



**MEMORANDUM**

**DATE:** November 19, 2024  
**TO:** Adam Politzer, Interim City Manager  
**FROM:** Jeff Jennings, Police Chief  
**SUBJECT:** Resolution Of The City Council Of The City Of Emeryville Designating The City Manager, Assistant City Manager And The Finance Director, On Behalf Of The City, To Be The Authorized Agents To Engage With The Federal Emergency Management Agency (FEMA) And The Governor's Office Of Emergency Services (Cal OES) Regarding Grants Applied For By The City Of Emeryville

**RECOMMENDATION**

Staff recommends that the City Council approve the above-entitled resolution authorizing the City Manager, Assistant City Manager and the Finance Director to submit Cal OES Form 130 - Designation of Applicant's Agent Resolution for Non-State Agencies to Cal OES for the purpose of obtaining 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.

**BACKGROUND**

In the event of a disaster—such as an earthquake, flood, pandemic, or fire—the City could incur substantial costs for its emergency response efforts. In some cases, the City may be eligible for federal and/or state financial assistance by means of reimbursement or grant funding to mitigate the impacts of disasters. Cal OES and FEMA require documentation be kept on file authorizing specific agents of the City by title to apply for this financial assistance. This authorization must be approved by the City Council and updated every three years.

**DISCUSSION**

When a Federal Disaster has been declared in a geographic area that includes Emeryville, the City may be eligible for state and/or federal financial assistance including reimbursement and grant funding.

Reimbursement and grant applications will only be accepted from an authorized agent whose title appears on a Cal OES Form 130 that has been approved by Council resolution and provided to Cal OES. This list of authorized agents is designated by title to allow individual employees filling those positions to fulfill various work assignments. When employee turnover occurs, the authority remains with the designated title. A cover letter identifying specific individuals by name currently occupying the designated titles will accompany the application. If approved, the resolution shall be certified by the City Clerk and forwarded to Cal OES. The last approved form was in 2020.

The City Manager, Assistant City Manager and the Finance Director will be designated as the authorized agents on the Designation of Applicant's Agent Resolution for Non-State Agencies.

### **FISCAL IMPACT**

There is no fiscal impact.

### **STAFF COMMUNICATION WITH THE PUBLIC**

There has been no communication with the public.

### **CONFLICT OF INTEREST**

None.

### **CONCLUSION**

Staff recommends the City Council approve the attached resolution approving Cal OES Form 130 - Designation of Applicant's Agent Resolution for Non-State Agencies as presented authorizing the City Manager, Assistant City Manager and the Finance Director by title to apply for federal and/or State financial assistance on behalf of the City of Emeryville through the California Office of Emergency Services.

**PREPARED BY:** Fred Dauer, Acting Captain  
Jeff Jennings, Chief of Police

### **APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:**



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Adam Politzer, City Manager

### **ATTACHMENTS**

1. Resolution
2. Exhibit A: Cal OES Form 130 Designation of Applicant's Resolution for Non-state Agencies