

MINUTES of the GOVERNANCE COMMITTEE MEETING of the ERIE COUNTY WATER AUTHORITY held in the office, 350 Ellicott Square Building, Buffalo, New York, on the 31st day of March, 2011.

PRESENT: Kelly M. Vacco, Chairperson
Francis G. Warthling, Vice Chairman
John F. O'Donnell, Treasurer
Robert A. Mendez, Executive Director
Robert J. Lichtenthal, Jr., Deputy Director
Wesley C. Dust, Executive Engineer
Paul H. Riester, Director of Administration
Mark Fuzak, Counsel
Daniel J. NeMoyer, Director of Human Resources
Karen A. Prendergast, Comptroller
Steven V. D'Amico, Budget and Financial Analyst
Ronald P. Bennett, Associate Attorney

ATTENDEES: Brian Gould
Danielle Elliott

CALL TO ORDER

PLEDGE TO THE FLAG

I. - ROLL CALL

II. - READING OF MINUTES

Motion by Mr. Warthling seconded by Mr. O'Donnell and carried to waive the reading of the Minutes of the Governance Committee Meeting held on February 24, 2011.

III. - APPROVAL OF MINUTES

Motion by Mr. Warthling seconded by Mr. O'Donnell and carried to approve the Minutes of the Governance Committee Meeting held on February 24, 2011.

IV. - REPORTS

A. PARIS Filing

Bob Mendez distributed a draft of the proposed PARIS filing. He proceeded to review this with the Committee.

Motion by Mr. Warthling, seconded by Mr. O'Donnell and carried that the PARIS filing be approved at the Authority's Board Meeting.

V. - COMMUNICATIONS AND BILLS

VI. - UNFINISHED BUSINESS

VII. - NEW BUSINESS

VIII. - ADJOURNMENT

Motion by Mr. Warthling, seconded by Mr. O'Donnell and carried that the meeting adjourn.



Matthew J. Baudo
Secretary to the Authority/Personnel
Director

SLZ

- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors
- Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Select Fiscal Year

Erie County Water Authority (0321)
 Fiscal Year End Date:12/31/2010
 Status:Unsubmitted

Annual Report

Instructions

Section 2800 of the Public Authorities Law and Sections 30 and 859 of the General Municipal Law require public authorities to file an Annual Report that includes information on their operations, finances, indebtedness, compensation and benefits, property transactions, internal controls and other management activities, policies and governance practices. The Annual Report tab should also be used to submit information required by Sections 2806 (Personnel Schedule) and 2896 (Property Report) as well as any additional information requested by ABO and/or OSC. To enter this information, select from the menu on the left.

The required information can be entered and saved, but the authority is not considered to be in compliance until the CEO, CFO or another designated official acknowledges that the information contained in this submission is complete and accurate. To submit this information, select and complete the Annual Report Submittal link.

Cancel

DRAFT

Governance Information (Authority-related)

ENTER GOVERNANCE INFORMATION (AUTHORITY-RELATED)

* Required Field

Current Document List
 2 items found, displaying all items.

Action	Document Name	Document Type	Date Attached
View Delete	ECWA Mission Statement.pdf	Mission Statement	03/29/2011
View Delete	ECWA Performance Measurements.pdf	Measurement Report	03/29/2011

Operations and Accomplishments

- 1 Has the Authority prepared its annual report on operations and accomplishments for the reporting period as required by Section 2800 of PAL?
 Yes No
 If Yes, provide the URL link to the document and attach the document below:
<http://www.ecwa.org/web/publications.jsp>

Document Type: Operations and Accomplishments
 Select Document:

- 2 As required by section 2800(9) of PAL, did the Authority prepare an assessment of the effectiveness of its internal controls?
 Yes No
 If Yes, provide the URL link to the document below:
<http://www.ecwa.org/web/publications.jsp>
- 3 Has the lead audit partner for the independent audit firm changed in the last five years in accordance with section 2802(4) of PAL?
 Yes No
- 4 Does the independent auditor provide non-audit services to the Authority?
 Yes No
- 5 Does the Authority have an organization chart?
 Yes No
 If Yes, provide the URL link to the document below:
<http://www.ecwa.org/web/publications.jsp>
- 6 Are any Authority staff also employed by another government agency?
 Yes No
 If Yes, identify the agency:
 Town of Boston, City of Lackawanna

Authority Mission Statement

- 7 Has the Authority posted their mission statement to their website?
 Yes No
 If Yes, provide the URL link to the document below:
<http://www.ecwa.org/web/publications.jsp>
- 8 Has the Authority's mission statement been revised and adopted during the reporting period?
 Yes No
 If Yes, attach the new mission statement: [Mission Statement template](#).

Document Type: Mission Statement
 Select Document:

Authority Measurement Report

Document Type: Measurement Report

Select Document:

95

[Contact Us](#) | [Terms of Service](#) | [Privacy Policy](#)

DRAFT

3/31/11

Authorities Budget Office Policy Guidance



Authority Mission Statement

Name of Public Authority:

ERIE COUNTY WATER AUTHORITY

Public Authority's Mission Statement:

THE ERIE COUNTY WATER AUTHORITY IS AN ORGANIZATION OF DEDICATED PROFESSIONALS WHO STRIVE TO CONTINUOUSLY PROVIDE OUR CUSTOMERS WITH A PLENTIFUL SUPPLY OF SAFE, CLEAN DRINKING WATER AT AN AFFORDABLE RATE.

WE ARE UNITED IN ONE GOAL - TO DELIVER A SUPERIOR PRODUCT AND OUTSTANDING SERVICE THAT MERITS EQUAL RECOGNITION FROM OUR CUSTOMERS AND OUR PEERS. WE TAKE PRIDE IN CREATING A WORK ENVIRONMENT THAT ACHIEVES EXCELLENCE THROUGH REWARDING DEDICATION, PROFESSIONALISM AND A PROGRESSIVE VISION.

