

**COUNTY OF MONROE  
INDUSTRIAL DEVELOPMENT AGENCY  
(A Discretely Presented Component Unit  
of the County of Monroe, New York)**

**Financial Statements as of  
December 31, 2012 and 2011  
Together with  
Independent Auditor's Report**

**Bonadio & Co., LLP**  
Certified Public Accountants

**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY**  
**(A Discretely Presented Component Unit of the County of Monroe, New York)**

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## **INDEPENDENT AUDITOR'S REPORT**

February 28, 2013

To the Board of Directors of the  
County of Monroe Industrial Development Agency:

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the business-type activities of the County of Monroe Industrial Development Agency (COMIDA), a discretely presented component unit of the County of Monroe, New York, as of and for the years ended December 31, 2012 and 2011 and the related notes to the financial statements, which collectively comprise COMIDA's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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## INDEPENDENT AUDITOR'S REPORT

(Continued)

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position the business-type activities of COMIDA, as of December 31, 2012 and 2011, and the respective changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### **Report on Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 - 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated February 28, 2013 on our consideration of COMIDA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering COMIDA's internal control over financial reporting and compliance.

*Bonadio & Co., LLP*

**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY  
(A Discretely Presented Component Unit of the County of Monroe, New York)**

**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011**

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The following Management's Discussion and Analysis (MD&A) of the County of Monroe Industrial Development Agency's (COMIDA) financial position provides an overview of COMIDA's financial activities for the years ended December 31, 2012 and 2011. The MD&A should be read in conjunction with COMIDA's financial statements and related notes, which follow the MD&A.

**FINANCIAL HIGHLIGHTS**

- The assets of COMIDA exceeded its liabilities at December 31, 2012 and 2011 by \$2,344,166 and \$2,197,287, respectively.
- COMIDA's net position increased by \$146,879 in 2012 and decreased by \$711,323 in 2011 as a result of 2012 and 2011 operations.
- COMIDA's total revenues (operating and non-operating) were \$1,824,450 and \$977,578 in 2012 and 2011, respectively.
- COMIDA's total expenses were \$1,677,571 and \$1,688,901 in 2012 and 2011, respectively.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The statement of net position and the statement of revenue, expenses, and change in net position report information about COMIDA as a whole and about its activities. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenue and expenses are taken into account regardless of when cash is received or paid.

These two statements report COMIDA's net position and changes in them from one year to the next. COMIDA's net position, the difference between assets and liabilities, are one way to measure COMIDA's financial health, or financial position. Over time, increases or decreases in COMIDA's net position are one indicator of whether its financial health is improving or deteriorating. Consideration should also be given to other factors, such as changes in COMIDA's fee income and the fluctuation of COMIDA's expenses, to assess the overall health of COMIDA.

**NOTES TO FINANCIAL STATEMENTS**

The financial statements also include notes that explain the information in the financial statements. They are essential to a full understanding of the data provided in the financial statements.

## COMIDA

The analysis below summarizes the statements of net position (Table 1) and changes in net position (Table 2) of COMIDA as of and for the years ended December 31, 2012, 2011 and 2010.

**Table 1 - Statements of Net Position (000s omitted)**

|   | <u>2012</u>     | <u>2011</u>     | <u>2010</u>     |
|---|-----------------|-----------------|-----------------|
| Assets:   |                 |                 |                 |
| Current assets                                  | \$ 2,357        | \$ 2,215        | \$ 2,930        |
| Capital assets, net of accumulated depreciation | <u>2</u>        | <u>2</u>        | <u>4</u>        |
| Total assets                                    | <u>2,359</u>    | <u>2,217</u>    | <u>2,934</u>    |
| Liabilities:                                    |                 |                 |                 |
| Current liabilities                             | <u>15</u>       | <u>20</u>       | <u>25</u>       |
| Total liabilities                               | <u>15</u>       | <u>20</u>       | <u>25</u>       |
| Net position:                                   |                 |                 |                 |
| Invested in capital assets                      | 2               | 3               | 4               |
| Unrestricted                                    | <u>2,342</u>    | <u>2,194</u>    | <u>2,905</u>    |
| Total net position                              | <u>\$ 2,344</u> | <u>\$ 2,197</u> | <u>\$ 2,909</u> |

Cash increased approximately \$132,000 in 2012 because of operating results for the year. Total liabilities remained consistent with the previous year. COMIDA's most significant obligations annually consist of unused vacation and other payroll liabilities. Unrestricted net position, which is the result of these factors, increased approximately \$148,000 in 2012 and can be primarily attributed to a number of larger projects closing in the current year.

