

# FORESTHILL PUBLIC UTILITY DISTRICT

## AGENDA

### Regular Business Meeting of the FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

Wednesday	December 14, 2022	3:00 P.M.
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This meeting is being held via teleconference pursuant to Government Code section 54953(e)(1)(B) and Resolution 2022-02 and in compliance with the Brown Act. On October 12, 2022, the Foresthill Public Utility District Board of Directors determined pursuant to Government Code section 54953(e)(1)(B) that emergency conditions caused by the COVID-19 virus pose a threat to meeting attendees' health and safety and elected to meet via teleconference. The District is required (1) to post notice and agendas as otherwise provided by the Brown Act and applicable law, (2) allow members of the public to access the meeting via call-in line or internet-based service line, (3) provide details on the agenda on how to access the meeting and give public comment, (4) provide an opportunity to comment pursuant to Government Code section 54954.3 and allow a reasonable amount of time during public comment for a person to register, login, and comment, and (5) monitor the call-in line and/or internet-based service line to ensure no disruption hinders access or ability to comment, if there is, take no action until public access is restored. The District is not required to provide a location to attend in-person.

The Governor proclaimed a state of emergency due to the COVID-19 virus pandemic on March 4, 2020. The proclamation remains active and applies statewide. The District is complying with other public access and participation obligations, as required and to ensure that any member of the public may attend, participate, and watch the District's Board of Directors conduct its business.

Any person may access and comment during the meeting by doing the following:

Join Zoom Meeting: <https://us06web.zoom.us/j/82837681166> Meeting ID: 828 3768 1166

Dial by your location: 669 900 6833 or 408 638 0968

Find your local number: <https://us06web.zoom.us/u/kcy3Vjg2hB>

#### A. CALL TO ORDER: 3:00 PM

#### B. OPEN SESSION - ROLL CALL:

\_\_\_\_\_ President Robert Palmeri  
\_\_\_\_\_ Treasurer Jane Stahler  
\_\_\_\_\_ Director Mark Bell  
\_\_\_\_\_ Director Patty Wade  
\_\_\_\_\_ Director Tyler Hunter

#### C. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.

- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

**D. ANNOUNCEMENT OF CERTIFIED ELECTION RESULTS AND ADMINISTRATION OF OATH FOR INCOMING DIRECTORS**

**E. ROLL CALL:**

\_\_\_\_\_ President Robert Palmeri  
 \_\_\_\_\_ Treasurer Jane Stahler  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**F. ACTION ITEM:**

1. Make findings pursuant to Government Code section 54953(e) that a state of emergency remains active and continues to directly impact the ability of attendees to meet safely in person, such that the Board hereby renews its findings contained in Resolution No. 2022-07 - A resolution of the Board of Directors of the Foresthill Public Utility District ratifying the proclamation of a state of emergency by Governor Gavin Newsom (March 4, 2020) as applicable in the District’s jurisdiction and authorizing teleconference meetings of legislative bodies of the District pursuant to the Ralph M. Brown Act and will continue utilizing teleconference meetings pursuant to Government Code section 54953 (e).

Recommended Action: Make findings contained in Resolution No. 2022-07 and authorize teleconference meetings of legislative bodies of the District

Public comment:

**G. CLOSED SESSION:**

1. Conference with Legal Counsel – Existing Litigation Subdivision (a) of Government Code Section 54956.9. Name of Case: Miner’s Camp vs. Foresthill Public Utility District

**H. OPEN SESSION - ROLL CALL (Starting at 6:00 PM):**

\_\_\_\_\_ President Robert Palmeri  
 \_\_\_\_\_ Treasurer Jane Stahler  
 \_\_\_\_\_ Director  
 \_\_\_\_\_ Director  
 \_\_\_\_\_ Director

**I. ANNOUNCEMENT FROM CLOSED SESSION:**

**J. PUBLIC COMMENT:**

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

**K. CONSENT AGENDA:** All items listed under the Consent Agenda are considered to be routine in nature and may be approved by one motion

1. Minutes for the November 9, 2022 Regular Board Meeting and November 18, 2022 Special Board Meeting
2. Combined Financial Report for September and October 2022

**L. ACTION ITEMS:**

1. Receive approval of request for California Office of Emergency Services Fire Management Assistance Subgrant FEMA-5453-FM-CA Mosquito Fire  
Recommended Action: Receive and file grant application approval  
Public comment:
2. Consider adoption of Resolution 2022-09 – A resolution designating California Office of Emergency Services Fire Management Assistance Subgrant District Agent  
Recommended Action: By motion, adopt Resolution 2022-09  
Public comment:

**M. DISCUSSION ITEMS:**

1. General Manager Report
2. Remarks/reports by Directors

**N. ADJOURNMENT**

In accordance with Government Code Section 54954.2(a) this notice and agenda were posted in the District’s front window at the Foresthill Public Utility District office, 24540 Main Street, Foresthill, CA 95631 on or before 4:30 PM., December 7, 2022.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the General Manager at (530)367-2511. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

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Henry N. White, Board Clerk & Ex-Officio Secretary

**RESOLUTION NO. 2022-07**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE FORESTHILL PUBLIC UTILITY DISTRICT RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM (MARCH 4, 2020) AS APPLICABLE IN THE DISTRICT'S JURISDICTION AND AUTHORIZING TELECONFERENCE MEETINGS OF LEGISLATIVE BODIES OF THE DISTRICT PURSUANT TO THE RALPH M. BROWN ACT**

**WHEREAS**, the Foresthill Public Utility District ("the District") is committed to preserving and nurturing public access and participation at meetings of its Board of Directors other legislative bodies; and

**WHEREAS**, all meetings of the District's legislative bodies are open and public, as required by the Ralph M. Brown Act, Government Code section 54950 et seq. ("Brown Act"), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

**WHEREAS**, long-established Brown Act provisions, Government Code section 54953(b)(3), provides a legislative body may meet via teleconference if each teleconference location is listed on the agenda, open to the public with an opportunity to participate and comment, and notice is given at the location, plus a quorum of the legislative body is present in the jurisdiction; and