Date Adopted:

FEBRUARY 24, 2011

LIST OF PERFORMANCE GOALS:

The Authority believes its mission imposes a responsibility to provide our customers with a plentiful supply of safe, clean drinking water at an affordable rate, with outstanding service through dedication, professionalism and a progressive vision within a framework of a sound long term financial policy. The elements of that policy are:

1. An unqualified commitment to meet all obligations to the bondholders in the full letter and spirit of the Authority's General Revenue Bond Resolutions and the covenants made therein;
2. An integrated program of inspection, maintenance, repair, rehabilitation and capital improvements to insure the continued integrity of its infrastructure and facilities and the health of its customers;
3. Control of expenditures to the fullest extent consistent with prudent management and responsible administration;
4. Provide the lowest possible rates and outstanding service which at the same time enables the Authority to meet its obligations and responsibilities to provide for adequate financial reserves and capital improvements.

PERFORMANCE MEASUREMENTS

- 1.(a) Affirmation of credit ratings from bond rating firms
- 2.(a) The Authority has adopted "Management by Objectives" and each department has established goals and objectives which are reviewed with the Board of Commissioners periodically and annually.
 - (b) Preparation of a capital budget for the coming year and the next succeeding four years which is reviewed by the Board.
- 3.(a) Financial statements consisting of a Balance Sheet, Income Statement, and an Investment Report are prepared monthly, usually within fifteen (15) days of the last day of each month.

98 3.(b) An independent audit firm retained to annually review and provide a report on the financial statements and expenditures at the end of the fiscal year.

3.(c) Various regular reports related to review and monitoring of the operating and capital improvement budgets by management, the Finance Committee and the Authority Board to allow for the containment of controllable expenses throughout the year.

4.(a) A series of budget hearings are held with each department head, the Executive Director, the Deputy Director and the Budget Director. A final annual operating and capital budget is reviewed, approved and adopted by the Board.

4.(b) The Authority regularly participates in an industry wide benchmarking survey prepared by the American Productivity and Quality Center using Qualserve Performance indicators for water and wastewater utilities.

4.(c) The Authority has commissioned several customer surveys focusing on the customer's perception of the service they receive.

DRAFT

Governance Information (Authority-related)

Governance Information (Board-related)

Board of Directors Staff

Benefit Information

Subsidiary/Component Unit Verification

Summary Financial Information

Current Debt

Real Property Acquisition/Disposal

Personal Property Disposal

Property Documents

Governance Information (Board-related)

Erie County Water Authority (0321)
Fiscal Year End Date: 12/31/2010
Status: Unsubmitted

VIEW GOVERNANCE INFORMATION (BOARD-RELATED)

* 1. Has the Board established a Governance Committee in accordance with Section 2824(7) of PAL?

Yes No

* 2. Has the Board established an Audit Committee in accordance with Section 2824(4) of PAL?

Yes No

* 3. Has the Board established a Finance Committee in accordance with Section 2824(8) of PAL?

Yes No

* 4. Provide a URL link where a list of Board committees can be found (including the name of the committee and the date established):

<http://www.ecwa.org/web/publications.jsp>

* 5. Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?

Yes No

* 6. Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year:

<http://www.ecwa.org/web/publications.jsp>

* 7. Has the Board adopted bylaws and made them available to Board members and staff?

Yes No

If Yes, provide the URL link to the document below:

<http://www.ecwa.org/web/publications.jsp>

* 8. Has the Board adopted a code of ethics for Board members and staff?

Yes No

If Yes, provide the URL link to the document below:

<http://www.ecwa.org/web/publications.jsp>

* 9. Does the Board review and monitor the Authority's implementation of financial and management controls?

Yes No

* 10. Does the Board execute direct oversight of the CEO and management in accordance with Section 2824(1) of PAL?

Yes No

* 11. Has the Board adopted policies for the following in accordance with Section 2824(1) of PAL:

Salary and Compensation

Yes No

Time and Attendance

Yes No

Whistleblower Protection

Yes No

Defense and Indemnification of Board Members

Yes No

* 12. Has the Board adopted a policy prohibiting the extension of credit to Board members and staff in accordance with Section 2824(5) of PAL?

Yes No

* 13. Are the Authority's Board members, officers, and staff required to submit financial disclosure forms in accordance with Section 2825(3) of PAL?

Yes No

* 14. Was a performance evaluation of the Board completed?

Yes No

* 15. Was compensation paid by the Authority made in accordance with employee or union contracts?

Yes No

* 16. Has the Board adopted a conditional/additional compensation policy governing all employees?

Yes No

If Yes, provide the URL link to the document below:

[Contact Us](#) | [Terms of Service](#) | [Privacy Policy](#)

DRAFT

- PARIS |
- Authority Home Page |
- Budget Report |
- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors
- Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Search for Authority |

Annual Report |

Procurement Report

Investment Report

Certified Financial Audit

Board of Directors

Erie County Water Authority (0321)
 Fiscal Year End Date: 12/31/2010
 Status: Unsubmitted

BOARD OF DIRECTORS LIST

Enter all filled and vacant board member positions. To enter a board member, select the 'New' button. To copy previously entered data into the current reporting period for editing, select the 'Copy Forward' button.

Public Authority Board Members
 3 items found, displaying all items.

