



CITY ATTORNEY'S OFFICE

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S.

RESOLUTION DESIGNATING THE CITY ADMINISTRATOR, THE ASSISTANT CITY ADMINISTRATOR, THE DIRECTOR OF HOUSING AND COMMUNITY DEVELOPMENT, AND THE FINANCE DIRECTOR AS AUTHORIZED AGENTS ON BEHALF OF THE CITY OF OAKLAND TO EXECUTE AND SUBMIT ALL DOCUMENTS NECESSARY FOR FEDERAL AWARD FUNDS FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY AND THE STATE OF CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

WHEREAS, as a result of federal disaster declaration, the Federal Emergency Management Agency (FEMA) may provide funds to public entities through the California Governor's Office of Emergency Services (CalOES), under the authority of the Robert T. Stafford Emergency Assistance and Disaster Relief Act (Stafford Act); and

WHEREAS, CalOES has been delegated the responsibility of identifying program priorities, reviewing sub-applications, and forwarding the recommendations to FEMA, which has final approval of activity eligibility and funding; and

WHEREAS, for public entities to be eligible to receive funding, CalOES requires that the governing body adopt a resolution designated the authorized agents to engage with Cal OES and FEMA regarding grants to the City; and

WHEREAS, Cal OES requires that public entities adopt a resolution no less frequently than every three years; and

WHEREAS, Resolution 87422 C.M.S. previously identified the City's authorized agents and was adopted on November 27, 2018; and

WHEREAS, the City Administrator will seek additional City Council authority to execute individual grant agreements as appropriate pursuant to the Oakland Municipal Code; now, therefore, be it

RESOLVED: That the City Council hereby designates the City Administrator, the Assistant City Administrator, the Director of Housing and Community Development, and the Finance Director as Authorized Agents on behalf of the City of Oakland to execute and submit all documents necessary to administer funds from the Federal Emergency Management Agency and the State of California Governor's Office of Emergency Services, as provided on Cal OES Form 130 attached hereto as *Exhibit A* and incorporated herein.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - FIFE, GALLO, KALB, KAPLAN, REID, TAYLOR, THAO AND
PRESIDENT FORTUNATO BAS

NOES –

ABSENT –

ABSTENTION –

ATTEST: _____

ASHA REED
City Clerk and Clerk of the Council of the
City of Oakland, California

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

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

THAT The City Administrator, OR
(Title of Authorized Agent)
Assistant City Administrator, OR
(Title of Authorized Agent)
Director of Housing & Community Development, OR
(Title of Authorized Agent)
Finance Director
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of Oakland, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services 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 Oakland, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services 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 future 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 _____ day of _____, 20 _____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)
_____, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the _____ of the _____
(Governing Body) (Name of Applicant)
on the _____ day of _____, 20 _____.

(Signature) (Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES 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 group responsible for appointing and approving the Authorized Agents.
Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services 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 would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. 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 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 would be listed. A new Cal OES 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, and a minimum of two or more approving board members need to be listed.

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 or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification.")