS							
Leadership	Communication	Responsiveness	Respectful & Fair Treatment	Quality of Staff Work	Service to the Community	Problem Solving	Management of Organization
5	5	5	5	5	5	5	5

ACCOMPLISHMENT OF GOALS				
Environmental Protection Excellence	Successful / Engaged Workforce	Customer/Partner Focused Excellence	Fiscal Responsibility	Continuous Improvement
5	5	5	5	5

PERFORMANCE MEASURES ON CORE FUNCTIONS					
Timely Delegated State Permit Processing	Timely Port Authority Permit Processing	Timely Local EPC Permit Processing	Timely Compliance	Timely Complaint Investigations	Timely Enforcement
5	5	5	5	5	5

Commissioner Name:  Date: 8/14/2024

Comments (optional) :

PERFORMANCE EVALUATION



Janet D. Lorton, Executive Director
 Environmental Protection Commission of Hillsborough County
 October 1, 2023 to September 30, 2024

Instructions: on the form included below, please use the numerical ranking criteria to assess the Executive Director's behaviors, accomplishment of goals, and performance measures on core functions. Return the completed form to the EPC Administration Director, Elaine S. DeLeeuw.

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Insert a numerical ranking of 1 to 5 (5 being the highest) in each box and add any additional comments at the bottom.

BEHAVIORS							
Leadership	Communication	Responsiveness	Respectful & Fair Treatment	Quality of Staff Work	Service to the Community	Problem Solving	Management of Organization
5	5	5	5	5	5	5	4

ACCOMPLISHMENT OF GOALS				
Environmental Protection Excellence	Successful / Engaged Workforce	Customer/Partner Focused Excellence	Fiscal Responsibility	Continuous Improvement
5	5	5	4	5

PERFORMANCE MEASURES ON CORE FUNCTIONS					
Timely Delegated State Permit Processing	Timely Port Authority Permit Processing	Timely Local EPC Permit Processing	Timely Compliance	Timely Complaint Investigations	Timely Enforcement
5	5	5	5	5	5

Commissioner Name: Joshua Wostal Date: 8-28-2024

Comments (optional): Good Job

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ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #9.b.

Date of EPC Meeting: October 31, 2024

Subject: Request for Approval of 2024 Pollution Recovery Fund Grant Applications

Agenda Section: Regular Agenda

Division: Water Division

Recommendation: 1) Concurrence with EPC Staff to fund two Pollution Recovery Fund Grant project applications as detailed below for a total of \$100,000.00 of Pollution Recovery Funds. 2) Staff also recommends that the Commission authorize the Chair to execute the approved PRF agreements in substantially the same format as the form PRF Agreement drafted by the Legal Department and that the Commission Chair, after staff consultation, may execute future amendments that involve non-material changes or reasonable deadline extensions as may be necessary from time to time. The minor amendments will not involve changes in funding.

Projects recommended for funding:

- **A24-02** Palma Ceia Spring Restoration Project - \$50,000.00
- **A24-03** Hillsborough River and Coastal Cleanup Spirit Week - \$50,000.00

Brief Summary: EPC staff have reviewed the Calendar Year 2024 Pollution Recovery Fund project applications. Each application is reviewed for legal sufficiency (compliance with the EPC Act and Chapter 1-9 Rules of the EPC) and technical merit (whether the project can be permitted and whether it is based on sound scientific knowledge). A total of four applications were received this year. EPC staff are recommending approval of two projects for funding. The attached application summary sheet includes a brief summary of all four projects.

Financial Impact: Financial Impact to Pollution Recovery Fund is \$100,000.00 to be paid out of existing funds. No additional funds required.

List of Attachments: Application Summary Sheet

Background: The Pollution Recovery Fund (PRF) is established in the EPC Act by the Florida Legislature. The PRF is funded solely by administrative and judicial penalties obtained through enforcement action against persons and entities that have violated EPC rules. Among other uses, the PRF funds can be used to restore polluted areas, mitigate the effects of pollution, or to otherwise enhance pollution control activities in the County. The Commission is charged with distributing PRF that meets the statutory and rule-based criteria. The PRF has provided over \$9,000,000 for environmental projects in Hillsborough County since 1987.

EPC staff have reviewed the Calendar Year 2024 PRF project applications. Each application is reviewed for legal sufficiency (compliance with the EPC Act and Chapter 1-9 Rules of the EPC) and technical merit

(whether the project can be permitted and whether it is based on sound scientific knowledge). A total of four applications were received this year.

EPC staff are recommending approval of two projects for funding for a total of \$100,000.00 of Pollution Recovery Funds. Staff also recommend that the Commission authorize the Chair to execute the approved PRF agreements in substantially the same format as the form PRF Agreement drafted by the Legal Department and that the Commission Chair, after staff consultation, may execute future amendments that involve non-material changes or reasonable deadline extensions as may be necessary from time to time. The minor amendments will not involve changes in funding.