Action	Last Name	First Name	Chair	Appointed by	Term Exp. Date
View Modify Delete	O'Donnell	John	No	Other	04/27/2013
View Modify Delete	Vacco	Kelly	Yes	Other	04/27/2011
View Modify Delete	Warthling	Francis	No	Other	04/27/2012

DRAFT

- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors
- Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Board of Directors

Erie County Water Authority (0321)
Fiscal Year End Date: 12/31/2010
Status: Unsubmitted

VIEW BOARD MEMBER

<p>Is the Board Member's position vacant?: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Member's Last Name: <input type="text" value="O'Donnell"/></p> <p>Member's First Name: <input type="text" value="John"/></p> <p>Middle Initial: <input type="text" value="F"/></p> <p>Term Start Date: <input type="text" value="05/27/2010"/></p> <p>Term Expiration Date (choose one): <input type="text" value="04/27/2013"/></p> <p>Serves at Pleasure of Appointing Authority <input type="checkbox"/></p> <p>Ex-officio <input type="checkbox"/></p> <p>Title: <input type="text"/></p> <p>Has the Board member appointed a designee?: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Is this Member the Chair of the Board?: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, Chair designated by:</p> <p>Nominated by: <input type="text" value="Other"/></p> <p>Appointed by: <input type="text" value="Other"/></p> <p>Confirmed by Senate?: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>*Complied with training requirement of Section 2824?: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>* Has the board member signed the acknowledgement of fiduciary duty?: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>* Does the board member also hold an elected or appointed State government position?: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>* Does the board member also hold an elected or appointed municipal government position?: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--	--

DRAFT

Governance Information (Authority-related)

Governance Information (Board-related)

Board of Directors

Staff

Benefit Information

Subsidiary/Component Unit Verification

Summary Financial Information

Current Debt

Real Property Acquisition/Disposal

Personal Property Disposal

Property Documents

Board of Directors

Erie County Water Authority (0321)
Fiscal Year End Date: 12/31/2010
Status: Unsubmitted

VIEW BOARD MEMBER

Is the Board Member's position vacant?: Yes No

Member's Last Name:

Member's First Name:

Middle Initial:

Term Start Date:

Term Expiration Date (choose one):

Serves at Pleasure of Appointing Authority

Ex-officio

Title:

Has the Board member appointed a designee?: Yes No

Is this Member the Chair of the Board?: Yes No

If yes, Chair designated by:

Nominated by:

Appointed by:

Confirmed by Senate?: Yes No N/A

* Complied with training requirement of Section 2824?: Yes No

* Has the board member signed the acknowledgement of fiduciary duty?: Yes No

* Does the board member also hold an elected or appointed State government position?: Yes No

* Does the board member also hold an elected or appointed municipal government position?: Yes No

DRAFT

- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Board of Directors

Erie County Water Authority (0321)
 Fiscal Year End Date: 12/31/2010
 Status: Unsubmitted

VIEW BOARD MEMBER

<p>Is the Board Member's position vacant?: Yes No</p> <p>Member's Last Name: <input type="text" value="Warthling"/></p> <p>Member's First Name: <input type="text" value="Francis"/></p> <p>Middle Initial: <input type="text" value="G"/></p> <p>Term Start Date: <input type="text" value="04/27/2009"/></p> <p>Term Expiration Date (choose one): <input type="text" value="04/27/2012"/></p> <p>Serves at Pleasure of Appointing Authority Ex-officio</p> <p>Title: <input type="text"/></p> <p>Has the Board member appointed a designee?: Yes No</p>	<p>Is this Member the Chair of the Board?: Yes No</p> <p>If yes, Chair designated by:</p> <p>Nominated by: <input type="text" value="Other"/></p> <p>Appointed by: <input type="text" value="Other"/></p> <p>Confirmed by Senate?: Yes No N/A</p> <p>*Complied with training requirement of Section 2824?: Yes No</p> <p>* Has the board member signed the acknowledgement of fiduciary duty?: Yes No</p> <p>* Does the board member also hold an elected or appointed State government position?: Yes No</p> <p>* Does the board member also hold an elected or appointed municipal government position?: Yes No</p>
---	--

DRAFT

- PARIS |
- Authority Home Page |
- Budget Report |
- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors
- Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Search for Authority |

Annual Report |

Procurement Report |

Investment Report |

Certified Financial Audit

Staff

Erie County Water Authority(0321)
 Fiscal Year End Date:12/31/2010
 Status:Unsubmitted

SEARCH STAFF

Enter all staff of the Authority. To enter a staff member, select the 'New' button. To copy previously entered data into the current reporting period for editing, select the 'Copy Forward' button. To indicate that the Authority has no staff, select the 'No Staff' button.

To view a list of all staff, enter the wildcard ("??") in the 'Last Name' or 'First Name' fields, then select 'Submit'. To conduct a partial name search, you must also include the wildcard. For example, to retrieve a list of all staff members whose last name contains the letter "s", you would enter "?s?" in the 'Last Name' field. Any combination of search criteria can be entered to conduct the search. All search results are sorted by 'Last Name' in ascending order.

Last Name: _____

First Name: _____

Group: _____

Annualized Salary Range: \$ _____ to \$ _____

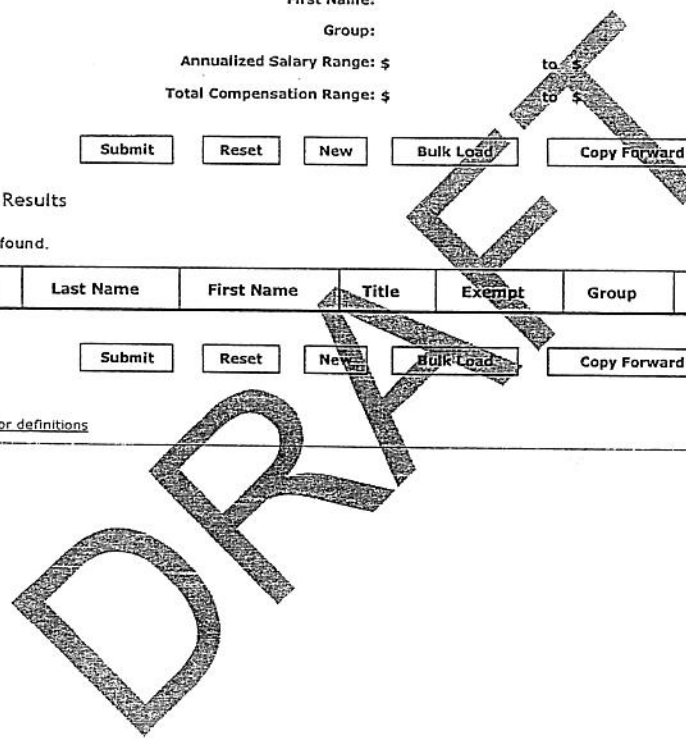
Total Compensation Range: \$ _____ to \$ _____

Search Results

No items found.

