

TOWN OF DAVIE

TOWN COUNCIL AGENDA REPORT

TO: Mayor and Council Members

FROM/PHONE: Don DiPetrillo, Fire Chief, (954) 797-1213

SUBJECT: Resolution

AFFECTED DISTRICT: All Districts

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT WITH BROWARD COUNTY FOR THE DEVELOPMENT OF A CONTINUITY OF OPERATIONS PLAN FOR ALL HAZARD HOMELAND SECURITY AND ACCEPTING \$12,430.00 IN GRANT FUNDING TO IMPLEMENT THE PROJECT.

REPORT IN BRIEF: The Town of Davie has been awarded \$12,430.00 in U.S. Department of Homeland Security pass-through funding to develop a Continuity of Operations Plan for All Hazard Homeland Security (COOP/HLS). There are no matching funds required. The FL Department of Community Affairs and Broward County are serving as pass-through agencies for coordination of the grant. The interlocal agreement with Broward County outlines the tasks, requirements, and timeline for the COOP/AHHLS development. The COOP/AHHLS plan will address multiple elements, including plans and procedures; mission essential functions, delegations of authority, and orders of succession, alternate facilities, and interoperable communications.

The County approved a model agreement for the Town's consideration, which outlines the basic requirements, and tasks for the COOP/HLS process. Staff must complete the COOP/AHHLS plan document by September 30th, 2005. The time schedule is a requirement of the U.S. Department of Homeland Security (DHLS) in an effort to improve homeland security.

In order to participate in this ambitious time schedule, we are requesting authorization to accept/implement the grant, by delegating signing authority to the Town Administrator or designee.

PREVIOUS ACTIONS: Town Council authorized staff to participate in a COOP plan in FY 2003.

CONCURRENCES: N/A

FISCAL IMPACT: \$12,430.00 to be reimbursed via the DHLS grant.

Has request been budgeted? N/A

RECOMMENDATION(S): Motion to approve this resolution and accept grant

Attachment(s): Resolution

RESOLUTION _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT WITH BROWARD COUNTY FOR THE DEVELOPMENT OF A CONTINUITY OF OPERATIONS PLAN FOR ALL HAZARD HOMELAND SECURITY AND ACCEPTING \$12,430.00 IN GRANT FUNDING TO IMPLEMENT THE PROJECT.

WHEREAS, the State of Florida, Department of Community Affairs, through Broward County, has offered grant funding to the Town of Davie to develop a Continuity of Operations Plan (COOP/AHHLS) for All Hazard Homeland Security; and

WHEREAS, a Continuity of Operations Plan seeks to establish procedures and contingencies that allow for the continued performance of all mission-essential functions in government and services, regardless of any hazard or loss; and

WHEREAS, this project will improve Davie’s emergency preparedness; and

WHEREAS, this project is in the best interest of the residents and businesses of the Town of Davie.

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

SECTION 1. The Town Council of the Town of Davie hereby authorizes the Town Administrator and/or appropriate departmental staff to enter into an interlocal agreement with Broward County for the development of a Continuity of Operations Plan (COOP) for All Hazard Homeland Security.

SECTION 2. The Town Council hereby authorizes the Town Administrator and/or appropriate staff to accept grant funding in the amount of \$12,430.00 and to implement the grant.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2005.

MAYOR/COUNCILMEMBER

ATTEST:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2005.

INTER-LOCAL
AGREEMENT

BETWEEN

BROWARD COUNTY

and

TOWN OF DAVIE

for

COMPREHENSIVE EMERGENCY OPERATIONS PLAN FOR
ALL HAZARD HOMELAND SECURITY

INTER-LOCAL
AGREEMENT

BETWEEN

BROWARD COUNTY

and

TOWN OF DAVIE

for

COMPREHENSIVE EMERGENCY OPERATIONS PLAN FOR
ALL HAZARD HOMELAND SECURITY

This is an inter-local agreement, made and entered into by and between: BROWARD COUNTY, a political subdivision of the state of Florida, hereinafter referred to as "COUNTY"

AND

TOWN OF DAVIE, a Florida municipal corporation, hereinafter referred to as "TOWN"

