

**RESOLUTION NO. 42-20**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA,  
DESIGNATING OFFICIALS AND AUTHORIZING SUBMISSION FOR FEDERAL  
AND STATE FINANCIAL ASSISTANCE UNDER THE CALIFORNIA DISASTER  
ASSISTANCE ACT AND THE ROBERT T. STAFFORD DISASTER RELIEF AND  
EMERGENCY ASSISTANCE ACT**

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**BE IT RESOLVED**, by the City Council of the City of Richmond that the individuals holding the position titles listed below are hereby authorized to execute for and submit in behalf of the City of Richmond, a public entity established under the laws of the State of California, application to the California Office of Emergency Services for the purpose of obtaining certain federal financial assistance under P.L. 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, federal and/or state financial assistance under the California Disaster Assistance Act.

Title:

1. City Manager
2. Deputy City Manager
3. Finance Director

**WHEREAS**, I am empowered, upon proclamation of a disaster, to make and issue regulations on matters reasonably related to protection of life, property, and the environment, as affected by such disaster, in the interest of public safety, and

**WHEREAS**, life, property, or the environment is deemed to be in peril and time is of the essence during a declared disaster where local resources are overwhelmed, and

**BE IT FURTHER RESOLVED** that the City Council of the City of Richmond, a public entity established under the laws of the State of California hereby authorized its agent(s) to provide to the California Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required. This is a universal resolution and is effective for all open and future disasters.

**BE IT FURTHER RESOLVED**, the City Council Resolution No. 7-11, adopted January 18, 2011, is hereby rescinded.

**IT IS FURTHER PROCLAIMED AND ORDERED** that this resolution shall remain in effect until such time as it is terminated by the Director of Emergency Services, or the City Council of the City of Richmond.

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I certify that the foregoing resolution was passed and adopted by the Council of the City of Richmond at a regular meeting thereof held May 19, 2020, by the following vote:

AYES: Councilmembers Choi, Johnson, Martinez, Myrick, Willis,  
Vice Mayor Bates, and Mayor Butt.

NOES: None.

ABSTENTIONS: None.

ABSENT: None.

PAMELA CHRISTIAN  
CLERK OF THE CITY OF RICHMOND  
(SEAL)

Approved:

TOM BUTT  
Mayor

Approved as to form:

RACHEL SOMMOVILLA  
City Attorney (Interim)

State of California            }  
County of Contra Costa        } : ss.  
City of Richmond               }

I certify that the foregoing is a true copy of **Resolution No. 42-20**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on May 19, 2020.

  
Pamela Christian, Clerk of the City of Richmond

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

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

THAT City Manager, OR  
(Title of Authorized Agent)  
Deputy City Manager, OR  
(Title of Authorized Agent)  
Finance Director  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of Richmond, a public entity  
(Name of Applicant)  
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 certain 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.

THAT the City of Richmond, a public entity established under the laws of the State of California,  
(Name of Applicant)  
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 up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_

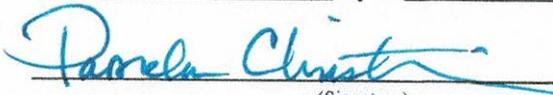
Passed and approved this 19 day of May, 2020

Tom Butt, Mayor  
(Name and Title of Governing Body Representative)  
Nathaniel Bates, Vice Mayor  
(Name and Title of Governing Body Representative)  
Jael Myrick, City Council Member  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, Pamela Christian, duly appointed and City Clerk of  
(Name) (Title)  
City of Richmond, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the City Council of the City of Richmond  
(Governing Body) (Name of Applicant)  
on the 19 day of May, 2020.

 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 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.")