Action	Last Name	First Name	Title	Exempt	Group	Annualized Salary	Total Compensation
--------	-----------	------------	-------	--------	-------	-------------------	--------------------

[Click here for definitions](#)



BENEFITS LIST

The tables below display benefits for all Board Members and for staff whose annualized salary is greater than \$100,000. To enter or modify this information, and to answer the question at the bottom of the page, select "Modify."
 The intent of this screen is to capture information on:

- Any benefit available to board members.
- Extraordinary benefits available to staff earning over \$100,000 in annualized salary by virtue of their position.

An extraordinary benefit should only be reported if it is provided for the exclusive use of a staff member. For example, you should report:

- A car assigned to a staff member for personal use.
- A financial package provided at retirement or the end of a contract that exceeds the normal conversion of unused vacation time as a condition of employment.
- Some other benefit that is not also available to rank and file staff.

Do not report benefits that are equally available to all staff. For example, you should not report:

- Staff use of a credit card for business travel.
- Access to a fleet vehicle owned by the Authority and available to all staff for business use only, or
- The right of all staff to convert unused vacation time as a condition of employment.

Modify

BOARD MEMBERS

Name	Title	Severance Package	Payment for Unused Leave	Club Dues	Use of Corporate Credit Cards	Personal Loans	Automobile	Transportation	Housing Allowance	Spouse / Dependent Life Insurance	Tuition Assistance	Multi-Year Employment Contract	None of These Benefits	Other
O'Donnell, John F	Board of Directors	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	
Vacco, Kelly M	Board of Directors	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	
Wardling, Francis G	Board of Directors	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	Select All	

STAFF

Name	Title	Severance Package	Payment for Unused Leave	Club Memberships	Use of Corporate Credit	Personal Loans	Automobile	Transportation	Housing Allowance	Spouse / Dependent Life	Tuition Assistance	Multi-Year Employment Contract	None of These Benefits	Other

- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors
- Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Subsidiary Verification

SUBSIDIARY/COMPONENT U

This list should include only those subsidiaries and component units that are active and whose inform Authority.

*Is this list accurate and complete?

Yes No

If an entity needs to be removed from the list, select the 'Delete Subsidiaries/component units' butt Subsidiaries/Component Units' button. If the name of an entity currently in the list is incorrect, use t

*Are there other subsidiaries or component units of the Authority that are active, not included in the independently filing reports in PARIS?

Yes No

Be aware that changes will not be immediately reflected in the list. Requested changes will be review Budget Office, and will be reflected in the list for the next reporting period.

Add Subsidiaries/Component Units

Delete Subsic

No items found.

Name of Subsidiary/Component Unit	Sta

- PARIS |
- Authority Home Page |
- Budget Report |
- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors
- Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Search for Authority |

Annual Report

Procurement Report

Investment Report

Certified Financial Audit

Summary Financial Information

Erie County Water Authority (0321)
 Fiscal Year End Date: 12/31/2010
 Status: Unsubmitted

SUMMARY FINANCIAL INFORMATION

SUMMARY STATEMENT OF NET ASSETS

[Modify](#) [Delete](#)

Assets

Current Assets

Cash and cash equivalents	\$21,564,771.00
Investments	0.00
Receivables, net	4,320,565.00
Other assets	6,542,999.00
Total Current Assets	32,428,335.00

Noncurrent Assets

Restricted cash and investments	28,833,293.00
Long-term receivables, net	0.00
Other assets	549,983.00
Capital Assets	
Land and other nondepreciable property	7,044,816.00
Buildings and equipment	287,797,344.00
Infrastructure	245,783,393.00
Accumulated depreciation	201,002,751.00
Net capital assets	339,622,802.00
Total Noncurrent Assets	369,006,078.00

Total Assets

401,434,413.00

Liabilities

Current Liabilities

Accounts payable	5,399,170.00
Pension contribution payable	0.00
Other post-employment benefits	0.00
Accrued liabilities	7,137,421.00
Deferred revenues	0.00
Bonds and notes payable	5,782,479.00
Other long-term obligations due within one year	1,103,132.00
Total Current Liabilities	19,422,202.00

Noncurrent Liabilities

Pension contribution payable	0.00
Other post-employment benefits	13,809,727.00
Bonds and notes payable	83,642,766.00
Long-term leases	0.00
Other long-term obligations	1,762,667.00
Total Noncurrent Liabilities	99,215,160.00

Total Liabilities

118,637,362.00

Net Asset (Deficit)

Net Assets

Invested in capital assets, net of related debt	245,207,926.00
Restricted	11,242,676.00
Unrestricted	26,346,449.00

Total Net Assets

\$282,797,051.00

SUMMARY STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET ASSETS

Operating Revenues

Charges for services	\$56,974,655.00
Rental & financing income	490,467.00
Other operating revenues	235,946.00

Total Operating Revenue

57,701,068.00

Operating Expenses

3/31/11

Salaries and wages	14,465,664.00
Other employee benefits	10,670,629.00
Professional services contracts	285,601.00
Supplies and materials	3,508,673.00
Depreciation & amortization	11,697,572.00
Other operating expenses	9,504,255.00
Total Operating Expenses	50,132,394.00
Operating Income (Loss)	7,568,674.00
<u>Nonoperating Revenues</u>	
Investment earnings	617,515.00
State subsidies/grants	0.00
Federal subsidies/grants	0.00
Municipal subsidies/grants	0.00
Public authority subsidies	0.00
Other nonoperating revenues	45,125.00
Total Nonoperating Revenue	662,640.00
<u>Nonoperating Expenses</u>	
Interest and other financing charges	4,265,531.00
Subsidies to other public authorities	0.00
Grants and donations	0.00
Other nonoperating expenses	0.00
Total Nonoperating Expenses	4,265,531.00
Income (Loss) Before Contributions	3,965,783.00
Capital Contributions	1,088,835.00
Change in net assets	5,054,618.00
Net assets (deficit) beginning of year	295,347,229.00
Other net assets changes	(17,604,796.00)
Net assets (deficit) at end of year	\$282,797,051.00

[Click here for definitions](#)

[Contact Us](#) | [Terms of Service](#) | [Privacy Policy](#)

DRAFT

- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors
- Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
 - New Debt Issuances
 - Schedule of Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Current Debt

Erie County Water Authority (0321)
Fiscal Year End Date: 12/31/2010
Status: Unsubmitted

CURRENT DEBT

* Required Field

If both questions below are answered "No," select "Save" and exit the Current Debt function.