WHEREAS, the United States Department of Homeland Security has made funds available to the state of Florida, Department of Community Affairs for the purpose of funding local enhancements to homeland security; and

WHEREAS, Broward County has been designated to receive an allotment of these homeland security funds; and

WHEREAS, Broward County has determined that the establishment and or enhancement of municipal Comprehensive Emergency Operations Plans for All Hazard Homeland Security will benefit all Broward County residents, businesses, and visitors; and

WHEREAS, TOWN represents that it is fully agreeable to work with County staff and develop (or enhance) a local Comprehensive Emergency Operations Plan for All Hazard Homeland Security for the Town and then adopt the plan when complete; NOW THEREFORE,

IN CONSIDERATION of the mutual terms, and payments hereinafter set forth, COUNTY and TOWN agree as follows:

1. County shall provide Town a grant of \$12,430.00. Funds shall be used by Town to supplement its municipal homeland security efforts. Funds shall not supplant existing budgetary allocations for homeland security. County shall provide lump sum payment to Town upon final

execution of this agreement; written designation of lead coordinator as detailed below; and written request for payment.

2. Town shall maintain local records of use of funds and make these records available for state, county, or federal inspection if so requested.

3. Town certifies that none of these funds shall be used directly or indirectly to influence legislation or any other official action (state or federal).

4. Town shall use County grant to enhance homeland security capabilities through; travel/per diem related to meetings or conferences; purchase material for plan or program development; conferences(such as the South Florida Hurricane Conference); hiring staff or consultants to assist in plan or program development; or other related actions.

5. County shall provide a CEOP (Comprehensive Emergency Operations Plan for All Hazard Homeland Security) template to simplify plan development, and County Emergency Management Coordinator staff time (approximately 80 hours) to assist the Town in the development of a CEOP specific to the needs of the Town.

6. Town shall designate in writing to County the lead coordinator on the Town staff that shall work with County Emergency Management Coordinator to complete CEOP. This Town designated staff shall also attend monthly ECC (Emergency Coordinating Council) meetings.

7. Town shall bring before its Council at a regular scheduled meeting the developed CEOP for consideration of adoption.

8. Town and County incorporate into this Agreement by reference the terms and conditions of the Subgrant Agreement 05DS-11-16-01 CFDA 97.004 between County and state of Florida, and both parties agree to the terms and conditions of the Subgrant Agreement.

9. The term of this Agreement shall end on September 30, 2005.

10. In the event Town expends the grant funds for purposes other than provided for by this Agreement the Town shall forthwith reimburse to the County the entirety of such funds.

11. Termination of this Agreement is terminable at will by either party without cause; however, Town shall reimburse County for all unexpended funds.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement: BROWARD COUNTY through its BOARD OF COUNTY COMMISSIONERS, signing by and through its Mayor or Vice Mayor, authorized to execute same by Board action on the 5th day of October, 2004, and Town, signing by and through its Council, duly authorized to execute same.

INTER-LOCAL AGREEMENT BETWEEN BROWARD COUNTY AND TOWN OF DAVIE FOR COMPREHENSIVE EMERGENCY OPERATIONS PLAN FOR ALL HAZARD HOMELAND SECURITY

COUNTY

ATTEST:

BROWARD COUNTY, by and through its Board of County Commissioners

Broward County Administrator, as
Ex-officio Clerk of the Broward County
Board of County Commissioners

By _____
Mayor
____ day of _____, 2005

Approved as to form by
Office of the County Attorney
for Broward County, Florida
EDWARD A. DION, County Attorney
Governmental Center, Suite 423
115 South Andrews Avenue
Fort Lauderdale, Florida 33301
Telephone: (954) 357-7600
Telecopier (954)357-7641

By _____
Robert E. Hone (Date)
Assistant County Attorney

INTER-LOCAL AGREEMENT BETWEEN BROWARD COUNTY AND TOWN OF
DAVIE FOR COMPREHENSIVE EMERGENCY OPERATIONS PLAN FOR ALL
HAZARD HOMELAND SECURITY

TOWN OF DAVIE

Town of Davie, a municipal
corporation of the State of
Florida

WITNESSES:

Name and Title

Name and Title

By _____

___ day of _____, 2005.

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