

**RESOLUTION NO. 2018-003**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK  
DESIGNATING THE CITY MANAGER, ON BEHALF OF THE CITY,  
TO BE THE AUTHORIZED AGENT TO ENGAGE WITH THE FEDERAL  
EMERGENCY MANAGEMENT AGENCY AND THE GOVERNOR'S OFFICE OF  
EMERGENCY SERVICES REGARDING GRANTS APPLIED FOR BY  
THE CITY OF ROHNERT PARK**

**WHEREAS**, the City of Rohnert Park seeks to apply for Federal Emergency Management (FEMA) and California reimbursement for costs incurred for emergency response services and damages due to the Sonoma County Complex fires in October 2017; and

**WHEREAS**, the Governor's Office of Emergency Services (Cal OES) administers the State and Federal reimbursement process and grant programs for emergency and disaster relief; and

**WHEREAS**, CalOES Form 130 requires the City of Rohnert Park to designate agents to engage with FEMA and Cal OES regarding assistance and grants applied for by the City; and

**WHEREAS**, City of Rohnert Park desires to ensure that Form 130 makes the City eligible to apply for disaster relief for the incident designated "FEMA-4344-DR-CA" as well as future disaster incidents for three years.

**NOW THEREFORE**, the City Council of the City of Rohnert Park authorizes the City Manager to sign and execute applications and agreements for Federal and State disaster relief and emergency assistance.

**BE IT FURTHER RESOLVED**, the City Council does designate the City Manager of Rohnert Park as the agent for Form "CalOES 130: Designation of Applicant's Agent Resolution for Non-State Agencies."

CITY OF ROHNERT PARK

  
Pam Stafford, Mayor

ATTEST:   
Caitlin Saldanha, Deputy City Clerk

Attachment: Form CalOES 130

AHANOTU: Aye BELFORTE: Aye MACKENZIE: Aye CALLINAN: Aye STAFFORD: Aye  
AYES: ( 5 ) NOES: ( 0 ) ABSENT: ( 0 ) ABSTAIN: ( 0 )

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROHNERT PARK  
(Governing Body) (Name of Applicant)

\_\_\_\_\_, OR  
(Title of Authorized Agent)

Page 1

**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."