

Governance Information (Authority-Related)

Question	Response	URL (if applicable)
1. Has the Authority prepared its annual report on operations and accomplishments for the reporting period as required by section 2800 of PAL?	Yes	http://www.albanyny.gov/Files/2012%20ACDA%20accomplishments%207-31-13.pdf
2. As required by section 2800(9) of PAL, did the Authority prepare an assessment of the effectiveness of its internal controls?	No	
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	N/A
4. Does the independent auditor provide non-audit services to the Authority?	No	N/A
5. Does the Authority have an organization chart?	Yes	http://www.albanyny.gov/Files/ACDA%20Organization%20Chart%207-31-13.pdf
6. Are any Authority staff also employed by another government agency?	No	
7. Has the Authority posted their mission statement to their website?	Yes	http://www.albanyny.gov/Government/Departments/DevelopmentandPlanning/ACDA.aspx
8. Has the Authority's mission statement been revised and adopted during the reporting period?	No	N/A
9. Attach the Authority's measurement report, as required by section 2824-a of PAL and provide the URL.		http://www.albanyny.gov/Files/2012%20ACDA%20accomplishments%207-31-13.pdf

Governance Information (Board-Related)

Question	Response	URL
1. Has the Board established a Governance Committee in accordance with Section 2824(7) of PAL?	No	N/A
2. Has the Board established an Audit Committee in accordance with Section 2824(4) of PAL?	No	N/A
3. Has the Board established Finance Committee in accordance with Section 2824(8) of PAL?	No	N/A
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://albanyny.gov/Government/CityOfficials/BoardsAndCommissions/AlbanyCommunityDevelopmentBoard.aspx
5. Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?	No	N/A
6. Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year		http://www.albanyny.gov/Government/Departments/DevelopmentandPlanning/ACDA.aspx
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	http://albanyny.org/_files/ACDABylaws.pdf
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	http://albanyny.org/_files/ACDABidRules.pdf
9. Does the Board review and monitor the Authority's implementation of financial and management controls?	Yes	N/A
10. Does the Board execute direct oversight of the CEO and management in accordance with Section 2824(1) of PAL?	Yes	N/A
11. Has the Board adopted policies for the following in accordance with Section 2824(1) of PAL?		
Salary and Compensation	No	N/A
Time and Attendance	Yes	N/A
Whistleblower Protection	No	N/A
Defense and Indemnification of Board Members	No	N/A
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?	No	N/A
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	N/A
14. Was a performance evaluation of the board completed?	No	N/A
15. Was compensation paid by the Authority made in accordance with employee or union contracts?	No	N/A
16. Has the board adopted a conditional/additional compensation policy governing all employees?	No	

Board of Directors Listing

Name	Jennings, Gerald D	Name	Reilly, John J
Chair of the Board	Yes	Chair of the Board	No
If yes, Chair Designated by.	By Virtue of Position	If yes, Chair Designated by.	
Term Start Date	01/01/2011	Term Start Date	01/01/2011
Term Expiration Date	12/31/2013	Term Expiration Date	12/31/2013
Title		Title	
Has the Board member appointed a designee?		Has the Board member appointed a designee?	
Designee Name		Designee Name	
Ex-officio	No	Ex-officio	No
Nominated By	Other	Nominated By	Other
Appointed By	Other	Appointed By	Other
Confirmed by Senate?		Confirmed by Senate?	
Has the Board member/designee signed the acknowledgement of fiduciary duty?	No	Has the Board member/designee signed the acknowledgement of fiduciary duty?	No
Complied with training requirement of Section 2824?	No	Complied with training requirement of Section 2824?	Yes
Does the Board member/designee also hold an elected or appointed State gove	No	Does the Board member/designee also hold an elected or appointed State gove	No
Does the Board member/designee also hold an elected or appointed municipal government position?	Yes	Does the Board member/designee also hold an elected or appointed municipal government position?	No

Board of Directors Listing

Name	McLaughlin, Carolyn	Name	Sheehan, Kathy
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	01/01/2011	Term Start Date	01/01/2011
Term Expiration Date	12/31/2013	Term Expiration Date	12/31/2013
Title		Title	
Has the Board member appointed a designee?		Has the Board member appointed a designee?	
Designee Name		Designee Name	
Ex-officio	No	Ex-officio	No
Nominated By	Other	Nominated By	Other
Appointed By	Other	Appointed By	Other
Confirmed by Senate?		Confirmed by Senate?	No
Has the Board member/designee signed the acknowledgement of fiduciary duty?	No	Has the Board member/designee signed the acknowledgement of fiduciary duty?	No
Complied with training requirement of Section 2824?	Yes	Complied with training requirement of Section 2824?	No
Does the Board member/designee also hold an elected or appointed State gove	No	Does the Board member/designee also hold an elected or appointed State gove	No
Does the Board member/designee also hold an elected or appointed municipal government position?	Yes	Does the Board member/designee also hold an elected or appointed municipal government position?	Yes

Board of Directors Listing

Name	Wells, Tara	Name	Andrews, Faye
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	01/01/2011	Term Start Date	01/01/2011
Term Expiration Date	12/31/2013	Term Expiration Date	12/31/2013
Title		Title	
Has the Board member appointed a designee?		Has the Board member appointed a designee?	
Designee Name		Designee Name	
Ex-officio	No	Ex-officio	No
Nominated By	Other	Nominated By	Other
Appointed By	Other	Appointed By	Other
Confirmed by Senate?		Confirmed by Senate?	
Has the Board member/designee signed the acknowledgement of fiduciary duty?	No	Has the Board member/designee signed the acknowledgement of fiduciary duty?	No
Complied with training requirement of Section 2824?	No	Complied with training requirement of Section 2824?	No
Does the Board member/designee also hold an elected or appointed State gove	No	Does the Board member/designee also hold an elected or appointed State gove	No
Does the Board member/designee also hold an elected or appointed municipal government position?	No	Does the Board member/designee also hold an elected or appointed municipal government position?	Yes

<u>Board of Directors Listing</u>	
Name	Woodard, Nala
Chair of the Board	No
If yes, Chair Designated by.	
Term Start Date	01/01/2011
Term Expiration Date	12/31/2013
Title	
Has the Board member appointed a designee?	
Designee Name	
Ex-officio	No
Nominated By	Other
Appointed By	Other
Confirmed by Senate?	No
Has the Board member/designee signed the acknowledgement of fiduciary duty?	No
Complied with training requirement of Section 2824?	No
Does the Board member/designee also hold an elected or appointed State gove	No
Does the Board member/designee also hold an elected or appointed municipal government position?	Yes

Staff Listing

Name	Title	Group	Department / Subsidiary	Union Name	Bargaining Unit	Full Time/ Part Time	Exempt	Base Annualized Salary	Actual salary paid to the individual	Overtime paid by Authority	Performance Bonus	Extra Pay	Other Compensation/Allowances/Adjustments	Total Compensation	Individual also paid by another entity to perform the work of the Authority	If yes, Is the payment made by State or local government
Andrews, Faye	Director	Executive				FT	No	80,312.00	80,312	0	0	0	0	80,312	No	
Campman, Glen	Maintenance Assistant	Technical and Engineering				FT	No	34,275.00	34,275	0	0	0	0	34,275	No	
Clevenger, Lisa	Accountant	Professional				FT	No	41,497.00	41,497	0	0	0	0	41,497	No	
Conti, Thomas	Mechanical Engineer	Technical and Engineering				FT	No	44,133.00	7,355.5	0	0	0	0	7,355.5	No	
Coody, HeideMarie	Accountant	Professional				FT	No	41,497.00	41,497	0	0	0	0	41,497	No	
Cronin, Kristin	Finance Mortgage Officer	Professional				FT	No	43,256.00	43,256	0	0	0	0	43,256	No	
DeMouth, Nicole	Senior Typist	Administrative and Clerical				FT	No	30,975.00	30,975	0	0	0	0	30,975	No	
Foley, Michael	Rehab & Environ. Services Coordinator	Professional				FT	No	53,560.00	53,560	0	0	0	0	53,560	No	
Greene, Michael	Rehabilitation Specialist	Professional				FT	No	39,932.00	19,966	0	0	0	0	19,966	No	
Hourigan, Patricia	Rehab Financial Director	Executive				FT	No	56,233.00	56,233	0	0	0	0	56,233	No	
Kisselback, John	Homestore Outreach Specialist	Professional				FT	No	48,410.00	48,410	0	0	0	0	48,410	No	
Lucarelli, Andrea	Risk Assessor	Professional				FT	No	47,685.00	47,685	0	0	0	0	47,685	No	

Staff Listing

Name	Title	Group	Department / Subsidiary	Union Name	Bargaining Unit	Full Time/Part Time	Exempt	Base Annualized Salary	Actual salary paid to the individual	Overtime paid by Authority	Performance Bonus	Extra Pay	Other Compensation/Allowances/Adjustments	Total Compensation	Individual also paid by another entity to perform the work of the Authority	If yes, Is the payment made by State or local government
Lucarelli, Pasquale	Rehabilitation Specialist	Professional				FT	No	47,685.00	47,685	0	0	0	0	47,685	No	
Lyman, Daniel	Rehabilitation Specialist	Professional				FT	No	39,932.00	19,966	0	0	0	0	19,966	No	
Matteo, James	Program Compliance Officer	Professional				FT	No	46,107.00	46,107	0	0	0	0	46,107	No	
McCoy, Brian	Clerk/Courier	Administrative and Clerical				FT	No	38,027.00	15,844.58	0	0	0	0	15,844.58	No	
Pelletier, Roger	Rehabilitation Specialist II	Operational				FT	No	39,932.00	19,966	0	0	0	0	19,966	No	
Perez, Luis	Deputy Director	Executive				FT	Yes	71,595.00	71,595	0	0	0	0	71,595	No	
Romano, James	Rehabilitation Construction Director	Managerial				FT	No	50,164.00	50,164	0	0	0	0	50,164	No	
Severino, Joseph	Finance Counselor	Professional				FT	No	44,586.00	44,586	0	0	0	0	44,586	No	
Williams, Saundra	Risk Assessor	Professional				FT	No	46,294.00	23,147	0	0	0	0	23,147	No	

Benefit Information

During the fiscal year, did the Authority continue to pay for any of the above mentioned benefits for

No

Board Members

Name	Title	Severance Package	Payment for Unused Leave	Club Member-ships	Use of Corporate Credit Cards	Personal Loans	Auto	Transportation	Housing Allow-ance	Spousal / Dependent Life Insurance	Tuition Assist-ance	Multi-Year Employ-ment	None of These Benefits	Other
Sheehan, Kathy	Board of Directors												X	
Woodard, Nala	Board of Directors												X	
Jennings, Gerald D	Board of Directors												X	
McLaughlin, Carolyn	Board of Directors												X	
Reilly, John J	Board of Directors												X	
Andrews, Faye	Board of Directors												X	
Wells, Tara	Board of Directors												X	

Staff

Name	Title	Severance Package	Payment for Unused Leave	Club Member-ships	Use of Corporate Credit Cards	Personal Loans	Auto	Transportation	Housing Allow-ance	Spousal / Dependent Life Insurance	Tuition Assist-ance	Multi-Year Employ-ment	None of These Benefits	Other
No Data has been entered by the Authority for this section in PARIS														

Subsidiary/Component Unit Verification

Is the list of subsidiaries, as assembled by the Office of the State Comptroller, correct? Yes
 Are there other subsidiaries or component units of the Authority that are active, not included in the PARIS reports submitted by this No

Name of Subsidiary/Component Unit	Status	Requested Changes
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Subsidiary/Component Unit Creation

Name of Subsidiary/Component Unit	Establishment Date	Entity Purpose
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Subsidiary/Component Unit Termination

Name of Subsidiary/Component Unit	Termination Date	Termination Reason	Proof of Termination
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No Data has been entered by the Authority for this section in PARIS

Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

Assets**Current Assets**

Cash and cash equivalents	\$1,126,396
Investments	\$0
Receivables, net	\$647,037
Other assets	\$1,617,432
Total Current Assets	\$3,390,865

Noncurrent Assets

Restricted cash and investments	\$106,157
Long-term receivables, net	\$10,375,067
Other assets	\$0

Capital Assets

Land and other nondepreciable property	\$442,245
Buildings and equipment	\$2,869,836
Infrastructure	\$0
Accumulated depreciation	\$1,024,531
Net Capital Assets	\$2,287,550

Total Noncurrent Assets \$12,768,774

Total Assets \$16,159,639

Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

Liabilities

Current Liabilities

Accounts payable	\$726,190
Pension contribution payable	\$0
Other post-employment benefits	\$0
Accrued liabilities	\$659,706
Deferred revenues	\$10,099,196
Bonds and notes payable	\$229,345
Other long-term obligations due within one year	\$233,000
Total Current Liabilities	\$11,947,437

Noncurrent Liabilities

Pension contribution payable	\$0
Other post-employment benefits	\$0
Bonds and notes payable	\$661,719
Long Term Leases	\$720,000
Other long-term obligations	\$306,035
Total Noncurrent Liabilities	\$1,687,754

Total Liabilities

\$13,635,191

Net Asset (Deficit)

Net Asset

Invested in capital assets, net of related debt	\$1,180,464
Restricted	\$0
Unrestricted	\$1,343,984
Total Net Assets	\$2,524,448

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

Operating Revenues

Charges for services	\$0
Rental & financing income	\$32,885
Other operating revenues	\$343,866
Total Operating Revenue	\$376,751

Operating Expenses

Salaries and wages	\$248,082
Other employee benefits	\$108,649
Professional services contracts	\$101,231
Supplies and materials	\$2,712
Depreciation & amortization	\$86,508
Other operating expenses	\$434,974
Total Operating Expenses	\$982,156

Operating Income (Loss) **(\$605,405)**

Nonoperating Revenues

Investment earnings	\$73,215
State subsidies/grants	\$0
Federal subsidies/grants	\$6,689,702
Municipal subsidies/grants	\$0
Public authority subsidies	\$0
Other nonoperating revenues	\$0
Total Nonoperating Revenue	\$6,762,917

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

Nonoperating Expenses

Interest and other financing charges	\$0
Subsidies to other public authorities	\$0
Grants and donations	\$6,311,624
Other nonoperating expenses	\$0
Total Nonoperating Expenses	\$6,311,624
Income (Loss) Before Contributions	(\$154,112)
Capital Contributions	\$0
Change in net assets	(\$154,112)
Net assets (deficit) beginning of year	\$2,471,102
Other net assets changes	\$207,458
Net assets (deficit) at end of year	\$2,524,448

Current Debt

Question	Response
1. Did the Authority have any outstanding debt, including conduit debt, at any point during the reporting period?	Yes
2. If yes, has the Authority issued any debt during the reporting period?	No

New Debt Issuances List by Type of Debt and Program

No Data has been entered by the Authority for this section in PARIS

Schedule of Authority Debt

Type of Debt	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	0.00	88,199.00	0.00	29,375.00	58,824.00
Revenue					
Other Non-State Funded	0.00	895,323.00	0.00	63,083.00	832,240.00
Conduit					
Conduit Debt					
Conduit Debt - Pilot Increment Financing					

Real Property Acquisition/Disposal List

This Authority has indicated that it had no real property acquisitions or disposals during the reporting period.

Personal Property

This Authority has indicated that it had no personal property disposals during the reporting period.

Property Documents

Question	Response	URL (if applicable)
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	http://www.albanyny.gov/Files/2012%20Properties.pdf
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?	No	
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?	No	

No Data has been entered by the Authority for this section in PARIS

Additional Comments: