



Monroe County Water Authority

# Memorandum

To: MCWA Governance Committee\*

Date: March 6, 2025

From: Nicholas Noce, Executive Director

Copy: S. Nasca, Ex-Officio  
D. Hendrickson

Subject: Meeting Scheduled **Thursday, March 13th at 8:30 a.m.**

The first item for this meeting will be a review of the Authority's mission Statement.

The second item on the agenda is to review the Report on 2024 Performance Measurements Results.

The third item on the agenda is to review the 2025 ABO Performance Measurements.

The fourth item on the agenda is to review the revised Disposal Guidelines.

The last item on the agenda is to confirm the next Governance Committee meeting scheduled for Thursday, November 6, 2025 at 8:30 a.m.

If you have any questions, please feel free to contact me. Please inform Diane or me if you are unable to attend the February 22<sup>nd</sup> meeting. Thank you.

---

NN/dlh  
Attachment

\*Committee Members:

Sheryal A. Volpe, Chairperson  
Sheila R. Mason

## **MISSION STATEMENT**

**RE-ADOPTED MARCH, ~~2023~~ 2024 2025**

The Monroe County Water Authority is a not-for-profit public benefit corporation that reliably provides quality, affordable water that fosters economic vitality and enhanced quality of life for Monroe County and area communities who request service.



## REPORT ON 2024 PERFORMANCE MEASUREMENTS

The Monroe County Water Authority (Authority) evaluated and monitored the following goals and global performance measurements to assess our effectiveness in meeting our mission.

The **reliability** component of our mission was evaluated by the following:

- Continuity of production capacity is paramount. Unplanned outages from treatment plants and pumping stations are tracked by the number of events and duration of events. As each of these facilities is unique and will have a varying level of severity of impact, each outage event of greater than four hours is assessed and, if necessary, an action plan to minimize impacts is developed.
  - ✓ **Results for 2024:** *There were no unplanned outages of supply capacity lasting more than four hours. Outages of specific treatment components, tanks, pumps, and water mains were either planned in advance or did not lead to a significant reduction in capacity. The Authority's treatment, distribution, and storage systems have been designed with redundancy and flexibility so that individual components may be temporarily taken out of service while maintaining the Authority's ability to meet customer demands.*
- Distribution system reliability is measured by an assessment of the combined number of leaks and main breaks per 100 miles of water main as benchmarked against the most recent American Water Works Association (AWWA) Benchmarking Report. Our goal is to achieve a benchmark that is better than the national median value.
  - ✓ **Results for 2024:** *The AWWA benchmark to meet the system integrity goal is to be less than 17.8 combined leaks and main breaks per 100 miles of water main per year, which is the national median value for systems serving more than 500,000 people per their 2024 Benchmarking Report. Our distribution system includes approximately 3,477 miles of water main. In 2024 the combined number of leaks and main breaks repaired was 584 yielding a system integrity rating of 16.8, which is lower than AWWA's national median value.*
- Maintaining the long-term reliability of our infrastructure requires a planned reinvestment in its renewal. Our goal is to implement a budget that reinvests a minimum of 2% of annual revenues in the renewal and replacement of our infrastructure.
  - ✓ **Results for 2024:** *The Authority's 2024 budget for infrastructure related renewal and replacement reinvestment was as follows:*

▪ <i>Production &amp; Transmission:</i>	<i>\$ 5,670,000</i>
▪ <i>Engineering:</i>	<i>\$ 10,450,000</i>
▪ <i>Facilities Fleet Operations:</i>	<i>\$ 4,998,250</i>
▪ <i>Finance &amp; Business Services</i>	<i>\$ 4,683,618</i>
▪ <b><i>Total</i></b>	<b><i>\$ 25,801,868</i></b>

*Although most projects in the budget were either initiated or completed in 2024, some were delayed due to adjustments in priorities or to accommodate scheduling issues. It is*

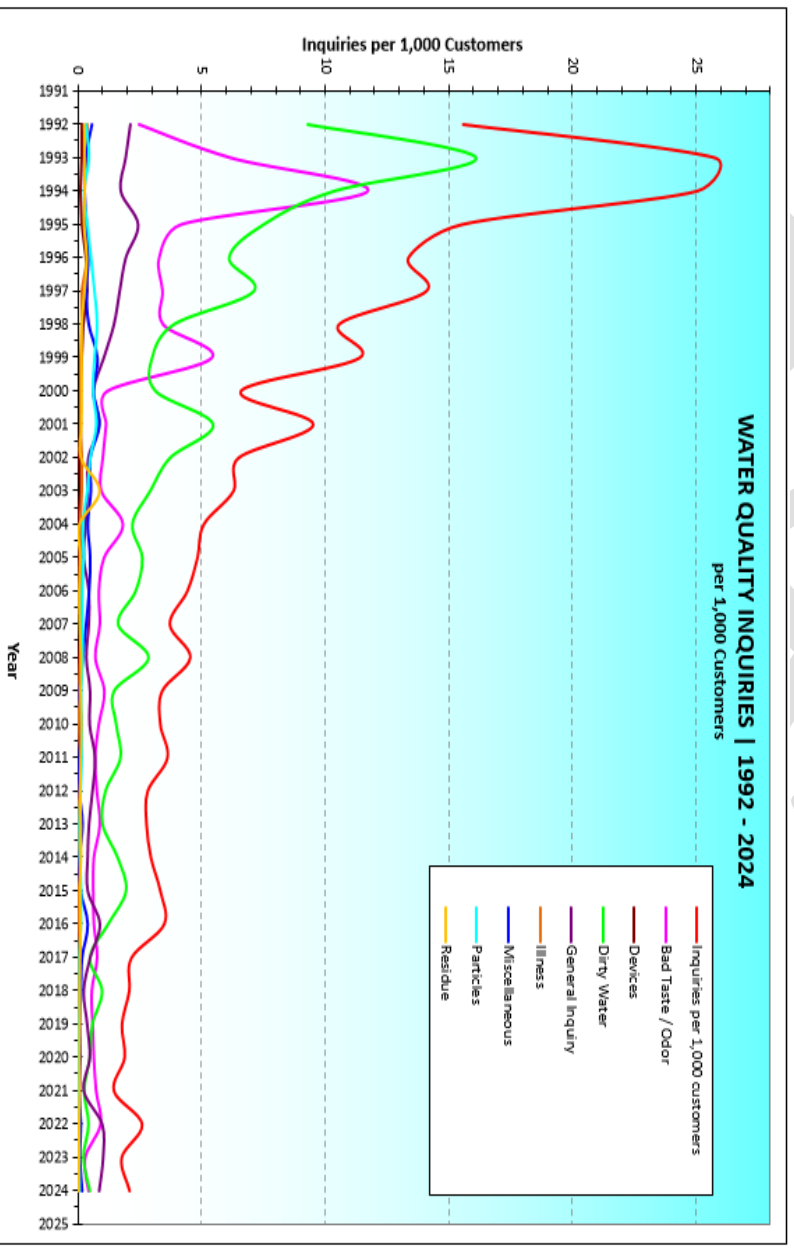
anticipated that these will be initiated and/or completed in 2025. This reinvestment in infrastructure replacement was significantly greater than the goal amount.

The quality aspect of our mission was evaluated by:

- Our goal is to produce and deliver water that meets or exceeds the requirements of state and federal water quality regulations. This is measured by compliance with each regulated parameter and is reported to the Board, and our customers, in an annual Water Quality Report.
- ✓ **Results for 2024:** All of the Authority's produced and delivered water supplies were in full compliance with New York State Department of Health and United States Environmental Protection Agency regulatory requirements. Our Annual Water Quality Report reflecting this achievement will be made available to our customers on the MCVWA.com website or delivered to customers in accordance with the revised USEPA regulations regarding the Consumer Confidence Report requirements.

- Our Customer Service Information System includes tracking mechanisms for categorizing and measuring the number of customer calls and inquiries that are specific to quality. Trends and specific events are analyzed and, if necessary, action plans are to be implemented.

- ✓ **Results for 2024:** The Authority received approximately 405 quality related calls and inquiries from customers in 2024 or approximately 2.1 calls per thousand customers, which is an approximate 18% increase from 2023. The Shoremont Water Treatment Plant Laboratory handled 152 of these calls and inquiries. The overall trend in calls per thousand customers remains downward.



Since 2016, customer inquiries specifically related to lead have been tracked separately and are not included in the water quality inquiry results presented above. The Authority

received approximately 708 lead related calls and inquiries from customers in 2024 or approximately 3.7 calls per thousand customers, which is an approximate 500% increase from 2023. This increase was anticipated and is a result of the Authority's extensive lead-related work completed in 2024 including service line field investigations, lead service line replacements, and service line material inventory development. There was also an increase in media attention to lead-related regulatory requirements that took effect at the end of the year.

The **affordable** component of our mission was judged in relation to:

- Our goal is to achieve a better than average cost of service for a typical residential customer as benchmarked against our peer group of New York State water purveyors.
- ✓ **Results for 2024:** *The analysis of the rates charged for a typical residential customer for our peer group is presented below. The Authority rates just outside the lower quartile, significantly better than the 2024 goal.*

<b>Comparison of January 2025 Water Charges<sup>1, 2, 3</sup></b> (All amounts in \$)				
	<b>Annual Fixed Charge</b>	<b>Annual Consumption-Based Charge</b>	<b>Annual Minimum Charge</b>	<b>Annual Total Charge</b>
City of Syracuse	0	322	179	322
Albany Water Board	0	352	150	352
City of Watertown	0	365	167	365
City of Binghamton	51	315	156	366
Suffolk County Water Authority	213	169	213	381
<b>Monroe County Water Authority</b>	<b>102</b>	<b>295</b>	<b>102</b>	<b>398</b>
City of Rochester	119	287	119	406
Niagara Falls Water Board	15	419	233	434
New York City	0	456	179	456
Elmira Water Board	0	459	177	459
City of Yonkers	247	214	247	461
Western Nassau Water Authority	0	462	263	462
Erie County Water Authority	309	175	309	484
Onondaga County Water Authority	188	298	188	486
Buffalo Water Board	236	253	236	489
City of Poughkeepsie	11	529	169	540
Mohawk Valley Water Authority	161	424	337	585
Average	97	341	201	438
<b>Notes</b>				
<sup>1</sup> Charges are based on rates in effect in January 2025.				
<sup>2</sup> Charges assume a single family residential customer using a 5/8" meter and 70,000 gallons of water per year.				
<sup>3</sup> Minimum charges include fixed charges.				

- The ratings on our bonds affect the cost of capital to our customers and also provide an outside perspective and analysis of the overall financial health of the Water Authority. Our goal is to maintain a double A rating or better from the rating agencies.

- ✓ **Results for 2024:** *Our Moody's and Standard & Poor's ratings are listed below. These were reviewed and assigned by both agencies in March 2020 with the issuance of the Water System Revenue Refunding Bonds Series 2020.*
  - *Standard and Poor's: AA+*
  - *Moody's: Aa1*

The measure of our water supply **fostering economic vitality** was judged by:

- Our goal is to produce and deliver water in a manner that meets both our residential and our commercial/industrial customer's needs; to both retain current users and attract those looking to locate in our service area.

- ✓ **Results for 2024:** *Presented below is a summary of new service inquiries:*

- *68 new Industrial/Commercial customer applications*
- *688 new residential water services:*
  - *425 generated by new residential subdivisions*
  - *139 generated by new water districts*
  - *36 generated by secondary source change-overs*
  - *88 generated by new construction*

The response to **requests for service** received from area communities' component of our mission was measured by:

- Requests for service can be accurately measured by reporting and tabulating contacts from local communities. Internal procedures require all such contacts of this nature be directed to the Executive Director, who will annually report all such requests and the status thereof to the Board.

- ✓ **Results for 2024:** *Presented below is a summary of contacts from existing communities for lease renewals, contacts made by water purveyors that are presently un-served, or communities looking to upgrade service from wholesale to retail:*

- *The Board executed a new retail lease agreement with the Town of Pembroke for a new forty year term. An inquiry to renew the existing retail lease agreement was made to the Executive Director by the Supervisor of the Town of Pembroke in 2023. The Town is currently working on a new water district and the proposed district funding required the term of the lease to exist beyond the term of the financing.*
- *The Board executed a new retail lease agreement with the Village of Pittsford for a new forty year term. The Village's original retail lease agreement from 1984 expired and an inquiry was made to the Executive Director by the Mayor of the Village of Pittsford to execute a new retail lease agreement.*
- *The Board executed a new retail lease agreement with the Town of Chili for a new forty year term. The new agreement included provisions to relocate the Town's radio communication equipment to an existing water storage tank at the Town's request.*



## PERFORMANCE MEASUREMENTS FOR 2025

The Monroe County Water Authority will evaluate and monitor the following goals and global performance measurements to assess our effectiveness in meeting our mission.

