

**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	<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx</a>
2. As required by section 2800(9) of PAL, did the Authority prepare an assessment of the effectiveness of its internal controls?	Yes	<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx</a>
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	<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx</a>
6. Are any Authority staff also employed by another government agency?	No	
7. Has the Authority posted their mission statement to their website?	Yes	<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority.aspx</a>
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.		<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx</a>

**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):		<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Committees.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Committees.aspx</a>
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		<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/BoardofDirectors.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/BoardofDirectors.aspx</a>
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx</a>
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx</a>
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	Selby, Douglas	Name	Bower, Robert J
Chair of the Board	No	Chair of the Board	Yes
If yes, Chair Designated by.		If yes, Chair Designated by.	Elected by Board
Term Start Date	01/01/2012	Term Start Date	01/01/2012
Term Expiration Date	12/31/2014	Term Expiration Date	12/31/2014
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	Other
Appointed By	Local	Appointed By	Other
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?	Yes	Does the Board member/designee also hold an elected or appointed municipal government position?	No

Board of Directors Listing

Name	Taber, James	Name	Mitchel, Francis
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	01/01/2014	Term Start Date	01/01/2013
Term Expiration Date	12/31/2016	Term Expiration Date	12/31/2015
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	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	Reohr, Robert	Name	Marshall, Herbert
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	01/01/2013	Term Start Date	01/01/2014
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	Other	Nominated By	Other
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	Dudley, Paul	Name	Farrell, Mark
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	01/01/2013	Term Start Date	01/01/2012
Term Expiration Date	12/31/2015	Term Expiration Date	12/31/2014
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	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?	Yes

Board of Directors Listing

Name	VanDyke, Lester
Chair of the Board	No
If yes, Chair Designated by.	
Term Start Date	01/01/2014
Term Expiration Date	12/31/2016
Title	
Has the Board member appointed a designee?	
Designee Name	
Ex-officio	No
Nominated By	Other
Appointed By	Local
Confirmed by Senate?	
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	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
ALBRECHT, WARREN	DIRECTOR OF OPERATIONS - CHIEF EXECUTIVE OFFICER	Executive				PT	Yes	23,274.74	23,274.74	0	0	0	0	23,274.74	No	
BONA, ELAINE	TYPIST/CLERK	Administrative and Clerical				PT	Yes	6,597.60	6,597.6	0	0	0	0	6,597.6	No	
PACZKOWSKI, WALTER	WATER MAINTENANCE PERSON	Operational				PT	Yes	11,817.04	11,817.04	0	0	0	0	11,817.04	No	
PADLICK, TIMOTHY	WATER MAINTENANCE PERSON	Operational				FT	Yes	27,569.28	27,569.28	0	0	0	0	27,569.28	No	
RINDFLEISCH, KARL	WATER/SEWER MAINTENANCE MECHANIC	Operational				PT	Yes	14,734.70	14,734.73	0	0	0	0	14,734.73	No	
WILSON, JEANINE	SENIOR CLERK	Administrative and Clerical				FT	Yes	37,470.72	37,470.72	0	0	0	0	37,470.72	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
Mitchel, Francis	Board of Directors												X	
Farrell, Mark	Board of Directors												X	
Selby, Douglas	Board of Directors												X	
VanDyke, Lester	Board of Directors												X	
Marshall, Herbert	Board of Directors												X	
Bower, Robert J	Board of Directors												X	
Reohr, Robert	Board of Directors												X	
Taber, James	Board of Directors												X	
Dudley, Paul	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>	
<b>Current Assets</b>	
Cash and cash equivalents	\$637,801
Investments	\$0
Receivables, net	\$1,342,948
Other assets	\$12,287
<b>Total Current Assets</b>	<b>\$1,993,036</b>
<b>Noncurrent Assets</b>	
Restricted cash and investments	\$1,844,175
Long-term receivables, net	\$0
Other assets	\$0
<b>Capital Assets</b>	
Land and other nondepreciable property	\$3,824,484
Buildings and equipment	\$81,008
Infrastructure	\$15,553,532
Accumulated depreciation	\$3,135,030
Net Capital Assets	\$16,323,994
<b>Total Noncurrent Assets</b>	<b>\$18,168,169</b>
<b>Total Assets</b>	<b>\$20,161,205</b>

Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

Liabilities

**Current Liabilities**

Accounts payable	\$147,910
Pension contribution payable	\$0
Other post-employment benefits	\$0
Accrued liabilities	\$16,920
Deferred revenues	\$0
Bonds and notes payable	\$3,002,745
Other long-term obligations due within one year	\$0
<b>Total Current Liabilities</b>	<b>\$3,167,575</b>

**Noncurrent Liabilities**

Pension contribution payable	\$0
Other post-employment benefits	\$0
Bonds and notes payable	\$3,614,220
Long Term Leases	\$0
Other long-term obligations	\$0
<b>Total Noncurrent Liabilities</b>	<b>\$3,614,220</b>

**Total Liabilities**

**\$6,781,795**

Net Asset (Deficit)

**Net Asset**

Invested in capital assets, net of related debt	\$9,761,029
Restricted	\$926,768
Unrestricted	\$2,691,613
<b>Total Net Assets</b>	<b>\$13,379,410</b>

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

<u>Operating Revenues</u>	
Charges for services	\$1,229,586
Rental & financing income	\$0
Other operating revenues	\$0
<b>Total Operating Revenue</b>	<b>\$1,229,586</b>
<u>Operating Expenses</u>	
Salaries and wages	\$163,680
Other employee benefits	\$0
Professional services contracts	\$6,653
Supplies and materials	\$548,024
Depreciation & amortization	\$521,168
Other operating expenses	\$143,100
<b>Total Operating Expenses</b>	<b>\$1,382,625</b>
<b>Operating Income (Loss)</b>	<b>(\$153,039)</b>
<u>Nonoperating Revenues</u>	
Investment earnings	\$1,627
State subsidies/grants	\$22,134
Federal subsidies/grants	\$0
Municipal subsidies/grants	\$50,000
Public authority subsidies	\$0
Other nonoperating revenues	\$265,202
<b>Total Nonoperating Revenue</b>	<b>\$338,963</b>

Summary Financial InformationSUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETSNonoperating Expenses

Interest and other financing charges	\$132,406
Subsidies to other public authorities	\$0
Grants and donations	\$0
Other nonoperating expenses	\$53,744
<b>Total Nonoperating Expenses</b>	<b>\$186,150</b>
<b>Income (Loss) Before Contributions</b>	<b>(\$226)</b>
<b>Capital Contributions</b>	<b>\$184,154</b>
<b>Change in net assets</b>	<b>\$183,928</b>
<b>Net assets (deficit) beginning of year</b>	<b>\$13,195,482</b>
<b>Other net assets changes</b>	<b>\$0</b>
<b>Net assets (deficit) at end of year</b>	<b>\$13,379,410</b>

**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?	Yes

**New Debt Issuances List by Type of Debt and Program**

Type Of Debt: Authority Debt - General Obligation

Program:

Project	Amounts	CUSIP Number	Bond Closing Date	Taxable Status	Issue Process	True Interest Cost	Interest Type	Term	Cost of Issuance (\$)	PACB Project	URL
System Revnue Bonds, Series 2013A	Refunding 0.00 New 1,003,000.00 Total 1,003,000.00		03/28/2013		Negotiated	2.25	Fixed	38	12,750.00		

Type Of Debt: Authority Debt - Revenue

Program:

Project	Amounts	CUSIP Number	Bond Closing Date	Taxable Status	Issue Process	True Interest Cost	Interest Type	Term	Cost of Issuance (\$)	PACB Project	URL
System Revenue Renewal Notes, Series 2013A	Refunding 0.00 New 775,000.00 Total 775,000.00		03/26/2013		Competitive	.02	Fixed	1	18,642.00		

Schedule of Authority Debt

Type of Debt	Statutory Authorization (\$)	Outstanding Start of Fiscal Year (\$)	New Debt Issuances (\$)	Debt Retired (\$)	Outstanding End of Fiscal Year (\$)
<b>State Obligation</b>					
State Guaranteed					
State Supported					
State Contingent Obligation					
State Moral Obligation					
Other State Funded					
<b>Authority Obligation</b>					
General Obligation	0.00	2,189,811.00	1,003,000.00	47,864.00	3,144,947.00
Revenue	0.00	6,363,989.00	775,000.00	2,900,063.00	4,238,926.00
Other Non-State Funded					
<b>Conduit</b>					
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	<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx</a>
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	<a href="http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx">http://www.cayugacounty.us/CountyGovernment/WaterandSewerAuthority/Administration.aspx</a>
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: