

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF BOARD GOVERNED COUNTY SERVICE AREAS  
AND RECORD OF ACTION**

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS  
OF THE FOLLOWING:  
BIG BEAR VALLEY RECREATION AND PARK DISTRICT  
BLOOMINGTON RECREATION AND PARK DISTRICT  
AND RECORD OF ACTION**

August 22, 2023

**FROM**

**BRENDON BIGGS, Director, Department of Public Works – Special Districts**

**SUBJECT**

Designation of Applicant's Agents for Federal and State Disaster Assistance Claims

**RECOMMENDATION(S)**

1. Acting as the governing body of the Board Governed County Service Areas, adopt **Resolution No. 2023-155** for the designation of Applicant's Agent Resolution for Non-State Agencies to be filed with the California Governor's Office of Emergency Services for the purpose of obtaining certain financial assistance from the California Governor's Office of Emergency Services and the United States Department of Homeland Security's Federal Emergency Management Agency in a declared disaster.
2. Acting as the governing body of the Big Bear Valley Recreation and Park District, adopt **Resolution No. 2023-156** for the designation of Applicant's Agent Resolution for Non-State Agencies to be filed with the California Governor's Office of Emergency Services for the purpose of obtaining certain financial assistance from the California Governor's Office of Emergency Services and the United States Department of Homeland Security's Federal Emergency Management Agency in a declared disaster.
3. Acting as the governing body of the Bloomington Recreation and Park District, adopt **Resolution No. 2023-157** for the designation of Applicant's Agent Resolution for Non-State Agencies to be filed with the California Governor's Office of Emergency Services for the purpose of obtaining certain financial assistance from the California Governor's Office of Emergency Services and the United States Department of Homeland Security's Federal Emergency Management Agency in a declared disaster.

(Presenter: Brendon Biggs, Director, 387-7906)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.**

**Designation of Applicant's Agents for Federal and State Disaster Assistance Claims  
August 22, 2023**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). These Resolutions are non-financial in nature but allow for the potential future receipt of federal and/or state funds.

**BACKGROUND INFORMATION**

On January 29, 2019 (Item No. 50), the Board of Supervisors/Board of Directors (Board) adopted Resolution Nos. 2019-09, 2019-10 and 2019-11 authorizing the Chief Executive Officer and the Director of the Special Districts Department (Department) to act on behalf of the Board Governed County Service Areas, Big Bear Valley Recreation and Park District, and Bloomington Recreation and Park District for filing federal and state disaster assistance claims for up to three years following the date of approval.

The California Governor's Office of Emergency Services (Cal OES) requires that new resolutions be filed by non-state disaster assistance recipients every three years from the last date of approval. Due to administrative error, new resolutions were not presented to the Board for approval in 2022; however, the Department of Public Works will ensure future resolutions are submitted timely for approval.

In compliance with Cal OES requirements to file a Designation of Applicant's Agent Resolution for Non-State Agencies, the individuals in the following classifications will be designated as the authorized applicant's agents to file federal and state disaster reimbursement claims on behalf of the Board Governed County Service Areas, Big Bear Valley Recreation and Park District, and Bloomington Recreation and Park District with Cal OES and the United States Department of Homeland Security's Federal Emergency Management Agency (FEMA):

- Director of the Department of Public Works
- Assistant Director of the Department of Public Works
- Deputy Director of the Department of Public Works
- Division Manager of the Department of Public Works

Although prior resolutions designated the Chief Executive Officer and the Director of the Department as authorized applicant's agents, the requested Resolutions include four classifications within the Department of Public Works. This was done at the recommendation of Cal OES, which includes staff that are more familiar with the finance needs and will be the primary contact throughout the claim process.

Approval of this item will adopt Resolutions designating these County agents as the individuals authorized to administer applications, claims, reimbursement advances, and related documents with Cal OES and FEMA for 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. These Resolutions are effective for all open and future disasters up to three years following the date of adoption.

**PROCUREMENT**

Not applicable.

**Designation of Applicant's Agents for Federal and State Disaster  
Assistance Claims  
August 22, 2023**

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on August 16, 2023; Finance (Tom Forster, Administrative Analyst, 387-4635) on August 17, 2023; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on August 17, 2023.

**Designation of Applicant's Agents for Federal and State Disaster Assistance Claims  
August 22, 2023**

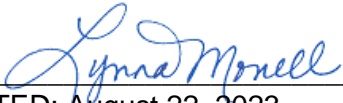
Record of Action of the Board of Directors  
Bloomington Recreation and Park District  
Big Bear Valley Recreation and Park District

Record of Action of the Board of Supervisors  
Board Governed County Service Areas

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Curt Hagman  
Ayes: Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.  
Absent: Col. Paul Cook (Ret.)

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY   
DATED: August 22, 2023



cc: File - BGCSA w/ resolution  
File - BBVR&PD w/ resolution  
File - BR&PD w/ resolution  
JLL 08/22/2023