



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 12/9/2025

To: Board of Supervisors

Department or Agency Name(s): Auditor-Controller-Treasurer-Tax Collector

Staff Name and Phone Number: Erick Roeser (707) 565-3295/Ryan Burns (707) 565-8304

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

FEMA/CalOES Public Assistance Authorized Agents Resolution

Recommended Action:

- A) The Board of Supervisors designate the following positions as authorized agents to be filed with the California Governor's Office of Emergency Services (Cal OES) for the purpose of obtaining disaster and federal financial assistance:
- i. County Executive and Assistant County Administrator
 - ii. Auditor-Controller-Treasurer-Tax Collector (ACTTC) and Assistant ACTTC
 - iii. ACTTC Client Accounting Manager
- B) Authorize the Chair, Vice Chair and Chair Pro Tem to execute the "Designation of Applicant's Agent Resolution for Non-State Agencies Form" (Cal OES Form 130) on behalf of the County of Sonoma, for the authorized agents above.

Executive Summary:

The California Governor's Office of Emergency Services (Cal OES) requires a Designation of Applicant's Agent Resolution for Non-State Agencies form (Designation Form) to be on file for the purpose of obtaining certain state and federal financial assistance associated with federally declared disasters and related disaster mitigation assistance programs. The Designation Form must be submitted every three years. The last such submission was approved on April 4, 2023, and a new resolution is now required, even absent changes to the designated positions. Upon execution, the current Designation Form will be effective through 2028.

The attached Designation Form designates the County Executive, Assistant County Administrator, Auditor-Controller-Treasurer-Tax Collector (ACTTC), Assistant ACTTC, and ACTTC Client Accounting Manager as authorized agents for the County of Sonoma for any existing or future FEMA and CalOES Public Assistance funding.

Discussion:

Cal OES requires a Designation of Applicant's Agent Resolution for Non-State Agencies (Designation Form) to be on file for the purpose of obtaining certain federal financial assistance for any existing or future grant program under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency

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Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act (CDAA). Only the titles of positions are being listed on the Designation Form (Attachment 1), so that in the event there is any change to the individual in a designated position, the new individual in that title can continue to act. Following authorization of this Designation Form, one of the designated Authorized Agents will complete a cover letter which names the Authorized Agents by both name and title, which will be updated as needed during the three-year term the Designation Form is in effect. The Designation Form also requires that three Board members execute the Authorization Form.

As of October 15, 2025, the County has 10 open FEMA/CDAA Public Assistance events consisting of over 115 projects:

- DR4301 2017 January Flood - Event closeout in process
- DR4308 2017 February Flood - Event closeout in process
- DR4344 2017 Sonoma Complex Fires - Event closeout in process
- DR4434 2019 Late February Storms - Pending project appeals and multiple SPI-Roads projects in construction
- FM5295/CDAA2019-06 2019 Kincade Fire - Review for project closeouts
- DR4482 2020 COVID-19 Pandemic - Pending project appeals and project closeouts
- DR4558 2020 Lightening (LNU) Complex Fires - Pending project appeals and project closeouts
- DR4569 2020 Glass Fire - Pending project appeals and project closeouts
- DR4683 2023 California Severe Winter Storms, Flooding, Landslides, And Mudslides - Pending project appeals and project closeouts
- DR4699 2023 California Severe Winter Storms, Straight-line Winds, Flooding, Landslides, and Mudslides - Pending project closeouts

The County's Department of Emergency Management (DEM) notes the State of California issued a State of Emergency related to the 2025 February Storms event. DEM and ACTTC Disaster Finance are working with CalOES to determine potential damages that may be eligible for CDAA funding. This event does not qualify for FEMA Public Assistance as it was not declared a federal emergency. The attached FEMA Project Summary report (Attachment 2) provides details by project, including total cost, applicable FEMA category, amount obligated to date, reimbursements received as of October 2025, remaining funds expected, and the County's local share of costs. This report will be continually updated and included as part of future quarterly Consolidated Budget Adjustment items.

Strategic Plan:

N/A

Racial Equity:**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

Prior Board Actions:

04/04/2023: Adopted Designation of Applicant's Agent Resolution - update to include multiple agencies for various available FEMA grants.

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10/19/2021, 11/17/2020, 04/21/2020, 10/23/2018, 11/03/2015, 11/20/2012, and 03/10/1998:
Adopted Designation of Applicant's Agent Resolution.

FISCAL SUMMARY

Expenditures	FY23-24 Adopted	FY24-25 Projected	FY25-26 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

If current designations are not on file with Cal OES, the County will be ineligible to apply for future disaster related funding, which could hinder timely reimbursements of currently active events. FEMA mandates current designations as a condition of qualifying for Cal OES public assistance grants.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

1. 2025 Sonoma County - CalOES Form 130 - Designation of Agents Resolution
2. FEMA Project Summary as of November2025

Related Items "On File" with the Clerk of the Board:

None