

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

**Blue Sheet No. 20050389**

**1. ACTION REQUESTED/PURPOSE:** Authorize Chairman to sign award letter as an amendment to the Emergency Management Preparedness and Assistance (EMPA) Base Grant Agreement #05BG-04-09-46-01-209 with the Florida Department of Community Affairs to increase contract by \$55,492. Approve Budget Resolution to increase contract amount by \$55,329 which corrects original contract amount of \$102,796 and brings total contract amount to \$158,288.

**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 of request.

**4. Departmental Category:** 07

*C7B*

**5. Meeting Date:** *04-05-2005*

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

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

**8. Request Initiated:**  
 Commissioner \_\_\_\_\_  
 Department \_\_\_\_\_ Independent  
 Division \_\_\_\_\_ Public Safety  
 By: *John D. Williams*  
*FOR* *[Signature]*

**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 \$55,492 will be provided through the EMPA Trust Fund which brings the total Agreement amount to \$158,288.

Lee County Emergency Management Program has met all State requirements to use the allocation and has submitted and received state approval of the scope of work and budget.

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>	<i>[Signature]</i>		<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

**11. Commission Action:**

- Approved
- Deferred
- Denied
- Other

Rec. by CoAtty  
 Date: *3/23/05*  
 Time: *10:18*  
 Forwarded To:  
*Admin.*  
*3/23/05*

RECEIVED BY  
 COUNTY ADMIN  
*3.24.05 MR*  
*9:15 am*  
 COUNTY ADMIN  
 FORWARDED TO: *[Signature]*  
*3/24/05*  
*[Signature]*

Background Continued:

The county's share of the match for the 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.

Funds are Available in the following accounts:

Expenditures:

12077000100.503190	Other Professional Services	38,000
12077000100.503460	Data Processing	5,000
12077000100.504690	Other Repair and Maintenance	8,337
12077000100.505120	Office Supplies	11,709
12077000100.505280	Minor Equipment	7,000
12077000100.505290	Other Supplies	12,000
12077000100.505410	Reference Materials	1,242
12077000100.506410	Furniture & Equipment	8,000
12077000100.501230	Salaries/Fringe Benefits	67,000

Revenues:12077000100.334290.9006

# RESOLUTION #

Amending the Fund 00100 Lee County General Fund Budget to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2004-2005.

**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 \$55,329 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:		\$371,703,056
Additions		
12077000100.334290.9006	EMPA Base Grant FY05	\$55,329
Amended Total Estimated Revenues		\$371,758,385

## APPROPRIATIONS

Prior Total:		\$371,703,056
Additions		
12077000100.501230	Salaries-PT Regular	\$17,000
12077000100.503190	Other Professional Services	8,000
12077000100.503460	Data Processing	2,000
12077000100.504390	Other Repairs & Maint.	3,837
12077000100.505120	Office Supplies	5,000
12077000100.505280	Minor Equipment	5,000
12077000100.505290	Other Supplies	8,000
12077000100.505410	Reference Materials	492
12077000100.506410	Furniture & Equipment	6,000
Amended Total Appropriations		\$371,748,385

**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 \_\_\_\_\_, 2005.

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



STATE OF FLORIDA  
**DEPARTMENT OF COMMUNITY AFFAIRS**

*"Dedicated to making Florida a better place to call home"*

JEB BUSH  
Governor

Thaddeus L. Cohen, AIA  
Secretary

March 2, 2005

**CERTIFIED MAIL  
RETURN RECEIPT REQUESTED**

Mr. John D. Wilson, Director  
Lee County Emergency Management  
Post Office Box 398  
Fort Myers, Florida 33902-0398

**RE: AWARD LETTER**  
Agreement # 05BG-04-09-46-01-209

Dear Mr. Wilson:

In accordance with Section IV, Modification of Contract, this Award Letter serves as a legal modification to your Base Grant Agreement. This Award Letter provides FEDERAL funds to your County in the amount of **\$55,492**.

**These federal funds continue to require a dollar for dollar non-federal match. Please ensure that your County can provide the required additional match before accepting these funds.**

This Award Letter increases your County's total amount of funding under this Agreement to **\$158,288**. You must return the attached budget form (Attachment A-1) showing the anticipated expenditure of the Federal funds. All other terms and conditions of the Agreement shall remain in full force and effect. **Please make this a part of your Agreement file.**

**RECEIVED**  
MAR 11 2005

EMERGENCY MANAGEMENT  
LEE COUNTY, FLORIDA

2555 SHUMARD OAK BOULEVARD • TALLAHASSEE, FLORIDA 32399-2100

Phone: (850) 488-8466/Suncom 278-8466 FAX: (850) 921-0781/Suncom 291-0781

Internet address: <http://www.dca.state.fl.us>

CRITICAL STATE CONCERN FIELD OFFICE  
2796 Overseas Highway, Suite 212  
Marathon, FL 33050-2227  
(305) 289-2402

COMMUNITY PLANNING  
2555 Shumard Oak Boulevard  
Tallahassee, FL 32399-2100  
(850) 488-2356

EMERGENCY MANAGEMENT  
2555 Shumard Oak Boulevard  
Tallahassee, FL 32399-2100  
(850) 413-9969

HOUSING & COMMUNITY DEVELOPMENT  
2555 Shumard Oak Boulevard  
Tallahassee, FL 32399-2100  
(850) 488-7956

Mr. John D. Wilson, Director  
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March 2, 2005

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.** The terms of this Agreement shall be considered to have been modified to include the additional funds upon receipt of the written notice of acceptance. This is in accordance with Section IV, Modification of Contract.

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 2003-04; therefore, no funds are available for reallocation for Fiscal Year 2004-05.

You may indicate your acceptance of these funds by signing and returning a copy of this Award letter and 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

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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: \_\_\_\_\_

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	\$ 10,000
Other Personal Services	\$ 10,000
Expenses	\$ 29,492
Operating Capital Outlay	\$ -0-
Fixed Capital Outlay	\$ 6,000
Management & Admin. Costs (not to exceed 2.5%)	\$ -0-
<b>Total Federal Funds</b>	<b>\$ 55,492</b>

County: Lee

Agreement No: 05BG-04-09-46-01-209

**EXHIBIT - 1**

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

**Federal Program \$55,492**

**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.**