Cash decreased approximately \$647,000 in 2011 because of operating results for the year. Total liabilities decreased approximately \$5,000 as a result of less obligations remaining unpaid at year-end. Unrestricted net position, decreased approximately \$711,000 in 2011 and can be primarily attributed to smaller projects closing and less interest income in the current year.

## COMIDA (Continued)

Table 2 shows the changes in net position for the years ended December 31, 2012, 2011 and 2010.

**Table 2 - Changes in Net Position (000s omitted)**

|                                     | <u>2012</u>   | <u>2011</u>     | <u>2010</u>     |
|-------------------------------------|---------------|-----------------|-----------------|
| Revenues:                           |               |                 |                 |
| Fee income                          | \$ 1,675      | \$ 782          | \$ 1,295        |
| Contributions                       | -             | -               | 1,135           |
| PTAC income                         | 147           | 187             | 167             |
| Interest income                     | <u>3</u>      | <u>9</u>        | <u>11</u>       |
| Total revenues                      | <u>1,825</u>  | <u>978</u>      | <u>2,608</u>    |
| Expenses:                           |               |                 |                 |
| Program and community development   | 716           | 738             | 2,005           |
| Professional services               | 408           | 455             | 364             |
| Salaries                            | 332           | 297             | 308             |
| Payroll taxes and employee benefits | 106           | 83              | 100             |
| Rent                                | 60            | 60              | 60              |
| Advertising and promotion           | 15            | 13              | 13              |
| Travel, meetings and entertainment  | 14            | 15              | 20              |
| Office supplies and postage         | 11            | 12              | 13              |
| Legal notices                       | 10            | 10              | 6               |
| Staff development                   | 2             | 3               | 3               |
| Depreciation                        | 2             | 2               | 2               |
| Dues and subscriptions              | <u>2</u>      | <u>1</u>        | <u>2</u>        |
| Total expenses                      | <u>1,678</u>  | <u>1,689</u>    | <u>2,896</u>    |
| Change in net position              | <u>\$ 147</u> | <u>\$ (711)</u> | <u>\$ (288)</u> |

Fee income increased approximately \$893,000, or 114%, in 2012. This account is based on the number of projects which close in the year. PTAC income decreased approximately \$39k in 2012 as PTAC no longer received a grant from a New York State funding source. Total expenses decreased slightly from 2011.

Fee income decreased approximately \$513,000, or 40%, in 2011. The decrease is due to the poor economy suppressing the facilitation of larger projects, resulting in smaller projects in 2011. Contributions income and program and community development expense decreased as a result of a one-time occurrence in the previous year whereby two not-for-profits dissolved and contributed all their assets to COMIDA.

## **FUTURE FACTORS**

COMIDA staff will continue to promote IDA benefits to the community as well as prospective tenants as a means to level the playing field for expanding businesses in Monroe County. As New York is Open for Business, the IDA offers critical incentives to business to insure they expand and grow in New York State and Monroe County.

Since January 31, 2008, COMIDA's fee income has been reduced by the inability to issue civic facility bonds as a result of the enabling State legislation sunset provisions. COMIDA's mission since this time has remained committed to the economic development of the region and therefore has continued to fund these programs at historical amounts. The COMIDA Board feels it is important to support these important community and economic development projects. Each year, the Board and Management evaluate our current cash position, projected cash inflows, and community and economic development projects to determine the best use of our economic development initiatives.

## **CONTACTING COMIDA'S ADMINISTRATION**

This financial report is designed to provide citizens, taxpayers, customers, investors and creditors with a general overview of COMIDA's finances and to show the accountability for the money received. If you have questions about this report or need additional financial information, contact the County of Monroe Industrial Development Agency's Executive Director, Judy Seil, at 50 West Main Street, Suite 8100, Rochester, New York, 14614.



