



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

November 7, 2023

To: Jerome D. Schad, Chair
Peggy A. LaGree, Vice Chair
Michele M. Iannello, Treasurer

From: Terrence D. McCracken, Secretary to the Authority

Subject: Mission Statement

As you are aware, in accordance with the Public Authorities Law, the Erie County Water Authority is required to file an Annual Report, our PARIS Reporting, with the Authorities Budget Office (“ABO”) which reflects the results of operations and other supporting information. Included in the list of required documents is the Authority’s Mission Statement.

This past March, the Board approved the submission of the Annual Report which included all required documents, including the Authority’s Mission Statement. However, the ABO is requesting that “the most recently adopted” mission statement be posted with an indication of its adoption date. Our current Mission Statement was adopted on April 24, 2014. Going forward, I recommend the Authority’s Mission Statement be adopted as a standalone item at the Board’s annual meeting each year.

To respond to the ABO requirements, I am recommending that the Board adopt the Authority’s Mission Statement by means of resolution at the November 16th Board meeting and post the Mission Statement on the Authority’s website with the adoption and re-adoption dates noted.

TDM:alh
Attachment

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

Contract: Project Description: _____	Project No.: _____
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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>Adoption of the Erie County Water Authority's Mission Statement</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 checked="" type="checkbox"/> Other <u>Adoption of the Erie County Water Authority's Mission Statement</u>	

Approvals Needed:

APPROVED AS TO CONTENT:

<input type="checkbox"/> Director of HR	_____	Date: _____
<input type="checkbox"/> Chief Operating Officer	_____	Date: _____
<input type="checkbox"/> Executive Engineer	_____	Date: _____
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Claims Rep/Risk Manager	_____	Date: _____
<input checked="" type="checkbox"/> Chief Financial Officer		Date: 11/01/2023
<input type="checkbox"/> Legal	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority		Date: 11/3/2023
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Remarks: _____

Resolution Date: _____	Item No: _____
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ERIE COUNTY WATER AUTHORITY

MISSION STATEMENT

The mission of the Erie County Water Authority is to provide all of its customers a plentiful supply of safe, high quality and affordable drinking water through a reliable infrastructure

Adopted: 04/24/2014