



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA ☒ Regular ☐ Board of Public Utilities

Meeting Date: September 12, 2023

Title: Ratify the action of the City Manager to accept grant funding for the City Hazard Mitigation Plan update from the California Governor's Office of Emergency Services (Cal OES) for the FEMA Hazard Mitigation Grant Program (HMGP)

Adopt Resolution No. 2023-52 for Designation of Applicant's Agent to execute for and on behalf of City of Needles for the purpose of obtaining Federal Financial Assistance for any existing or future grant program listed in the resolution.

Background: The City of Needles is needing to update a decade old Hazard Mitigation Plan to address potential new natural hazards that may impact the community.

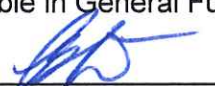
The updated plan will identify the following natural hazards for evaluation: dam failure, flash flooding, drought, earthquake and extreme heat. The goal is to update the plan to address today's hazards and engage the community to participate and contribute ideas during the process.

In 2021, an application was submitted to Cal OES for funding opportunities for Hazard Mitigation Assistance to update the City's existing plan.

On August 21, 2023, the City received approval from the California Governor's Office of Emergency Services for FEMA Hazard Mitigation Grant Program (HMGP) funds in the amount of \$113,413.50 for the mitigation plan and \$6,270 for project management for a total of \$119,683.50. The non-federal share (local match) is \$12,601.50, approximately 10% of the total funds awarded.

Upon completion of the updated plan, the City will develop and adopt a Local Hazard Mitigation Plan to meet requirements outlined in 44 CFR Part 201 and the most current FEMA Hazard Mitigation Plan guidance.

Fiscal Impact: Grant funding in the amount of \$119,683.50 has been accepted for project reimbursement from Cal OES and FEMA. \$12,601.50 available in General Fund Reserves for local match.


Finance Dept.

Recommendation: Ratify the action of the City Manager to accept grant funding for the City Hazard Mitigation Plan update from the California Governor's Office of Emergency Services (Cal OES) for the FEMA Hazard Mitigation Grant Program (HMGP)

Approved: ☐ Not Approved: ☐ Tabled: ☐ Other: ☐

AGENDA ITEM: 21

City of Needles, California
Request for City Council Action

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**Recommendation
Continued:**

Adopt Resolution No. 2023-52 for Designation of Applicant's Agent to execute for and on behalf of City of Needles for the purpose of obtaining Federal Financial Assistance for any existing or future grant program listed in the resolution.

Submitted By: Kathy Raasch, Projects Manager

City Management Review:



Date:

9/6/23

RESOLUTION NO. 2023-52

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF NEEDLES, CALIFORNIA, FOR DESIGNATION OF APPLICANTS AGENT TO
EXECUTE FOR AND ON BEHALF OF CITY OF NEEDLES FOR THE PURPOSE OF
OBTAINING FEDERAL FINANCIAL ASSISTANCE FOR ANY EXISTING OR FUTURE
GRANT FUNDED PROGRAM LISTED IN EXHIBIT "A" HERETO

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the
City of Needles, California, held on the 12th day of September 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor

(SEAL)

ATTEST: _____
City Clerk

APPROVED AS TO FORM:

City Attorney



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

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

THAT City Manager, OR
(Title of Authorized Agent)

Utility Manager, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of Needles,
(Name of Applicant)

a public entity 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 federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, 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.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the City of Needles, a public entity established under the
(Name of Applicant)

laws of the State of California, 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/grants declared up to three (3) years following the date of approval.
- ☐ This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this 12 day of September, 2023

City Manager

(Name and Title of Governing Body Representative)

Utility Manager

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Dale Jones, duly appointed and City Clerk of
(Name) (Title)

City of Needles, do hereby certify that the above is a true and
(Name of Applicant)

correct copy of a resolution passed and approved by the City Council
(Governing Body)

of the City of Needles on the 12th day of September, 2023.
(Name of Applicant)

City Clerk

(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 pages 1 and 2. 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 California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** 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 either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It 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.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

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. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

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 that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."

GAVIN NEWSOM
GOVERNOR



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

NANCY WARD
DIRECTOR

8/30/2023

Hazard Mitigation Assistance Kickoff Checklist

DR/Project NO. DR4610-AP0489 Meeting Date: 08/30/2023

Subrecipient: Needles, City of

Project Title: City of Needles Hazard Mitigation Plan Update

Project Approval Date: 08/21/2023 Current Completion Date: 08/16/2026

BCR: n/a Total Project Cost: \$ 126,015

Fed Share: \$ 113,413.50 Local Match: \$ 12,601.50

Attendees (Name & Titles):

Sandra Singer Rodriguez, Kathy Raasch, Rainie Torrance, Patrick Martinez, Nadilyn Encinas

Items Covered:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Project Discussion | <input checked="" type="checkbox"/> Reimbursement |
| <input checked="" type="checkbox"/> Fiscal Requirements | <input checked="" type="checkbox"/> Revision Requests |
| <input checked="" type="checkbox"/> Procurement Standards | <input checked="" type="checkbox"/> Phased Projects |
| <input checked="" type="checkbox"/> Technical Assistance | <input checked="" type="checkbox"/> Subaward Closeout |
| <input checked="" type="checkbox"/> Quarterly Reporting | <input checked="" type="checkbox"/> Resources |

Comments:

The above requirements and procedures have been reviewed in detail.

Authorized Agent/Responsible Representative Cal OES Representative

Signature

Date

DocuSigned by:

Rick Daniels

9/1/2023

Printed Name

Title

Signature

Date

DocuSigned by:

Nadilyn Encinas

8/30/2023

Printed Name

Title

Certificate Of Completion

Envelope Id: 8C4985D98E8748459C9FACEE1519E010

Subject: DR4610-AP0489 Kickoff Meeting Checklist Needles.pdf

Source Envelope:

Document Pages: 1

Certificate Pages: 5

AutoNav: Enabled

Envelopeld Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed

Envelope Originator:

Nadilyn Encinas

3650 Schriever Ave

Mather, CA 95630

Nadilyn.Encinas@CalOES.ca.gov

IP Address: 63.193.207.1

Record Tracking

Status: Original

8/30/2023 10:53:05 AM

Security Appliance Status: Connected

Storage Appliance Status: Connected

Holder: Nadilyn Encinas

Nadilyn.Encinas@CalOES.ca.gov

Pool: StateLocal

Pool: California Governor's Office of Emergency

Services

Location: DocuSign

Location: DocuSign

Signer Events

Nadilyn Encinas

nadilyn.encinas@caloes.ca.gov

Security Level: Email, Account Authentication
(None)**Signature**DocuSigned by:
Nadilyn Encinas
F6D1111FCE20474...

Signature Adoption: Pre-selected Style

Using IP Address: 63.193.207.1

Timestamp

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Viewed: 8/30/2023 10:55:25 AM

Signed: 8/30/2023 10:55:34 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Rick Daniels

rdaniels@cityofneedles.com

Security Level: Email, Account Authentication
(None)DocuSigned by:
Rick Daniels
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Signature Adoption: Pre-selected Style

Using IP Address: 209.94.88.146

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Electronic Record and Signature Disclosure:

Accepted: 9/1/2023 12:01:26 PM

ID: 660e27f9-476d-4cdf-ab9a-1285f6891460

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/30/2023 10:55:14 AM
Certified Delivered	Security Checked	9/1/2023 12:01:26 PM
Signing Complete	Security Checked	9/1/2023 12:01:40 PM
Completed	Security Checked	9/1/2023 12:01:40 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		