



# Agenda Report

May 4, 2020

**TO:** Honorable Mayor and City Council

**FROM:** Director of Finance

**SUBJECT: ADOPTION OF A RESOLUTION DESIGNATING WHO CAN SIGN  
DISASTER RELATED DOCUMENTS AND APPLICATIONS**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act (CEQA) as defined in Section 21065 of CEQA and Sections 15060 (c)(2), 15060 (c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project; and
2. Adopt a resolution authorizing the City Manager, Assistant City Manager and the Director of Finance to execute for and on behalf of the City of Pasadena applications with the California Governor's Office of Emergency Services (Cal OES) for the purpose of obtaining 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.

**BACKGROUND:**

The State requires that cities appoint authorized agents and file a resolution 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.

This resolution authorizes Steve Mermell, City Manager; Julie Gutierrez, Assistant City Manager; or Matthew Hawkesworth, Director of Finance to provide to the Governor's

Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

This is a universal resolution and is effective for all open and future disasters up to three years following the date of approval. A similar action was taken by the City Council on August 21, 2017 for a hazard mitigation project.

**COUNCIL POLICY CONSIDERATION:**

The City Council's strategic planning goal of maintaining fiscal responsibility and stability will be advanced through the approval of this resolution.

**ENVIRONMENTAL ANALYSIS:**

The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The adoption of a resolution authorizing the execution of California Governor's Office of Emergency Services (Cal OES) is a government fiscal activity that does not involve any commitment to any specific project which may result in a potentially significant physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

**FISCAL IMPACT:**

The future costs of responding to COVID-19 are unknown at this time due to the evolving conditions. The estimated cost for the City of Pasadena through April 27, 2020 is \$5.7 million. With the California state declaration of a health emergency, local COVID-19 response efforts may be eligible for state or federal reimbursement. Until there is a final determination on potential reimbursement, all expenditures will be recorded and tracked in the Health Fund and/or the General Fund using existing appropriations.

Respectfully submitted,

  
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MATTHEW E. HAWKESWORTH  
Director of Finance

Prepared by:

  
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Robert S. Ridley  
Controller

Approved by:

  
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STEVE MERMELL  
City Manager

Attachment: (1)

1) Designation of Applicant's Agent Resolution for Non-State Agencies, Cal OES 130 form.