**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY**  
**(A Discretely Presented Component Unit of the County of Monroe, New York)**

**STATEMENTS OF NET POSITION**  
**DECEMBER 31, 2012 AND 2011**

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|                                      | <u>2012</u>         | <u>2011</u>         |
|--------------------------------------|---------------------|---------------------|
| <b>ASSETS</b>                        |                     |                     |
| CURRENT ASSETS:                      |                     |                     |
| Cash                                 | \$ 2,335,973        | \$ 2,203,902        |
| Fee income receivable                | 16,125              | -                   |
| PTAC receivable                      | <u>5,638</u>        | <u>10,547</u>       |
| Total current assets                 | 2,357,736           | 2,214,449           |
| CAPITAL ASSETS, net                  | <u>1,678</u>        | <u>2,942</u>        |
| Total assets                         | <u>2,359,414</u>    | <u>2,217,391</u>    |
| <b>LIABILITIES</b>                   |                     |                     |
| CURRENT LIABILITIES:                 |                     |                     |
| Accrued payroll and related expenses | <u>15,248</u>       | <u>20,104</u>       |
| Total current liabilities            | <u>15,248</u>       | <u>20,104</u>       |
| <b>NET POSITION</b>                  |                     |                     |
| Invested in capital assets           | 1,678               | 2,942               |
| Unrestricted                         | <u>2,342,488</u>    | <u>2,194,345</u>    |
| Total net position                   | <u>\$ 2,344,166</u> | <u>\$ 2,197,287</u> |

The accompanying notes are an integral part of these statements.

**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY**  
**(A Discretely Presented Component Unit of the County of Monroe, New York)**

**STATEMENTS OF REVENUE, EXPENSES, AND CHANGE IN NET POSITION**  
**FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011**

|  | <u>2012</u>         | <u>2011</u>         |
|--|---------------------|---------------------|
| REVENUES:  |                     |                     |
| Fee income                                       | \$ 1,675,177        | \$ 782,266          |
| PTAC income                                      | <u>146,586</u>      | <u>186,872</u>      |
| Total revenues                                   | <u>1,821,763</u>    | <u>969,138</u>      |
| PROGRAM AND COMMUNITY DEVELOPMENT EXPENSES:      |                     |                     |
| Community development                            | 511,449             | 533,022             |
| Program support                                  | <u>205,000</u>      | <u>205,000</u>      |
| Total program and community development expenses | <u>716,449</u>      | <u>738,022</u>      |
| OPERATING EXPENSES:                              |                     |                     |
| Professional services                            | 408,176             | 454,661             |
| Salaries   | 331,841             | 297,370             |
| Payroll taxes and employee benefits              | 105,746             | 83,231              |
| Rent   | 60,000              | 60,000              |
| Advertising and promotion                        | 14,609              | 13,035              |
| Travel, meetings and entertainment               | 14,470              | 14,726              |
| Office supplies and postage                      | 11,062              | 12,145              |
| Legal notices                                    | 9,788               | 10,083              |
| Dues and subscriptions                           | 2,045               | 1,340               |
| Staff development                                | 1,875               | 2,576               |
| Depreciation                                     | <u>1,510</u>        | <u>1,712</u>        |
| Total operating expenses                         | <u>961,122</u>      | <u>950,879</u>      |
| Total expenses                                   | <u>1,677,571</u>    | <u>1,688,901</u>    |
| Operating gain(loss)                             | <u>144,192</u>      | <u>(719,763)</u>    |
| NONOPERATING REVENUE:                            |                     |                     |
| Interest income                                  | <u>2,687</u>        | <u>8,440</u>        |
| Total nonoperating revenue                       | <u>2,687</u>        | <u>8,440</u>        |
| CHANGE IN NET POSITION                           | 146,879             | (711,323)           |
| NET POSITION - beginning of year                 | <u>2,197,287</u>    | <u>2,908,610</u>    |
| NET POSITION - end of year                       | <u>\$ 2,344,166</u> | <u>\$ 2,197,287</u> |

The accompanying notes are an integral part of these statements.

**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY**  
**(A Discretely Presented Component Unit of the County of Monroe, New York)**

**STATEMENTS OF CASH FLOWS**  
**FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011**

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|  | <u>2012</u>                | <u>2011</u>                |
|--|----------------------------|----------------------------|
| CASH FLOW FROM OPERATING ACTIVITIES:   |                            |                            |
| Cash received from customers   | \$ 1,810,547               | \$ 1,038,153               |
| Cash paid to employees for services  | (442,443)                  | (385,703)                  |
| Cash paid to suppliers for goods and services  | (522,025)                  | (568,566)                  |
| Cash paid for program and community development  | <u>(716,449)</u>           | <u>(738,022)</u>           |
| Net cash flow from operating activities  | <u>129,630</u>             | <u>(654,138)</u>           |
| CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES:                                   |                            |                            |
| Purchases of capital assets  | <u>(246)</u>               | <u>(1,258)</u>             |
| Net cash flow from capital and related financing activities                                | <u>(246)</u>               | <u>(1,258)</u>             |
| CASH FLOW FROM INVESTING ACTIVITIES:   |                            |                            |
| Interest income  | <u>2,687</u>               | <u>8,440</u>               |
| Net cash flow from investing activities  | <u>2,687</u>               | <u>8,440</u>               |
| CHANGE IN CASH   | 132,071                    | (646,956)                  |
| CASH - beginning of year   | <u>2,203,902</u>           | <u>2,850,858</u>           |
| CASH - end of year   | <u><u>\$ 2,335,973</u></u> | <u><u>\$ 2,203,902</u></u> |
| RECONCILIATION OF OPERATING INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES:             |                            |                            |
| Operating gain(loss)   | \$ 144,192                 | \$ (719,763)               |
| Adjustments to reconcile operating gain(loss) to net cash flow from operating activities - |                            |                            |
| Depreciation   | 1,510                      | 1,712                      |
| Changes in:  |                            |                            |
| Fee income receivable  | (16,125)                   | 26,408                     |
| PTAC receivable  | 4,909                      | 42,607                     |
| Accounts payable   | -                          | -                          |
| Accrued payroll and related expenses   | <u>(4,856)</u>             | <u>(5,102)</u>             |
| Net cash flow from operating activities  | <u><u>\$ 129,630</u></u>   | <u><u>\$ (654,138)</u></u> |

The accompanying notes are an integral part of these statements.

**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY  
(A Discretely Presented Component Unit of the County of Monroe, New York)**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2012 AND 2011**

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**1. COMIDA**

On June 6, 1972, the County of Monroe Industrial Development Agency (COMIDA) was established by a special act of the County Legislature under the New York State Industrial Development Act of 1969. COMIDA's purpose is to provide, develop, encourage and assist existing and new businesses to acquire, construct, reconstruct, improve, maintain, equip and furnish facilities in the County of Monroe and Rochester, New York area.

COMIDA is a discretely presented component unit of the County of Monroe, New York (County of Monroe) and is a New York State not-for-profit public benefit corporation.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of Accounting**

COMIDA's financial statements are prepared in conformity with accounting principles generally accepted in the United States as set forth by the Governmental Accounting Standards Board for proprietary funds.

**Basis of Presentation**

GASB requires the classification of net position into three classifications defined as follows:

- Invested in capital assets, net of related debt - This component of net position consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets, if applicable. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of invested in capital assets, net of related debt. Rather, that portion of the debt is included in the same net position component as the unspent proceeds. COMIDA has no outstanding debt obligations at either December 31, 2012 or 2011.
- Restricted net position - This component of net position consists of amounts which have external constraints placed on their use imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. At December 31, 2012 and 2011, COMIDA has no restricted net position.
- Unrestricted net position - This component of net position consists of net position that do not meet the definition of "invested in capital assets, net of related debt", or "restricted".

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Nature of Activities**

COMIDA administers programs that assist local businesses in obtaining long-term financing for property and equipment. COMIDA accomplishes this through two types of transactions, a lease-leaseback or issuance of an industrial development bond. COMIDA also funds various community development activities, which provide economic benefits for the County of Monroe.

- *Lease-Leaseback*

In a lease-leaseback transaction, the lessee (local business) negotiates the terms and conditions of a financing arrangement with a bank or other commercial lender. COMIDA obtains title to, and possession and/or control of the property financed and enters into a lease agreement with the lessee for a term equal to the lesser of the term of the financing or the benefit period. The rent from the lease includes debt service payments to the lender and is paid directly by the lessee to the lender.

- *Industrial Development Bonds*

The transaction for a bond issue is similar to a lease-leaseback except that COMIDA issues tax-exempt or taxable bonds to provide financial assistance to private-sector entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds are secured by the property financed and are payable solely from payments received on the underlying mortgage loans. Upon repayment of the bonds, ownership of the acquired facilities transfers back to the private-sector entity served by the bond issuance. COMIDA is not obligated in any manner for repayment of the bonds at any time. Accordingly, related property is not reported as assets, and the bonds are not reported as liabilities in the accompanying financial statements.

The terms of these transactions generally provide for reductions in property taxes paid by recipients of the financing in return for commitments to provide jobs and other economic benefits for the County of Monroe.

As of December 31, 2011, there were 60 series of Industrial Development Bonds outstanding with an approximate aggregate amount payable of approximately \$435 million. This information for 2012 was unavailable at the time of issuance of these financial statements.

### **Related Parties**

COMIDA is related through common managerial and operational personnel and common Board of Directors members with several organizations involved in promoting economic development in the County of Monroe. These related organizations include Empire Zone of Monroe County, Inc.; Monroe County Industrial Development Corporation; Greater Rochester Outdoor Sports Facility Corporation; and Monroe County Sports Development Corporation. COMIDA also works together with other organizations related to the County of Monroe to promote economic development.

### **Cash**

Cash includes cash on hand, demand deposits, money market funds, and savings accounts.

### **Accounts Receivable**

Accounts receivable are shown gross, with uncollectible amounts recognized under the direct write-off method. Generally accepted accounting principles require the use of the allowance method for recording bad debts. However, the use of the direct write-off method is not materially different from the results that would be obtained under the allowance method. Amounts for which no payments have been received for several months are considered delinquent and when customary collection efforts are exhausted, the account is written-off.

## **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Capital Assets**

Assets purchased or acquired with a useful life exceeding one year are capitalized. Contributed fixed assets are recorded at fair value at the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs for repairs and maintenance are expensed as incurred. COMIDA depreciates assets on the straight-line basis over estimated useful lives ranging from 3 to 10 years.

### **Compensated Absences/Accrued Liabilities**

Pursuant to resolutions of COMIDA's Board, COMIDA employees are entitled to accrue a limited number of days of unused sick and vacation time. Accrued sick and vacation time is based on the number of years of employment with COMIDA. An individual who leaves the employment of COMIDA may be paid for unused vacation time earned but not sick time. Unused vacation time is recorded as a liability when earned.

### **Revenue Recognition**

Operating revenue consists of revenue from fees earned on lease-leaseback transactions and taxable bond issues which are equal to .50% of the project amount. For the various tax abatement programs, which provide tax incentives for organizations to increase jobs while using local labor on projects, an additional .25% fee is charged. The fee earned on tax-exempt bond issues is equal to 1% of the project amount. Fee income is recorded as revenue when the financing closes, regardless of when the related cash is received. Fee income received prior to closing is recorded as deferred revenue. COMIDA defines non-operating revenue as interest earnings.

### **Program and Community Development Expenses**

Program and community development expenses represent amounts committed to fund program and community development projects as determined by the Board. Program and community development expenses are recognized when paid, as the board determinations, when made, are merely budgetary in nature. Actual payments are based on COMIDA operating results.

### **Income Taxes**

COMIDA is a not-for-profit public benefit corporation and is exempt from income taxes under the Internal Revenue Code.

### **Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

## **3. DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS**

### **Policies**

COMIDA follows an investment and deposit policy, the overall objective of which is to adequately safeguard the principal amount of funds invested or deposited; conform with federal, state and other legal requirements; and provide sufficient liquidity of invested funds in order to meet obligations as they become due. Oversight of investment activity is the responsibility of the Executive Director.

### 3. DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS (Continued)

#### **Policies (Continued)**

COMIDA monies must be deposited in Federal Deposit Insurance Corporation (FDIC)-insured commercial banks or trust companies located within and authorized to do business in New York State. Permissible investments include certificates of deposit; obligations of the United States or of federal agencies whose principal and interest payments are fully guaranteed by the federal government or New York State; or in general obligations of the State's political subdivisions.

Collateral is required for deposits and certificates of deposit not covered by FDIC insurance. Obligations that may be pledged as collateral are those identified in New York State General Municipal Law, Section 10 and outlined in the New York State Comptroller's Financial Management Guide.

#### **Interest Rate Risk**

Interest rate risk is the risk that the fair value of investments will be affected by changing interest rates. COMIDA has an investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

#### **Credit Risk**

COMIDA's policy is to minimize the risk of loss due to failure of an issuer or other counterparty to an investment to fulfill its obligations. COMIDA's investment and deposit policy authorizes the reporting entity to purchase the following types of investments:

- Obligations of the United States of America;
- Obligations where payment of principal and interest are guaranteed by the United States of America;
- Obligations of the State of New York;
- Special time deposit accounts;
- Certificates of deposit.

#### **Custodial Credit Risk**

Custodial credit risk is the risk that, in the event of a failure of a depository financial institution, the reporting entity may not recover its deposits. In accordance with COMIDA's investment and deposit policy, all deposits of COMIDA including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act (FDIA) shall be secured by a pledge of securities with an aggregate value equal to the aggregate amount of deposits. COMIDA restricts the securities to the following eligible items:

### 3. DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS (Continued)

#### Custodial Credit Risk (Continued)

- Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation;
- Obligations partially insured or guaranteed by any agency of the United States of America;
- Obligations issued or fully insured or guaranteed by the State of New York;
- Obligations issued by a municipal corporation, school district or district corporation of New York State;
- Obligations issued by states (other than the State of New York) of the United States rated in one of the two highest rating categories by at least one Nationally Recognized Statistical Rating Organization (NRSRO).

#### Cash

At December 31, 2012 and 2011, COMIDA's cash was covered by FDIC insurance, or by eligible securities held in COMIDA's name by a third-party custodial bank or by the bank's trust department. COMIDA's deposits consisted of the following at December 31:

|                 | <u>2012</u>             |                            | <u>2011</u>             |                            |
|-----------------|-------------------------|----------------------------|-------------------------|----------------------------|
|                 | <u>Bank<br/>Balance</u> | <u>Carrying<br/>Amount</u> | <u>Bank<br/>Balance</u> | <u>Carrying<br/>Amount</u> |
| Demand deposits | <u>\$ 2,340,420</u>     | <u>\$ 2,335,973</u>        | <u>\$ 2,475,510</u>     | <u>\$2,203,902</u>         |

These deposits were insured or collateralized as follows:

|                                     | <u>2012</u>         | <u>2011</u>         |
|-------------------------------------|---------------------|---------------------|
| FDIC insurance                      | \$ 625,157          | \$ 491,967          |
| Collateralized by third party       | <u>1,749,569</u>    | <u>1,992,994</u>    |
| Total FDIC insurance and collateral | <u>\$ 2,374,726</u> | <u>\$ 2,484,961</u> |



#### 4. CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2012 was as follows:

|  | Balance<br>January 1 | Additions         | Deletions   | Balance<br>December 31 |
|--|----------------------|-------------------|-------------|------------------------|
| Capital assets being depreciated:      |                      |                   |             |                        |
| Office equipment                       | \$ 25,373            | \$ 136            | \$ -        | \$ 25,509              |
| Furniture and fixtures                 | <u>6,748</u>         | <u>110</u>        | <u>-</u>    | <u>6,858</u>           |
| Total capital assets being depreciated | <u>32,121</u>        | <u>246</u>        | <u>-</u>    | <u>32,367</u>          |
| Less accumulated depreciation for:     |                      |                   |             |                        |
| Office equipment                       | (22,431)             | (1,473)           | -           | (23,904)               |
| Furniture and fixtures                 | <u>(6,748)</u>       | <u>(37)</u>       | <u>-</u>    | <u>(6,785)</u>         |
| Total accumulated depreciation         | <u>(29,179)</u>      | <u>(1,510)</u>    | <u>-</u>    | <u>(30,689)</u>        |
| Capital assets, net                    | <u>\$ 2,942</u>      | <u>\$ (1,264)</u> | <u>\$ -</u> | <u>\$ 1,678</u>        |

Capital asset activity for the year ended December 31, 2011 was as follows:

|  | Balance<br>January 1 | Additions       | Deletions      | Balance<br>December 31 |
|--|----------------------|-----------------|----------------|------------------------|
| Capital assets being depreciated:      |                      |                 |                |                        |
| Office equipment                       | \$ 26,691            | \$ 1,258        | \$ (2,576)     | \$ 25,373              |
| Furniture and fixtures                 | <u>6,748</u>         | <u>-</u>        | <u>-</u>       | <u>6,748</u>           |
| Total capital assets being depreciated | <u>33,439</u>        | <u>1,258</u>    | <u>(2,576)</u> | <u>32,121</u>          |
| Less accumulated depreciation for:     |                      |                 |                |                        |
| Office equipment                       | (23,517)             | (1,490)         | 2,576          | (22,431)               |
| Furniture and fixtures                 | <u>(6,526)</u>       | <u>(222)</u>    | <u>-</u>       | <u>(6,748)</u>         |
| Total accumulated depreciation         | <u>(30,043)</u>      | <u>(1,712)</u>  | <u>2,576</u>   | <u>(29,179)</u>        |
| Capital assets, net                    | <u>\$ 3,396</u>      | <u>\$ (454)</u> | <u>\$ -</u>    | <u>\$ 2,942</u>        |

## 5. PENSION PLAN

### Plan Description

COMIDA participates in the New York State and Local Employees' Retirement System (ERS) and the Public Employees' Group Life Insurance Plan. These are cost-sharing multiple-employer public employee retirement systems. These systems provide retirement benefits, as well as death and disability benefits. Obligations of employers and employees to contribute and benefits to employees are governed by the New York State Retirement and Social Security Law (NYSRSSL). As set forth in the NYSRSSL, the Comptroller of the State of New York serves as sole trustee and administrative head of the system. The Comptroller shall adopt and may amend rules and regulations for the administration and transaction of the business of the systems and for the custody and control of its funds. The systems issue a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the New York State and Local Retirement System, Gov. Alfred E. Smith, State Office Building, Albany, NY 12244.

### Funding Policy

The system is noncontributory, except for employees who joined the New York State and Local Employees' Retirement System (the System) after July 27, 1976 and prior to January 1, 2010 who contribute 3% of their salary, except that employees in the System more than ten years are no longer required to contribute. Employees who joined after January 1, 2010 and prior to April 1, 2012, contribute 3.0% of their salary throughout their active membership. For employees who joined after April 1, 2012, employees contribute 3% of their salary until April 1, 2013 and then contribute 3%-6% of their salary throughout their active membership. Under the authority of the NYSRSSL, the Comptroller shall certify annually the rates expressed as proportions of payroll of members, which shall be used in computing the contributions required to be made by employers to the pension accumulation fund.

COMIDA is required to contribute at an actuarially determined rate. COMIDA contributed 100% of the required contributions for the current year and two preceding years as follows:

|      |    |        |
|------|----|--------|
| 2012 | \$ | 39,460 |
| 2011 | \$ | 22,286 |
| 2010 | \$ | 33,648 |

Chapter 49 of the Laws of 2003 of the State of New York was enacted, which made the following changes to the Systems:

- Requires minimum contributions by employers of 4.5% of payroll every year, including years in which the investment performance would make a lower contribution possible.
- Changes the cycle of annual billing such that the contribution for a given fiscal year will be based on the value of the pension fund on the prior April 1st (e.g. billings due February 2005 would be based on the pension value as of March 31, 2004).

## **5. PENSION PLAN (Continued)**

### **Funding Policy (Continued)**

Chapter 260 of the Laws of 2004 of the State of New York was enacted that allows local employers to bond or amortize a portion of their retirement bill for up to 10 years in accordance with this schedule:

- For State fiscal year (SFY) 2004-05, the amount in excess of 7.0% of employees' covered pensionable salaries, with the first payment of those pension costs not due until the fiscal year succeeding that fiscal year in which the bonding/amortization was instituted.
- For each SFY 2007-08 and 2006-07, the amount in excess of 10.5% of employees' covered pensionable salaries.
- For each SFY 2008-09, the amount in excess of 4.5% of employees' covered pensionable salaries.

