



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Board Action

- **Board of Directors**

Organization, Personnel and Effectiveness

10/14/2025 Board Meeting

7-8

Subject

Adopt a resolution designating authorized agents for funding from the Federal Emergency Management Agency and the California Office of Emergency Services; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA

Executive Summary

This action approves an updated resolution designating authorized agents to accept federal and state financial assistance for declared disasters. The resolution is required to be updated every three years or when there are changes in authorized agents.

Proposed Action(s)/Recommendation(s) and Options

Staff Recommendation: Option #1

Option #1

Adopt a resolution designating authorized agents for funding from the Federal Emergency Management Agency (FEMA) and the California Office of Emergency Services (Cal OES).

Fiscal Impact: None

Business Analysis: This option would allow Metropolitan to receive other FEMA and Cal OES grants including reimbursement for disaster-related damage.

Option #2

Do not approve this resolution.

Fiscal Impact: Additional funds would be required to provide funding for disaster-related damage.

Business Analysis: Metropolitan will be unable to receive reimbursement funds for work that has been completed and authorized for reimbursement, consistent with Metropolitan Operating Policy C-21, Accounting and Administration of Federally Funded Grants and Cooperative Agreements.

Alternatives Considered

Not applicable

Applicable Policy

Metropolitan Operating Policy C-21: Accounting and Administration of Federally Funded Grants and Cooperative Agreements

Metropolitan Water District Administrative Code Section 11104: Delegation of Responsibilities

Related Board Action(s)/Future Action(s)

By Minute 51729 dated September 10, 2019, the Board approved the Designation of Applicant's Agent Resolution for Non-State Agencies, as set forth in Agenda Item 7-7 board letter.

California Environmental Quality Act (CEQA)

CEQA determination(s) for Option #1:

The proposed action is not defined as a project under CEQA because it involves organizational, maintenance, or administrative activities; personnel-related actions; and/or general policy and procedure making that will not result in direct or indirect physical changes in the environment. (Public Resources Code Section 21065; State CEQA Guidelines Section 15378(b)(2) and (5)).

CEQA determination(s) for Option #2:

None required

Details and Background

Background

As a public agency that provides a vital service, Metropolitan is eligible for federal and state disaster relief assistance whenever Metropolitan facilities sustain disaster-related damage and there is a declaration of the disaster by the President of the United States or the Governor of California. Funding is obtained from FEMA and Cal OES. Recent examples of Metropolitan's disaster repair efforts qualified for recovery grant funding include \$946,000 for the January 2023 storms and recovery grants from Tropical Storm Hilary in 2024 that resulted in over \$200,000 in damage.

FEMA and Cal OES require disaster assistance applicants to submit a board-approved Designation of Applicant's Agent Resolution for Non-State Agencies (Resolution) every three years, or any time a change in authorized agents is requested. The authorized agents are responsible for the administrative procedures related to the reimbursement of funds. An updated resolution is requested at this time since the last resolution was made in December 2022. The Resolution (**Attachment 1**) identifies the following staff as authorized agents for Metropolitan to obtain financial assistance for declared disasters:

- Assistant General Manager, Water and Technical Resources
- Group Manager, Safety, Security, and Protection Officer
- Group Manager, Engineering Services

Summary

The receipt of grant funds requires that the Board designate a signatory to receive the grant funds. This action authorizes a resolution designating signatory agents for all FEMA and Cal OES grants. This resolution allows Metropolitan to receive grant funding, to pursue grant funding for future projects and to apply for disaster relief assistance. Additionally, without this resolution, staff would utilize operation and maintenance (O&M) funds for such projects, which may limit the number of other projects that can be completed under the biennium O&M budget.



Gonzalo Barriga
Group Manager
Safety, Security, and Protection Officer
10/6/2025
Date



Deven Upadhyay
General Manager
10/6/2025
Date

Attachment 1 – Cal OES 130

Ref# hr12711907



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."