
Authority Mission Statement and Performance Measurements

Name of Public Authority: Cayuga County Water and Sewer Authority

Public Authority's Mission Statement:

The Authority is a governmental agency constituting a public benefit corporation. Its purpose is to serve the people of the County. The Authority ensures the health and welfare of the County by providing and protecting the water and waste water services to the County district.

The Authority can best achieve the purpose by setting performance goals necessary to meet their objectives. The stakeholders include not only individual customers, but Towns, Villages, City and County government.

We aspire to meet several objectives:

- Provide safe drinking water to the public by operating and maintaining a water distribution system in accordance with applicable regulatory requirements and current best practices.

Performance Measures: Recording daily usage and chlorine residuals at varying locations; provide re-chlorination and perform sampling as required to comply with mandates of County, State, and Federal Department of Health standards.

- Perform monthly and quarterly meter readings of customer consumption and bill accordingly
- Updating sampling plans to meet County and State Department of Health requirements.

Performance Measures: Maintenance of meter records; collection of water and sewer rents and account for payments received; respond to customer requests, inquiries, and issues.

- Internal audit controls set to review monthly and quarterly financial reports; provide to board for transparency. Provide for the health and safety of the public by operating and maintaining a publicly owned water transmission system and sewer collection and conveyance system in accordance with applicable regulatory requirements and current best practices.

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Performance Measures: Provide routine maintenance, as well as, emergency services to ensure the system remains functional.

- Construct, improve, develop, expand or rehabilitate water and/or sewer services. Expansion and upgrades of water lines, testing hydrants and valves, including service curb stops.

Performance Measures: Replace and/or upgrade water meters utilizing remote readers, repair water and sewer system components such as hydrants, gate valves, piping, pumps, and motors; develop inter-municipal and/or shared service agreements to maximize efficiencies; comply with local, state, and federal regulations in obtaining project funding; assist Towns, Villages, City and County with the planning and development stages for infrastructure for residential, commercial, or economic development.

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- Provide, preserve, and protect water supply
- Currently processing a report to include municipal and private water systems and publically owned sewer systems throughout the county to be used as a resource for efficiencies for the county.

Performance Measures: Pursue additional water source supply to serve as emergent back-up, serve expanding agriculture business, and potential economic development. Work with governmental agencies to offer improved and more efficient services through regionalization. We strive to provide the most cost effective services throughout our entire District for the people and municipalities who depend on our service.

Additional questions:

1. Have the board members acknowledged that they have read and understood the mission of the public authority? **YES**
2. Who has the power to appoint the management of the public authority? The Board of Directors appoints management.
 - The Governance Committee makes a recommendation to the Board of Directors.
3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority?
 - The Cayuga County Department of Human Resources and Civil Service Commission application for examination or employment is completed and submitted for review and approval. New employees are provided the Cayuga County Water and Sewer Authority Employee Handbook. Positions classified as “exempt” do not require completion of testing, but must qualify through experience and accomplishment criteria as outlined by the Civil Service Commission.
4. Briefly describe the role of the Board and the role of management in the implementation of the mission.

Role of Directors: Developing and approving policy and budgets; guide and support management efforts towards improved efficiencies and long-term planning; monitor Authority operations, budget, and programs; contract for professional services and authorize expenditures; review and approve funding, construction, contracts, leases, and inter-municipal agreements; Provide general governance.

Role of Management: To oversee the day-to-day operations; Respond to the needs of customers; To plan, construct, improve, maintain, develop, expand, or rehabilitate water and/or Sewer services; To protect and plan for future needs; Keep the Board of Directors abreast of the needs of the Authority and Districts, as well as, current best practices.