

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.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/CAPER/2012_CAPER_Narrative.pdf
2. As required by section 2800(9) of PAL, did the Authority prepare an assessment of the effectiveness of its internal controls?	Yes	http://www.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/Internal%20Controls/Separation_of_Duties_2012_HUD_Drawdown.pdf
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.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/Organizational%20Chart/2013_Organizational_Chart.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.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/Mission_Statement/Mission_Statement_and_Performance_Goals.pdf
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.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/Measurement%20Reports/2012%20Economic%20Development%20Measurement%20Report.pdf

Governance Information (Board-Related)

Question	Response	URL
1. Has the Board established a Governance Committee in accordance with Section 2824(7) of PAL?	Yes	N/A
2. Has the Board established an Audit Committee in accordance with Section 2824(4) of PAL?	Yes	N/A
3. Has the Board established Finance Committee in accordance with Section 2824(8) of PAL?	Yes	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://www.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/IURA%20Committees/IURA%20Committee%20Structure.pdf
5. Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?	Yes	N/A
6. Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year		http://www.egovlink.com/ithaca/docs/menu/home.asp?path=/public_documents300/ithaca/published_documents/Agendas#
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	http://www.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/Bylaws/Bylaws%20-%20Adopted%2009-27-07.pdf
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	http://www.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/Code%20of%20Ethics/Code%20of%20Ethics.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	Yes	N/A
Time and Attendance	Yes	N/A
Whistleblower Protection	Yes	N/A
Defense and Indemnification of Board Members	Yes	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?	Yes	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?	No	N/A
14. Was a performance evaluation of the board completed?	Yes	N/A
15. Was compensation paid by the Authority made in accordance with employee or union contracts?	No	N/A

	Response	URL
16.Has the board adopted a conditional/additional compensation policy governing all employees?	No	

Board of Directors Listing

Name	Svante, Myrick H	Name	Rosario, Eric
Chair of the Board	Yes	Chair of the Board	No
If yes, Chair Designated by.	Elected by Board	If yes, Chair Designated by.	
Term Start Date	01/01/2012	Term Start Date	12/01/2012
Term Expiration Date	Ex-Officio	Term Expiration Date	Pleasure of Authority
Title	Mayor	Title	
Has the Board member appointed a designee?	No	Has the Board member appointed a designee?	
Designee Name		Designee Name	
Ex-officio	Yes	Ex-officio	No
Nominated By	Local	Nominated By	Local
Appointed By	Local	Appointed By	Local
Confirmed by Senate?		Confirmed by Senate?	
Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes	Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes
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?	Yes	Does the Board member/designee also hold an elected or appointed municipal government position?	No

Board of Directors Listing

Name	Farrell, Tracy	Name	Graham, Karl
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	02/02/2000	Term Start Date	08/01/2012
Term Expiration Date	Pleasure of Authority	Term Expiration Date	Pleasure of Authority
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	Local	Nominated By	Local
Appointed By	Local	Appointed By	Local
Confirmed by Senate?		Confirmed by Senate?	
Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes	Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes
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?	No	Does the Board member/designee also hold an elected or appointed municipal government position?	No

Board of Directors Listing

Name	Vacant
Chair of the Board	
If yes, Chair Designated by.	
Term Start Date	
Term Expiration Date	
Title	
Has the Board member appointed a designee?	
Designee Name	
Ex-officio	
Nominated By	Local
Appointed By	Local
Confirmed by Senate?	
Has the Board member/designee signed the acknowledgement of fiduciary duty?	
Complied with training requirement of Section 2824?	
Does the Board member/designee also hold an elected or appointed State gove	
Does the Board member/designee also hold an elected or appointed municipal government position?	

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
Bohn, Nels B	Director of Community Development	Managerial		none	none	FT	Yes	78,154.00	78,154	0	0	0	0	78,154	No	
Funke, Rene	Contracts Monitor I	Operational		none	none	FT	No	42,920.00	42,920	0	0	0	0	42,920	No	
Kittel, Sue	Deputy Director of Community Development	Managerial		none	none	FT	Yes	70,432.00	70,432	0	0	0	0	70,432	No	
Sage, Jill	Bookkeeper	Administrative and Clerical				PT	No	49,139.00	29,483	0	0	0	0	29,483	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
Rosario, Eric	Board of Directors												X	
Svante, Myrick H	Board of Directors												X	
Farrell, Tracy	Board of Directors												X	
Vacant	Board of Directors												X	
Graham, Karl	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

<u>Assets</u>	
Current Assets	
Cash and cash equivalents	\$2,794,633
Investments	\$0
Receivables, net	\$5,767,704
Other assets	\$0
Total Current Assets	\$8,562,337
Noncurrent Assets	
Restricted cash and investments	\$0
Long-term receivables, net	\$0
Other assets	\$0
Capital Assets	
Land and other nondepreciable property	\$0
Buildings and equipment	\$0
Infrastructure	\$0
Accumulated depreciation	\$0
Net Capital Assets	\$0
Total Noncurrent Assets	\$0
Total Assets	\$8,562,337

Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

Liabilities

Current Liabilities

Accounts payable	\$138,627
Pension contribution payable	\$0
Other post-employment benefits	\$0
Accrued liabilities	\$0
Deferred revenues	\$5,730,808
Bonds and notes payable	\$840,000
Other long-term obligations due within one year	\$0
Total Current Liabilities	\$6,709,435

Noncurrent Liabilities

Pension contribution payable	\$0
Other post-employment benefits	\$0
Bonds and notes payable	\$0
Long Term Leases	\$0
Other long-term obligations	\$0
Total Noncurrent Liabilities	\$0

Total Liabilities **\$6,709,435**

Net Asset (Deficit)

Net Asset

Invested in capital assets, net of related debt	\$0
Restricted	\$0
Unrestricted	\$1,852,902
Total Net Assets	\$1,852,902

Summary Financial InformationSUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETSOperating Revenues

Charges for services	\$0
Rental & financing income	\$292,332
Other operating revenues	\$794,771
Total Operating Revenue	\$1,087,103

Operating Expenses

Salaries and wages	\$221,021
Other employee benefits	\$52,378
Professional services contracts	\$35,076
Supplies and materials	\$1,612
Depreciation & amortization	\$0
Other operating expenses	\$880,312
Total Operating Expenses	\$1,190,399

Operating Income (Loss) **(\$103,296)**

Nonoperating Revenues

Investment earnings	\$3,560
State subsidies/grants	\$0
Federal subsidies/grants	\$1,789,699
Municipal subsidies/grants	\$0
Public authority subsidies	\$0
Other nonoperating revenues	\$0
Total Nonoperating Revenue	\$1,793,259

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

Nonoperating Expenses

Interest and other financing charges	\$701
Subsidies to other public authorities	\$0
Grants and donations	\$1,610,269
Other nonoperating expenses	\$30,000
Total Nonoperating Expenses	\$1,640,970
Income (Loss) Before Contributions	\$48,993
Capital Contributions	\$0
Change in net assets	\$48,993
Net assets (deficit) beginning of year	\$1,773,909
Other net assets changes	\$30,000
Net assets (deficit) at end of year	\$1,852,902

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	840,000.00	0.00	30,000.00	810,000.00
Revenue					
Other Non-State Funded					
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.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/R
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	http://www.egovlink.com/public_documents300/ithaca/published_documents/Ithaca_Urban_Renewal_Agency/L
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 Data has been entered by the Authority for this section in PARIS

Additional Comments: