



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Julia H. Cooper

**SUBJECT: DESIGNATION OF OFFICIALS
AUTHORIZED TO APPLY FOR
DISASTER ASSISTANCE**

DATE: February 21, 2023

Approved

Date

2/26/23

RECOMMENDATION

Adopt a resolution designating City of San José officials to be authorized to apply for Federal and State Disaster Assistance.

SUMMARY AND OUTCOME

Adoption of a resolution designating the following City of San José officials by title only, the City Manager, the Assistant City Manager, and the Director of Finance, as the City's designated agents for applying for federal and state disaster financial assistance and making the assurances required in order to obtain such assistance, which is required to be updated with California Governor's Office of Emergency Services (Cal OES) every three years.

BACKGROUND

On March 17, 2020, the City Council adopted Resolution No. 79435 designating by title only, the City Manager, the Assistant City Manager, and the Director of Finance, as the City's designated agents for applying for 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, and making assurance required in order to obtain such assistance. By its terms, Resolution 79435 will expire on March 17, 2023.

ANALYSIS

The previous Designation of Applicant's Agent Resolution was adopted by the City Council on March 17, 2020 (Resolution No. 79435). Cal OES requires the designation of the City's authorized applicants be updated every three years and limits the designation to three officials.

HONORABLE MAYOR AND CITY COUNCIL

February 21, 2023

Subject: Designation of Officials Authorized to Apply for Disaster Assistance

Page 2

Thus, the City must adopt an updated resolution and file it with Cal OES to be able to apply for federal or state disaster financial assistance.

There are two ways to designate the Authorized Agent: one way is by title only, and the other is by name and title. If the Authorized Agent is designated by title only, this alleviates the need to adopt a new resolution each time one of the designated agents leaves their position. If the Authorized Agent is designated by title only, when the resolution is filed with Cal OES, it must be accompanied by a cover letter from any authorized agent within the City naming the persons currently in the designated positions.

The Administration recommends that the City Council continue to designate by title only, the City Manager, the Assistant City Manager, and the Director of Finance, as the City's designated agents for applying for federal and state disaster financial assistance and making the assurances required in order to obtain such assistance.

EVALUATION AND FOLLOW-UP

The resolution adopted by the City Council will be filed with Cal OES and will be updated every three years as required.

COORDINATION

This item has been coordinated with the City's Clerk's Office and the City Attorney's Office.

PUBLIC OUTREACH

This memorandum will be posted on the City's Council Agenda website for the March 14, 2023 Council meeting.

COMMISSION RECOMMENDATION AND INPUT

No commission recommendation or input is associated with this action.

CEQA

Not a Project, File No. PP17-008, General Procedure and Policy Making resulting in no changes to the physical environment.

HONORABLE MAYOR AND CITY COUNCIL

February 21, 2023

Subject: Designation of Officials Authorized to Apply for Disaster Assistance

Page 3

PUBLIC SUBSIDY REPORTING

This item does not include a public subsidy as defined in section 53083 or 53083.1 of the California Government Code or the City's Open Government Resolution.

/s/

JULIA H. COOPER

Director of Finance

For questions, please contact Julia H. Cooper, Director of Finance, at (408) 535-7011