

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.albanyairport.com/FileUpload/files/financial_pdfs/2013%20CAFR%20for%20web.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.albanyairport.com/FileUpload/files/financial_pdfs/2013%20CAFR%20for%20web.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.albanyairport.com/FileUpload/files/financial_pdfs/2013%20CAFR%20for%20web.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.albanyairport.com/FileUpload/files/financial_pdfs/2013%20Mission%20and%20Performance.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.albanyairport.com/FileUpload/files/financial_pdfs/2013%20Mission%20and%20Performance.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://albanyairport.com/committee_meetings.php
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://albanyairport.com/meeting_schedule.php
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	http://albanyairport.com/pdfs/ADOPTED_BYLAWS.pdf
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	http://albanyairport.com/pdfs/ADOPTED_BYLAWS.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?	Yes	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
16. Has the board adopted a conditional/additional compensation policy governing all employees?	No	

Board of Directors Listing

Name	Doyle, Kenneth	Name	Gorman, Anthony
Chair of the Board	Yes	Chair of the Board	No
If yes, Chair Designated by.	Local	If yes, Chair Designated by.	
Term Start Date	12/07/2009	Term Start Date	06/08/2009
Term Expiration Date	12/31/2015	Term Expiration Date	12/31/2016
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?	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?	No	Does the Board member/designee also hold an elected or appointed municipal government position?	Yes

Board of Directors Listing

Name	Robert, Hite S	Name	Reilly, Patricia M
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	06/11/2012	Term Start Date	09/10/2012
Term Expiration Date	12/31/2013	Term Expiration Date	12/31/2012
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?	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?	No	Does the Board member/designee also hold an elected or appointed municipal government position?	No

Board of Directors Listing

Name	Wilkerson, Paula T	Name	Whitehead, Dorsey M
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	02/11/2013	Term Start Date	10/09/2007
Term Expiration Date	12/31/2016	Term Expiration Date	12/31/2016
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?	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?	No

Board of Directors Listing

Name	Greenberg, Lyon M
Chair of the Board	No
If yes, Chair Designated by.	
Term Start Date	07/11/2012
Term Expiration Date	12/31/2017
Title	
Has the Board member appointed a designee?	
Designee Name	
Ex-officio	No
Nominated By	Local
Appointed By	Local
Confirmed by Senate?	No
Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes
Complied with training requirement of Section 2824?	Yes
Does the Board member/designee also hold an elected or appointed State gove	Yes
Does the Board member/designee also hold an elected or appointed municipal government position?	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
Addington, Ellen L	Senior Account Technician	Administrative and Clerical	Finance			FT	Yes	48,837.12	48,837.12	0	0	0	0	48,837.12	No	
Bates, Sharon A	Director of Exhibitions & Programs	Managerial	Administration			PT	Yes	51,128.54	51,128.54	0	0	0	0	51,128.54	No	
Cerrone, Rima A	Budget & Performance Manager	Managerial	Finance			FT	Yes	76,692.24	76,692.24	0	0	0	0	76,692.24	No	
Chadderdon, Helen M	Marketing Director	Managerial	Public Relations			FT	Yes	67,538.40	67,538.4	0	0	0	0	67,538.4	No	
Charland, Elizabeth M	Director of Administrative Services	Administrative and Clerical	Administration			FT	Yes	63,474.96	63,474.96	0	0	0	0	63,474.96	No	
Charland, Helen A	Clerk	Administrative and Clerical	Finance			PT	Yes	5,265.96	5,265.96	0	0	0	0	5,265.96	No	
Delbalso, John P	Property, Operations and Security Manager	Managerial	Administration			FT	Yes	64,056.51	64,056.51	0	0	0	0	64,056.51	No	
Dickson, Meghan	Clerk	Administrative and Clerical	Finance			PT	Yes	3,827.64	3,827.64	0	0	0	0	3,827.64	No	
Dickson, Sara C	Account Technician	Managerial	Finance			FT	Yes	37,836.00	37,836	0	0	0	0	37,836	No	
Eastwood, Aaron	Clerk	Administrative and Clerical	finance			PT	Yes	3,224.52	3,224.52	0	0	0	0	3,224.52	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
Finnigan, James	Operations and Control Officer	Administrative and Clerical	Administrative			PT	Yes	35,053.76	35,053.76	0	0	0	0	35,053.76	No	
Hayes, Jane	Clerk Typist	Administrative and Clerical	Administration			PT	Yes	3,912.48	3,912.48	0	0	0	0	3,912.48	No	
Herrmann, Margaret R	Chief Accountant	Managerial	Finance			FT	Yes	85,174.08	85,174.08	0	0	0	0	85,174.08	No	
Horstmyer, Douglas I	Public Relations Officer	Managerial	Public Relations			FT	Yes	95,534.57	95,534.57	0	0	0	0	95,534.57	No	
Iachetta, Stephen A	Associate Airport Planner	Managerial	Administration			FT	Yes	96,924.96	96,924.96	0	0	0	0	96,924.96	No	
Kane, Kathryn C	Procurement Clerk	Administrative and Clerical	Finance			FT	Yes	41,468.40	41,468.4	0	0	0	0	41,468.4	No	
Kinsey, Lachesha C	Clerk Typist	Administrative and Clerical	Administration			FT	Yes	37,835.28	37,835.28	34.11	0	0	0	37,869.39	No	
Lovely, Dwayne E	Telecommunications Technician	Technical and Engineering	Finance			FT	Yes	67,672.80	67,672.8	0	0	0	0	67,672.8	No	
Matthews, Bobbi J	Purchasing Agent	Managerial	Finance			FT	Yes	69,649.44	69,649.44	0	0	0	0	69,649.44	No	
Morgan, Richard J	Airport Engineer	Technical and Engineering	Administration			FT	Yes	95,391.36	95,391.36	0	0	0	0	95,391.36	No	
Munger, Jennifer A	Confidential Secretary	Administrative and Clerical	Legal			FT	Yes	55,112.16	55,112.16	0	0	0	0	55,112.16	No	
Normandin, Wayne F	Telecommunications Manager	Technical and Engineering	Finance			FT	Yes	66,934.54	66,934.54	0	0	0	0	66,934.54	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
O'Donnell, John A	Chief Executive Officer	Executive	Administration			FT	Yes	185,275.08	185,275.08	0	0	0	0	185,275.08	No	
O'Reilly, William J	Chief Financial Officer	Executive	Finance			FT	Yes	133,349.81	133,349.81	0	0	0	0	133,349.81	No	
Porvaznik, Amy X	Account Technician	Administrative and Clerical	Finance			FT	Yes	37,836.00	37,836	0	0	0	0	37,836	No	
Sleasman, Kevin T	Messenger	Administrative and Clerical	Administration			PT	Yes	15,054.16	15,054.16	0	0	0	0	15,054.16	No	
Stuto, Peter F	Airport Counsel	Managerial	Legal			FT	Yes	130,973.76	130,973.76	0	0	0	0	130,973.76	No	
Ziobroski, Stephanie A	Senior Account Technician	Administrative and Clerical	Finance			FT	Yes	48,482.64	48,482.64	0	0	0	0	48,482.64	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 Allowance	Spousal / Dependent Life Insurance	Tuition Assistance	Multi-Year Employment	None of These Benefits	Other
Greenberg, Lyon M	Board of Directors												X	
Gorman, Anthony	Board of Directors												X	
Doyle, Kenneth	Board of Directors												X	
Whitehead, Dorsey M	Board of Directors												X	
Reilly, Patricia M	Board of Directors												X	
Wilkerson, Paula T	Board of Directors												X	
Robert, Hite S	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 Allowance	Spousal / Dependent Life Insurance	Tuition Assistance	Multi-Year Employment	None of These Benefits	Other
O'Donnell, John A	Chief Executive Officer						X					X		
O'Reilly, William J	Chief Financial Officer												X	
Stuto, Peter F	Airport Counsel												X	

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
-----------------------------------	--------	-------------------

Subsidiary/Component Unit Creation

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

Subsidiary/Component Unit Termination

Name of Subsidiary/Component Unit	Termination Date	Termination Reason	Proof of Termination
-----------------------------------	------------------	--------------------	----------------------

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	\$37,391,039
Investments	\$277,389
Receivables, net	\$4,142,956
Other assets	\$727,043
Total Current Assets	\$42,538,427
Noncurrent Assets	
Restricted cash and investments	\$0
Long-term receivables, net	\$0
Other assets	\$10,735,957
Capital Assets	
Land and other nondepreciable property	\$47,813,862
Buildings and equipment	\$215,423,108
Infrastructure	\$205,497,735
Accumulated depreciation	\$201,321,724
Net Capital Assets	\$267,412,981
Total Noncurrent Assets	\$278,148,938
Total Assets	\$320,687,365

Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

Liabilities

Current Liabilities

Accounts payable	\$1,946,843
Pension contribution payable	\$0
Other post-employment benefits	\$0
Accrued liabilities	\$5,129,080
Deferred revenues	\$0
Bonds and notes payable	\$0
Other long-term obligations due within one year	\$8,102,182
Total Current Liabilities	\$15,178,105

Noncurrent Liabilities

Pension contribution payable	\$0
Other post-employment benefits	\$0
Bonds and notes payable	\$0
Long Term Leases	\$0
Other long-term obligations	\$108,880,722
Total Noncurrent Liabilities	\$108,880,722

Total Liabilities

\$124,058,827

Net Asset (Deficit)

Net Asset

Invested in capital assets, net of related debt	\$165,997,945
Restricted	\$17,049,812
Unrestricted	\$13,580,781
Total Net Assets	\$196,628,538

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

Operating Revenues

Charges for services	\$42,215,283
Rental & financing income	\$0
Other operating revenues	\$0
Total Operating Revenue	\$42,215,283

Operating Expenses

Salaries and wages	\$8,995,707
Other employee benefits	\$4,390,243
Professional services contracts	\$5,084,867
Supplies and materials	\$9,844,401
Depreciation & amortization	\$13,716,881
Other operating expenses	\$3,345,892
Total Operating Expenses	\$45,377,991

Operating Income (Loss) **(\$3,162,708)**

Nonoperating Revenues

Investment earnings	\$84,959
State subsidies/grants	\$0
Federal subsidies/grants	\$291,420
Municipal subsidies/grants	\$0
Public authority subsidies	\$0
Other nonoperating revenues	\$5,136,748
Total Nonoperating Revenue	\$5,513,127

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

Nonoperating Expenses

Interest and other financing charges	\$6,412,224
Subsidies to other public authorities	\$0
Grants and donations	\$0
Other nonoperating expenses	\$0
Total Nonoperating Expenses	\$6,412,224
Income (Loss) Before Contributions	(\$4,061,805)
Capital Contributions	\$4,009,502
Change in net assets	(\$52,303)
Net assets (deficit) beginning of year	\$196,680,841
Other net assets changes	\$0
Net assets (deficit) at end of year	\$196,628,538

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	584,256.00	0.00	503,074.00	81,182.00
Revenue	0.00	121,165,000.00	0.00	8,095,000.00	113,070,000.00
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.albanyairport.com/FileUpload/files/financial_pdfs/Real%20Property%20Schedule%202013.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?	Yes	http://www.albanyairport.com/pdfs/Property_Disposition_Guidelines.pdf
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: