

**HUMBOLDT BAY HARBOR, RECREATION  
AND CONSERVATION DISTRICT**

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**RESOLUTION NO. 2023-06**

**A RESOLUTION DESIGNATING THE EXECUTIVE DIRECTOR AND DEPUTY EXECUTIVE  
DIRECTOR OF THE HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION  
DISTRICT TO BE THE AUTHORIZED AGENTS TO ENGAGE WITH THE FEDERAL  
EMERGENCY MANAGEMENT AGENCY AND THE GOVERNOR'S OFFICE OF  
EMERGENCY SERVICES REGARDING GRANTS AND REIMBURSEMENTS**

**WHEREAS**, the Humboldt Bay Harbor, Recreation and Conservation District seeks to apply for Federal Emergency Management (FEMA) and California reimbursement for costs incurred during the winter storm event of 2022; and

**WHEREAS**, the Governor's Office of Emergency Services (Cal OES) administers the State and Federal reimbursement process and grant programs for emergency and disaster relief; and,

**WHEREAS**, Cal OES Form 130 requires the Humboldt Bay Harbor, Recreation and Conservation District designate agents to engage with FEMA and Cal OES regarding assistance and grants applied for by the District; and,

**WHEREAS**, the Humboldt Bay Harbor, Recreation and Conservation District desires to ensure that Form 130 makes the District eligible to apply for disaster relief for the incident designated "DR 4683 CA" as well as future disaster incidents for Three years.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Humboldt Bay Harbor, Recreation and Conservation District as follows:

Executive Director and Deputy Executive Director of the Humboldt Bay Harbor, Recreation and Conservation District are hereby designated as the agents for Form "Cal OES 130: Designation of Applicant's Agent Resolution for Non-State Agencies."

**PASSED AND ADOPTED** by the Board of Commissioners of the Humboldt Bay Harbor, Recreation and Conservation District at a duly called meeting held on the 30<sup>th</sup> day of March 2023, by the following polled vote:

**AYES:** Benson, Dale, Kullmann, Newman

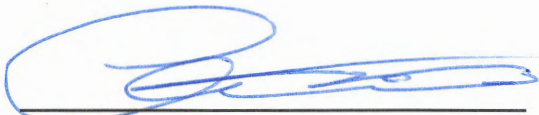
**NOES:** 0

**ABSENT:** Higgins

**ATTEST:**



**GREG DALE**, President  
Board of Commissioners



**Aaron Newman**, Secretary  
Board of Commissioners

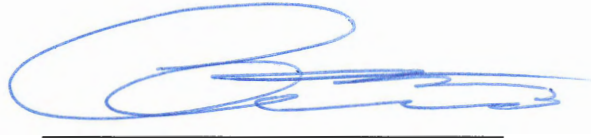
## **CERTIFICATE OF SECRETARY**

The undersigned, duly qualified and acting Secretary of the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, does hereby certify that the attached Resolution is a true and correct copy of RESOLUTION NO. 2023-06 entitled,

**A RESOLUTION DESIGNATING THE EXECUTIVE DIRECTOR AND DEPUTY DIRECTOR OF THE HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT TO BE THE AUTHORIZED AGENTS TO ENGAGE WITH THE FEDERAL EMERGENCY MANAGEMENT AGENCY AND THE GOVERNOR'S OFFICE OF EMERGENCY SERVICES REGARDING GRANTS AND REIMBURSEMENTS**

as regularly adopted at a legally convened meeting of the Board of Commissioners of the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, duly held on the 30<sup>th</sup> day of March 2023; and further, that such Resolution has been fully recorded in the Journal of Proceedings in my office and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 30<sup>th</sup> day of March 2023.



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**Aaron Newman, Secretary  
Board of Commissioners**



**DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Commissioners OF THE Humboldt Bay Harbor, Recreation and Conservation District  
 (Governing Body) (Name of Applicant)

THAT Executive Director, OR  
 (Title of Authorized Agent)

Deputy Executive Director, OR  
 (Title of Authorized Agent)

\_\_\_\_\_  
 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Humboldt Bay Harbor, Recreation and Conservation District  
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, 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.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the Humboldt Bay Harbor, Recreation and Conservation District, a public entity established under the  
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services 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 future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): \_\_\_\_\_

Passed and approved this 30 day of March, 2023

**Greg Dale, President**

(Name and Title of Governing Body Representative)

**Aaron Newman, Secretary**

(Name and Title of Governing Body Representative)

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

**CERTIFICATION**

I, **Aaron Newman**, duly appointed and **Secretary** of  
 \_\_\_\_\_  
 (Name) (Title)

**Humboldt Bay Harbor, Recreation and Conservation District**, do hereby certify that the above is a true and  
 \_\_\_\_\_  
 (Name of Applicant)

correct copy of a resolution passed and approved by the **Board of Commissioners**  
 \_\_\_\_\_  
 (Governing Body)

of the **Humboldt Bay Harbor, Recreation and Conservation District** on the 30 day of March, 2023.  
 \_\_\_\_\_  
 (Name of Applicant)

**Secretary**

(Signature)

(Title)



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### Cal OES Form 130 Instructions

**A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.**

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

#### **Resolution Section:**

**Governing Body:** This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

**Name of Applicant:** The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

**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 Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** 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 either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It 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 would 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.





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**Checking Universal or Disaster-Specific Box:** A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

**Governing Body Representative:** These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

**Certification Section:**

**Name and Title:** This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."



## List of Authorized Agents

Entity Name:

Cal OES ID:

- Enter each Authorized Agent (AA) as listed on the Designation of Applicant's Agent Resolution (Cal OES 130) for Non-State Agencies **or** as it appears on the Signature Authority (Cal OES 130SA) for California State Agencies.
- Check box to receive electronic copies of Cal OES Notification of Obligation and/or Payment packages. (Minimum 1 AA.)
- Email addresses must use an email that shares the official entity URL.

Authorized Agent Name	Authorized Agent Title	Email Address	Email Pkg?
<input type="text" value="Larry Oetker"/>	<input type="text" value="Executive Director"/>	<input type="text" value="loetker@humboldtбай.org"/>	<input checked="" type="checkbox"/>
<input type="text" value="Chris Mikkelsen"/>	<input type="text" value="Deputy Executive Director"/>	<input type="text" value="cmikkelsen@humboldtбай.org"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

- An Approved Contact may be designated by an AA to request or receive information on grant payment status. Add them by inputting their information below. (Ex. Accounting/Admin offices) Must use an official email URL.

Approved Contact Name	Approved Contact Title	Email Address	Email Pkg?
<input type="text" value="Mindy Hiley"/>	<input type="text" value="Director of Administrative Services"/>	<input type="text" value="mhiley@humboldtбай.org"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Please use a second page if more space is needed.