**WHEREAS**, on September 16, 2021, Governor Gavin Newsom signed Assembly Bill 361, which, effective immediately, added Government Code section 54953(e) to the Brown Act, providing a legislative body may meet via teleconference without complying with Section 54953(b)(3) if certain conditions exist and specified procedures are followed; and

**WHEREAS**, Section 54953(e)(1) provides a legislative body may meet via teleconference if the Governor has proclaimed a state of emergency pursuant to Government Code section 8625 and either (i) state or local officials have imposed or recommended measures to promote social distancing, (ii) the legislative body meets to determine by majority vote that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees, or (iii) the legislative body has voted as such and is meeting pursuant to that vote; and

**WHEREAS**, a legislative body's decision to meet pursuant to Section 54953(e) must be reevaluated and renewed at least every thirty (30) days, or else the body will be required to adopt new initial findings; and

**WHEREAS**, while a legislative body meets via teleconference pursuant to Section 54953(e), it must take actions to preserve public access and public participation and give notice of the meeting and post agendas as otherwise required, allow members of the public to access the meeting via call-in line or internet-based service line, provide details on the agenda on how to

access the meeting and give public comment, give an opportunity to comment pursuant to Government Code section 54954.3 and allow a reasonable amount of time during public comment for a person to register, login, and comment, and monitor the call-in line and internet-based service line to ensure no disruption hinders access or ability to comment, if there is, take no action until public access is restored; and

**WHEREAS**, on March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency pertaining to the threat to human health and safety posed by the COVID-19 virus pandemic and that proclamation remains in effect to this day in Placer County and statewide; and

**WHEREAS**, individuals infected with the virus may experience short- and long-term effects – fever and chills, cough, shortness of breath and difficulty breathing, fatigue, headache, nausea, vomiting, gastrointestinal issues, loss of taste and smell, death – and the spread of the virus is impacting the health care system, affecting care for COVID-19 symptoms and other ailments; and

**WHEREAS**, while being vaccinated may decrease the likelihood of contracting or dying from the virus, vaccinated and unvaccinated people alike can carry, transmit, and be affected by the virus; and

**WHEREAS**, the COVID-19 virus, and its variants, is spread through the air when a person who is carrying the virus, whether he or she is showing symptoms or not, is in close proximity to another person; and

**WHEREAS**, while the COVID-19 virus remains present in the community, allowing members of the District legislative bodies and members of the public to meet in-person would present an imminent risk to attendee health and safety beyond the control of District services, personnel, equipment, and facilities; and

**WHEREAS**, the District desires to ratify the Governor's March 4, 2020, proclamation of state of emergency related to the COVID-19 virus pandemic as it applies to the jurisdiction of the District and authorize teleconference meetings of District legislative bodies pursuant to Section 54953(e) so long as all provisions of that section are followed to provide public access and opportunity for public comment; and

**WHEREAS**, the District has taken and will continue to take measures to ensure access for the public, including by providing the public a call-in option and/or internet-based service option for all meetings of District legislative bodies.

**WHEREAS**, pursuant to Government Code section 8635 et seq., the Board of Directors has the authority during a state of emergency to take all actions necessary to perform its functions in the preservation of law and order, preservation of the furnishing of local services, and protection of life and property, which includes the authority to direct meetings of all District legislative bodies to be held via teleconference pursuant to this Resolution; and

**NOW, THE BOARD OF DIRECTORS OF THE FORESTHILL PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

1. The recitals set forth above are true and correct and are incorporated herein by reference as if set forth in full.
2. The Governor's March 4, 2020, proclamation of state of emergency related to the COVID-19 virus pandemic applies to the jurisdiction of the District and is ratified by the District Board of Directors.
3. All meetings of District legislative bodies shall be conducted in accordance with Government Code section 54953(e) and staff are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting open and public meetings in accordance with Section 54953(e) and other applicable provisions of the Brown Act.
4. This Resolution shall take effect immediately upon its adoption and be effective for thirty (30) days, unless the Board of Directors takes action to rescind the Resolution. On or before the 30th day since adoption, the Board of Directors may take action to extend the Resolution's permissions pursuant to Government Code section 54953(e)(3).

**APPROVED, PASSED AND ADOPTED** by the Board of Directors of the Foresthill Public Utility District on October 12, 2022 by the following vote:

AYES

NOES

ABSENT

ABSTAIN

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Robert Palmeri, President,  
Foresthill Public Utility District

ATTEST:

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Henry N. White, Clerk  
Foresthill Public Utility District

# FORESTHILL PUBLIC UTILITY DISTRICT

## MINUTES

### Regular Business Meeting of the FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

Wednesday	November 9, 2022	3:00 P.M.
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This meeting is being held via teleconference pursuant to Government Code section 54953(e)(1)(B) and Resolution 2022-02 and in compliance with the Brown Act. On May 11, 2022, the Foresthill Public Utility District Board of Directors determined pursuant to Government Code section 54953(e)(1)(B) that emergency conditions caused by the COVID-19 virus pose a threat to meeting attendees' health and safety and elected to meet via teleconference. The District is required (1) to post notice and agendas as otherwise provided by the Brown Act and applicable law, (2) allow members of the public to access the meeting via call-in line or internet-based service line, (3) provide details on the agenda on how to access the meeting and give public comment, (4) provide an opportunity to comment pursuant to Government Code section 54954.3 and allow a reasonable amount of time during public comment for a person to register, login, and comment, and (5) monitor the call-in line and/or internet-based service line to ensure no disruption hinders access or ability to comment, if there is, take no action until public access is restored. The District is not required to provide a location to attend in-person.

The Governor proclaimed a state of emergency due to the COVID-19 virus pandemic on March 4, 2020. The proclamation remains active and applies statewide. The District is complying with other public access and participation obligations, as required and to ensure that any member of the public may attend, participate, and watch the District's Board of Directors conduct its business.

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Dial by your location: 669 900 6833 or 408 638 0968

Find your local number: <https://us06web.zoom.us/j/82837681166>

**A. CALL TO ORDER: 3:00 PM** *President Palmeri called the meeting to order at 3:08 PM*

**B. OPEN SESSION - ROLL CALL (3 minutes):**

_____ President Robert Palmeri	<i>Present</i>
_____ Treasurer Jane Stahler	<i>Present</i>
_____ Director Mark Bell	<i>Present</i>
_____ Director Patty Wade	<i>Present</i>
_____ Director Tyler Hunter	<i>Present (logged in at 3:23 PM)</i>

**C. PUBLIC COMMENT: (20 minutes)**

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.

- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

*No public comments were offered*

**D. ACTION ITEM: (5 minutes)**

1. Make findings pursuant to Government Code section 54953(e) that a state of emergency remains active and continues to directly impact the ability of attendees to meet safely in person, such that the Board hereby renews its findings contained in Resolution No. 2022-07 – A resolution of the Board of Directors of the Foresthill Public Utility District ratifying the proclamation of a state of emergency by Governor Gavin Newsom (March 4, 2020) as applicable in the District’s jurisdiction and authorizing teleconference meetings of legislative bodies of the District pursuant to the Ralph M. Brown Act and will continue utilizing teleconference meetings pursuant to Government Code section 54953 (e).

Recommended Action: Make findings contained in Resolution No. 2022-07 and authorize teleconference meetings of legislative bodies of the District

Public comment:

***Board Action:*** Director Bell made a motion to confirm findings contained in Resolution 2022-07 and authorize teleconference meetings of the District. The motion was seconded by Director Wade and carried unanimously (4-0).

**E. CLOSED SESSION: (2 hours) The Board of Directors went into closed session at 3:11 PM**

1. Conference with Legal Counsel – Existing Litigation Subdivision (a) of Government Code Section 54956.9. Name of Case: Miner’s Camp vs. Foresthill Public Utility District
2. Conference with Legal Counsel – Existing Litigation Subdivision (a) of Government Code Section 54956.9. Name of Case: Foresthill Public Utility District Petition to State Water Resources Control Board for Extension of Water Right Permit No. 15375.
3. Conference with legal counsel – Anticipated litigation – pursuant to subdivision (b) of Section 54956.9 of the Government Code. Potential cases: One
4. Conference with Legal Counsel – Public Employee Performance Evaluation. Title: General Manager regarding staff performance

**F. OPEN SESSION - ROLL CALL (Starting at 6:00 PM): President Palmeri called the meeting to order at 6:04 PM**

_____ President Robert Palmeri	<i>Present</i>
_____ Treasurer Jane Stahler	<i>Present</i>
_____ Director Mark Bell	<i>Present</i>
_____ Director Patty Wade	<i>Present</i>
_____ Director Tyler Hunter	<i>Present</i>



**G. ANNOUNCEMENT FROM CLOSED SESSION (5 minutes)** *At 6:04 PM, General Manager White announced in open session that during closed session the Board directed the General Manager to hire an independent consultant to prepare a compensation study for the district for an amount within signature authority not to exceed \$15,000. The motion during closed session passed 3-2 with President Palmeri and Treasurer Stahler voting no.*

**H. PUBLIC COMMENT: (20 minutes)**

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
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*No public comments were offered*

**I. CONSENT AGENDA: (5 minutes)** All items listed under the Consent Agenda are considered to be routine in nature and may be approved by one motion

1. Minutes for the October 12, 2022 Regular Board Meeting
2. Combined Financial Report for July 2022
3. Combined Financial Report for August 2022

**Board Action:** *Director Bell made a motion to approve the consent agenda. The motion was seconded by Director Hunter and carried unanimously (5-0).*

**J. ACTION ITEMS:**

1. Consider an 8.5% adjustment to the approved salary schedule (Policy 2390)  
**Recommended Action:** Consider salary schedule adjustment and direct staff accordingly  
**Public comment:**

**Board Action:** *Director Bell made a motion to table the discussion until a compensation study is complete. The motion was seconded by Director Wade and carried unanimously (5-0).*

**K. DISCUSSION ITEMS: (20 minutes)**

1. General Manager Report
2. Remarks/reports by Directors

**Board Action:** *None*

**L. ADJOURNMENT**

**Board Action:** *At 6:22 PM, Director Hunter made a motion to adjourn the meeting. The motion was seconded by Treasurer Stahler and carried unanimously (5-0).*

Submitted by:

Attest:

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Robert Palmeri, Board President

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Henry N. White, Clerk and Ex-Officio Secretary

DRAFT

# FORESTHILL PUBLIC UTILITY DISTRICT

## MINUTES

### Regular Business Meeting of the FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

Friday	November 18, 2022	3:00 P.M.
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This meeting is being held via teleconference pursuant to Government Code section 54953(e)(1)(B) and Resolution 2022-02 and in compliance with the Brown Act. On May 11, 2022, the Foresthill Public Utility District Board of Directors determined pursuant to Government Code section 54953(e)(1)(B) that emergency conditions caused by the COVID-19 virus pose a threat to meeting attendees' health and safety and elected to meet via teleconference. The District is required (1) to post notice and agendas as otherwise provided by the Brown Act and applicable law, (2) allow members of the public to access the meeting via call-in line or internet-based service line, (3) provide details on the agenda on how to access the meeting and give public comment, (4) provide an opportunity to comment pursuant to Government Code section 54954.3 and allow a reasonable amount of time during public comment for a person to register, login, and comment, and (5) monitor the call-in line and/or internet-based service line to ensure no disruption hinders access or ability to comment, if there is, take no action until public access is restored. The District is not required to provide a location to attend in-person.

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Dial by your location: 669 900 6833 or 408 638 0968

Find your local number: <https://us06web.zoom.us/j/82837681166>

**A. CALL TO ORDER: 3:00 PM** *President Palmeri called the meeting to order at 3:04 PM*

**B. OPEN SESSION - ROLL CALL (3 minutes):**

_____ President Robert Palmeri	<i>Present</i>
_____ Treasurer Jane Stahler	<i>Present</i>
_____ Director Mark Bell	<i>Present</i>
_____ Director Patty Wade	<i>Absent</i>
_____ Director Tyler Hunter	<i>Present</i>

**C. PUBLIC COMMENT: (20 minutes)**

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.

- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

*No public comments were offered*

**D. ACTION ITEM: (30 minutes)**

1. Make findings pursuant to Government Code section 54953(e) that a state of emergency remains active and continues to directly impact the ability of attendees to meet safely in person, such that the Board hereby renews its findings contained in Resolution No. 2022-07 - A resolution of the Board of Directors of the Foresthill Public Utility District ratifying the proclamation of a state of emergency by Governor Gavin Newsom (March 4, 2020) as applicable in the District’s jurisdiction and authorizing teleconference meetings of legislative bodies of the District pursuant to the Ralph M. Brown Act and will continue utilizing teleconference meetings pursuant to Government Code section 54953 (e).

Recommended Action: Make findings contained in Resolution No. 2022-07 and authorize teleconference meetings of legislative bodies of the District

Public comment:

***Board Action:*** Director Bell made a motion to confirm findings contained in Resolution 2022-07 and authorize teleconference meetings of the District. The motion was seconded by Director Hunter and carried unanimously (4-0).

2. Consider Request for Change Order #1 from Lund Construction for the Foresthill Road Pipeline Replacement Project (Mosquito Ridge Road to Thomas Street)

Recommended Action: Approve Change Order #1

Public Comment:

***Board Action:*** Director Hunter made a motion to approve Change Order Request #1 for an amount not to exceed \$110,299.76. The motion was seconded by Director Bell and carried unanimously (4-0).

**E. ADJOURNMENT**

***Board Action:*** Director Bell made a motion to adjourn the meeting. The motion was seconded by Director Hunter and carried unanimously (4-0).

Submitted by:

Attest:

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Robert Palmeri, Board President

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Henry N. White, Clerk and Ex-Officio Secretary

**Foresthill Public Utility District**  
**Statement of Net Position**  
September 30, 2022

**ASSETS**

**Current Assets**

**Checking/Savings**

10110 · Cash on Hand	250
10120 · Wells Fargo Checking	179,534
10510 · Local Agency Investment Fund	1,560,865
10512 · Umpqua Savings account	507,022
10519 · Wells Fargo Adv - Money Mrkt	356
10520 · Wells Fargo Adv - Face Value	4,260,000

**Total Checking/Savings** 6,508,026

**Accounts Receivable** 326,158

**Other Current Assets** 16,234

**Total Current Assets** 6,850,418

**Fixed Assets** 9,350,743

**Other Assets** 372,205

**TOTAL ASSETS** 16,573,366

**LIABILITIES & NET POSITION**

**Liabilities**

**Current Liabilities**

**Accounts Payable** 1,012,490

**Other Current Liabilities** 310,261

**Total Current Liabilities** 1,322,752

**Long Term Liabilities** 1,214,474

**Total Liabilities** 2,537,226

**Net Position** 14,036,141

**TOTAL LIABILITIES & NET POSITION** 16,573,366

**Foresthill Public Utility District**  
**Profit & Loss Budget vs. Actual**  
 July through September 2022

	<u>09/30/2022</u>	<u>Budget</u>	<u>Variance</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
41100 · Consumption Billed	230,887	125,000	105,887
41150 · Base rate - Residential	473,974	450,000	23,974
41200 · Base rate - Commercial	54,652	50,000	4,652
42300 · Meter Installation	-	1,500	(1,500)
49200 · Interest - LAIF	2,020		2,020
49210 · Interest - Taxes	(8)		(8)
49220 · Portfolio Income	(72,468)	12,500	(84,968)
49251 · Interest - Umpqua Bank	13		13
49300 · Property Tax Revenues	6,304	29,500	(23,196)
49510 · Water Charges Penalties	-	2,500	(2,500)
49520 · Service Charges & Reconnect	7,043	3,750	3,293
49930 · Grant Income	136,841	375,000	(238,159)
<b>Total Income</b>	<u>839,257</u>	<u>1,049,750</u>	<u>(210,493)</u>
<b>Expense</b>			
51000 · Wages & Salaries	201,033	212,409	11,376
52000 · Taxes & Benefits	137,062	141,907	4,846
53000 · Materials & Supplies	(60,822)	27,175	87,997
54000 · Equipment costs	108,523	13,626	(94,897)
55000 · Contracted services	16,787	34,650	17,863
55001 · Professional Fees	20,484	18,750	(1,734)
56000 · Resource development	14,460	24,181	9,721
57000 · Utilities	20,502	16,250	(4,252)
58000 · Regulatory and General	36,951	30,387	(6,564)
61000 · Capital Activities	1,012,861	375,000	(637,861)
62400 · Depreciation	97,530		(97,530)
<b>Total Expense</b>	<u>1,605,371</u>	<u>894,335</u>	<u>(711,036)</u>
<b>Change in Net Position</b>	<u>(766,114)</u>	<u>155,415</u>	<u>500,542</u>

**Foresthill Public Utility District**  
**Profit & Loss Budget vs. Actual**  
July through September 2022

	<u>09/30/2022</u>	<u>Budget</u>	<u>Variance</u>
<b>Expenditures by Department</b>			
Source of Supply	6,800	11,428	4,629
Pumping	9,292	11,022	1,729
Treatment	88,392	98,677	10,285
Distribution	126,922	91,599	(35,323)
Customer Service	97,911	126,052	28,140
Regulatory compliance	63,758	77,059	13,301
Management and Administration	101,904	103,499	1,594
Capital Activities	1,012,861	375,000	(637,861)
Debt Service		41,750	41,750
Depreciation	97,530		(97,530)
Water Transfer			-
<b>Total Expense *</b>	<u>1,605,371</u>	<u>936,085</u>	<u>(669,286)</u>

