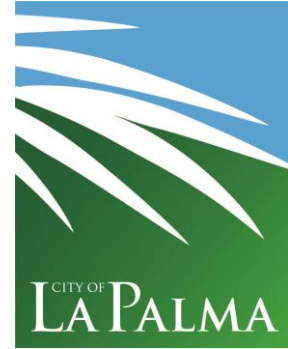


City of La Palma

Agenda Item No. 4



MEETING DATE: April 19, 2016

TO: CITY COUNCIL

FROM: CITY MANAGER

SUBMITTED BY: Mike McCrary, Interim Police Chief

AGENDA TITLE: Resolution Designating the City Manager, the City Clerk, and the Administrative Services Director as authorized agents of the City of La Palma for Cal OES (State of California Governor's Office of Emergency Services) Public Assistance Grants

RECOMMENDED ACTION:

It is recommended that the City Council approve the attached Cal EMA 130 Resolution form designating the City Manager, the City Clerk, and the Administrative Services Director as authorized agents to execute on behalf of the City of La Palma for the purpose of obtaining post-disaster public assistance grants from Cal OES and FEMA.

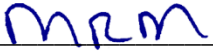
SUMMARY:

The California Governor's Office of Emergency Services (Cal OES) requires a Designation of Applicant's Agent Resolution for Non-State Agencies to be on file for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act. A new Designation of Applicant's Agent Resolution for Non-State Agencies is required if the previously submitted document is older than three (3) years from the last date of approval or if changes are required to the name and/or title of authorized agents. The City of La Palma currently does not have a standing resolution on file with Cal OES. The attached resolution designates the City Manager, the City Clerk, and the Administrative Services Director as authorized agents for the City of La Palma.

FISCAL IMPACT:

If a current Designation of Applicant's Authorized Agent Resolution (Cal OES Form 130) is not on file with Cal OES, the City will be ineligible to apply for reimbursement under any future public assistance grants available for declared disasters. FEMA mandates current designations as a condition of qualifying for Cal OES public assistance grants.

APPROVED:



Department
Director



City Manager

Attachment: 1. Proposed Resolution

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE City Council OF THE City of La Palma
(Governing Body) (Name of Applicant)

THAT City Manager, OR
(Title of Authorized Agent)

City Clerk, OR
(Title of Authorized Agent)

Administrative Services Director
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of La Palma, a public entity
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Emergency Management Agency for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the City of La Palma, a public entity established under the laws of the State of California,
(Name of Applicant)

hereby authorizes its agent(s) to provide to the California Emergency Management Agency for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and futures disasters up to three (3) years following the date of approval below.
 This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this 19th day of April, 2016

Gerard Goedhart, Mayor
(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Kimberly Kenney, duly appointed and Deputy City Clerk of
(Name) (Title)

City of La Palma, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the City Council of the City of La Palma
(Governing Body) (Name of Applicant)

on the 19th day of April, 2016.

(Signature)

(Title)

Cal EMA Form 130 **Instructions**

A new Designation of Applicant's Agent Resolution for Non-State Agencies is required if the previously submitted document is older than three (3) years from the last date of approval.

When completing the Cal EMA Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the individual or group responsible for appointing and approving the Authorized Agents. Examples include: Board of Directors, City Council, Board of Supervisors, etc.

Name of Applicant: This is the official name of the non-profit, agency, city, or county that has applied for the grant. Examples include: Sacramento Public Water Works; City of Sacramento; or Sacramento County.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Emergency Management Agency regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency (e.g.; City Clerk, the Authorized Agent, Secretary to the Director) and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names and titles of the Authorized Agents should be listed. A new Cal EMA Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving board members. Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles cannot be one of the designated Authorized Agents.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval. Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person cannot be one of the designated Authorized Agents to eliminate "Self Certification."