

RESOLUTION NO. 20-6

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT AUTHORIZING APPLICATION FOR COVID-19 PUBLIC ASSISTANCE AND DESIGNATING AGENTS TO ACT ON THE DISTRICT'S BEHALF (DESIGNATION OF APPLICANT'S AGENTS)

WHEREAS, on March 13, 2020, the President declared the ongoing coronavirus ("COVID-19") pandemic of sufficient severity and magnitude to warrant a nationwide emergency declaration. As a result of this declaration, local government entities, including the Palmdale Water District ("District"), are eligible to seek reimbursement from the Federal Emergency Management Agency ("FEMA") for the cost of eligible emergency protective measures taken to respond to the COVID-19 emergency. This reimbursement is called "Public Assistance." Public Assistance is distributed to California local government entities through the California Governor's Office of Emergency Services ("Cal OES"); and

WHEREAS, in order to apply for Public Assistance, the District must submit a "Request for Public Assistance" ("RPA") to Cal OES. As part of the RPA, the District must submit a Designation of Applicant's Agents Resolution. This Resolution designates District employees who are authorized to submit the RPA to Cal OES on behalf of the District; and

WHEREAS, additional actions must be taken to complete the RPA; and

WHEREAS, additional reimbursement for COVID-19-related costs may be available from other federal agencies, the State of California, or Los Angeles County; and

WHEREAS, the Board of Directors of the Palmdale Water District ("Board of Directors") desire to appoint and authorize agents of the District to apply and seek reimbursement for disaster-related expenditures under FEMA, Cal OES, the federal government, the California government, Los Angeles County, and any agency or department thereof.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT DO HEREBY RESOLVE THAT:

Section 1. The above recitals are all true and correct and hereby adopted as findings.

Section 2. The Designation of Applicant's Agent Resolution for Non-State Agencies, attached as Exhibit A, is adopted.

Section 3. The General Manager, Assistant General Manager, Finance Manager, or Human Resources Director, are authorized to take all necessary actions and execute all necessary documents to apply for reimbursement of eligible District costs resulting from the COVID-19 pandemic, from FEMA, Cal OES, the federal government, the California government, Los Angeles County, and any agency or department thereof.

Section 4. If any provision in this Resolution, or the application thereof to any person or circumstances, is for any reason held invalid, the validity of the remainder of this Resolution, or the application of such provisions to other persons or circumstances shall not be affected thereby. The Board of Directors hereby declares that it would have passed this Resolution, and each provision thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases or the application thereof to any person or circumstance be held invalid.

Section 5. This Resolution is effective on the day of its adoption, and effective for all open and future disasters up to three (3) years following the effective date.

PASSED, APPROVED AND ADOPTED this 27^h day of April, 2020.



VINCENT DINO, PRESIDENT

ATTEST:



DON WILSON, SECRETARY

APPROVED AS TO FORM:



ERIC DUNN, GENERAL COUNSEL

EXHIBIT "A"

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

BE IT RESOLVED BY THE Board of Directors OF THE Palmdale Water District
(Governing Body) (Name of Applicant)

THAT General Manager, OR
(Title of Authorized Agent)

Assistant General Manager, OR
(Title of Authorized Agent)

Finance Manager or Human Resources Director
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Palmdale Water District, 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 Palmdale Water District, 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 27th day of April, 2020

Vincent Dino, President

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Don Wilson, duly appointed and Secretary of
(Name) (Title)

the Palmdale Water District, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Directors of the Palmdale Water District
(Governing Body) (Name of Applicant)

on the 27th day of April, 2020.


(Signature)

Secretary

(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."