



May 26, 2026

Adam Frederick
Oregon Water Resources Department
725 Summer Street NE, Suite A
Salem, OR 97301

Subject: Affidavit of Voluntary Cancellation of Water Right Certificate 39221

Dear Mr. Frederick:

On behalf of the water right holder, Clean Water Services, find enclosed with this letter an Affidavit of Voluntary Cancellation of the Entirety of Water Right Certificate 39221. Supporting documentation regarding land ownership is also attached for your use.

Please do not hesitate to contact me at 503-967-7050 x209 with questions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Austin Patch', is written over a light blue horizontal line.

Austin Patch, GIT
Summit Water Resources, LLC

Enclosures:
Affidavit of Voluntary Cancellation of the Entirety of Water Right Certificate 39221.

Cc: Jared Kinnear – Clean Water Services



Affidavit of Voluntary Cancellation or Diminution of a Water Right Certificate

E-RECEIVED
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VOLUNTARY CANCELLATION is how the legal holder(s) of a water right certificate may cancel an abandoned water right or an abandoned portion of a water right. Abandonment means water use has or will have ceased under the cancellation. A cancellation can apply to an entire certificate or to a specific place of use and acreage. The rate of water must be proportionately cancelled to match the portion of the right being cancelled. If a certificate is partially cancelled, a remaining water right certificate will be issued describing the uncanceled portion.

[see also Oregon Revised Statute (ORS) 540.621 and Administrative Rule (OAR) 690-017-0100.]

VOLUNTARY DIMINUTION is how the legal holder(s) of a water right certificate may diminish an entire water right or a portion of it from a primary purpose to a supplemental purpose. The overall authorized rate of water on the certificate will remain the same, but the proportions between primary use and supplemental use will change. In the diminution process, the originating water right will be cancelled, and a new water right will be issued describing the diminution. [see also Oregon Administrative Rule (OAR) 690-330-0040.]

Describe in your own words what you want to accomplish with this affidavit: The applicant wishes to voluntarily cancel the entirety of Certificate 39221; as this is a storage water right certificate associated with an abandoned reservoir (no reservoir infrastructure exists).

Certificate of Water Right Information:

Certificate Number: **39221**

Issued for use within the State of Oregon, County of **Washington**.

Issued in the name of: **Herman R/Helen Hornecker**.

Date of priority: **7/1/1948**

Rate or Volume on entire certificate: **1 acre-foot** (cubic foot per second **or** gallons per minute **or** acre-feet).

Source(s) of water on certificate: **Unnamed Stream, Tributary of Rock Creek**.

Use(s) of water listed on certificate: **Irrigation** (purposes),

If for irrigation (IR), total number of acres on certificate for primary IR **N/A**, supplemental IR **N/A**.

Statements of Oath:

I/We (or authorized agent), **Clean Water Services; Attn: Jared Kinnear**,

owner of property at **3235 SE RIVER RD, Hillsboro, OR 97123**,

with a mailing address of (if different) **2550 SW HILLSBORO HWY HILLSBORO, OR 97123**,

and a telephone number of **(503) 547-8080**, being **first duly sworn** **depose and say:**

1. I/We are the legal owners of property appurtenant to all ☒ **or** ☐ a portion (**check one box**) of the water right described above. My/Our property is described on a recorded property deed in my/our/an entity name(s). The property is located within the following legal description [*must include at a*

Affidavit for the VOLUNTARY CANCELLATION or DIMINUTION of a Water Right Certificate

minimum, township(s), range(s), section number(s), quarter- quarter(s) and tax lot number(s)].

Examples:

- Township 3 South, Range 5 East, Section 12, NW¼, NW¼ SW¼ & SW¼ SW¼; Section 13 NWNW, SWNW, all within Tax Lot 700.
- T16S, R18E, Sec18, SWSE & SESE, TL 1700
- T6N, R35E, Sec 27, S½, TL 1100

Enter legal description here: **Township 1 South, Range 2 West, Section 9, SW¼; Section 8 SESE, all within Tax Lot 1400.**

2. I/We are requesting a [**check one box - the affidavit will be returned if more than one box is checked**]:

☒ voluntary cancellation of and have abandoned any and all interest in the ENTIRE water right Certificate # **39221**.

☐ voluntary cancellation of and have abandoned any and all interest a PORTION of water right Certificate # _____.

