**Annual Report for Civic Center Monroe County Local Development Corporation** **Run Date: 07/13/2016**

**Fiscal Year Ending:12/31/2015** **Status: CERTIFIED**

## 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.civiccenterldc.com/sites/default/files/file/2015%20Annual%20Report.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.civiccenterldc.com/sites/default/files/file/2015%20Exhibit%20F%20-%20Internal%20Controls.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? | No | |
| 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.civiccenterldc.com/mission |
| 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.civiccenterldc.com/sites/default/files/file/2015%20Performance%20Measure%20Report.pdf |

**Annual Report for Civic Center Monroe County Local Development Corporation** **Run Date: 07/13/2016**
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## 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.civiccenterldc.com/boardmembers |
| 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.civiccenterldc.com/meetings |
| 7. Has the Board adopted bylaws and made them available to Board members and staff? | Yes | http://www.civiccenterldc.com/sites/default/files/file/CC%20-%20ByLaws%20-%203-30-2011%20-%20Final.p |
| 8. Has the Board adopted a code of ethics for Board members and staff? | Yes | http://www.civiccenterldc.com/sites/default/files/file/CC%20-%20Code%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 | No | N/A |
| Time and Attendance | No | 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** | Feroce, Anthony | **Name** | Moore, David |
| **Chair of Board** | No | **Chair of Board** | Yes |
| **If yes, Chair designated By.** | | **If yes, Chair designated By.** | Elected by Board |
| **Term Start Date** | 03/25/2008 | **Term Start Date** | 11/21/2013 |
| **Term Expiration Date** | Ex-Officio | **Term Expiration Date** | 11/21/2016 |
| **Title** | Comptroller | **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?** | 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?** | Yes | **Does the Board member/designee also hold an elected or appointed municipal government position?** | Yes |

## Board of Directors Listing

| | | | |
|---|---|---|---|
| **Name** | Kusse, Jennifer | **Name** | Burns, Robert |
| **Chair of Board** | No | **Chair of Board** | No |
| **If yes, Chair designated By.** | | **If yes, Chair designated By.** | |
| **Term Start Date** | 03/13/2014 | **Term Start Date** | 07/16/2015 |
| **Term Expiration Date** | 03/13/2017 | **Term Expiration Date** | 07/16/2018 |
| **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?** | Yes | **Does the Board member/designee also hold an elected or appointed municipal government position?** | No |

Annual Report for Civic Center Monroe County Local Development Corporation

Run Date: 07/13/2016

Fiscal Year Ending:12/31/2015

Status: CERTIFIED

## Staff Listing

| Name | Title | Group | Department / Subsidiary | Union Name | Barga-ining Unit | Full Time/ Part Time | Exempt | Base Annualized Salary | Actual salary paid to the Individual | Over time paid by Authority | Performance Bonus | Extra Pay | Other Compensation/Allowances/Adjustments | Total Compens-ation | Individual also paid by another entity to perform the work of the Authority | If yes, Is the payment made by a State or local government |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| This authority has indicated that it has no staff during the reporting period. | | | | | | | | | | | | | | | | |

## 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 | Transpo-rtation | Housing Allow-ance | Spousal / Dependent Life Insurance | Tuition Assist-ance | Multi-Year Employ-ment | None of These Benefits | Other |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Kusse, Jennifer | Board of Directors | | | | | | | | | | | | X | |
| Burns, Robert | Board of Directors | | | | | | | | | | | | X | |
| Feroce, Anthony | Board of Directors | | | | | | | | | | | | X | |
| Moore, David | Board of Directors | | | | | | | | | | | | X | |

## Staff

| Name | Title | Severance Package | Payment for Unused Leave | Club Member-ships | Use of Corporate Credit Cards | Personal Loans | Auto | Transpo-rtation | 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 Au | 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

| | |
|---|---|
| **Assets** | |
| **Current Assets** | |
| Cash and cash equivalents | $486,829 |
| Investments | $0 |
| Receivables, net | $115,391 |
| Other assets | $92,321 |
| **Total Current Assets** | $694,541 |
| **Noncurrent Assets** | |
| Restricted cash and investments | $0 |
| Long-term receivables, net | $0 |
| Other assets | $0 |
| **Capital Assets** | |
| Land and other nondepreciable property | $3,920,000 |
| Buildings and equipment | $2,946,987 |
| Infrastructure | $0 |
| Accumulated depreciation | $0 |
| Net Capital Assets | $6,866,987 |
| **Total Noncurrent Assets** | $6,866,987 |
| **Total Assets** | **$7,561,528** |

## Summary Financial Information

### SUMMARY STATEMENT OF NET ASSETS

| | |
|---|---|
| **Liabilities** | |
| **Current Liabilities** | |
| Accounts payable | $47,882 |
| Pension contribution payable | $0 |
| Other post-employment benefits | $0 |
| Accrued liabilities | $27,365 |
| Deferred revenues | $2,720,000 |
| Bonds and notes payable | $0 |
| Other long-term obligations due within one year | $121,276 |
| **Total Current Liabilities** | $2,916,523 |
| **Noncurrent Liabilities** | |
| Pension contribution payable | $0 |
| Other post-employment benefits | $0 |
| Bonds and notes payable | $1,111,841 |
| Long Term Leases | $0 |
| Other long-term obligations | $0 |
| **Total Noncurrent Liabilities** | $1,111,841 |
| **Total Liabilities** | **$4,028,364** |
| **Net Asset (Deficit)** | |
| **Net Asset** | |
| Invested in capital assets, net of related debt | $5,633,870 |
| Restricted | $0 |
| Unrestricted | ($2,100,706) |
| **Total Net Assets** | **$3,533,164** |

## Summary Financial Information

### SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGE IN NET ASSETS

| | |
|---|---|
| **Operating Revenues** | |
| Charges for services | $1,010,278 |
| Rental & financing income | $340,000 |
| Other operating revenues | $0 |
| **Total Operating Revenue** | **$1,350,278** |
| **Operating Expenses** | |
| Salaries and wages | $0 |
| Other employee benefits | $0 |
| Professional services contracts | $99,326 |
| Supplies and materials | $0 |
| Depreciation & amortization | $243,721 |
| Other operating expenses | $602,462 |
| **Total Operating Expenses** | $945,509 |
| **Operating Income (Loss)** | **$404,769** |
| **Nonoperating Revenues** | |
| Investment earnings | $0 |
| State subsidies/grants | $0 |
| Federal subsidies/grants | $0 |
| Municipal subsidies/grants | $0 |
| Public authority subsidies | $0 |
| Other nonoperating revenues | $377 |
| **Total Nonoperating Revenue** | **$377** |

## Summary Financial Information

### SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGE IN NET ASSETS

| | |
|---|---|
| **Nonoperating Expenses** | |
| Interest and other financing charges | $88,384 |
| Subsidies to other public authorities | $0 |
| Grants and donations | $0 |
| Other nonoperating expenses | $0 |
| **Total Nonoperating Expenses** | **$88,384** |
| **Income (Loss) Before Contributions** | **$316,762** |
| **Capital Contributions** | $0 |
| **Change in net assets** | $316,762 |
| **Net assets (deficit) beginning of year** | $3,216,402 |
| **Other net assets changes** | $0 |
| **Net assets (deficit) at end of year** | **$3,533,164** |

## 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**

**Annual Report for Civic Center Monroe County Local Development Corporation** **Run Date: 07/13/2016**
**Fiscal Year Ending:12/31/2015** **Status: CERTIFIED**

## 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 | | | | | |
| Revenue | | | | | |
| Other Non-State Funded | 0.00 | 1,346,724.00 | 0.00 | 113,607.00 | 1,233,117.00 |
| **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.civiccenterldc.com/sites/default/files/file/2015%20Annual%20Property%20Report.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.civiccenterldc.com/sites/default/files/file/Policies/CC-Revised%20Asset%20Policy%202014.p |
| 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 | |

**Grant Information**

This Authority has indicated that it did not award any grants during the reporting period.

**Loan Information**

This Authority has indicated that it did not award any loans during the reporting period.

**Bond Information**

This Authority has indicated that it did not have any outstanding bonds during the reporting period.

**Additional Comments:**