If Question 1 is "Yes" and Question 2 is "No," select "Save" and then select the "Schedule of Debt" link and complete the schedule of debt function.

If both questions are answered "Yes," select "Save," then select the "New Debt Issuances" link to complete the new debt function, and then select the "Schedule of Debt" link and complete the schedule of debt function.

*1. Did the Authority have any outstanding debt, including conduit debt, at any point during the reporting period?

Yes No

*2. If yes, has the Authority issued any debt during the reporting period?

Yes No

Save

DRAFT

- Budget Report
- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
 - New Debt Issuances
 - Schedule of Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Schedule of Debt

Erie County Water Authority (0321)
 Fiscal Year End Date: 12/31/2010
 Status: Unsubmitted

SCHEDULE OF DEBT

Action	Type of Debt (1)	Statutory Authorization (\$)	Outstanding Start of Fiscal Year (\$)	New Debt Issuances (\$)	Debt Retired (\$)	Outstanding End of Fiscal Year (\$)
	State Obligation					
	State Guaranteed					
	State Supported					
	State Contingent Obligation					
	State Moral Obligation					
	Other State Funded					
	Authority Obligation					
	General Obligation					
View Modify	Revenue	0.00	101,590,000.00	0.00	9,690,000.00	91,900,000.00
	Other Non-State Funded					
	Conduit					
	Conduit Debt					
	Conduit Debt - Pilot Increment Financing					
	Total:	0.00	101,590,000.00	0.00	9,690,000.00	91,900,000.00

(1) Do not report First Instance Advances/Appropriated Loans here.

[Click here for definitions](#)

DRAFT

Real Property Acquisition/Disposal

Erie County Water Authority (0321)
Fiscal Year End Date: 12/31/2010
Status: Unsubmitted

REAL PROPERTY ACQUISITION/DISPOSAL LIST

In accordance with the Public Authorities Law, please provide information on any real property of the authority having an estimated fair market value in excess of \$15,000 that the authority either acquired or disposed of during the reporting period.

New

Bulk Load

No Transactions

Real Property Acquisition/Disposal List

No items found.

Action	Transaction Date	Transaction Type	Purchase/Sale Price	Property Address	City	Description
--------	------------------	------------------	---------------------	------------------	------	-------------

New

Bulk Load

No Transactions

DRAFT

- Governance Information (Authority-related)
- Governance Information (Board-related)
- Board of Directors Staff
- Benefit Information
- Subsidiary/Component Unit Verification
- Summary Financial Information
- Current Debt
- Real Property Acquisition/Disposal
- Personal Property Disposal
- Property Documents

Personal Property Disposal

Erie County Water Authority (0321)
Fiscal Year End Date: 12/31/2010
Status: Unsubmitted

PERSONAL PROPERTY DISPOSAL LIST

In accordance with the Public Authorities Law, please provide information on any personal property of the authority having an estimated fair market value in excess of \$5,000 that the authority disposed of during the reporting period.

Personal Property Disposal List
5 items found, displaying all items.

Action	Transaction Date	Sale Price	Property Description
View Modify Delete	10/19/2010	\$7,500.00	2002 International Truck & Engine Corp Dump Truck
View Modify Delete	10/19/2010	\$7,000.00	1999 International Truck & Engine Corp Dump Truck
View Modify Delete	10/19/2010	\$6,900.00	2001 Ford F250
View Modify Delete	10/19/2010	\$6,800.00	2007 Ford F150
View Modify Delete	10/19/2010	\$5,250.00	2000 Dynaweld 25' Trailer

DRAFT

Property Documents

Erie County Water Authority(0321)
Fiscal Year End Date:12/31/2010
Status:Unsubmitted

VIEW PROPERTY DOCUMENTS

1. In accordance with Section 2896(3) of PAL, the authority is required to prepare a report at least annually of all real property of the authority. Has this report been prepared?

Yes No

If Yes, provide the URL link to the document below:

[http://www.eriepa.com/realprop.htm](#)

2. Has the authority prepared policies, procedures, or guidelines regarding the use, awarding, monitoring, and reporting of contracts for the acquisition and disposal of property?

Yes No

If Yes, provide the URL link to the document below:

[http://www.eriepa.com/contracts/contracts.htm](#)

3. In accordance with Section 2896(1) of PAL, has the authority named a contracting officer who shall be responsible for the authority's compliance with and enforcement of such guidelines?

Yes No

Modify

DRAFT

Select Fiscal Year

Erie County Water Authority (0321) Fiscal Year End Date:12/31/2010 Status:Unsubmitted

Procurement Report

Instructions

Sections 2879 and 2824(e) of the Public Authorities Law require public authorities to adopt and annually review and approve comprehensive procurement guidelines and reports. To enter this information, select from the menu on the left.

The required information can be entered and saved, but the authority is not considered to be in compliance until the CEO, CFO or another designated official acknowledges that the information contained in this submission is complete and accurate. To submit this information, select and complete the Procurement Report Submittal link.

