



-Memorandum-

**Finance Department**

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**Date:** December 9, 2019

**To:** Seguin City Council  
Rick Cortes, Acting City Manager

**From:** Kathy I. Wood, Grants Administrator

**Subject:** Amending the City Manager, Authorized Representative and Official

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This Resolution is for an Amendment to remove the name, Douglas Faseler, the prior City Manager from a grant with the Office of the Governor Criminal Justice Division, Justice Assistance Grant (JAG) grant number 3766301, as the Authorized Representative and Official for the City of Seguin.

The Authorized Representative and Official is given the authority to apply for, accept, reject, approve reports, alter or terminate the grant for the City of Seguin. The JAG grant the City of Seguin received is for a term of October 1, 2019 to September 30, 2020, in the amount of \$36,183.

This amendment will remove the name of the City Manager as the Authorized Representative and Official, and replace the name with the position title of City Manager. In this manner, the Interim City Manager and the permanent City Manager will be able to authorize submission of all reporting requirements without an additional amendment required in January, 2020, when the permanent City Manager takes office.

The grant requires a resolution authorizing the name change of the City Manager from the governing body that identifies the Authorized Representative and Official given the authority to apply for, accept, reject, approve reports, alter or terminate the grant for the City of Seguin.

Staff requests approval to submit the final application for this grant program.