

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

Contract: _____

Project No.: _____

Project Description: Approval for Cash Manager to attend
Municipal Bond Seminar in Washington, DC

Item Description:

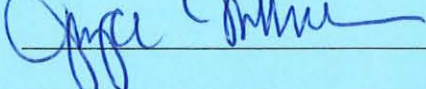
- | | | | |
|--|--|---|---------------------------------------|
| <input type="checkbox"/> Agreement | <input type="checkbox"/> Professional Service Contract | <input type="checkbox"/> Amendment | <input type="checkbox"/> Change Order |
| <input type="checkbox"/> BCD | <input type="checkbox"/> NYSDOT Agreement | <input type="checkbox"/> Contract Documents | <input type="checkbox"/> Addendum |
| <input type="checkbox"/> Recommendation for Award of Contract | <input type="checkbox"/> Recommendation to Reject Bids | | |
| <input type="checkbox"/> Request for Proposals | | | |
| <input checked="" type="checkbox"/> Other <u>Travel Approval</u> | | | |

Action Requested:

- | | |
|---|--|
| <input type="checkbox"/> Board Authorization to Execute | <input type="checkbox"/> Legal Approval |
| <input type="checkbox"/> Board Authorization to Award | <input type="checkbox"/> Execution by the Chairman |
| <input type="checkbox"/> Board Authorization to Advertise for Bids | <input type="checkbox"/> Execution by the Secretary to the Authority |
| <input type="checkbox"/> Board Authorization to Solicit Request for Proposals | |
| <input type="checkbox"/> Other _____ | |

Approvals Needed:

APPROVED AS TO CONTENT:

- | | | |
|---|---|-------------------------|
| <input checked="" type="checkbox"/> Department Head | <u></u> | Date: <u>10/22/2019</u> |
| <input type="checkbox"/> Risk Manager | _____ | Date: _____ |
| <input type="checkbox"/> Director of Administration | _____ | Date: _____ |
| <input type="checkbox"/> Executive Engineer | _____ | Date: _____ |

APPROVED AS TO FORM:

- | | | |
|--------------------------------|-------|-------------|
| <input type="checkbox"/> Legal | _____ | Date: _____ |
|--------------------------------|-------|-------------|

APPROVED FOR BOARD RESOLUTION:

- | | | |
|--|---|----------------------|
| <input checked="" type="checkbox"/> Secretary to the Authority | <u></u> | Date: <u>8/22/19</u> |
|--|---|----------------------|

Remarks: _____

Resolution Date: _____

Item No: _____



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

To: Terrence McCracken, Secretary to the Authority

From: Joyce Tomaka, Comptroller

Date: October 22, 2019

Subject: Travel Request – Susan Rinaldo

Please approve the attached request for Susan Rinaldo, Cash Manager, to attend the Municipal Bond Seminar in Washington, DC at a total estimated cost of \$1,350 from November 13 to November 15, 2019.

TRAVEL REQUEST

Name Susan L. Rinaldo Today's Date 10/18/19

Job Title Cash Manager

Department Finance

Destination(s) Washington DC

Reason for Travel / (check one): Training ☒ Authority Business ☐

Is this training needed to meet professional licensing requirements? Yes

Description of training or business, and reasons and benefits of attendance

GFOA - Municipal Bond Conference

Dates of Travel

From: Day (M T W T F S S), Date 11/13/19 To: Day (M T W T F S S), Date 11/15/19

Total number of business days: 3

Estimated Cost Transportation costs can be obtained from Trish Fabozzi X8456.

Transportation \$ 500 Hotel Accommodations \$ 500 Meals \$ 200

TOTAL ESTIMATED COST \$ 1200 **W/ REGISTRATION FEE** \$ 1350

Balance in the travel budget prior to this trip \$ _____ G/L Number 401000
Unit # 4015 Primary # 920812

Comments (i.e. spouse traveling, preferences): _____

Spouse will be traveling with me

Approvals:

Department Head [Signature] Date 10/18/2019

Executive Director [Signature] Date 10/21/19

Secretary [Signature] Date 10/22/19

Date of Resolution _____ Item No. _____

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660 N Capitol Street, NE

Washington, DC 20001

United States

See map: [Google Maps](#)**Phone:** (202) 393-8020**Fax:** (202) 393-0780**Level:** Basic**Field of Study:** Finance**CPE Credits:** 8**Member Price:** \$150.00**Non-Member Price:** \$300.00**Prerequisite:**

None.

Speakers:[Jay Clayton](#), Chairman, Securities and Exchange Commission[Rebecca J. Olsen](#), Director, Office of Municipal Securities, U.S. Securities and Exchange Co[Mark T. Kim](#), Executive Vice President and Chief Operating Officer, Municipal Securities Rule[John McNally](#), Partner, Hawkins Delafield & Wood LLP[Kenton Tsoodle](#), Assistant City Manager, City of Oklahoma City, OK[Kristine Brock](#), Assistant City Administrator/Chief Financial Officer, City of Franklin, TN[Geoffrey Buswick](#), Managing Director and Lead Analytical Manager, Standard & Poor's[Tom Kozlik](#), Head of Strategy and Credit, Hilltop Securities Inc.[Ryan Lawler](#), Senior Manager, GFOA[David Bowman](#), Federal Reserve Bank of New York

[Ann Battle](#), ISDA

[Hollis Hanson-Pollock](#), GASB

[Giedre Ball](#), Debt Manager, Metropolitan Washington Airport Authority

[Emily S. Brock](#), Director, Federal Liaison Center, GFOA

[Telly J. Meier](#), Field Operations Manager, ITG/TEB, Internal Revenue Service

[Mitch Rapaport](#), Partner, Nixon Peabody

[Matt Fabian](#), Partner, Municipal Market Analytics (MMA)

[Daniel Hartman](#), Managing Director, The PFM Group

[J. Ben Watkins](#), Director - Bond Division of Finance, State of Florida

Who Will Benefit:

Finance officers, debt managers and others looking for the most current information and best management in the public sector.

Program Description:

Governmental entities have been using debt for more than 200 years to fund public infrastructure buildings, water distribution systems, schools, police stations, and many other projects that require investment. Before issuing debt, a government needs to consider many factors including the current federal legislation and regulations. This session provides an opportunity to hear first-hand from Washington, D.C., and participate in dialogue with issuer peers.

The speaker lineup includes over 20 leaders from public sector, private sector, and regulatory [agenda](#).

Seminar Objectives:

Those who successfully complete this seminar should be able to:

- Understand key concepts affecting the issuance of public debt in 2019
- Network with key federal stakeholders
- Understand GFOA best practices for issuing and managing debt
- Understand disclosure requirements

Recommended Other Reading:

For further study, check out the following GFOA best practices:

- [Debt Management Policy](#)
- [Understanding Your Continuing Disclosure Responsibilities](#)
- [Post-Issuance Policies and Procedures](#)
- [Debt 101 \(Volume 1\) - Issuing a Bond](#)
- [Debt 101 \(Volume 2\) - Responsibilities After Bond Issuance](#)

Agenda: [Download](#)

Registration Form: [Download](#)