



CITY OF POMONA COUNCIL REPORT

October 20, 2025

To: Honorable Mayor and Members of the City Council

From: Anita D. Scott, City Manager

Submitted By: René Anderson, Human Resources & Risk Management Director

SUBJECT: APPROVING THE NAMING OF AUTHORIZED AGENTS TO BE KEPT ON FILE WITH THE CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES FOR THE PURPOSE OF OBTAINING FEDERAL AND STATE DISASTER ASSISTANCE FUNDS

RECOMMENDATION:

It is recommended that the City Council adopt the following resolution:

RESOLUTION NO. 2025-115 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, APPROVING THE NAMING OF THE CITY MANAGER, HUMAN RESOURCES/RISK MANAGEMENT DIRECTOR, AND FINANCE DIRECTOR/CITY TREASURER AS AUTHORIZED AGENTS TO BE KEPT ON FILE WITH THE CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES.

EXECUTIVE SUMMARY:

For the purpose of obtaining federal and state financial assistance related to disasters, the City of Pomona must designate three City staff members to serve as Authorized Agents of the City. Such designations shall be filed with the California Governor's Office of Emergency Services (Cal OES) and renewed every three years.

SB1439/GOVERNMENT CODE §84308 APPLICABILITY:

☐ When this box is checked, it indicates the agenda item is subject to the Levine Act SB1439 requirements. Councilmembers are reminded to check their campaign contributions and determine whether they have received a campaign contribution of \$500 or more that would require disclosure and/or recusal from discussing or acting on this agenda item. Campaign contributions of \$500 or more made 1) by any person or entity who is identified in the agenda report as the applicant or proposer or 2) on behalf of the applicant or participant, including a parent, subsidiary or otherwise

related business entity, or 3) by any person who has a financial interest in the agenda item requires a councilmember to comply with SB1439.

FISCAL IMPACT:

There is no direct financial impact associated with this action. However, failure to designate authorized representatives could negatively impact the City's ability to obtain future financial assistance from the Cal OES.

PREVIOUS RELATED ACTION:

On July 1, 2019, the City Council adopted Resolution No. 2019-88, which established the prior authorization framework for disaster assistance and grant funding designations. As this designation is required to be updated every three years, this report brings forward the necessary update to ensure the City's authorized agents remain current.

DISCUSSION:

Cal OES requires jurisdictions to maintain a current Designation of Applicants Agent Resolution for Non-State Agencies (Attachment No. 1) on file to obtain 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. This designation also ensures eligibility for various Cal OES administered state and federal grant programs, including disaster recovery and hazard mitigation funding.

A new Designation of Applicant's Agent Resolution for Non-State Agencies must be adopted if the prior resolution is more than three (3) years old or if changes are needed to the names or titles of the Authorized Agents. In addition, the City is currently preparing a grant application to secure consultant services for the update to its Local Hazard Mitigation Plan, and the designation of Authorized Agents is necessary for this application to be processed.

It is recommended that the City Council approve Resolution No. 2015-115 (Attachment No. 2) and designate the City Manager, the Human Resources/Risk Management Director, and the Finance Director/City Treasurer as the City's Authorized Agents, authorized to execute all documents necessary to obtain disaster assistance and grant funding through Cal OES. Adoption of the attached resolution will formalize these designations and ensure the City's continued eligibility to apply for and receive both recovery and mitigation funding.

Prepared by:
Naela Cansino,
Risk Manager

ATTACHMENT(S):

Attachment No. 1 – Designation of Applicants Agent Resolution for Non-State Agencies Cal OES
Form 130
Attachment No. 2 – Resolution No. 2025-115