

**RESOLUTION
DESIGNATION OF APPLICANT'S AGENT**

North Carolina Division of Emergency Management

Organization Name (hereafter named Organization) Town of Huntersville	Disaster Number:
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate): Town of Huntersville	
Applicant's Fiscal Year (FY) Start Month: July Day: 1	
Applicant's Federal Employer's Identification Number 56 - 6001252	
Applicant's Federal Information Processing Standards (FIPS) Number 119 - 33120 - 00	

PRIMARY AGENT	SECONDARY AGENT
Agent's Name Anthony Roberts	Agent's Name Jackie Huffman
Organization Town of Huntersville	Organization Town of Huntersville
Official Position Town Manager	Official Position Deputy Town Manager
Mailing Address PO Box 664	Mailing Address PO Box 664
City, State, Zip Huntersville, NC 28070	City, State, Zip Huntersville, NC 28070
Daytime Telephone (704) 875-6541	Daytime Telephone (704) 875-6541
Facsimile Number (704) 875-6541	Facsimile Number (704) 875-6541
Pager or Cellular Number (704) 622-2983	Pager or Cellular Number (704) 622-6134

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this _____ day of _____, 20_____.

GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title Melinda Bales, Mayor	Name Janet Pierson
Name and Title Stacy Phillips, Mayor Pro Tem	Official Position Town Clerk
Name and Title October 25, 2023	Daytime Telephone (704) 875-6541

CERTIFICATION

I, Janet Pierson, (Name) duly appointed and Town Clerk (Title) of the Governing Body, do hereby certify that the ^{attached}above is a true and correct copy of a resolution passed and approved by the Governing Body of Town of Huntersville (Organization) on the 3rd day of May, 2021.

Date: October 25, 2023 Signature:

APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his/her knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

RESOLUTION DELEGATING AUTHORITY TO AWARD CERTAIN CONTRACTS

WHEREAS, the Town of Huntersville has been granted certain corporate powers, including but not limited to, the power to contract; and

WHEREAS, pursuant to N.C.G.S. § 160A-12, when a power is conferred by charter or general law without direction or restriction as to how it is to be exercised or performed, such power may be carried into execution as provided by resolution of the Board of Commissioners; and

WHEREAS, pursuant to N.C.G.S. § 160A-148, the Town Manager is the chief administrator for the Town and shall perform such duties as the Board of Commissioners may require or authorize; and

WHEREAS, on October 21, 2019, the Board of Commissioners delegated the authority to the Town Manager to award qualifications-based selection contracts under § N.C.G.S. 143-64.31 without Board approval when the estimated fee of the contract is less than \$50,000; and

WHEREAS, § N.C.G.S. 143-64.32 does not require approval from the Board of Commissioners for qualification-based selection contracts; and

WHEREAS, N.C.G.S. §143-129 currently allows the Board of Commissioners to delegate authority to approve, award, and execute contracts and amendments to contracts in the following amounts:

- i) less than \$500,000 for construction and repair, and
- ii) any amount for apparatus, supplies, materials, and equipment, excluding sole source and piggyback awards as set forth in N.C.G.S. §143-129(e)(6) and (g)); and

WHEREAS, the North Carolina General Statutes generally do not restrict the Board of Commissioners' power to delegate authority to, enter into, or amend service contracts, or contracts that do not involve the payment of money by the Town; and

WHEREAS, to increase efficiency in the Town's contracting process consistent with the changes in award authority enacted by the General Assembly, the Board of Commissioners desires to delegate the award of certain contracts and amendments to the Town Manager; and

NOW THEREFORE, be it resolved by the Town of Huntersville Board of Commissioners, that:

1. Authority to execute contracts without approval by the Board of Commissioners.

Except as may be limited by law, the Town Manager and Deputy Town Manager, in the absence of the Town Manager, are authorized to: (a) approve, award, and execute contracts and amendments to contracts, of any kind or nature, including those for qualifications-based selection, when the expected expenditure of Town funds is less than \$300,000, provided that the Board of Commissioners shall have approved a sufficient appropriation in the annual budget for the current fiscal year for the general purpose specified in the contract; and (b) approve and execute contracts that do not require an expenditure of funds by the Town. Further, subject to any restrictions or limitations that may be imposed by the Town Manager, the Deputy Town Manager is authorized to approve, award, and execute

contracts and amendments for the purchase of apparatus, supplies, materials and equipment when the expected expenditure of Town funds is less than \$100,000, provided that the Board of Commissioners shall have approved a sufficient appropriation in the annual budget for the current fiscal year for the general purpose specified in the contract.

2. Authority to execute and make non-substantial changes to contracts approved by Board of Commissioners.

The Town Manager and Deputy Town Manager are authorized to: (a) execute contracts awarded or approved by the Board of Commissioners, and (b) make technical corrections and minor modifications to a contract approved by the Board of Commissioners, consistent with the spirit and intent of what the Board of Commissioners approved.

3. Authority to execute grant applications and grants.

The Town Manager and Deputy Town Manger are authorized to execute grant applications, grant awards and grant agreements when the amount of any Town match is within budgeted appropriations.

4. Authority to Delegate.

Except as may be limited by law, the Town Manager may delegate the authority conferred by this resolution to Deputy Town Manager in such amounts as the Town Manager may determine from time to time.

5. Summary of Contracts.

A summary of all contracts executed by the Town Manager or Deputy Town Manager pursuant to this delegation of authority in excess of \$50,000 shall be provided to the Board of Commissioners on a quarterly basis, unless requested by the Board of Commissioners more or less frequently. The summary shall include the contract amount, the contract term, the party to whom the contract was awarded, and a brief description of the purpose of the contract.

6. This resolution supersedes any prior delegation of authority regarding the subjects of this resolution.

7. The Board of Commissioners directs that this resolution be reflected in the minutes of the Huntersville Board of Commissioners.

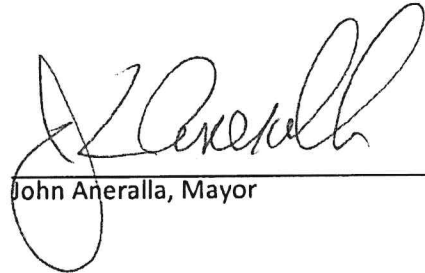
8. This resolution shall become effective upon adoption.

Adopted this the 3rd day of May 2021.

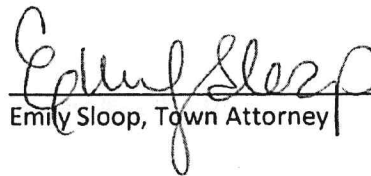
ATTEST:


Janet Pierson, Town Clerk




John Aneralla, Mayor

Approved as to form:


Emily Sloop, Town Attorney