



City Council Report

Date: December 1, 2025
To: City Council
Through: Ken Cost, Assistant City Manager
From: Mary Cameli, Fire Chief
Robert Campa, Emergency Manager
Subject: Authorized Applicant Agent & Alternate Authorized Applicant Agent for Disaster Relief Funds under the Disaster Relief Act

Purpose and Recommendation

The Arizona Department of Emergency and Military Affairs (AZDEMA) is requesting an update to the previously approved Resolution #10720 to reflect not only the title, but also the name of the designated Authorized Applicant Agent. To prevent delays in the future, AZDEMA is also allowing jurisdictions to designate an Alternate Authorized Applicant Agent. This action will authorize both roles to file applications for disaster relief or other available funds on behalf of the City of Mesa.

Background

When a major disaster impacts the City of Mesa to the extent that federal assistance is required under the Disaster Relief Act, funding is administered through AZDEMA. In the past, the City has received federal funding for projects such as COVID-19 emergency protective measures, repairs to damaged city facilities and equipment, and debris removal. AZDEMA requires jurisdictions to designate an Authorized Applicant Agent, approved by City Council, to oversee administration, monitor work, maintain documentation, and sign the necessary forms. These signatures are essential to close out projects and secure reimbursements.

Discussion

AZDEMA currently has open projects that need to be closed, including those related to COVID-19. Since the previously designated Authorized Applicant Agent has retired, the City must identify a replacement. The Mesa Fire and Medical Department recommends Robert Campa, Emergency Manager, as the designated Authorized Applicant Agent. In addition, AZDEMA now allows jurisdictions to appoint an Alternate Authorized Applicant Agent to provide continuity if the primary agent is unavailable. The City's Financial Services Department manages disaster-related financial projects, and Assistant Finance Director Joe Scalmato, who has supported this work in the past, has been identified as the recommended Authorized Applicant Agent.

Alternatives

If the City does not designate an Authorized Applicant Agent, it will be unable to apply for or receive disaster relief funds, including Public Assistance and Hazard Mitigation funding. The lack of a designated agent could delay or prevent reimbursement for eligible costs, negatively impacting the City's ability to recover from a declared disaster. Designating an Alternate Authorized Applicant Agent provides additional flexibility and ensures continuity should the primary agent be unavailable.

Fiscal Impact

There is no direct cost to the City for approving this action. However, failure to designate an agent could jeopardize the City's ability to receive eligible reimbursements under the Disaster Relief Act.

Coordinated With

This recommendation has been coordinated with the City of Mesa Emergency Manager and Assistant Finance Director Joe Scalmato, who both concur with the proposed action.