

**RESOLUTION NO. 3653-21**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR  
AUTHORIZING APPLICATION FOR, AND RECEIPT OF, HAZARD MITIGATION  
GRANT PROGRAM (HMGP) FUNDS FOR RIPARIAN CORRIDOR FIRE FUEL  
REDUCTION**

**WHEREAS**, in response to wildfires that began on August 14, 2020, the President of the United States declared a major disaster for the State of California on August 22, 2020, and amended on August 24, 2020, September 3, 2020, and September 10, 2020, pursuant to his authority under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act 1974). This declaration, numbered FEMA-4558-DR-CA, has authorized Individual and Public Assistance for affected counties including Sonoma County. Additionally, the Hazard Mitigation Grant Program (HMGP) is available on a competitive basis as a result of Disaster Declaration 4558; and

**WHEREAS**, the HMGP is federal funding from FEMA, that will be awarded to the California Office of Emergency Services (Cal OES) and its sub applicants; and

**WHEREAS**, the Town of Windsor submitted a Notice of Interest (NOI) to Cal OES for Hazard Mitigation Grant DR 4558 sub applicant funding in November 2020. As a result of the NOI, Cal OES invited Windsor to prepare a full application for our Riparian Corridor Fuel Reduction Project due to Cal OES on March 5, 2020; and

**WHEREAS**, the Town Council of the Town of Windsor on February 2018 adopted a five-year update of the Local Hazard Mitigation Plan that identifies the natural hazards faced by the Town of Windsor and measures to mitigate these hazards; and

**WHEREAS**, the Town Council of the Town of Windsor on August 5, 2020, accepted the Riparian Corridor Wildfire Fuel Management Plan (Plan), and directed staff to seek outside funding to implement the Plan; and

**WHEREAS**, the Town Council of the Town of Windsor desires to submit an HMGP grant application package (“Application”), on the forms provided by Cal OES and FEMA, for Riparian Corridor Fire Fuel Reduction.


**NOW, THEREFORE BE IT RESOLVED** that the Town Council of Town of Windsor (“Applicant”) resolves that the Town Manager is hereby authorized and directed to apply for and submit to the Cal OES the Application package; and HMGP, if the HMPG Application is approved by the Cal OES, to designate the Town Manager of the Town of Windsor as the Subrecipient’s Authorizing Agent on behalf of the Applicant, to provide to the California Governor’s Office of Emergency Service for all matters pertaining to such state disaster assistance the assurances and agreements required, per Exhibit A of this Resolution.

**PASSED, APPROVED AND ADOPTED this 3rd day of March 2021, by the following vote:**

<b>AYES:</b>	<b>COUNCILMEMBERS FUDGE, LEMUS, VICE MAYOR SALMON AND MAYOR FOPPOLI</b>
<b>NOES:</b>	<b>NONE</b>
<b>ABSTAIN:</b>	<b>NONE</b>
<b>ABSENT:</b>	<b>NONE</b>

  
\_\_\_\_\_  
**DOMINIC FOPPOLI, AT-LARGE MAYOR**

**ATTEST:**

  
\_\_\_\_\_  
**SOMMER HAGEMAN,  
DEPUTY TOWN CLERK**

**Attachment:**

- **Exhibit A** -- Designation of Subrecipient’s Agent Resolution

**DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION  
Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program**

BE IT RESOLVED BY THE Town Council OF THE Town of Windsor  
(Governing Body) (Name of Applicant)

THAT Town Manager, OR  
(Title of Authorized Agent)  
Deputy Director of Water & Environmental Management, OR  
(Title of Authorized Agent)  
Deputy Director of Operations  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Town of Windsor, a public entity  
(Name of Subrecipient)  
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Service, 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 Town of Windsor, a public entity established under the laws of the State of California,  
(Name of Subrecipient)  
hereby authorizes its agent(s) to provide to the California Governor's Office of Emergency Service 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 futures Disasters/Grants up to three (3) years following the date of approval below.
- This is a Disaster/Grant specific resolution and is effective for only Disaster/Grant name/number(s) \_\_\_\_\_

Passed and approved this 3rd day of March, 2021

Mayor Dominic Foppoli  
(Name and Title of Governing Body Representative)  
\_\_\_\_\_  
(Name and Title of Governing Body Representative)  
\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, Maria De La O, duly appointed and Town Clerk of  
(Name) (Title)  
Town of Windsor, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the Town Council of the Town of Windsor  
(Governing Body) (Name of Applicant)  
on the 3rd day of March, 2021.

Maria De La O Town Clerk  
(Signature) (Title)

## **Cal OES Form 130** **Instructions**

**A new Designation of Applicant's Agent Resolution is required if the previously submitted document is older than three (3) years from the last date of Board/Council approval.**

When completing the Cal OES Form 130, Subrecipients should fill in the blanks on page 1. The blanks are to be filled in as follows:

### **Resolution Section:**

**Governing Body:** This is the individual or group responsible for appointing and approving the Authorized Agents. Examples include: Board of Directors, City Council, Board of Supervisors, etc.

**Name of Subrecipient:** This is the official name of the non-profit, agency, city, county or special district that has applied for the grant. Examples include: City of Sacramento; Sacramento County; or Los Angeles Unified School District.

**Authorized Agent:** These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Service regarding grants applied for by the subrecipient. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. 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 (e.g.; City Clerk, the Authorized Agent, Secretary to the Director) 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 should 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, Superintendent, etc. The names and titles cannot be one of the designated Authorized Agents.

### **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 to eliminate "Self Certification."