Cancel

DRAFT

Procurement Transactions

Erie County Water Authority (0321)
Fiscal Year End Date: 12/31/2010
Status: Unsubmitted

SEARCH PROCUREMENT TRANSACTIONS

Enter all procurement transactions open during the reporting period with an actual or estimated value of \$5,000 or more. To enter a procurement transaction, select the 'New' button. To copy previously entered data into the current reporting period for editing, select the 'Copy Forward' button. To indicate that the authority has no open procurement transactions, select the 'No Transactions' button.

To view a list of all procurement transactions, enter the wildcard ("*") in the 'Vendor Name' field, then select 'Submit'. To conduct a partial name search, you must also include the wildcard. For example, to retrieve a list of all vendors whose name contains the letter "s", you would enter "s*" in the 'Vendor Name' field. Any combination of search criteria can be entered to conduct the search. The search results will be sorted by 'Vendor Name' in ascending order.

Only report "Non Contract Procurement/Purchase Order" and "Purchased Under State Contract" transactions if all purchases made from a single vendor total \$5,000 or more during the reporting period. These purchases should be reported as a single transaction for the total amount, not as individual transactions.

Vendor Name: _____

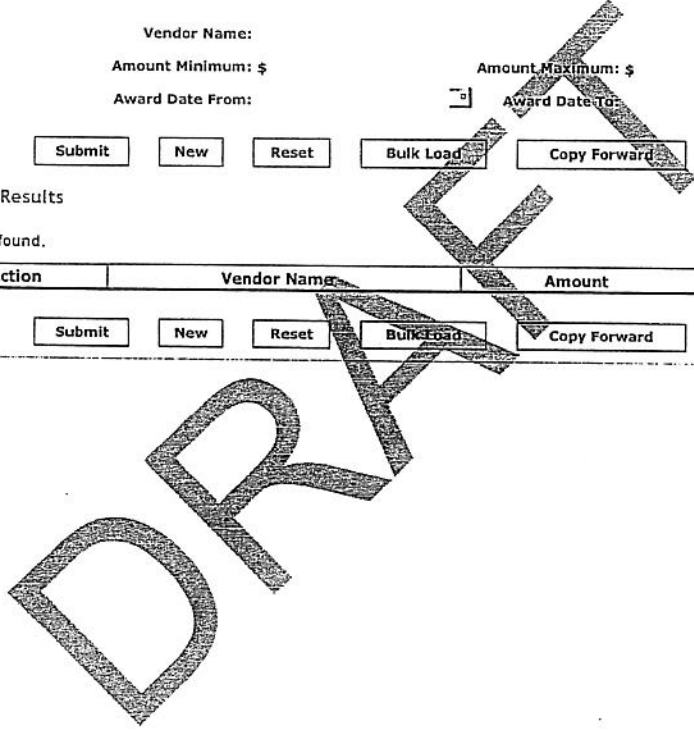
Amount Minimum: \$ _____ Amount Maximum: \$ _____

Award Date From: [] Award Date To: []

Search Results

No items found.

Action	Vendor Name	Amount	Award Date
--------	-------------	--------	------------



Procurement Information

Erie County Water Authority (0321)
Fiscal Year End Date: 12/31/2010
Status: Unsubmitted

VIEW PROCUREMENT INFORMATION

Current Document List
No items found.

Action	Document Name	Document Type	Date Attached
--------	---------------	---------------	---------------

Procurement Guidelines

1. Does the Authority have procurement guidelines?

Yes No

Yes No

2. Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?

Yes No

3. Does the Authority allow for exceptions to the procurement guidelines?

Yes No

* 4. Does the Authority assign credit cards to employees for travel and for business purchases?

Yes No

* 5. Does the Authority require prospective bidders to sign a non-collusion agreement?

Yes No

* 6. Does the Authority incorporate a summary of its procurement policies and prohibitions in its solicitation of proposals, bid documents, or specifications for procurement contracts?

Yes No

* 7. Did the Authority designate a person or persons to serve as the authorized contact on a specific procurement, in accordance with Section 139-j(2)(a) of the State Finance Law, "The Procurement Lobbying Act"?

Yes No

Impermissible Contacts

* 8. Did the Authority determine that a vendor had impermissible contact during a procurement or attempted to influence the procurement during the reporting period in accordance with Section 139-j(10) of the State Finance Law?

Yes No

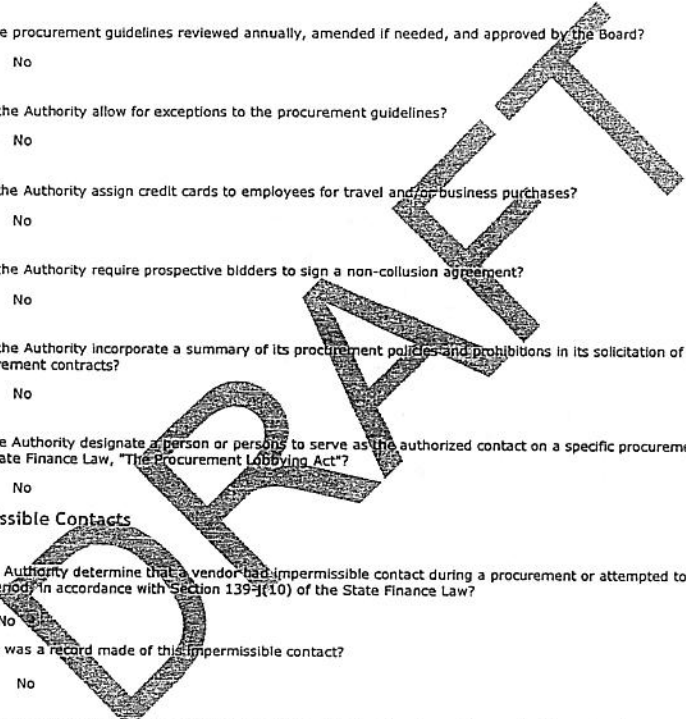
If Yes, was a record made of this impermissible contact?

Yes No

* 9. Does the Authority have a process to review and investigate allegations of impermissible contact during a procurement, and to impose sanctions in instances where violations have occurred, in accordance with Section 139-j(9) of the State Finance Law?

