



February 15, 2018

Board of Directors  
Ventura Regional Sanitation District  
Ventura, California

**CALIFORNIA OFFICE OF EMERGENCY SERVICES "DESIGNATION OF APPLICANT'S AGENCY RESOLUTION" FOR VRSD'S FEDERAL FINANCIAL DISASTER ASSISTANCE APPLICATION**

**RECOMMENDATION**

Approve, and direct the Clerk of the Board to certify, the "Designation of Applicant's Agent Resolution for Non-State Agencies," which will authorize the VRSD General Manager, Director of Operations, and Director of Finance to act on behalf of VRSD in applying for federal financial assistance in response to all open and future disasters for a period of up to three years.

**FISCAL IMPACT**

The Board's decision as to whether to authorize the above designation could have a material effect on VRSD's ability to apply for, and secure, federal financial assistance in response to the recent Thomas Fire emergency, as well as disasters that may affect the District over the next three years.

**BACKGROUND/ANALYSIS**

In response to significant losses incurred as a result of the December 2017 Thomas Fire, VRSD staff initiated the application process to request reimbursement from the Federal Emergency Management Agency (FEMA) to supplement the District's private insurance coverage. Part of that process includes submission of a resolution by VRSD's Board of Directors to the California Office of Emergency Services that authorizes up to three (3) individuals to act on behalf of the District in the federal financial aid application process. Staff has opted to designate the General Manager, the Director of Operations, and the Director of Finance to do so, both for the Thomas Fire incident and for any future disasters for a period of up to three years, as provided for in the resolution.

A copy of the proposed resolution is attached to this letter.

This letter and the associated designation form have been reviewed by Legal Counsel as to form.

If you should have any questions or need additional information, please contact me by phone at (805) 658-4608 or via email at sandywarren@vrsd.com.



SANDY WARREN, MANAGEMENT ANALYST

APPROVED FOR AGENDA:



Chris Theisen, General Manager

Attachments: Proposed "Designation of Applicant's Agent Resolution for Non-State Agencies"