☐ voluntary diminution of the ENTIRE water right Certificate # _____.

☐ voluntary diminution of a PORTION of water right Certificate # _____.

3. The appurtenant water right ☐ is **or** ☒ is **not** (**check one box**) located within the boundaries of an irrigation, drainage, water improvement, or water control district, or federal reclamation project (district). If the right is located within a district or reclamation project, name it here: _____.

a. The water right, or portion thereof, being ☐ cancelled **or** ☐ diminished (**check one box**) is in the name of or served by a district. The signature of district manager on the line below documents the concurrence of the district to the changes to the water right specified in this affidavit, for the portion of the water right in the name of or served by the district.

Signature of district manager

Printed Name

Date _____

N/A 4. Complete this item (#4) only if this is a CANCELLATION for a PORTION of the water right.

I/We have abandoned any and all interest in and wish to cancel the following portion(s) of the water right certificate number listed in Item #2, above:

☐ A place of use, or use.

- For the use of (specify irrigation, domestic, etc.) _____
- *IF FOR IRRIGATION OR NURSERY USE:* Total number of acres to be cancelled _____
- In the amount of _____ cubic foot per second
- From the water source (s) _____
- At the following location(s) (*attach a larger table if needed*):

ABANDONED PORTION TO BE CANCELLED										
Township	N or S	Range	E or W	Mer	Section #	DLC #	G-LOT #	Quarter-Quarter	Acres	Tax Lot #
_____	_____	_____	_____	WM	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	WM	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	WM	_____	_____	_____	_____	_____	_____

Affidavit for the VOLUNTARY CANCELLATION or DIMINUTION of a Water Right Certificate

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ABANDONED PORTION TO BE CANCELLED										
Township	N or S	Range	E or W	Mer	Section #	DLC #	G-LOT #	Quarter-Quarter	Acres	Tax Lot #
_____	_____	_____	_____	WM	_____	_____	_____	_____	_____	_____

- Locations of the place of use or acres being cancelled are clearly identified on a copy of the certificate map of record (decree map, final proof map, or claim of beneficial use map); or, if there is no certificate map of record, then an alternate map is being submitted with information sufficient to determine the lands on which the right is to be cancelled)
- Locations of the place of use or acres **NOT** being cancelled are clearly identified on a copy of the certificate map of record; or if there is no certificate map of record, then an alternate map is being submitted with information sufficient to determine the lands on which the right is NOT to be cancelled.

AND/OR (less common)

- ☐ One or more of the authorized points of diversion (surface water) or points of appropriation (groundwater) authorized under the certificate.
- For the use of (specify irrigation, domestic, etc.) _____
 - From the water source (s) _____
 - Located within the _____¹/₄, Section _____, Township _____ (N☐ or S☐), Range _____ (E☐ or W☐, W.M.
 - Location Description (if given on the certificate) _____

N/A 5. Complete this section (Item #5a-c) for a DIMINUTION of ALL or a PORTION of the water right.

- a. I/We have found a more dependable source of primary water, and therefore request the water right certificate ☒ in its entirety, or ☐ as described in Item #6, below, (check one box) be diminished from a right for primary use to a right for supplemental use.
- b. I/We agree that if this change is approved, it is permanent and the right to the use of water from _____ (source) cannot be changed back to the primary use unless otherwise provided by law.
- c. I/We also agree that so long as there is sufficient water available from the new primary source, I am/we are not entitled to use any water from _____ (source of water) for primary use on these lands.

N/A 6. Complete this item (#6) for a DIMINUTION of a PORTION of the water right.

I/We, being the legal owners of the property described below are requesting a partial diminution of the water right certificate (identified in Item #2 above in the amount of _____ (cfs) from _____ (sources) for irrigation (if applicable) of _____ acres at the following location(s) as listed on the certificate (attach a larger table if needed):

PORTION TO BE DIMINISHED FROM PRIMARY TO SUPPLEMENTAL IRRIGATION										
Township	N or S	Range	E or W	Mer	Section #	DLC #	G-LOT #	Quarter-Quarter	Acres	Tax Lot #
_____	_____	_____	_____	WM	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	WM	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	WM	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	WM	_____	_____	_____	_____	_____	_____

MAY 26, 2026

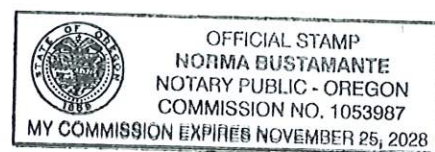
OWRD

Affidavit for the VOLUNTARY CANCELLATION or DIMINUTION of a Water Right Certificate

Signatures and Notary:



Signature of legal owner as listed on deed, or authorized agent

Printed Name Caroline Lobdell, General Counsel and Chief Compliance Officer, Clean Water ServicesDate 5.12.2026

Signature of legal co-owner as listed on deed (if applicable)

Printed Name _____

Date _____

Subscribed and Sworn to Before Me this _____ day of _____, 20____.



Signature of Notary Public for Oregon

My Commission Expires November 25, 2026**REQUIRED ATTACHMENTS (LEGIBLE COPIES):**

- 1) A recorded property deed which lists landowner(s) and includes a legal description of lands affected by this affidavit of cancellation or diminution. **See Attachment 1**
- 2) An adjudication map, water right final proof map, or a tax lot map that clearly shows: **See Attachment 2**
 - a. Location and acreages within each township, range and quarter-quarter of the lands described on the water right being cancelled or diminished, and
 - b. the remaining locations and acreages within each township, range and quarter-quarter of the lands described on entire water right NOT being cancelled or diminished, if any.
- 3) A list of names and addresses of other property owners with lands appurtenant to portions of the water right certificate not legally owned by the person(s) signing the affidavit. **N/A**
- 4) If acting as an authorized agent, include a copy of the Power of Attorney or other documents granting authority to act on behalf of legal owner(s) as listed on the deed. **See Attachment 3**

MISSING ATTACHMENTS WILL RESULT IN THE AFFIDAVIT BEING RETURNED, AND NO ACTION TAKEN ON THE AFFIDAVIT.

Attachment 1

Property Ownership Information

FILED
RECORDS & ELECTIONS
WASHINGTON COUNTY
JUN 17 12 53 PM '74
ROGER THOMASSEN
BY AL DIRECTOR

1 IN THE UNIFIED SEWERAGE AGENCY
2 OF WASHINGTON COUNTY, OREGON

3 In the Matter of Declaring the)
4 Necessity and Purpose for)
5 Acquisition of Certain Real)
6 Property for the Rock Creek)
7 Treatment Plant Site; Directing)
an Attempt to Agree with Owners)
as to Compensation Therefor Authori-)
ing Condemnation Proceedings to)
Acquire the Said Property.)

RESOLUTION AND ORDER

NO. 74-17

8 The above-entitled matter came on before the governing body
9 of the Unified Sewerage Agency of Washington County, Oregon,
10 at its regular meeting of June 4, 1974; and

11 It appearing to the Board that the Master Plan for Sewerage
12 adopted by Washington County Ordinance No. 58, provides for
13 the construction of the Rock Creek Treatment Plant and that the
14 Unified Sewerage Agency is empowered to carry out said master
15 plan; and

16 It appearing to the Board that the Unified Sewerage Agency
17 has authority under ORS Chapter 451 to construct the Rock Creek
18 Treatment Plant and to acquire real property therefor by purchase,
19 condemnation proceedings or any other means; and

20 It appearing to the Board that it is consistent with the
21 powers and purposes of the Unified Sewerage Agency, and necessary
22 for the continued growth, safety and welfare of the community,
23 that the Rock Creek Treatment Plant be constructed and that the
24 real property hereinafter described be acquired as a portion of
25 the site for said plant; and

26 It appearing to the Board that the proposed location of the

1 Rock Creek Treatment Plant is a location which is most compatible
2 with the greatest public good and causes the least private injury
3 it is, therefore

4 RESOLVED AND ORDERED that it is necessary for the preservation
5 of the public health, welfare and safety of Washington County
6 that the Unified Sewerage Agency, in connection with the
7 construction of the Rock Creek Treatment Plant, exercise its
8 power of eminent domain, if required, by acquiring the below-
9 described property as the site for said plant; and it is further

10 RESOLVED AND ORDERED that the governing body of the Unified
11 Sewerage Agency does hereby find and determine that the immediate
12 acquisition by condemnation if necessary, of the following
13 described real property will provide for the location of the
14 proposed Rock Creek Treatment Plant in a manner which would be
15 most compatible with the greatest public good and the least
16 private injury, said real property being more particularly
17 described as follows:

