

DELEGATION ORDER NO. 4

From: Executive Officer, Central Valley Flood Protection Board

To: Administrative Services Division Manager

Date: February 5, 2026

Supersedes: January 1, 2020

Dated: N/A

CENTRAL VALLEY FLOOD PROTECTION BOARD DELEGATION SYSTEM

By virtue of the authority residing in the Executive Officer, Central Valley Flood Protection Board, particularly California Code of Regulations, Title 23; Government Code Sections 11152, 11154, 12274, 12276 and Board Resolutions 2012-17 and 2006-08;

IT IS HEREBY ORDERED: That the Administrative Services Division Manager, Central Valley Flood Protection Board, is delegated the following authorities:

A. APPROVE AND SIGN CORRESPONDENCE AND DOCUMENTS

Approve documents, sign related correspondence and approve expenditures of funds relative to the management of the Administrative Services Division. Specifically, the Administrative Services Division Manager is authorized to review, sign and/or approve the type of documents listed below:

1. Service agreements, cooperative agreements, contracts, purchase documents, and correspondence, except those which require the personal attention of the Executive Officer for policy or other purposes.
2. Fiscal documents including budget and program control documents, travel expense claims, except that the authority to approve official control schedules and revisions thereto involving major programs and to give final approval to the annual department budget is reserved to the Executive Officer.
3. Organization changes except those involving changes to the basic Board organization chart.
4. Personnel documents.

All documents in Section A (1-4) will be signed in accordance with the provisions and procedures required by the Department of General Services and other applicable Agencies.

IT IS FURTHER ORDERED: That Authorities A1, A2, A3, and A4 may be re-delegated, except for documents that require the Executive Officer's signature. Authority to approve expenditures (including contracts and purchase documents) valued at

\$500,000 and above shall not be re-delegated without the written approval of the Executive Officer.

B. RECORDS MANAGEMENT

1. Establish and maintain an active continuing program for the economical and efficient management of the records and information practices for the Board that are required by Government Code Section 12274.
2. Certify the public records for the Board that may be microfilmed, electronically data imaged, or otherwise photographically reproduced in accordance with Government Code Section 12276.

All documents in Section B (1-2) will be signed or certified in accordance with the procedures required by the Department of General services.

IT IS FURTHER ORDERED: That Authorities B1 and B2 may be re-delegated except for documents that require the Executive Officer’s signature.

Original signed by Chris Lief

2/5/26

Chris Lief
Executive Officer, Central Valley Flood Protection Board

Date

Distribution: