



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 5/21/2024

ITEM NO:

DATE: May 15, 2024
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Adopt a Resolution to Designate the Town's Agents by Title to Obtain Federal and/or State Financial Assistance through the California Governor's Office of Emergency Services (Cal OES)

RECOMMENDATION:

Adopt a Resolution (Attachment 1) to designate the Town's agents by title to obtain Federal and/or State financial assistance through the California Governor's Office of Emergency Services (Cal OES).

BACKGROUND:

When disasters such as fire, flood, and earthquakes occur, cities may be eligible for Federal and/or State financial assistance by means of reimbursement or grant funding. Cal OES requires documentation be kept on file authorizing specific agents to apply for this financial assistance. This authorization must be approved by the Town Council and updated every three years.

Pending and future reimbursement and grant applications will only be accepted from an authorized agent whose title appears on the list approved by Council resolution and provided to Cal OES. This list of authorized agents is designated by title to alleviate the need to adopt a new resolution each time one of the designated agents leaves their position.

In February 2024 Town Council authorized Town Manager and the Assistant Town Manager as designated agents to apply for Federal and State disaster financial assistance and make necessary assurances to obtain such assistance. Designation of the Town Manager and Assistant Town Manager as agents to apply for Federal and State disaster financial assistance allows for the Town to take advantage of opportunities for funding should they arise in the future.

PREPARED BY: Gitta Ungvari
Finance Director

Reviewed by: Town Manager, Town Attorney, and Assistant Town Manager

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SUBJECT: Adopt a Resolution to Designate the Town's Agents by Title to Obtain Federal and/or State Financial Assistance through the California Governor's Office of Emergency Services (Cal OES)

DATE: May 15, 2024

DISCUSSION:

As we have recently and successfully obtained State reimbursement for our COVID-19 eligible expenses, staff learned that the process could have been more streamlined if the Finance Director title had been included. For this reason, staff recommends that the Town Council authorize the Finance Director title as an additional agent to provide operational efficiencies when working on the submittal of the required documentation, workflow authorization, and grant reimbursement process.

CONCLUSION:

Designation of the Town Manager, Assistant Town Manager, and Finance Director as agents to apply for Federal and State disaster financial assistance will allow for the Town to take advantage of opportunities for funding should they arise in the future.

FISCAL IMPACT:

There is no fiscal impact from this project.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachment:

1. Resolution to Designate the Town's Agents By Title to Obtain Federal and/or State Financial Assistance Through the California Governor's Office of Emergency Services (Cal OES)