

# **Town of Fenwick Island, Delaware**

## **Community Recovery Annex**

### **I. PURPOSE:**

The purpose of this Annex is to provide a guide to all Town departments, private non-profit and volunteer organizations, and private business owners involved in the recovery of the Town from the long-term impacts and consequences of emergencies and disasters.

### **II. SCOPE:**

This Community Recovery Annex provides for the recovery of the Town and unincorporated areas from the long-term impacts and consequences of emergencies and disasters.

### **III. CONCEPT OF OPERATIONS:**

The Town Manager has primary responsibility for Recovery. This Annex addresses the actions required by the various Town departments to assess long-term recovery needs and to develop an appropriate plan for Recovery.

#### **A. PREPAREDNESS:**

1. The Town Manager and Chief of Police will develop, maintain and update plans, procedures, arrangements and agreements to identify and deal with the issues and concerns related to the Town's Recovery from the effects of emergencies and disasters including the infrastructure, provision of essential utilities and stabilization of the economy.
2. The Town Manager and the Chief of Police will develop and maintain listings of those resource agencies and organizations at the local, County, and State government levels as well as private industry and volunteer organizations that could furnish assistance during and after an emergency and/or disaster.

#### **B. RESPONSE:**

1. As an emergency and/or disaster develops and upon activation of the Town of Fenwick Island Emergency Management Team (FI EMT), the Incident Commander and Planning Section Chiefs will coordinate an assessment of the impact of the event that will include the identification of needs related to the Town's potential recovery effort.
2. The Chief of Police will act as and/or coordinate with the Planning Section Chief to assess the impact of the event on the Town's capability to restore and provide essential utility services to the Town's residents and businesses including the identification of potential recovery issues.
3. Based on assessments conducted by the Incident Commander and/or Planning Section Chief, he/she will alert, activate and mobilize those resource agencies whose capabilities would best be suited to responding to the emergency and/or disaster.

#### **C. RECOVERY:**

1. The Town Manager and the Chief of Police will conduct a comprehensive assessment of the long-term consequences of emergencies and disasters, particularly those disasters

that have a catastrophic impact on the Town's infrastructure, the provision of essential public utilities and the economic viability of the Town.

2. The Planning Section Chief, if required, will coordinate the development of a Long-Term Recovery Operations Plan. Public Works will provide input to the Long-Term Recovery Operations Plan.

3. The Delaware Department of Labor and Delaware Economic Development Office will play key roles in local municipal governments' initiatives to assess economic damages, evaluate long-term recovery needs and develop strategies for recovery.

**D. MITIGATION:** As part of the recovery planning process, the Town Manager and the Chief of Police will work with local, County, and State authorities to identify mitigation opportunities and develop plans, programs and initiatives to reduce or eliminate the effects of future emergencies and disasters.

#### **IV. ORGANIZATION AND RESPONSIBILITIES:**

A. The Town Manager is primarily responsible for initiating, organizing and coordinating Community Recovery and Economic Stabilization.

B. Town management is responsible for developing and maintaining plans, procedures and asset inventories to support the recovery initiative, including but are not limited to:

1. Office of the Mayor
2. Office of the Town Manager
4. Chief of Police and Police Department
5. Public Works' Supervisor and PW Department

#### **V. COMMAND AND CONTROL:**

Command and Control will be exercised as provided in the Emergency Plan.

#### **VI. CONTINUITY OF GOVERNMENT:**

Continuity of Government will be as provided in the Emergency Plan.

#### **VII. ADMINISTRATION AND LOGISTICS:**

If local and County resources are inadequate to the tasks assigned; the Incident Commander will seek additional resources from local municipalities and from the State of Delaware pursuant to a Presidential Disaster Declaration. Town management shall maintain records of the operations, including cost records that can be used after the emergency to obtain reimbursement from State and federal resources.

#### **VIII. PLAN MAINTENANCE**

Plan maintenance will be as provided in the Emergency Plan.

#### **IX. APPENDIX**

Responsibility Chart

## **Responsibility Chart**

Mayor and Town Council

Authority and Policy

Town Manager

Authority, Policy, Coordination, Analysis and Community

Chief of Police

Authority, Policy, Coordination

Public Works

Policy, Coordination, Analysis, Community and  
Infrastructure