**Fund Balances**

	<u>7/1/2022</u>	<u>Received</u>	<u>Paid Out</u>	<u>Transfers</u>	<u>Balance</u>
General Fund - unspendable	8,497,516			(97,530)	8,399,986
General Fund - unrestricted	3,662,300	839,257	(592,510)	(790,009)	3,119,038
Operating reserves	1,152,752	-	-		1,152,752
Debt service reserves	337,365	-			337,365
Capital reserves	552,322	-	(1,012,861)	887,539	427,000
Emergency reserves	600,000	-			600,000
<b>Total Fund balances</b>	<u>14,802,255</u>	<u>839,257</u>	<u>(1,605,371)</u>	<u>-</u>	<u>14,036,141</u>

\* This budget includes Debt Service

**Foresthill Public Utility District**  
**Cash Disbursements Register**  
**September 2022**

Date	Num	Name	Memo	Paid Amount
<b>Sep 22</b>				
09/06/2022	32927	Aqua Sierra Controls, Inc.	Calibrate tank level transmitter and...	-2,243.52
09/06/2022	32928	Bureau of Reclamation	August 2022 and estimated Septe...	-6,109.12
09/06/2022	32929	Daniel West	Landscape maintenance August 2...	-120.00
09/06/2022	32930	Inland Business Systems	Copier maintenance August 2022	-2.20
09/06/2022	32931	Streamline	Web hosting September 2022	-200.00
09/21/2022	32932	Aramark	Uniforms and floor mats August 20...	-632.46
09/21/2022	32933	Blackburn Consulting	Pipeline project material testing	-4,876.00
09/21/2022	32934	Brenntag Pacific, Inc.	Chlorine	-3,965.57
09/21/2022	32935	Cranmer Engineering, Inc.	Regulatory water testing August 20...	-1,333.00
09/21/2022	32936	Foresthill Garage, Inc.	Belt replacement	-19.46
09/21/2022	32937	Grant Hardware, Inc.	Maintenance supplies and parts Au...	-213.16
09/21/2022	32938	Humana Insurance Co	Retiree health insurance	-588.36
09/21/2022	32939	Infosend	Billing service August 2022	-1,366.98
09/21/2022	32940	Itron, Inc.	Quarterly license for meter scanners	-799.76
09/21/2022	32941	J.S. West	Emergency generator propane at p...	-6,308.01
09/21/2022	32942	Napa Auto Parts	Oil for backup generators	-514.41
09/21/2022	32943	Pacific Gas & Electric	Electricity at pump station	-52.56
09/21/2022	32944	Peterson Brustad, Inc.	Line replacement project manage...	-16,816.93
09/21/2022	32945	Recology Auburn Placer	Refuse service at plant and main o...	-69.02
09/21/2022	32946	Sebastian	Phone service August 2022	-634.08
09/21/2022	32947	United Healthcare	Retiree health insurance	-205.80
09/21/2022	32948	USDA Forest Service	Annual land use agreement fee	-2,550.00
09/21/2022	32949	Vision Quest Information Solutions, Inc.	Monthly IT service	-1,416.13
09/21/2022	32950	Vision Service Plan - (CA)	Employee vision insurance	-164.16
09/21/2022	32951	Webb Electrical Serivce, Inc.	Lighting circuit repair at plant	-190.00
09/21/2022	32952	Western Hydrologic Systems	SWRCB reporting - July 2022 oper...	-102.50
09/21/2022	32953	Keenan & Associates	Employee health insurance Octobe...	-11,919.34
09/21/2022	32954	Placer County , Personnel	Employee dental insurance Octobe...	-865.84
09/21/2022	32955	Wells Fargo Bank	Aug/Sep credit card activity	-1,630.41
09/21/2022	32956	Foresthill Valero	August 2022 gas	-1,077.16
09/21/2022	32957	Justine Leyba's House Cleaning	Office cleaning April through August	-675.00
09/21/2022	32958	Mutual of Omaha	Employee life insurance October 2...	-478.53
09/21/2022	32959	Pacific Gas & Electric	August electricity at plant and pum...	-2,031.39
09/21/2022	32960	Sierra Mini Mart, Inc.	Gas August 2022	-221.55
09/21/2022	32961	Verizon Wireless	On call cell phone	-48.88
09/02/2022	20220901	CalPERS	Classic employee retirement deposit	-4,471.82
09/02/2022	20220902	CalPERS	457 withhlding deposit	-1,338.46
09/02/2022	20220903	CalPERS	Pepra employee retirement deposit	-683.12
09/02/2022	20220904	EDD/State of CA	499-0064-0	-1,792.25
09/02/2022	20220905	EFTPS	94-6020935	-7,838.78
09/19/2022	20220910	CalPERS	VOID: Clasic employee retirement ...	0.00
09/19/2022	20220911	CalPERS	457 withholding deposit	-1,338.46
09/19/2022	20220912	CalPERS	Pepra employee retirement deposit	-683.12
09/19/2022	20220913	EDD/State of CA	499-0064-0	-1,638.63
09/19/2022	20220914	EFTPS	94-6020935	-7,379.82
09/19/2022	20220915	CalPERS	Classic employee retirement deposit	-4,471.82
09/20/2022	20220916	MidAmerica Admin & Ret Solutions, Inc.	Retiree health deposit	-1,000.00
09/07/2022	20220917	Staples	Office supplies August 222	-132.56
09/30/2022	20220920	CalPERS	Classic employee retirement deposit	-4,471.82
09/30/2022	20220921	CalPERS	457 withholding deposit	-1,338.46
09/30/2022	20220922	CalPERS	Pepra employee retirement deposit	-578.90
09/30/2022	20220923	EDD/State of CA	499-0064-0	-1,983.92
09/30/2022	20220924	EFTPS	94-6020935	-8,714.86
<b>Sep 22</b>				<b>-120,298.09</b>



**Foresthill Public Utility District**  
**Statement of Net Position**  
October 31, 2022

**ASSETS**

**Current Assets**

**Checking/Savings**

10110 · Cash on Hand	250
10120 · Wells Fargo Checking	85,403
10510 · Local Agency Investment Fund	615,159
10512 · Umpqua Savings account	7,024
10519 · Wells Fargo Adv - Money Mrkt	8,789
10520 · Wells Fargo Adv - Face Value	4,260,000

**Total Checking/Savings** 4,976,625

**Accounts Receivable** 285,600

**Other Current Assets** 963,638

**Total Current Assets** 6,225,863

**Fixed Assets** 9,318,233

**Other Assets** 372,205

**TOTAL ASSETS** 15,916,301

**LIABILITIES & NET POSITION**

**Liabilities**

**Current Liabilities**

**Accounts Payable** 58,994

**Other Current Liabilities** 269,569

**Total Current Liabilities** 328,563

**Long Term Liabilities** 1,144,186

**Total Liabilities** 1,472,749

**Net Position** 14,443,553

**TOTAL LIABILITIES & NET POSITION** 15,916,301

**Foresthill Public Utility District**  
**Statement of Activity**  
**Budget vs. Actual**

For the Four Months Ended ~~October~~ <sup>OTM</sup> **October 31, 2022**

	<u>10/31/2022</u>	<u>Budget</u>	<u>Variance</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
41100 · Consumption Billed	285,312	166,667	118,645
41150 · Base rate - Residential	636,065	600,000	36,065
41200 · Base rate - Commercial	72,640	66,667	5,974
42300 · Meter Installation	750	2,000	(1,250)
42320 · Will Serve	10,534		10,534
49200 · Interest - LAIF	6,314		6,314
49210 · Interest - Taxes	(8)		(8)
49220 · Portfolio Income	(91,324)	16,667	(107,990)
49251 · Interest - Umpqua Bank	15		15
49300 · Property Tax Revenues	8,427	39,333	(30,907)
49510 · Water Charges Penalties	-	3,333	(3,333)
49520 · Service Charges & Reconnect	8,453	5,000	3,453
49930 · Grant Income	1,121,089	500,000	621,089
<b>Total Income</b>	<u>2,058,268</u>	<u>1,399,667</u>	<u>658,601</u>
<b>Expense</b>			
51000 · Wages & Salaries	254,852	283,212	28,359
52000 · Taxes & Benefits	166,896	179,876	12,981
53000 · Materials & Supplies	49,626	36,233	(13,393)
54000 · Equipment costs	17,075	18,168	1,093
55000 · Contracted services	17,912	46,200	28,288
55001 · Professional Fees	22,914	25,000	2,086
56000 · Resource development	25,652	28,742	3,090
57000 · Utilities	23,081	21,667	(1,414)
58000 · Regulatory and General	65,714	40,516	(25,199)
61000 · Capital Activities	1,643,208	500,000	(1,143,208)
62400 · Depreciation	130,040		(130,040)
<b>Total Expense</b>	<u>2,416,970</u>	<u>1,179,613</u>	<u>(1,237,356)</u>
<b>Change in Net Position</b>	<u><u>(358,702)</u></u>	<u><u>220,053</u></u>	<u><u>(578,755)</u></u>

**Foresthill Public Utility District**  
**Statement of Activity**  
**Budget vs. Actual**  
For the Four Months Ended ~~October~~ **October 31, 2022**

	<u>10/31/2022</u>	<u>Budget</u>	<u>Variance</u>
<b>Expenditures by Department</b>			
Source of Supply	9,580	15,238	5,658
Pumping	12,019	14,695	2,677
Treatment	114,783	131,569	16,786
Distribution	161,400	122,132	(39,268)
Customer Service	121,826	168,069	46,242
Regulatory compliance	77,387	102,745	25,358
Management and Administration	130,829	125,165	(5,664)
Capital Activities	1,643,208	500,000	(1,143,208)
Debt Service	15,897	55,667	39,770
Depreciation	130,040		(130,040)
Water Transfer			-
<b>Total Expense *</b>	<u>2,416,970</u>	<u>1,235,280</u>	<u>(1,181,690)</u>

**Fund Balances**

	<u>7/1/2022</u>	<u>Received</u>	<u>Paid Out</u>	<u>Transfers</u>	<u>Balance</u>
General Fund - unspendable	8,497,516			1,773,248	10,270,764
General Fund - unrestricted	3,662,300	2,058,268	773,761	(3,365,909)	3,128,419
Operating reserves	1,152,752	-	-		1,152,752
Debt service reserves	337,365	-			337,365
Capital reserves	552,322	-	(1,012,861)	887,539	427,000
Emergency reserves	600,000	-			600,000
<b>Total Fund balances</b>	<u>14,802,255</u>	<u>2,058,268</u>	<u>(239,100)</u>	<u>(705,121)</u>	<u>15,916,301</u>

\* This budget includes Debt Service

**Foresthill Public Utility District**  
**Cash Disbursements Register**  
**October 2022**

Date	Num	Name	Memo	Paid Amount
<b>Oct 22</b>				
10/03/2022	32962	Dirt Dynasty, Inc.	Customer refund	-955.88
10/03/2022	32963	Elizabeth Dunham	Customer refund	-19.84
10/03/2022	32964	Jean Vance	Customer refund	-114.63
10/03/2022	32965	John McPherson	Customer refund	-103.60
10/03/2022	32966	Nathaniel Pohl or Shaniqua Baker	Customer refund	-76.54
10/03/2022	32967	Samantha Schaller	Customer refund	-8.93
10/03/2022	32968	Sebastian/	Customer refund	-269.02
10/03/2022	32969	Susan Macintosh	Customer refund	-72.24
10/03/2022	32970	William S Galvan	Customer refund	-82.09
10/03/2022	32971	American Messaging	On call pager August and Septemb...	-20.48
10/03/2022	32972	Auburn Area Answering Service	September 2022 answering service	-204.05
10/03/2022	32973	Clark Pest Control	Pest control Main office	-102.00
10/03/2022	32974	Ferguson Enterprises Inc.	Parts	-213.00
10/03/2022	32975	Foresthill Garage, Inc.	Four tires/ one axle replaced 2009 ...	-1,861.66
10/03/2022	32976	Home Depot Credit Services	Repair parts/supplies at plant	-500.42
10/03/2022	32977	Lund Construction Co	Pipeline replacement project paym...	-939,092.67
10/03/2022	32978	Meter, Valve & Control	48 Itron units	-5,434.96
10/03/2022	32979	Napa Auto Parts	Repair and maintenance parts	-135.96
10/03/2022	32980	Pacific Gas & Electric	Power at Main office and pump sta...	-420.86
10/03/2022	32981	Placer County Engineering and Surveying	Pipeline project fees	-311.68
10/10/2022	32982	Aramark	Uniforms and floor mats - Sep 2022	-335.26
10/10/2022	32983	Casey White	Additional labor	-314.82
10/10/2022	32984	Clark Pest Control	Pest control at plant	-123.00
10/10/2022	32985	Dan Chancellor Backhoe	Sand and rock delivered	-1,725.00
10/10/2022	32986	Daniel West	Park Maintenance Sep 2022	-120.00
10/10/2022	32987	Grant Hardware, Inc.	Maintenance supplies	-62.19
10/10/2022	32988	Inland Business Systems	Copier maintenance contract	-740.98
10/10/2022	32989	J.S. West	Propane for plant and pump station	-947.72
10/10/2022	32990	Kronick, Moskovitz, et al	Legal services September 2022	-11,868.45
10/10/2022	32991	Napa Auto Parts	Dump truck maint	-80.95
10/10/2022	32992	Placer County Treasurer-Tax Collector	Fire district assessment and schoo...	-2,696.08
10/10/2022	32993	Recology Auburn Placer	Refuse service at plant and main o...	-69.02
10/10/2022	32994	Sebastian	Phone September 2022	-672.46
10/10/2022	32995	Sierra Mini Mart, Inc.	Fuel September 2022	-414.09
10/10/2022	32996	Streamline	October 2022 webhosting	-200.00
10/10/2022	32997	Umpqua Bank	Water bond semi-annual princ/int	-43,616.00
10/10/2022	32998	Western Hydrologics, LLP	Refill accounting	-102.50
10/10/2022	32999	Pacific Gas & Electric	Electricity at Sugar Pine and plant	-3,127.40
10/17/2022	33000	Cranmer Engineering, Inc.	Regulatory water testing Septembe...	-402.00
10/17/2022	33001	Foresthill Garage, Inc.	Oil change 2009 Silverado	-70.61
10/17/2022	33002	Foresthill Valero	Fuel September 2022	-780.44
10/17/2022	33003	Humana Insurance Co	Retiree health insurance	-588.36
10/17/2022	33004	Infosend	September 2022 utility billing	-1,371.98
10/17/2022	33005	Keenan & Associates	Employee health insurance Novem...	-14,158.74
10/17/2022	33006	Pacific Gas & Electric	Treatment plant power September ...	-1,256.68
10/17/2022	33007	Placer County , Personnel	Employee dental insurance Novem...	-866.11
10/17/2022	33008	Thatcher Company, Inc.	Sierra Pure Chlor	-5,075.67
10/17/2022	33009	United Healthcare	Retiree health insurance	-205.80
10/17/2022	33010	Wells Fargo Bank	Credit card activity September 2022	-1,339.09
10/25/2022	33011	All Pro Backflow, Inc.	Repair and test backflow device	-250.00
10/25/2022	33012	California Special Districts Association	2023 Annual membership renewal	-8,186.00
10/25/2022	33013	Foresthill Garage, Inc.	Vehicle maintenance	-2,377.23
10/25/2022	33014	James Anderson	Water Treatment Operator certific...	-60.00
10/25/2022	33015	Mutual of Omaha	Employee life insurance	-478.53
10/25/2022	33016	Pacific Gas & Electric	Power at pump station and main of...	-1,312.88
10/25/2022	33017	Peterson Brustad, Inc.	Pipeline project oversight Septemb...	-16,928.23
10/25/2022	33018	Placer County Engineering and Surveying	Pipeline project engineering	-856.02
10/25/2022	33019	Umpqua Bank	Sugar Pine Loan principal and inter...	-86,184.88
10/25/2022	33020	Verizon Wireless	On call cell phone September 2022	-48.84
10/25/2022	33021	Vision Quest Information Solutions, Inc.	IT support November 2022	-1,317.00
10/25/2022	33022	Vision Service Plan - (CA)	Employee vision insurance Novem...	-123.96
10/25/2022	33023	Lund Construction Co	Progress payment #2 Pipeline proj...	-597,222.41
10/25/2022	33024	Blackburn Consulting	Pipeline replacement project	-10,395.00
10/10/2022	20221001	Staples	Office supplies	-320.35
10/14/2022	20221015	CalPERS	Classic employee retirement deposit	-4,471.82
10/14/2022	20221016	CalPERS	457 withholding deposit	-1,388.46
10/14/2022	20221017	CalPERS	Pepra employee retirement deposit	-455.50

**Foresthill Public Utility District**  
**Cash Disbursements Register**  
**October 2022**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
10/14/2022	20221018	EDD/State of CA	499-0064-0	-1,610.89
10/14/2022	20221019	EFTPS	94-6020935	-7,313.94
10/17/2022	20221020	MidAmerica Admin & Ret Solutions, Inc.	Retiree health deposit	-615.00
10/19/2022	20221021	American Messaging	Pager	-20.48
10/28/2022	20221030	CalPERS	Classic employee retirement deposit	-4,471.82
10/28/2022	20221031	CalPERS	457 withholding deposit	-1,388.46
10/28/2022	20221032	CalPERS	Pepra employee withholding deposit	-455.50
10/28/2022	20221033	EDD/State of CA	499-0064-0	-1,741.95
10/28/2022	20221034	EFTPS	94-6020935	-7,527.46
10/31/2022	20221035	MidAmerica Admin & Ret Solutions, Inc.	Retiree health deposit	-615.00
<b>Oct 22</b>				<b><u>-1,801,469.52</u></b>



# Memorandum

**To:** Board of Directors  
**From:** Henry N. White  
**Date:** December 7, 2022  
**Subject:** Receive approval of request for California Office of Emergency Services  
Fire Management Assistance Subgrant FEMA-5453-FM-CA Mosquito Fire

---

**Background:**

The Mosquito Fire started September 6, 2022 near Oxbow Reservoir. Foresthill Public Utility District expended a considerable amount of resources assisting fire professionals in fighting the fire. Foresthill submitted a grant application on September 20, 2022 for reimbursement from the Federal Emergency Management Agency (FEMA) for expenses associated with the Mosquito Fire. The grant application was approved by FEMA on November 18, 2022.

**Recommendation:**

Receive and file the notification of grant approval

GAVIN NEWSOM  
GOVERNOR



MARK S. GHILARDUCCI  
DIRECTOR

11/18/2022

Henry N. White, General Manager  
Foresthill Public Utilities District  
Via Email To [GM@ForesthillPUD.com](mailto:GM@ForesthillPUD.com)

Item L 1: Cal OES approval of request for grant  
Receive and file

Subject: Approval of Request for Fire Management Assistance Subgrant  
FEMA-5453-FM-CA, Mosquito Fire  
Cal OES ID: 061-91042 FEMA ID: 061-UXS1E-00  
Subrecipient: Foresthill Public Utilities District  
Cal OES Log: 767599.1 FEMA Log: None

Dear Mr. White:

The California Governor's Office of Emergency Services (Cal OES) is pleased to inform Foresthill Public Utilities District (District) that the Federal Emergency Management Agency (FEMA) has approved its Request for Fire Management Assistance Subgrant (RFMAS) for FEMA-5453-FM-CA, Mosquito Fire.

The next step in this process is for the District to submit documentation necessary for Cal OES to prepare a Project Worksheet (PW), which is the vehicle for reimbursement from FEMA. The deadline is no later than four months from the close of the incident period for the declared fire. The incident period for the Mosquito Fire is September 8, 2022, through September 26, 2022; therefore, the deadline for documentation to be submitted to Cal OES is **January 26, 2023**.

Please submit your documentation and any other correspondence regarding this incident to [DisasterRecovery@CalOES.ca.gov](mailto:DisasterRecovery@CalOES.ca.gov) and/or your assigned FMAG Program Specialist (contact information on next page).

If the file size of the District's documentation is too large to email, other types of electronic media are accepted, such as cloud storage (Google Drive, Dropbox, OneDrive, etc.).

Please also be aware that all subrecipients must have the following documents and information on file to receive payment:

1. A current Designation of Applicant's Agent Resolution (Cal OES 130)
2. A Project Assurances for Federal Assistance (Cal OES 89) signed by an Authorized Agent



3650 SCHRIEVER AVENUE • MATHER, CA 95655  
(916) 845-8506 TELEPHONE • (916) 845-8511 FAX  
[www.CalOES.ca.gov](http://www.CalOES.ca.gov)

Henry N. White  
Page 2

3. A Unique Entity ID Number (UEI) (generated by SAM.gov)
4. Active [SAM.gov](https://sam.gov) Registration<sup>1</sup>

If you are unsure if the District has a current Cal OES 89, Cal OES 130, SAM.gov Registration, and/or UEI on file, or you would like clarification regarding these items, please contact our Financial Processing Division at (916) 845-8110 or at [RecoveryPayments@CalOES.ca.gov](mailto:RecoveryPayments@CalOES.ca.gov).

If you have any questions related to this correspondence, please contact your assigned FMAG Program Specialist Jeremy Tatton, at (916) 767-3049 or at [Jeremy.Tatton@CalOES.ca.gov](mailto:Jeremy.Tatton@CalOES.ca.gov).

Sincerely,

DocuSigned by:  
  
D482F8E0CF06429...  
DAYNA HERALD  
Program Manager I, FMAG Program

ac

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<sup>1</sup> In accordance with Title 2 of the Code of Federal Regulations, section 25.205





# Memorandum

**To:** Board of Directors  
**From:** Henry N. White  
**Date:** December 7, 2022  
**Subject:** Adoption of Resolution 2022-09 – A Resolution designating an agent for the fire management assistance Subgrant from FEMA

---

## **Background:**

The Mosquito Fire started September 6, 2022 near Oxbow Reservoir. Foresthill Public Utility District expended a considerable amount of resources assisting fire professionals in fighting the fire. Foresthill submitted a grant application on September 20, 2022 for reimbursement from the Federal Emergency Management Agency (FEMA) for expenses associated with the Mosquito Fire. The grant application was approved by FEMA on November 18, 2022.

The FEMA grant is administered by the California Office of Emergency Services (Cal OES). Cal OES requires Foresthill to designate an agent to act on behalf of Foresthill for the purpose of obtaining federal financial assistance. The form for the resolution is supplied by Cal OES (Form OES-FPD-130) and is attached to this memorandum.

## **Recommendation:**

Approve Resolution 2022-09 appointing Henry N. White as Foresthill's agent.



Cal OES ID No: \_\_\_\_\_

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

BE IT RESOLVED BY THE \_\_\_\_\_ OF THE \_\_\_\_\_  
 (Governing Body) (Name of Applicant)

THAT \_\_\_\_\_, OR  
 (Title of Authorized Agent)

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

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

is hereby authorized to execute for and on behalf of the \_\_\_\_\_,  
 (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 \_\_\_\_\_, 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 \_\_\_ day of \_\_\_\_\_, 20\_\_\_

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

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

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

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
 (Name) (Title)

\_\_\_\_\_, do hereby certify that the above is a true and  
 (Name of Applicant)

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

of the \_\_\_\_\_ on the \_\_\_ day of \_\_\_\_\_, 20\_\_.  
 (Name of Applicant)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Title)



### 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.



**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."