The **reliability** component of our mission will be evaluated by the following:

- Continuity of production capacity is paramount. Unplanned outages from treatment plants and pumping stations are tracked by the number of events and duration of events. As each of these facilities is unique and will have a varying level of severity of impact, each outage event of greater than four hours is assessed and, if necessary, an action plan to minimize impacts is to be developed.
- Distribution system reliability is measured by an assessment of the number of main breaks per mile of water main as benchmarked against the most recent American Water Works Association Benchmarking Report. Our goal is to achieve a benchmark that is better than the national average ratio.
- Maintaining the long-term reliability of our infrastructure requires a planned reinvestment in its renewal. Our goal is to implement a budget that reinvests a minimum of 2% of annual revenues in the renewal and replacement of our infrastructure.

The **quality** aspect of our mission will be evaluated by:

- Our goal is to produce and deliver water that meets or exceeds the requirements of state and federal water quality regulations. This is measured by compliance with each regulated parameter and is reported to the Board, and our customers, in an annual Water Quality Report.
- Our Customer Service Information System includes tracking mechanisms for categorizing and measuring the number of customer calls and inquiries that are specific to quality. Trends and specific events are analyzed and, if necessary, action plans are to be implemented.

The **affordable** component of our mission will be judged in relation to:

- Our goal is to achieve a better than average cost of service for a typical residential customer as benchmarked against our peer group of New York State water purveyors.
- The ratings on our bonds affect the cost of capital to our customers and also provide an outside perspective and analysis of the overall financial health of the Water Authority. Our goal is to maintain a double A rating or better from the rating agencies.

The measure of our water supply **fostering economic vitality** will be judged by:

- The availability of a plentiful, high quality water supply can be a critical differentiator for attracting new businesses, and the associated economic benefits of new jobs, to our service area. Our goal is to produce and deliver water in a manner that meets our residential and our commercial/industrial customer's needs; to both retain current users and attract those looking to locate in our service area. New service inquiries are handled by our Engineering Department who will annually report a summary of such requests and their status to the Board.

The response to **requests for service** received from area communities component of our mission will be measured by:

- Requests for service can be accurately measured by reporting and tabulating contacts from local communities. Internal procedures require all such contacts of this nature be directed to the Executive Director, who will annually report all such requests and the status thereof to the Board.

DRAFT



**MONROE COUNTY WATER AUTHORITY**  
**DISPOSAL GUIDELINES**  
**REVISED MARCH 2025**

The Monroe County Water Authority (the “Authority”), a New York public benefit corporation, in compliance with the New York State Public Authorities Law, has established these Guidelines for the Disposal of Property (the “Guidelines”).

These Guidelines shall apply to the disposal of real property and personal property throughout the year following their adoption and until such time as the Authority adopts new or revised Guidelines. The Members of the Authority shall review and approve of these Guidelines, with any necessary modifications and revisions, on a no less than annual basis.

**1. Designation of Contracting Officer**

The Authority hereby designates Larry Magguilli as the Authority’s Contracting Officer, in compliance with the provisions of New York State Public Authorities Law. The Contracting Officer shall hold this position until the Members of the Authority designate a new Contracting Officer or until such time as the Members adopt new Disposal Guidelines.

The Contracting Officer shall be responsible for the administration and implementation of these Guidelines. The Contracting Officer shall cause these Guidelines to be posted on the Authority’s website so that they are available to the general public.

**2. Application of Guidelines**

The procedures outlined in these Guidelines shall apply to the Authority’s disposal from time to time of all personal property having a fair market value at the time of disposal of more than **fifteen** thousand dollars (\$15,000.00) and all interests in real property having a fair market value of more than ~~twenty five~~ **forty** thousand dollars (~~\$25,000~~) (**\$40,000**) at the time of disposal. In addition, these Guidelines contain procedures governing the disposal of property for less than fair market value. As used in these Guidelines, “property” shall include personal and real property. Personal and real property are distinguished from each other as appropriate in some Sections of these Guidelines.

The Authority shall dispose of personal property with a fair market value at the time of disposal of ~~five~~ **fifteen** thousand dollars (~~\$5,000.00~~) (**\$15,000**) or less under the terms of the Authority’s Policy for Tracking and Disposal of Fixed Assets.

**3. Purpose**

The Authority has adopted these Guidelines to comply with the provisions of NYS Public Authorities Law and to realize a favorable return on the disposal of Authority property.