Yes No

Modify



Erie County Water Authority (0321)
Fiscal Year End Date:12/31/2010
Status:Unsubmitted

Investment Report

Instructions

Section 2925 of the Public Authorities Law requires public authorities to adopt and annually review and approve comprehensive investment guidelines and reports. To enter this information, select from the menu on the left.

The required information can be entered and saved, but the authority is not considered to be in compliance until the CEO, CFO or another designated official acknowledges that the information contained in this submission is complete and accurate. To submit this information, select and complete the Investment Report Submittal link.

Cancel

DRAFT

Investment Information

Erie County Water Authority(0321)
Fiscal Year End Date:12/31/2010
Status:Unsubmitted

VIEW INVESTMENT INFORMATION

Annual Investment Report

* 1. Has the authority prepared an Annual Investment Report for the reporting period as required by section 2925(6) of PAL?

Yes No

If Yes, provide the URL link to the document below:

Investment Guidelines

* 2. Are the authority's investment guidelines reviewed and approved annually?

Yes No

Investment Audit Report

* 3. Did the authority have an independent audit of investments as required by Section 2925(3)(f) of PAL?

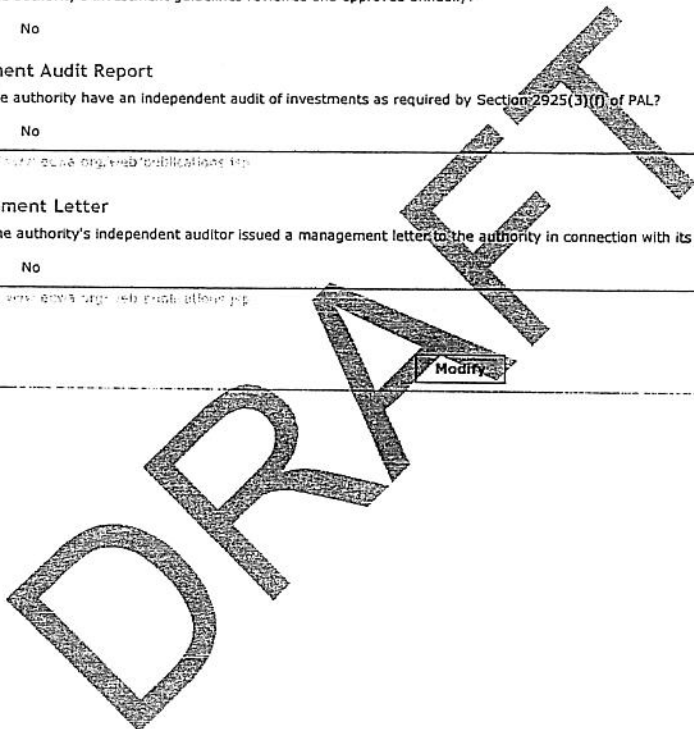
Yes No

Management Letter

* 4. Has the authority's independent auditor issued a management letter to the authority in connection with its annual audit of investments?

Yes No

Modify



Erie County Water Authority (0321)
Fiscal Year End Date:12/31/2010
Status:Unsubmitted

Certified Financial Audit

Instructions

Section 2802 of the Public Authorities Law requires public authorities to submit a copy of their annual independent audit report, performed by a certified public accounting firm in accordance with generally accepted government auditing standards. To enter this information, select from the menu on the left.

The required information can be entered and saved, but the authority is not considered to be in compliance until the CEO, CFO or another designated official acknowledges that the information contained in this submission is complete and accurate. To submit this information, select and complete the Certified Financial Audit Submittal link.

Cancel

DRAFT

VIEW FINANCIAL DOCUMENTS

Financial Documents was created successfully.

Current Document List

4 items found, displaying all items.

Action	Document Name	Document Type	Date Attached	URL
View	2010 FS - Final.pdf	Internal Controls	03/29/2011	http://www.ecwa.org/web/publications.jsp
View	2010 FS - Final.pdf	Audit Report	03/29/2011	http://www.ecwa.org/web/publications.jsp
View	Management letter - Final PDF.pdf	Management Letter	03/29/2011	http://www.ecwa.org/web/publications.jsp
View	SAS 114 letter - Final PDF.pdf	Additional Communications	03/29/2011	

* 1. Attach the independent audit of the authority's financial statements.

* 2. Has the authority's independent auditor issued a management letter to the authority in connection with its audit of the authority's financial statements?

Yes No

* 3. Has the authority's independent auditor issued a Report on Internal Controls Over Financial Reporting to the authority?

Yes No

4. Attach any additional communication required or allowed by government auditing standards issued by the Comptroller General of the United States to be issued by the authority's independent auditor in connection with its annual audit of the authority's financial statements.

Modify

DRAFT

ERIE COUNTY WATER AUTHORITY 2010 ANNUAL REPORT



PROVIDING WATER YOU CAN TRUST

The Erie County Water Authority (ECWA) is committed to providing its customers safe, high quality water and professional service at an affordable rate, and this past year was no exception in meeting these important organizational goals. While consistently meeting these goals, the ECWA has developed a reputation as an industry leader among public water utilities as a result of its continuous and aggressive investment in system infrastructure, its state of the art water quality control program, and maintaining the 2nd lowest water rate in Western New York.

During this past year, the ECWA treated and distributed 24.5 billion gallons of high quality water to more than 550,000 consumers that rely on our product and services 24 hours a day, 365 days a year. To ensure the dependable delivery of our product to our customers, the ECWA continued significant progress with the most ambitious capital investment program in our organization's history. As part of a five-year, \$113 million system-wide infrastructure upgrade initiated in 2006, the ECWA invested nearly \$15 million in its production facilities and distribution system in 2010. Major projects included: the completion of significant upgrades to the treatment process and the installation of permanent emergency power generation at the Sturgeon Point Treatment Plant in Derby, New York; the inspection and design for the refurbishing of large water storage facilities; and, the replacement of approximately 2.5 miles of aging water mains throughout our service district. These annual infrastructure investments provide our customers with more efficient service delivery, build on our successful water quality control program, and lead to long term cost savings by helping to stabilize our rate structure.