Projects recommended for funding:

- **A24-02** Palma Ceia Spring Restoration Project - \$50,000.00
- **A24-03** Hillsborough River and Coastal Cleanup Spirit Week - \$50,000.00

Projects not recommended for funding at this time:

- **A24-01** Lake Magdalene Eutrosorb Filters Project - \$47,760.00
- **A24-04** East Ybor Villas - \$50,000.00

2024 Project Requests for Pollution Recovery Funds

A24-01 Lake Magdalene Eutrosorb Filters

Applicant: **Lake Magdalene Special Taxing District**

Project Details This project consists of installing 32 phosphate binding filters at a freshwater input location on Lake Magdalene. The project would involve the engineering and permitting, cost of filter material, and installation of filters at the designated location.

PRF Request: \$47,760.00

Project Manager: Cynthia Short

Total Cost: \$47,760.00

Phone: 813-334-3566

EPC Staff Recommendation:

Staff Notes:

CEAC Recommendation

CEAC Notes:

A24-02 Palma Ceia Spring Restoration

Applicant: **Thomas Ries**

Project Details This project proposes to hire professional firms (civil engineers, surveyors, geotechnical engineers, and environmental experts) to perform an exploratory investigation of Palma Ceia Spring to determine the most feasible strategy to restore this spring system. The project will result in formulating design options that will be formally turned into signed and sealed engineering drawings for permitting purposes.

PRF Request: \$50,000.00

Project Manager: Thomas Ries

Total Cost: \$90,000.00

Phone: 813-376-9076

EPC Staff Recommendation:

Staff Notes:

CEAC Recommendation

CEAC Notes:

A24-03 Hillsborough River & Coastal Cleanup Spirit Week

Applicant: **Keep Tampa Bay Beautiful**

Project Details The project, as modified, proposes to organize a series of large-scale cleanups along the Hillsborough River aiming to restore the area's natural beauty and also to educate the community on their impact to reduce pollution in the future. Funding will go towards all eligible supplies needed for the event and education materials

PRF Request: \$50,000.00

Project Manager: Rebecca Tolbert

Total Cost: \$91,525.00

Phone: 813-221-8733

EPC Staff Recommendation:

Staff Notes:

CEAC Recommendation

CEAC Notes:

A24-04 East Ybor Villas

Applicant: **Habitat for Humanity of Hillsborough County Florida, Inc. (Habitat Hillsborough)**

Project Details The project proposes to remove contaminated soils in a residential area. The subject property is being developed by Habitat Hillsborough for affordable housing. PRF funds would partially fund soil excavation and transport/disposal of the contaminated soils and site restoration.

PRF Request: \$50,000.00

Project Manager: Catherine Coyle

Total Cost: \$550,000.00

Phone: 813-767-2242

EPC Staff Recommendation:

Staff Notes:

CEAC Recommendation

CEAC Notes:

Number of Applications: **4**

Total Amount Requested: **\$197,760.00**



ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #9.c.

Date of EPC Meeting: October 31, 2024

Subject: Commission Meeting Dates and Start Time for 2025

Agenda Section: Regular Agenda

Division: Administration Division

Recommendation: Vote to approve the proposed meeting time and date changes for Calendar Year 2025

Brief Summary: At the EPC Commission meeting held on August 15, 2024, and subsequently thereafter, interest was expressed in amending the Commission meeting schedule for 2025. The current schedule has the EPC meeting four times per year at 10 a.m. The Executive Director and EPC Chair recommend the Commission meet 6 times per year and begin at 9 a.m. for better consistency. The proposed schedule is to hold meetings at 9 a.m. on the third Thursday of February, April, June, August, October, and December.

Financial Impact: None

List of Attachments: None

Background:

Currently, the Environmental Protection Commission (EPC) is scheduled to meet four times per year on the 3rd Thursday of the month, convening at 10:00 a.m. The meetings are to be held in January, April, August, and October.

At the EPC Commission meeting held on August 15, 2024, and subsequently thereafter, interest was expressed in amending the Commission meeting dates and start time for 2025. The Executive Director and EPC Chair recommend we meet 6 times per year and begin at 9 a.m. to assist with consistency and quorums. The proposed schedule is to hold meetings at 9 a.m. on the third Thursday of February, April, June, August, October, and December.

If no action is taken, the current 4-month schedule noted above would apply.



ENVIRONMENTAL PROTECTION COMMISSION

AGENDA ITEM COVER SHEET

Agenda Item #9.d.

Date of EPC Meeting: October 31, 2024

Subject: 2024 EPC Executive Director Annual Report

Agenda Section: Regular Agenda

Division: Executive Director Report

Recommendation: Receive report and provide guidance as necessary

Brief Summary: The Executive Director will be delivering her annual report to the Commission. The presentation includes information and data regarding the EPC's efforts to protect the environment and regulate air, waste, wetlands, and water pollution, as well as activities relating to the Agency's core functions.

Financial Impact: No Financial Impact

List of Attachments: None

Background: Customarily, the Executive Director presents an annual report to the Commission each year. This report is intended to brief the Commission on environmental conditions and trends within Hillsborough County. Significant events are mentioned and several trends detailed.

The Annual Report presentation includes information and data regarding the following: EPC's efforts to protect our natural resources and regulate air, waste, wetlands, and water pollution; the collection of water and air quality data; the activities reflective of the Agency's core functions including agency metrics; and future challenges.