**4. Fair Market Value**

Before disposing of property, the Contracting Officer shall take reasonable measures to determine the fair market value of the property to be disposed. The fair market value of property that (i) is unique in nature, or (ii) due to unique circumstances of the proposed transaction, is not readily valued by reference to an active market for similar property, shall be determined through an appraisal by a qualified professional. Prior to its disposal, the fair market value of all real property shall be established by an appraisal conducted by a qualified professional.

**5. Advertised Bid**

All disposals of Authority property shall be made after public advertisement for bids for the purchase of Authority property. The Contracting Officer shall order the advertising for bids in such a manner and in such publications as the Contracting Officer deems reasonably necessary to permit full and fair competition for the property consistent with the fair market value and nature of the property.

All advertisements for soliciting bids on Authority property shall state the method, place and deadline for the submission of bids, and request any other information the Contracting Officer deems necessary to evaluate bids being solicited.

All advertisements and announcements soliciting bids shall state the place and time at which the content of all bids received for the property advertised shall be publicly disclosed. The content of all bids received shall be publicly disclosed as announced in the solicitation for bids.

## **6. Award of Property Subject to Bid**

Award of the property for which bids have been solicited shall be made within a timeframe reasonable for the evaluation of the bids received. The Contracting Officer shall evaluate the bids and select the bid most advantageous to the Authority based upon (a) conformance with the invitation for bids, (b) the terms, including but not limited to the price offered, and (c) any other factors that warrant consideration.

Notwithstanding the foregoing, the Authority may reject as inadequate all bids received in response to a particular solicitation for bids if the Contracting Officer deems that it is in the best interest of the Authority to reject all bids.

## **7. Notification of Successful Bid**

The Authority shall notify the successful bidder in writing of the Authority's acceptance of the bid. This notice shall contain a description of the property, the amount of the successful bid and any other material terms of the bid. The bidder shall be required to make payment to the Authority Treasurer in a form and on terms acceptable to the Authority before taking possession of the property.

The Authority shall gather the following information regarding any successful bidder: name, address, phone number.

The Authority shall provide to the successful bidder a deed, bill of sale, lease or other appropriate instrument adequate to transfer to the successful bidder the interest in the property.

## **8. Contracts to Dispose of Property**

The Authority may solicit bids for contracts to dispose of the Authority property covered by these Guidelines. In the event that the Authority determines that the services of a company are necessary to assist the Authority in disposing of certain of its property, the Authority shall follow the same procedures in selecting an organization to dispose of property as the Authority follows under these Guidelines for disposal of property through advertised bid.

## **9. Disposal of Property by Negotiation**

The Authority may dispose of property through negotiation or by public auction without regard to the above described procedures if the Contracting Officer determines that any of the following conditions exist:

- (a) introduction into the market of the personal property to be disposed of would adversely affect the state or local market for that kind of property due to the property's artistic qualities, antiquity, historical significance, rarity, or other quality (separate from the property's utilitarian purpose), and a fair market price and other terms for the sale of the personal property can be obtained through negotiation;
- (b) the fair market value of the property does not exceed fifteen thousand dollars (\$15,000);
- (c) prices for the property that were obtained by advertised bid were not reasonable or the bid process did not generate open competition;
- (d) disposal of the property to the state or any political subdivision at fair market value can be arranged through negotiation;
- (e) the property is being disposed of for less than fair market value under the circumstances set forth in Section 11 of these Guidelines; or
- (f) such action is otherwise authorized by law.

## **10. Documentation of Disposal by Negotiation**

The Contracting Officer shall cause to be prepared an explanation of the circumstances of the disposal when property is disposed of through the negotiation process described in Section 9, and any of the following are true:

- (a) personal property disposed of has an estimated fair market value in excess of fifteen thousand dollars (\$15,000);
- (b) real property sold has an appraised value in excess of one hundred thousand dollars (\$100,000.00);
- (c) real property leased has an estimated annual fair market rent over the term of the lease in excess of fifteen thousand dollars (\$15,000.00);
- (d) the personal or real property has been disposed of by exchange; or
- (e) any part of the consideration for the property disposed of consists of real property.

Not less than ninety (90) days prior to the scheduled date of any transaction under Section 9 and 10 of these Guidelines, the Contracting Officer shall provide the following information to the members of the Authority (the "Members"), the Office of the State Comptroller, the New York State Director of the Budget, the New York State Commissioner of General Services, the New York State Authorities Budget Office, and the New York State Legislature c/o the Speaker of the House and the Senate Majority Leader:

- (a) description of the parties involved in the property transaction;
- (b) justification for disposing of the property by negotiation;
- (c) identification of property, including its location;
- (d) estimated fair market value of the property;

- (f) proposed sale price of the property;
- (g) size of the property; and
- (h) expected date of sale of the property.