It should be noted that more than two-thirds of the ECWA's \$113 million capital investment program is being paid from operating revenues, not from borrowed funds, which will significantly benefit our ratepayers who have told us through a scientific customer survey that they support our efforts and are willing to help pay for necessary upgrades to improve their water system and service delivery. By consistently investing in system infrastructure, limiting the amount of borrowing, and continually working to reduce expenses, the ECWA is well positioned to provide customers a high quality product and dependable service at one of the lowest rates in Western New York well into the future.

ECWA's Consolidated Annual Financial Report, including the audited financial report for the fiscal year ending December 31, 2010, performed by the independent accounting firm of Lumsden & McCormick, LLP, and contained on the enclosed DVD, reaffirms the ECWA's strong financial reporting and accounting practices and the fact that we are well positioned financially for the future.

The ECWA remains committed to further improving our operations and making investments in 2011 that will continue to ensure the efficient delivery of safe, high quality water at an affordable rate to our customers. It is a result of that commitment and our contributions to the quality of life in Western New York that with great pride we submit the 61st Annual Report of the Erie County Water Authority.

Respectfully,

Board of Commissioners
Kelly M. Vacco, Chair
Francis G. Warthling, Vice-Chair
John F. O'Donnell, Treasurer

3/31/11

The Erie County Water Authority is a group of professionals who take great pride in creating a work environment through rewarding dedication, professionalism and hard work. Board of Commissioners and staff are proud to recognize ECWA's employees for a job well done.



KELLY VACCO
Chair



FRANCIS G. WARTHLING
Vice-Chair



JOHN F. O'DONNELL
Treasurer



ROBERT A. MENDEZ
Executive Director



ROBERT J. LICHTENTHAL, JR.
Deputy Director

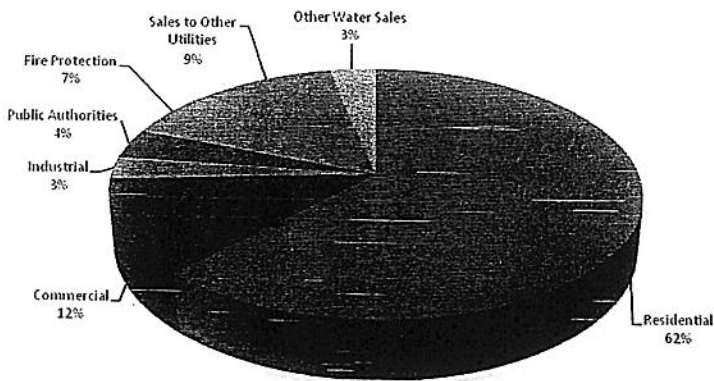


WESLEY DUST
Executive Engineer

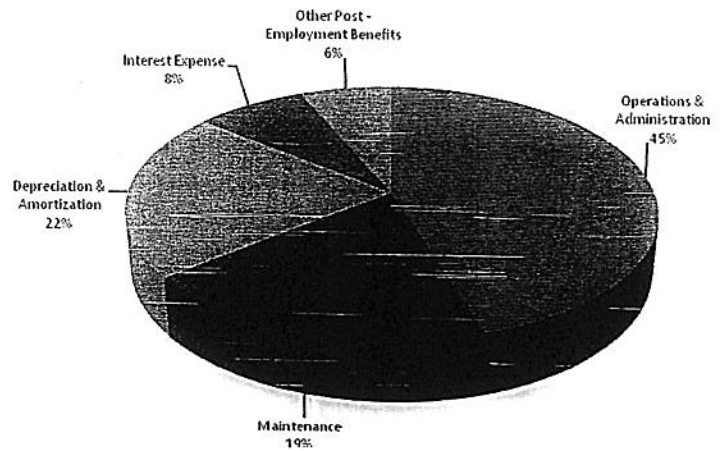
ECWA Management Team

2010

WATER SALES REVENUE



EXPENSES



Comprehensive Annual Financial Report For Year Ending December 31, 2010 and 2009



Erie County, New York

3/31/11

FAST FACTS

HIGHLIGHTS OF THE PAST DECADE

	<u>2001</u>	<u>2010</u>
Number of Customers	137,403	158,650
Number of Employees	280.9	258.9
Number of Customers per Employee	489	613
Outstanding Debt Service	\$137,024,491	\$132,296,376
Debt Service per Customer	\$997	\$834
Capital Spending Program	\$8,489,478	\$15,212,311
Number of Fire Hydrants	14,350	17,252
Miles of Water Mains	2,967	3,386
Water rate (per 1,000 gallons)	\$2.22	\$2.96

FINANCIAL SUMMARY

	<u>2009</u>	<u>2010</u>
Operating Revenue	\$54,688,581	\$57,701,068
Operating Expenses	\$46,428,407	\$50,132,394
Total Assets	\$419,378,108	\$401,434,413

ECWA Profile

The Erie County Water Authority is an independent, public benefit corporation created in 1949 under the jurisdiction of the Public Authorities Law of the State of New York.

The ECWA is not an agency of New York State nor Erie County government. The organization functions as a self-sustaining business enterprise and pays for all expenses from revenues generated from the sale of water to its customers. As a non-for-profit entity, all revenues received must be used for operating expenses, capital improvements and paying outstanding debts.

The ECWA was created and operates solely for the benefit of more than 550,000 consumers throughout Western New York that rely on its product and dependable service 24 hours a day, 365 days a year.

ERIE COUNTY WATER AUTHORITY
295 MAIN STREET / ROOM 350
BUFFALO, NEW YORK 14203

PHONE: (716) 849-8484 / FAX: (716) 849-8467
EMAIL: QUESTIONS.COMMENTS@ECWA.ORG
WEB SITE: WWW.ECWA.ORG



3/31/11

1

1