18 A part of Section 9, T1S, R2W, W.M., Washington County,
19 Oregon, and a portion of Section 8, T1S, R2W, W.M.,
20 Washington County, Oregon, more particularly described
21 as follows:

21 Beginning at the southwest corner of Witch Hazel Little
22 Farms, Tract 1, to 26 on the south line of said Section 9;
23 thence West along said south line to the center of Rock
24 Creek; thence northerly along the center line of said Rock
25 Creek to the southwest corner of the Herman Hornecker
26 tract as described in deed recorded November 9, 1940, in
Book 194, Page 67, Deed Records, from which point a
1/2-inch iron pipe bears south 86°28' East 25.3 feet; thence
upstream along the center of the main channel of said Rock
Creek, with its meanderings thereof north 86°28' west
226.9 feet, north 40°06' west 98.5 feet, north 85°57'
west 157.5 feet, north 37°59' west 111.2 feet, north 25°

31' east 147.3 feet; thence north 60°01' east 305.4 feet; thence north 18°29' east 265.5 feet; north 0° 10' west 360.4 feet and north 35°05' west 510.7 feet to a point on the centerline of County Road No. 1135 where said centerline intersects the center of the main channel of Rock Creek, which point bears south 1150.3 feet and east 28.6 feet from an iron pipe marking the $\frac{1}{4}$ corner between Sections 8 and 9 in T1S, R2W, W.M., and running thence south 77°33' east on the centerline of said County Road, 853.2 feet to a point from which an iron pipe bears south 3°21' west 30.4 feet; thence continuing southeasterly along the centerline of said County Road to the northwest corner of that tract of land conveyed to Margie Helen Anderson by deed recorded July 27, 1953, in Book 347, Page 139, thence south 07°13' west 30.6 feet to a point on the southerly roadway line; thence continuing south 07°13' west along the westerly line of said Anderson property, 200.15 feet to an iron pipe; thence south 75°43' east along the south line of said Anderson property 123.95 feet to the southeast corner thereof; thence northerly along the east line of said Anderson property to said centerline of said County Road; thence easterly along said centerline to the northwest corner of tract conveyed to James D. Mohr by deed recorded August 6, 1952, in Book 335, Page 445; thence southerly along the west line of said Mohr tract to the southwest corner of said Mohr tract; thence south 69° 53' east along the south line of said Mohr tract 100 feet to the southeast corner of said Mohr tract; thence south 69°53' east along the south line of that tract conveyed to Herman Vanderbeek and wife, by deed recorded September 16, 1954, in Book 360, Page 415, Deed Records, 125 feet to the southeast corner of said Vanderbeek property; thence south 69°53' east along the south line of that tract conveyed to Ellis G. Miller and wife, by deed recorded April 16, 1951, in Book 319, Page 284, Washington County Deed Records, 75 feet to the southeast corner of said Miller property, thence south 69°53' east along the south line of that tract of land conveyed to Ellis G. Miller and wife by deed recorded May 20, 1948, in Book 285, Page 504, 100 feet to the southeast corner of said Miller property, which point is also on the west line of Lot 16, Witch Hazel Little Farms, thence south along the west line of Witch Hazel Little Farms to the point of beginning.

and it is further

RESOLVED AND ORDERED that the staff of the Unified Sewerage Agency shall attempt to agree with the owners of the above-described real property with respect to the compensation to be

paid therefor, and the damages, if any, for the taking thereof,
and, should Agency staff and the owners be unable to agree,
then the County Counsel for Washington County shall be, and
hereby is, authorized and directed to institute all necessary
proceedings for the immediate condemnation of the above-described
property and may take the necessary steps for immediate possession
of the said property.

DATED this 4th day of June, 1974.

Signed this 11th day of June, 1974.

UNIFIED SEWERAGE AGENCY
OF WASHINGTON COUNTY, OREGON

By Board of County Commissioners
For Washington County, Oregon,
As Its Governing Body.

	AYE	NAY	ABSENT
DAGG	<u>X</u>	—	—
MASTERS	<u>X</u>	—	—
MILLER	<u>X</u>	—	—
ROTH	—	—	<u>X</u>
WILSON	<u>X</u>	—	—

Bill Muth
Chairman

June Lyster
Recording Secretary

May 31, 1974

Board of Directors
Unified Sewerage Agency

John W. Bell, P.E.
General Manager

Authorization to Proceed with Condemnation--Rock Creek Treatment Plant Site

The Agency has been negotiating to purchase 61 acres of land necessary to construct the Rock Creek Wastewater Treatment Plant. An offer of \$310,000 has been made to the parties of interest as shown on the title report.

There are indications that attainment of clear title may not be possible as there are several judgments and claims against the property. Also, at this time all parties are not willing to sell.

RECOMMENDATION:

In order that the procurement of the property may proceed the staff recommends that the Board adopt a resolution and order authorizing the Agency to proceed with negotiations for clear title of this property. And if continued negotiation is not successful, the resolution and order direct the Agency to initiate condemnation proceedings to acquire the property.

Respectfully submitted,

WTB:ed

WASHINGTON COUNTY

E-RECEIVED
MAY 26, 2026
OWRD

Inter-Department Correspondence

Date 10/2/75

To : Board of Directors
Unified Sewerage Agency

From : Joel Wesselman
General Manager

Subject : Rock Creek Sewerage Treatment Plant Site Acquisition -
USA vs. Conway et. al.

The resolution of the Eminent Domain Action on the 61.0 acres acquired for the Rock Creek S.T.P. requires the payment into court of:

\$85,000.00	Increased Award
2,040.00	Interest on Increased Award
47,955.18	Attorney's fees and court costs.

RECOMMENDATION:

Staff recommends the Board authorize payment of \$134,995.18 to court for final settlement.

FILED
RECORDS & ELECTIONS
WASHINGTON COUNTY
OCT 13 9 06 AM '75
ROGER THOMSEN
DIRECTOR
BY *[Signature]*

APPROVED WASHINGTON COUNTY
BOARD OF COMMISSIONERS

USA MINUTE ORDER # 75-169

DATE 10-7-75

BY *[Signature]*
CLERK OF THE BOARD

BOOK

6 PAGE 80

Attachment 2

Water Right Certificate and Map

MAY 26, 2026

OWRD

STATE OF OREGON

COUNTY OF WASHINGTON

CERTIFICATE OF WATER RIGHT

This Is to Certify, That

HERMAN R. & HELEN HORNECKER

of 3125 SW River Road, Hillsboro

, State of 97123 Oregon, has made proof

to the satisfaction of the STATE ENGINEER of Oregon, of a right to store the waters of
 an unnamed stream, tributary of Rock Creek, appropriated under application
 number 23430, permit number 18494

irrigation

for the purposes of

under Reservoir Permit No. R-950 of the State Engineer, and that said right to store said
 waters has been perfected in accordance with the laws of Oregon; that the priority of the right
 hereby confirmed dates from July 1, 1948

that the amount of water entitled to be stored each year under such right, for the purposes afore-
 said, shall not exceed 1.0 acre foot

The reservoir is located in

SE 1/4 SW 1/4
 As projected within T. Stewart DLC 43
 Section 9
 T. 1 S., R. 2 W., W. M.

This certificate is issued to correctly locate the reservoir and supersedes
 certificate of water right heretofore issued to Herman R. and Helen Hornecker
 and recorded at page 23515, Volume 17, State Record of Water Right Certificates.

WITNESS the signature of the State Engineer, affixed

this date. May 31, 1973

Chris L. Wheeler

State Engineer

Recorded in State Record of Water Right Certificates, Volume 31, page 39221



T15, R2W, W.M.

8	9
17	16

TUALATIN RIVER

N.W. Corner
A. Sulger D.L.C.

1, Variation No. 1, 1941, 1942, 1943, 1944, 1945, 1946, 1947, 1948, 1949, 1950, 1951, 1952, 1953, 1954, 1955, 1956, 1957, 1958, 1959, 1960, 1961, 1962, 1963, 1964, 1965, 1966, 1967, 1968, 1969, 1970, 1971, 1972, 1973, 1974, 1975, 1976, 1977, 1978, 1979, 1980, 1981, 1982, 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621,

Vernon H. G. Brongh

1-2321

FC-956

Attachment 3

Documentation of Signatory Authority

DELEGATION OF CHIEF EXECUTIVE OFFICER/GENERAL MANAGER'S AUTHORITY

The Chief Executive Officer/General Manager (CEO) has been delegated certain authority by the Clean Water Services' Board of Directors (Board) through Ordinance 38, Clean Water Services' (District) Purchasing Rules and District Resolution and Order No. 20-7 as amended. The CEO has periodically delegated certain authority to other District employees. All previous delegations are rescinded and replaced by this delegation of authority. In the interest of improving management efficiency, the CEO hereby delegates certain authority to other District employees, as described herein.

1. GENERAL MANAGEMENT AUTHORITY: ACTING CEO

When the CEO is unavailable the following person, in the following order and if available, shall be the Acting CEO: 1) The General Counsel/Chief Compliance Officer, and 2) Chief Financial Officer (CFO). The Acting CEO may sign Board approved contracts or documents or any contract or other document when the CEO is unavailable. The Acting CEO has the same management authority as the CEO when the CEO is unavailable.

2. CONTRACT SIGNING AUTHORITY

A. Contract Signing Authority.

The positions listed in Exhibit A (Authorized Personnel) have the authority to sign development, professional services, goods purchase, trade service, and grant agreements, construction contracts, task orders, and work orders to master contracts including task orders to intergovernmental master agreements (collectively, Contracts) and all amendments thereto that the CEO has authority to sign for budgeted routine activities that will be managed in the departments or divisions (Department) identified in Exhibit A up to the authority amount stated in Exhibit A (Level). Any person who is in an Acting or Interim capacity for the positions described in Exhibit A may also sign the above described documents up to the amount of authority provided to the position in Exhibit A. Exhibit A may be amended by the CEO from time-to-time and any amendments to it will not become effective until the date the amended Exhibit A has been signed by the CEO.

B. District-Wide Implications.

In all cases if the Contract or Amendment has District-wide implications, would lead to significant change in a program (i.e., new services the District has not previously offered or contracted for in the past), or could raise issues of public perception, the Contract or Amendment must be reviewed by the CEO prior to signature by the Authorized Personnel.

C. Intergovernmental Agreements.

All Intergovernmental Agreements, Memorandums of Agreement and Memorandums of Understandings (IGAs) and Amendments of IGAs must be reviewed and signed by the CEO.

D. Sole Source, Brand Name Designations, Waivers, Retroactive Approval, Reinstatement of Expired Contract Requests and Emergency Declarations.

Sole Source, Brand Name Designations, Waivers, Retroactive Approval, Reinstatement of Expired Contract Requests and Emergency Declarations are actions that are considered exceptions to District's standing procurement and contracting practices and must be approved by the CEO.

E. Customer Refunds.

The CFO or delegee has the authority to approve customer refunds relating to their department's activities consistent with District's current Rates and Charges Resolution and Order.

F. Real Property Documents.

The CEO will approve real property related documents approved by the Board. All other real property documents may be signed by personnel in Exhibit A up to their level of authority for their department.

G. Claims.

The Risk Manager has the authority to approve all risk claim settlement contracts that do not exceed \$15,000. All risk claim settlements above \$15,000 must be approved by the Board of Directors but may be signed by the CEO.

H. Permits of Entry.

Authorized Personnel with approval Levels 1, 2 or 3 have the authority to approve all permit of entry agreements obtained by the specific program.

I. Purchase Orders as Contracts

Purchase Orders that serve as District's Contract may be signed by assigned purchasing staff as long as the Purchase Order is approved using the approved Purchase Approval Hierarchy.

3. SURPLUS PROPERTY

- A. Authorized Personnel in Exhibit A will have the authority to designate as surplus all property that has been used primarily by personnel in their departments and has a fair market value that does not exceed the dollar amount stated in this section subject to the conditions in Paragraph B:

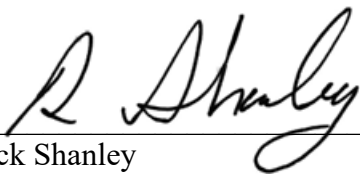
Title	Fair Market Value
Level 1	
Level 2	
Level 3	

- B. Departments will not make any surplus property designation that would lead to a significant change in a program and requires a major acquisition of new equipment that did not get approved through the Budget process.
- C. The CFO will have the authority to sign off on the titles of all surplus fleet vehicles and equipment.
- D. The CFO or General Counsel will review any donation identified that may raise conflict of interest or other issues regarding compliance with the Purchasing Rules.
- E. Surplus with a value over \$300,000 needs to be approved by Board per Division 50 of District's Purchasing Rules.

4. MISCELLANEOUS

- A. The CFO has the authority to approve account adjustments, in writing, in accordance with Section III.E.4, titled Service Charge Adjustments and Payment Agreements, of District's current Rates and Charges Resolution and Order.
- B. The further delegation of any authority delegated herein other than by the CEO in writing is prohibited.

- C. This document supersedes all prior documents concerning the delegation of authority by the CEO.
- D. This document shall not be construed to delegate any authority not possessed by the CEO.
- E. The authority to approve an action shall include the authority to sign all documents that implement the approved action.

By: 
Rick Shanley
Acting CEO/General Manager

Date: August 4, 2025

EXHIBIT A

(Contracts over \$300,000 require Board approval.)

Departments	Program Name	Title	Current Signing Authority	Level
All	1. General Counsel and Chief Compliance Officer, 2. Chief Financial Officer*			N/A
All	1. General Counsel and Chief Compliance Officer, 2. Chief Financial Officer*			1
Legal & Compliance Services	Legal Services	General Counsel and Chief Compliance Officer		2
Regional Utility Services (RUSD)	District Administration	Chief Utility Relations Officer		2
Office of the CEO	District Administration	Chief of Staff		2
Finance & Accounting	Finance & Accounting	Chief Financial Officer		2
Digital Solutions	IT Infrastructure	Digital Solutions Director		2
Human Resources	Human Resources	Human Resources and Risk Management Director		2
Legal & Compliance Services	Legal Services	Senior Assistant Legal Counsel		2
Natural Systems Enhancement & Stewardship (NSES)	NSES Administration	NSES Director		2
Regulatory Affairs	Compliance Services	Regulatory Affairs Director		2
Utility Operations & Services (UOPS)	UOPS Administration	Utility Operations Director		2
Utility Operations & Services (UOPS)	UOPS Administration	Field Operations Services Manager		2
Water Engineering & Technology (WET)	WET Administration	Treatment Plant Services Manager		2
Water Engineering & Technology (WET)	Water & Engineering Technology Administration	Water & Engineering Technology Director		2
Water Engineering & Technology (WET)	Research & Innovation	Research and Innovation Services Manager		2
Water Resource Recovery (WRRD)	WRRD Administration	Water Resource Recovery Services Manager		2
Office of the CEO	District Administration	Executive Management Analyst		3
Office of the CEO	Culture, Equity & Learning (CEL)	CEL Manager		3
Finance & Accounting	Finance & Accounting	Controller		3
Finance & Accounting	Finance & Accounting	Finance Manager		3
Human Resources	Human Resources	Compensation & Benefits Manager		3
Legal & Compliance Services	Risk & Insurance Management	Risk Manager		3
Natural Systems Enhancement & Stewardship (NSES)	NSES Administration	Landscape Strategies Division Manager		3
Natural Systems Enhancement & Stewardship (NSES)	NSES Administration	Project Delivery Division Manager		3
Natural Systems Enhancement & Stewardship (NSES)	NSES Administration	Stewardship Services Division Manager		3
Regional Utility Services (RUSD)	RUSD Administration	Public Affairs Manager		3
Regional Utility Services (RUSD)	RUSD Administration	Communications and Community Engagement Division Manager		3
Regulatory Affairs	Compliance Services	Compliance Operations Manager		3
Regulatory Affairs	Laboratory Services	Laboratory Manager		3
Utility Operations & Services (UOPS)	Facilities Maintenance	Building and Facilities Services Manager		3
Water Engineering & Technology (WET)	WET Administration	Capital Planning Division Manager		3
Water Engineering & Technology (WET)	WET Administration	Construction Engineering Division Manager		3
Water Engineering & Technology (WET)	WET Administration	Conveyance Engineering Division Manager		3
Water Engineering & Technology (WET)	Treatment Plant Services	TPS Engineering Division Manager		3
Water Engineering & Technology (WET)	Reuse	Reuse Manager		3
Water Resource Recovery (WRRD)	WRRD Administration	Senior Plant Superintendent		3
Water Resource Recovery (WRRD)	WRRD Administration	Plant Superintendent		3

Key to levels 1-3 for Initial Contract Signing Authority:



Approved:

A handwritten signature in black ink, appearing to read "R Shanley".

Rick Shanley, Acting Chief Executive Officer/General Manager

Date:

August 4, 2025

*Signing Order - except for IGAs

**Interim titles have the same authority as the titled position herein.