



Date: **June 9, 2026**

Honorable Mayor and Council Members:

Author and title: James Blattler, Emergency Services Program Manager

Title: **Cal OES Authorized Agent Resolution for State and Federal Financial Assistance Grant Programs**

Jen Callaway, Town Manager

Recommended Action: That Council approve the updated California Governor's Office of Emergency Services Designation of Applicant's Agent Resolution for Non-State Agencies.

Discussion:

To ensure the Town is eligible to obtain financial assistance for any existing or future grant program, it must designate authorized agents to execute on behalf of the Town. To accomplish this requirement, the California Governor's Office of Emergency Services (Cal OES) requires non-state agencies to update a universal resolution, which is effective for up to three (3) years following the date of approval. This document is titled "Designation of Applicant's Agency Resolution Non-State Agencies", Form OES-FPD-130 (Attachment 1). The Town's current OES-FPD-130 (Attachment 2) expires on August 8, 2026.

Examples of the financial assistance grant programs that require this designation include:

- 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

Authorized agents are defined as the individuals within an agency who are authorized by the Council to engage with the Federal Emergency Management Agency and Cal OES regarding grants for which they have applied. Examples of this engagement include, but are not limited to, updating and submitting contact information forms, grant reporting documents, project assurances for federal assistance forms, Federal Funding Accountability and Transparency Act Financial Disclosures, if applicable.

There are no proposed changes to the Town’s list of Authorized Agents; however, the “Emergency Services Manager” position identified on the current form is being updated to “Emergency Services Program Manager” to ensure alignment with the Town’s official position description.

Priority:

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> Enhanced Communication | <input type="checkbox"/> Climate and Greenhouse Gas Reduction | <input type="checkbox"/> Housing |
| <input type="checkbox"/> Infrastructure Investment | <input checked="" type="checkbox"/> Emergency and Wildfire Preparedness | <input type="checkbox"/> Core Service |

Fiscal Impact:

There is no fiscal impact associated with the recommended action; however, should the current OES-FPD-130 expire, it could delay the Town’s eligibility for existing or future federal financial assistance funding.

Public Communication:

None beyond this staff report and a website posting regarding the proposed recommendation.

Attachments:

Attachment 1 - Designation of Applicant’s Agency Resolution Non-State Agencies, Form OES-FPD-130

Attachment 2 – 2023 Form OES-FPD-130