

# TOWN OF DAVIE

## Town Council Agenda Report

**AGENDA DATE:** December 04, 2002

**TO:** Mayor and Councilmembers

**FROM/PHONE:** MARK ALAN, Human Resources Management Director, 954-797-1169

**PREPARED BY:** DANIEL J. LUTZKE, Risk Manager

**SUBJECT:** Resolution

**TITLE OF AGENDA ITEM:** A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA APPOINTING A REPRESENTATIVE, AN ALTERNATE REPRESENTATIVE, AND A SECOND ALTERNATE REPRESENTATIVE TO THE BOARD OF DIRECTORS OF THE SOUTH EAST RISK MANAGEMENT ASSOCIATION (SERMA).

**REPORT IN BRIEF:** The Town of Davie having joined the South East Risk Management Association (SERMA) for the purpose of obtaining Property and Casualty insurance coverage's must now, in accordance with SERMA By Laws, appoint a Representative, Alternate Representative and Second Alternate Representative to represent the Town of Davie on all matters that come before the South East Risk Management Association Board of Directors. It would be appropriate to appoint the Town Risk Manager as the Representative, the Director of Human Resource Management as the Alternate Representative and the Assistant Human Resources Director as the Second Alternate Representative since they are the persons assigned to administer the Towns Risk Management Program.

**PREVIOUS ACTION:** Not Applicable.

**CONCURRENCES:** The Town Administrator concurs in the appointment of Risk Manager Daniel Lutzke as the Representative, Director of Human Resource Management Mark Alan as Alternate Representative and Assistant Human Resource Management Director Elpagnier Hudson as Second Alternate Representative to the SERMA Board of Directors.

**FISCAL IMPACT:** Not Applicable

**RECOMMENDATION(S):** Motion to approve the resolution.

**Attachment(s):** Resolution,

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA APPOINTING A REPRESENTATIVE, AN ALTERNATE REPRESENTATIVE, AND A SECOND ALTERNATE REPRESENTATIVE TO THE BOARD OF DIRECTORS OF THE SOUTH EAST RISK MANAGEMENT ASSOCIATION (SERMA).**

**WHEREAS**, The Town of Davie has previously voted to become a member of the South East Risk Management Association and;

**WHEREAS**, it is necessary for the Town of Davie to appoint a representative, alternate representative, and second alternate representative to serve on the Board of Directors of the South East Risk Management Association.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:**

**SECTION 1.** That Daniel J. Lutzke, Risk Manager of the Town of Davie is hereby appointed to serve as the Town’s representative to the Board of Directors of the South East Risk Management Association.

**SECTION 2.** That Mark Alan, Director of Human Resource Management is hereby appointed to serve as an Alternate Representative to the Board of Directors of the South East Risk Management Association.

**SECTION 3.** That Elpagnier Hudson, Assistant Director of Human Resource Management is hereby appointed to serve as Second Alternate Representative to the Board of Directors of the South East Risk Management Association.

**SECTION 4.** This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2002

\_\_\_\_\_  
MAYOR / COUNCILMEMBER

Attest:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2002