

**Lee County Board Of County Commissioners  
Agenda Item Summary**

**Blue Sheet No. 20060246**

- 1. ACTION REQUESTED/PURPOSE:** Authorize Chairwoman to sign award letter as an amendment to the Emergency Management Preparedness and Assistance (EMPA) Base Grant Agreement with the Florida Department of Community Affairs to increase contract by \$55,671. Approve Budget Amendment Resolution to increase contract amount by \$55,671 which brings total contract amount to \$158,630.
- 2. WHAT ACTION ACCOMPLISHES:** Provides additional funding to offset performing work items required by or to be consistent with federal and state goals and objectives.
- 3. MANAGEMENT RECOMMENDATION:** Staff recommends approval.

**4. Departmental Category:** Public Safety (07) C7B

**5. Meeting Date:** 03-14-2006

**6. Agenda:**  
 **Consent**  
 **Administrative Appeals**  
 **Public Walk-On**

**7. Requirement/Purpose: (specify)**  
 **Statute**  
 **Ordinance**  
 **Admin. Code**  
 **Other**

**8. Request Initiated:**  
**Commissioner** \_\_\_\_\_  
**Department** Public Safety  
**Division** Emergency Management  
**By:** John D. Wilson, Director

**9. Background:**

The Lee County Emergency Management Program within the Division of Public Safety annually receives funding to conduct certain emergency management work tasks that are consistent with policies established at the Federal and State Grant with the EMPA Trust Fund. The Federal funds of \$55,671 will be provided through the EMPA Trust Fund which brings the total Agreement amount to \$158,630.

Attachment 1—Award Letter  
 Attachment 2—Budget Resolution

Background Continued on Next Page

**10. Review for Scheduling:**

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services			County Manager/P. W. Director
					Analyst	Risk	Grants	Mgr.
<i>[Signature]</i>	<i>[Signature]</i>	11/4		<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
					3/2/06	3/2/06	3/2/06	3/2/06

**11. Commission Action:**

- Approved**
- Deferred**
- Denied**
- Other**

RECEIVED BY COUNTY ADMIN: *[Signature]*

FORWARDED TO: *[Signature]*

3/2/06

4:30 PM

Rec. by CoAtty

Date: 3/1/06

Time: 11:30 AM

Forwarded To: *[Signature]*

**Background Continued:**

The county's share of the match for grant is the level of general revenue funding provided to the Emergency Management Program. By state rule, this share is equal either to the average funding level over the past three years, or equal to the last fiscal year's funding level, whichever is lower.

Revenue: 12080700100.334290.9006

**Expenditures:**

12080700100.501230	Salaries/Fringe Benefits	\$58,671
12080700100.503490	Other Contracted Services	\$19,000
12080700100.503460	Data Processing	\$ 4,000
12080700100.504110	Telecommunications	\$ 3,959
12080700100.505280	Minor Equipment	\$ 2,000
12080700100.504710	Printed & Related Services	\$10,000
12080700100.504810	Promotional Expenses	\$10,000
12080700100.505120	Office Supplies	\$ 9,000
12080700100.505290	Other Supplies	\$ 6,000
12080700100.505320	Road Base Materials (State of Local Emergencies)	\$26,000
12080700100.504022	Travel	\$10,000

# RESOLUTION #

Amending the Fund 00100 Lee County General Fund Budget to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2005-2006.

**WHEREAS**, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend Fund 00100 Lee County General Fund budget for \$55,671 of the unanticipated revenue from an EMPA Base Grant and an appropriation of a like amount into expenditures and;

**WHEREAS**, the Fund 00100 Lee County General Fund budget shall be amended to include the following amounts which were previously not included.

## ESTIMATED REVENUES

Prior Total:		\$531,287,665
Additions		
12080700100.334290.9006	EMPA Base FY06 Grant	\$55,671
Amended Total Estimated Revenues		\$531,343,336

## APPROPRIATIONS

Prior Total:		\$531,287,665
Additions		
12080700100.501230	Salaries-PT Regular	25,671
12080700100.504010	Travel	5,000
12080700100.505120	Office Supplies	5,000
12080700100.505320	Road Base Materials	20,000
Amended Total Appropriations		\$531,343,336

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Lee County, Florida, that the Fund 00100 Lee County General Fund budget is hereby amended to show the above additions to its Estimated Revenue and appropriation accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this \_\_\_\_ day of \_\_\_\_\_, 2006.

ATTEST:  
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS  
LEE COUNTY, FLORIDA

BY: \_\_\_\_\_  
DEPUTY CLERK

\_\_\_\_\_  
CHAIRMAN

APPROVED AS TO FORM

\_\_\_\_\_  
OFFICE OF COUNTY ATTORNEY

DOC TYPE YA  
LEDGER TYPE BA

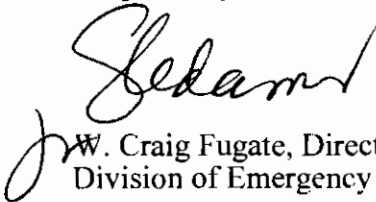
Mr. John D. Wilson  
Page Two  
February 20, 2006

Should the County not wish to accept these additional funds, then the County must provide notice to the Department within (30) days of receipt of this Award Letter. Otherwise, **the county shall provide to the Department its written notice of acceptance within forty-five (45) days of receipt of the Award Letter.** In accordance with Paragraph 17(d) of the above referenced Agreement, the terms of this Agreement shall be considered to have been modified to include the additional funds upon receipt by the Department of the written notice of acceptance.

Rule 9G-19.006(4), Florida Administrative Code provides for the reallocation of any unspent (State EMPA) Base Grant funds. All funds were utilized by the counties in Fiscal Year 2004-05; therefore, no funds are available for reallocation for Fiscal Year 2005-06.

You may indicate your acceptance of these funds by signing and returning this Award Letter with the attached budget page to Ms. Dee Giles, Department of Community Affairs, Division of Emergency Management, 2555 Shumard Oak Boulevard, Tallahassee. Florida 32399-2100.

Respectfully,

  
W. Craig Fugate, Director  
Division of Emergency Management

WCF/dgs

Attachment

\_\_\_\_\_

I accept the additional funds and agree to all terms and conditions as set forth in the EMPA Base Grant Agreement.

County: \_\_\_\_\_

Authorized Official: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

County: Lee

Agreement No: 06BG-04-09-46-01-090

**EXHIBIT - 1**

**FEDERAL RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:**

**Federal Program \$55,671**

**COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:**

Chapter 252, Florida Statutes  
Rule Chapters 9G-6, 9G-11, and 9G-19, Florida Administrative Code  
44 CFR, (Code of Federal Regulations) Part 13 (Common Rule)  
44 CFR, Part 302  
OMB Circular A-87 and A-133  
48 CFR, Part 31

**STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:**

**SUBJECT TO SECTION 215.97, FLORIDA STATUTES:**

*State Project (list State awarding agency, Catalog of State Financial Assistance title and number)*

**State Awarding Agency: Department of Community Affairs**

**Catalog of State Financial Assistance Title: Emergency Management Programs**

**Catalog of State Financial Assistance Number: 52008**

**State Grant Amount: \$105,806 (minus deduction of \$2,847 12 mos. satellite service)**

**COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:**

**Pursuant to Section 252.373, Florida Statutes and Rule Chapter 9G-19, Florida Administrative Code.**

Attachment A-1

Budget

The anticipated expenditures for the Categories listed below are for the Emergency Management Performance (EMPG) **Federal** portion of this subgrant only (Paragraph (17)(d), FUNDING/CONSIDERATION).

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<u>Category</u>	<u>Anticipated Expenditures Amount</u>
Salaries/Fringe Benefits	\$ 58,671
Other Personal Services	\$ 19,000
Expenses	\$ 72,959
Operating Capital Outlay	\$ 8,000
Fixed Capital Outlay	\$ 0
Management & Admin. Costs (not to exceed 2.5%)	\$ 0
<b>Total Federal Funds</b>	\$ 158,630