



September 18, 2025

BCC Agenda Date/Item: _____

Board of County Commissioners
Acting as the governing body of Water Environment Services
Clackamas County

Approval of Limited Delegation of Signing Authority to the WES Director for submission of component districts' Reports in Lieu of Audit. No fiscal impact. No County General Funds are involved.

Previous Board Action/Review	August 15, 2024, Approval of FY 2023-24 Report in Lieu of Audit Forms; August 17, 2023, Approval of FY 2022-23 Report in Lieu of Audit Forms; September 22, 2022, Approval of FY 2021-22 Report in Lieu of Audit Forms; reports in prior years were signed by the Chair as an administrative procedure.		
Performance Clackamas	1. Build Public Trust through Good Government		
Counsel Review	Yes	Procurement Review	No
Contact Person	Erin Blue	Contact Phone	503-742-4585

EXECUTIVE SUMMARY: Prior to the formation of WES as an intergovernmental entity under Oregon Revised Statutes Chapter 190, WES' three underlying service districts (Clackamas County Service District No. 1 ("CCSD No.1"), Tri-City Service District ("TCSD"), and Surface Water Management Agency of Clackamas County ("SWMACC")) were each required to complete and file annual audits as special districts under Oregon Municipal Audit Law. The agreement that formed WES integrated the operations and assets of the three separate service districts' into one entity, and all financial activity now occurs under the umbrella of WES, which is audited as a single entity.

The underlying service districts continue to exist as partner entities, and while the districts have no financial activity and are no longer required to complete annual audits, they are still subject to Municipal Audit Law and are required to submit Reports in Lieu of Audit ("the Reports"). The Reports confirm that no financial activity occurred for the prior fiscal year and ensure that WES and the underlying service districts maintain compliance with Municipal Audit Law.

The Reports must be submitted with the required filing fee within 90 days of the end of the municipality's fiscal year, which occurred on June 30, 2025. Per the Secretary of State, the Reports are now required to be submitted electronically with a checked box to indicate acknowledgement of accuracy by an elected official. To meet these requirements efficiently and ensure timely compliance, Board authorization is needed to delegate signing authority for submission of the Reports.

For Filing Use Only

RECOMMENDATION: Staff recommends that the Board of County Commissioners,

acting as the governing body of WES and the three underlying service districts, authorize limited delegation of signing authority to the WES Director to complete and submit the electronic Report in Lieu of Audit Forms.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Greg Geist", with a long horizontal flourish extending to the right.

Greg Geist
Director, WES

Attachment: Board Order

BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF CLACKAMAS COUNTY, STATE OF OREGON

In the Matter of a Limited
Delegation of Signing Authority for
Water Environment Services
Financial Reporting for Component
Districts



Board Order No. _____

Page 1 of 2

Whereas, the Board of County Commissioners (“the Board”) is the governing body of Water Environment Services an ORS Chapter 190 Intergovernmental Entity (“WES”), this matter coming before the Board at this time, and it appearing that the Board, as Board of Directors of Clackamas County Service District No. 1 (“CCSD No. 1”), Tri-City Service District (“TCSD”), and the Surface Water Management Agency of Clackamas County (“SWMACC”) are required to complete and file annual audits as special districts under Oregon Municipal Audit Law; and

Whereas, the agreement that formed WES integrated the operations and assets of the three separate service districts into one entity, and all financial activity now occurs under the umbrella of WES, which is audited as a single entity. This information is then reported to the Board as part of the annual financial audit process; and

Whereas, the underlying service districts continue to exist as partner entities, yet the districts have no financial activity and are no longer required to complete an annual audit. The districts are still subject to Municipal Audit Law and are required to complete and submit a Report in Lieu of Audit Form (“Report”). The Report summarizes financial activity for the prior fiscal year and ensures that WES and the underlying service districts maintain compliance with Municipal Audit Law; and

Whereas, in prior years, the Report was submitted to the Board for approval on the Consent Agenda. The Secretary of State now requires electronic submission of this information with a checked box to indicate acknowledgement of accuracy by an elected official; and

Whereas, this change to electronic reporting will be permanent. The underlying service districts will also permanently have no financial activity. The Board believes that it is appropriate to make this delegation apply to each subsequent fiscal year for the underlying districts so long as they are only required to submit the Report in Lieu of Audit; and,

Whereas, the Board believes it is necessary to delegate limited authority to the WES Director to complete and submit the electronic Report annually so long as the three service districts continue to be required to submit the Report in Lieu of Audit; and

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Page 2 of 2

NOW THEREFORE, the Clackamas County Board of Commissioners, acting as the governing body of WES, do hereby order as follows:

The WES Director is authorized and directed to complete and submit the electronic Report in Lieu of Audit, and for each subsequent year, so long as CCSD No. 1, TCSD, and SWMACC are required to submit this Report in compliance with Municipal Audit Law.

DATED this 18 day of September 2025.

Water Environment Services

Craig Roberts, Chair

Recording Secretary