



CITY COUNCIL STAFF REPORT

ITEM NO. 6.14

DATE: May 11, 2026

TO: Honorable Mayor and City Council

FROM: Brent Smith, Community Development Director

SUBJECT: Resolution designating the City Manager as the City's agent for federal and state disaster assistance and naming the City Engineer and Assistant City Engineers as the City Manager's Designees.

RECOMMENDED ACTION

Staff recommends City Council adopt a resolution designating the City Manager as the City's agent for federal and state disaster grant assistance and designating the City Engineer and Assistant City Engineers as the City Manager's Designees.

DECISION TYPE

Administrative

SUMMARY

To maintain eligibility to receive state and federal financial assistance with the California Governor's Office of Emergency Services (Cal OES) and the Federal Emergency Management Agency (FEMA), a resolution must be adopted by the governing body that designates authorized agents to act on behalf of the applicant to submit and execute applications and agreements with state and federal agencies.

On April 24, 2023, the City Council adopted a resolution designating the City Manager, City Engineer, and Assistant City Engineers as the City of Livermore's authorized agents to engage with Cal OES and FEMA. This resolution remains in effect for three years from the date of approval, expiring on April 24, 2026. To ensure continued eligibility for these funds, the City Council must adopt a new resolution extending these designations for an additional three-year period.

DISCUSSION

Since 2017, the City has applied for and received state and federal disaster assistance to reimburse eligible costs associated with repairing storm damage sustained from severe weather events in 2017 and 2023. Repair work is ongoing, with some projects already completed. Staff have consistently coordinated with Cal OES and FEMA, including submitting reimbursement requests, and will continue to do so as

additional work is completed.

In order to remain eligible for financial assistance, Cal OES requires a resolution designating the applicant's authorized agents to sign and submit applications and agreements for disaster assistance. This resolution must be renewed every three years. Resolution No. 2023-060, which applies to all open and future disasters for a three-year period, was adopted on April 24, 2023. To maintain eligibility for these funds, the City Council must adopt a new resolution extending this authority for an additional three years. Exhibit A is the standard Cal OES Form 130 that specifies the agents approved by the governing body who are authorized to provide all required assurances and agreements to Cal OES for disaster assistance.

In addition to the City Manager, the City Engineer and Assistant City Engineers are designated as authorized agents to act on behalf of the City in administering grant activities, as these roles are directly involved in the oversight and implementation of capital projects and are best positioned to manage the technical and day-to-day requirements of disaster recovery efforts. Responsibilities typically include project management tasks such as coordinating with state and federal agencies, preparing and submitting quarterly reports, requesting time extensions or scope modifications, submitting reimbursement requests, and responding to audit inquiries.

FISCAL AND ADMINISTRATIVE IMPACTS

If adopted, the City may continue participating in federal and state disaster assistance for another three years and receive funding.

COMMUNITY PILLAR

1: A Safe Community That Thrives

GOAL

1: Oversee the City's emergency preparedness, management, and response efforts

ATTACHMENTS

1. [Resolution](#)
2. [Exhibit A - CalOES Form 130 Designation of Applicant's Agent Resolution for Non-State Agencies](#)

Prepared by: Pam Lung
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Approved by:



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