



# Town of Yountville

6550 Yount Street  
Yountville, CA 94599

## Staff Report

**Agenda Item #:** {{section.number}}B

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## Yountville Town Council Staff Report

**DATE:** September 21, 2021

**TO:** Mayor and Town Council

**FROM:** Celia King, Finance Director

**PREPARED BY:** Celia King, Finance Director

**SUBJECT:**

Adopt Resolution Number 21-4073 Approving the Town of Yountville's Designees for the California Governor's Office of Emergency Services (Cal OES) Designation of Applicant's Agent for Non-State Agencies Form (OES Form 130).

**DISCUSSION/BACKGROUND**

The California Governor's Office of Emergency Services (Cal OES) oversees and coordinates emergency preparedness, response, and recovery activities within the state of California. Cal OES is currently aiding local governments in recovery activities related to the COVID-19 public health emergency.

The Town followed required procedures by declaring the COVID-19 pandemic as a public emergency by way of Council Resolution in March 2020. To make claims and reports for eligible emergency related state and federal financial assistance, the Town is required to have a current signature authority on file with Cal OES. The most recent Designation of Applicant's Agent Resolution for Non-State Agencies (OES Form 130) was completed in December 2009 and therefore an updated form needs to be submitted. Cal OES requires a new form be submitted if the form currently on file was submitted more than three years ago.

The staff authorized as designated agents by the Council will engage with Federal Emergency Management Agency (FEMA) and Cal OES regarding applicable grant applications, reports, and funding. The attached resolution designates the Town Manager, Public Works Director/Town Engineer, and the Finance Director as the Town's authorized agents.

Staff recommends that the Town Council Adopt the Resolution designating the Town's authorized agents as listed on OES Form 130 included as Exhibit A to the Resolution.

**ENVIRONMENTAL REVIEW**

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

**FISCAL IMPACT**

Is there a Fiscal Impact? No

Is it Currently Budgeted? N/A

Where is it Budgeted? N/A

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? N/A

### **STRATEGIC PLAN GOAL**

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Responsible Fiscal Policy:** The Town maintains its fiscal health through policies designed to maximize economic opportunities, manage expenses, and ensure prudent reserves.

Briefly Explain Relationship to Strategic Plan Goal and Objective. Submitting forms and documents as required by federal and state agencies allows the Town to be prepared to receive emergency financial assistance when available.

### **RECOMMENDATION**

Adopt Resolution Number 21-4073 Approving the Town of Yountville's Designees for the California Governor's Office of Emergency Services (Cal OES) Designation of Applicant's Agent for Non-State Agencies Form (OES Form 130).