## **11. Disposal of Property for Less than Fair Market Value (Effective March 1, 2010)**

The Authority may sell, lease or otherwise alienate an asset owned, leased or otherwise in the Authority's control for less than fair market value only if the Contracting Officer determines that any of the following conditions exist:

- (a) the transferee is a government or other public entity, and the terms and conditions of the transfer require that the ownership and use of the asset will remain with the government or any other public entity;
- (b) the purpose of the transfer is within the purpose, mission or governing statute of the Authority; or
- (c) the Authority seeks to transfer the asset to a non-governmental entity, the disposal is not consistent with the Authority's mission, purpose or governing statutes, and the Authority either:
  - i. provides written notification to the Governor, the Speaker of the Assembly, and the temporary President of the Senate, and all such recipients fail to deny the proposed transfer within the applicable time period as set forth in Section 2897 of the Public Authorities Law; or
  - ii. the transfer is of property obtained by the Authority from a political subdivision where the Authority resides and is approved in accordance with Section 2897(7)(iii) of the Public Authorities Law.

For each proposed transfer of an asset below fair market value, the Contracting Officer shall provide the following information to the Members and to the public:

- (a) a full description of the asset;
- (b) an appraisal of the fair market value of the asset and any other information establishing the fair market value requested by the Members;
- (c) a description of the purpose of the proposed transfer and a reasonable statement of the kind and amount of the benefit to the public resulting from the transfer, including, without limitation:
  - i. the kind, number, location, wages or salaries of jobs created or preserved that are required by the transfer; and
  - ii. the benefits, if any, to the communities in which the asset is situated that are required by the transfer;
- (d) a statement of the value to be received compared to the fair market value;
- (e) the names of any private parties participating in the transfer and a statement of the value to the private party; and
- (f) the names of other private parties who have made an offer for such asset, the value offered, and the purpose for which the asset was sought to be used.

The Members shall consider the foregoing information before approving the disposal of any property for less than fair market value. The Members shall also make a written determination that there is no reasonable alternative to the proposed below-market transfer that would achieve the same purpose. The reporting requirement of this Section 11 is in addition to the reporting requirements of Section 9 and 10 of these Guidelines, as applicable.

## **12. Yearly Property Report**

Each year the Contracting Officer shall publish a report listing all of the real property of the Authority to the extent permitted under applicable laws and regulations governing homeland security. The report will list and fully describe all real and personal property disposed of by the Authority during the previous twelve-month period.

The report shall contain a full description of each item of property disposed of, the price received by the Authority and the name of the individual(s) or entity that purchased the property.

The Contracting Officer shall cause the report to be delivered to the Office of the State Comptroller, the New York State Director of the Budget, the New York State Commissioner of General Services, the New York State Authorities Budget Office and the New York State Legislature c/o the Speaker of the House and the Senate Majority Leader.

The Contracting Officer shall publish the report on the Authority's website.

## **13. Annual Report to the New York State Authorities Budget Office**

The Authority will include in its Annual Report, in addition to providing the information contained in the Yearly Property Report described above, a listing and description of all real property disposed of by the Authority during such year having an estimated fair market value in excess of Fifteen Thousand and No/100 Dollars (\$15,000.00). The Annual Report must include, at a minimum, the price received by the Authority and the name of the purchaser for all property sold. The Annual Report shall also contain a description of all assets, services or both assets and services that are sold by the Authority without competitive bidding, which description shall include the following:

- (a) the nature of those assets and/or services;
- (b) the names of the counterparties; and
- (c) where the contract price for assets that are sold by the Authority is less than fair market value, then a detailed explanation of the justification for making such sale without competitive bidding will be provided along with a certification by the Executive Director and Director of Finance and Business Services stating that they have reviewed the terms of the sale and determined that it complies with the applicable law and the Authority's procurement guidelines.

The Authority shall cause its Annual Report to be delivered to the County Executive, the Chief Financial Officer, the President of the Monroe County Legislature and the Authorities Budget Office within ninety (90) days after the end of the Authority's fiscal year. The Authority shall publish its Annual Report on the Authority's website.