

ERIE COUNTY WATER AUTHORITY  
 AUTHORIZATION FORM  
 For Approval/Execution of Documents  
 (check which apply)

**Contract:** \_\_\_\_\_ **Project No.:** \_\_\_\_\_  
**Project Description:** Leave of Absence \_\_\_\_\_

**Item Description:**

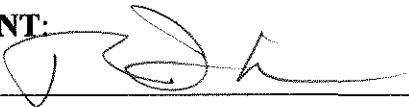
Agreement     Professional Service Contract     Amendment     Change Order  
 BCD     NYSDOT Agreement     Contract Documents     Addendum  
 Recommendation for Award of Contract     Recommendation to Reject Bids  
 Request for Proposals  
 Other Leave of Absence

**Action Requested:**

Board Authorization to Execute     Legal Approval  
 Board Authorization to Award     Execution by the Chairman  
 Board Authorization to Advertise for Bids     Execution by the Secretary to the Authority  
 Board Authorization to Solicit Request for Proposals  
 Other Leave of Absence

**Approvals Needed:**


**APPROVED AS TO CONTENT:**

Department Head  Date: 7/18/19  
 Risk Manager \_\_\_\_\_ Date: \_\_\_\_\_  
 Director of Administration \_\_\_\_\_ Date: \_\_\_\_\_  
 Executive Engineer \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

Legal \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED FOR BOARD RESOLUTION:**

Secretary to the Authority  Date: 7/10/19

**Remarks:** \_\_\_\_\_

**Resolution Date:** \_\_\_\_\_ **Item No.:** \_\_\_\_\_

Dear Mr. McCracken,

I respectfully request a temporary leave of absence from my position as pump mechanic effective July 26, 2019, due to a non-work related injury. I ask for this leave to be up to 1 year, but I do hope to return by March 1, 2020.

I am also requesting payment for unused benefit time.

Sincerely  
David Juda