



Legal and Claims Committee

Authorizing Electronic Submissions of Government Code Claims

Item 7-5

October 14, 2025

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Authorizing Electronic Submissions of Government Code Claims

Subject

Adopt a resolution authorizing electronic submissions of Government Code claims, any amendment thereto, and applications for leave to present a late claim, pursuant to Government Code section 915(a)(3), and approve amendments and an addition to the Metropolitan Water District Administrative Code to conform to the authority set forth in the resolution; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA

Purpose

Authorize electronic submissions of Government Code claims to Metropolitan

Background

The Government Code Claims Requirement

- State law generally requires presentation of a claim for money or damages to a public entity before a lawsuit may be brought against that public entity

Current Acceptance of Claims

Claims Only Accepted by Mail or Personal Delivery

- Currently under the Government Code, Metropolitan may only accept claims by personal delivery or mail
- Metropolitan is not authorized to accept electronic presentation of claims

State Law Requires Board Authorization

Board Authorization of Electronic Submissions of Government Code Claims Required

- Govt. Code, § 915(a)(3) requires the Board to adopt a resolution authorizing electronic submissions of Govt. Code claims to Metropolitan

Benefits

Benefits of Accepting Electronic Submission of Government Code Claims

- Electronic submission of Government Code claims would streamline claims processing for Metropolitan staff
- Electronic Government Code claims submission would align Metropolitan with the practices of most local public entities

Admin Code Amendments

Admin Code §§ 9303, 9305, 9400

- Admin Code sections 9303, 9305, 9400 will be amended to reflect the Board's authorization of electronic claims submission

Board Options

- **Option #1**
 - Adopt a resolution authorizing electronic submissions of Government Code claims, any amendment thereto, and applications for leave to present a late claim, pursuant to Government Code section 915(a)(3), and approve amendments and an addition to the Metropolitan Water District Administrative Code to conform to the authority set forth in the resolution
- **Option #2**

Do not adopt a resolution authorizing electronic submissions of Government Code claims, any amendments thereto, and applications for leave to present a late claim, and do not amend or add to the Metropolitan Water District Administrative Code

Board Options

Staff Recommendation:

- Option 1

