



**ERIE COUNTY WATER AUTHORITY**  
**INTEROFFICE MEMORANDUM**

September 12 2023

To: Terrence D. McCracken, Secretary to the Authority

From: Leonard F. Kowalski, Executive Engineer

Subject: Request to Attend 2023 AWWA Water Infrastructure Conference and  
WIFIA/SRF Funding Workshop in Philadelphia, PA.

---

The AWWA Water Infrastructure Conference 2023 and WIFIA/SRF Funding Workshop was scheduled for September 10 – 14 in Philadelphia, PA. The programs will cover a variety of infrastructure issues and solutions, including the latest cost-effective strategies to manage aging infrastructure, control water loss, protection of critical infrastructure, and financing capital projects and operations and maintenance activities.

These conferences will also provide an opportunity to meet with various utilities representatives and vendors and to get information on the new water utility processes, products, and services.

At the Board Meeting held on July 20, 2023, the Board authorized Michael Quinn, Senior Distribution Engineer to travel to the above-referenced conference. However, due to unforeseen circumstances, Mr. Quinn could not attend. Due to time restraints and expenses already paid, Mr Quinn transferred his conference reservations and travel accommodations to Marc Bellacose, Distribution Engineer, who attended in his place.

Budget Information

Unit 2501 - 2023 O&M Budget Item 12 - Travel

LFK:alh

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

**Contract:** \_\_\_\_\_ **Project No.:** \_\_\_\_\_  
**Project Description:** Travel/Training 2023 AWWA Water Infrastructure Conference and WIFIA/SRF Funding Workshop in Philadelphia, PA, 09/11/2023 to 09/14/2023 for Marc Bellacose, Distribution Engineer.

**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 Travel Request Form and Training Request Form

**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 Board Approval

**Approvals Needed:**

**APPROVED AS TO CONTENT:**

Other (if Applicable) \_\_\_\_\_ Date: \_\_\_\_\_  
 Chief Operating Officer \_\_\_\_\_ Date: \_\_\_\_\_  
 Executive Engineer *Lionard F. Konaliki* \_\_\_\_\_ Date: 09/12/2023  
 Director of Administration \_\_\_\_\_ Date: \_\_\_\_\_  
 Risk Manager \_\_\_\_\_ Date: \_\_\_\_\_  
 Chief Financial Officer \_\_\_\_\_ Date: \_\_\_\_\_  
 Legal \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED FOR BOARD RESOLUTION:**

Secretary to the Authority *[Signature]* \_\_\_\_\_ Date: 9/12/2023

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

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