The law requires participating employers to make payments on a current basis, while bonding or amortizing existing unpaid amounts relating to the System's fiscal years ending March 31, 2005 through 2009. COMIDA has paid this liability in full: therefore, there is no amortization recorded.

### **Change in Payment Due Date**

Chapter 260 of the Laws of 2004 of the State of New York changed the annual payment due date for employers who participate in the ERS. The December 15 payment due date changed to February 1. The covered salary period (April 1 - March 31) did not change for the calculation.

## **6. SECTION 457 DEFERRED COMPENSATION PLAN**

Employees of COMIDA may elect to participate in the NYS Public Employees Deferred Compensation Plan (the Plan) created in accordance with Internal Revenue Code Section 457. The Plan is available to all employees and permits the employee to defer a portion of his or her salary until future years, usually after retirement. COMIDA made no contributions to the plan in 2012 or 2011. At December 31, 2012 and 2011, the value of the Plan was \$89,471 and \$65,609, respectively.

Benefits paid from the Plan consist of retirement benefits, certain hardship withdrawals and loans to participants as applicable. Participants should refer to the Plan's document for a complete description of the Plan's provisions. That report may be obtained by writing to the New York State Deferred Compensation Plan, Gov. Alfred E. Smith, State Office Building, Albany, NY 12244.

## **7. MONROE COUNTY FINGER LAKES PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC)**

Under its Monroe County Finger Lakes Procurement Technical Assistance Center (PTAC), COMIDA, as the host agency for PTAC, receives grants from the United States Department of Defense and New York State. For the years ended December 31, 2012 and 2011, respectively, COMIDA recognized PTAC income of \$146,586 and \$186,872 and corresponding expenses recorded in accordance with their natural classifications in the accompanying statements of revenue, expenses, and change in net position.

## **7. MONROE COUNTY FINGER LAKES PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC) (Continued)**

Since PTAC is funded on a reimbursement basis, COMIDA has had to advance funds to PTAC for its operations. PTAC owed COMIDA approximately \$24,000 and \$30,000, respectively, for the years ended December 31, 2012 and 2011.

## **8. COMMITMENTS**

### **Community Development**

COMIDA entered into a subscription agreement to invest \$1,000,000 in a private investment partnership established to fund private enterprises in the Monroe County area. In 2005, this commitment was assumed by a separate non-profit entity. Through December 31, 2012 and 2011, respectively, cumulative funding of \$901,130 and \$896,755 has been provided. COMIDA contributed \$10,625 and \$4,375 in 2012 and 2011, respectively.

In 2006, COMIDA entered into a three-year agreement to establish The Entrepreneurs Network (TEN) committing \$765,000, subject to annual renewal, to fund recurring six-month programs designed to optimize young entrepreneurs' exposure to, and interaction with, leading local and national entrepreneurial experts. The program offers TEN participants the opportunity to take their businesses to the next level in securing venture capital, forming strategic alliances, and defining market strategies. Through December 31, 2009, cumulative funding of \$600,881 had been provided. Management of the TEN program was taken over by another not-for-profit organization in 2010, and COMIDA provided \$150,000 in funding to this organization in 2012 and 2011.

In 2009, COMIDA entered into an agreement with a separate not-for-profit organization to promote local and economic development efforts. In 2012 and 2011, amounts contributed to this organization were \$100,000 each.

### **Community Development - Related Party**

The Board of Directors of COMIDA has approved a resolution for funding for community development through another related entity, Monroe County Industrial Development Corporation (the Corporation). COMIDA and the Corporation are related through common management. The funding is contingent upon COMIDA having the resources available as determined on an annual basis by the Board of Directors. There were no contributions made in 2012 or 2011.

### **Management Services - Related Party**

Annually, COMIDA enters into an agreement with the County of Monroe for administrative support and facilities provided to COMIDA. The agreement required a payment in the amount of \$265,000 for both 2012 and 2011. COMIDA expects to pay \$265,000 for these services in 2013.

## **9. RELATED PARTIES**

COMIDA is the sole corporate member of the Greater Rochester Outdoor Sports Facility Corporation (the Company), a New York corporation formed to acquire and operate real and personal property for the economic benefit of the people in the County of Monroe and Rochester, New York area. The primary activity of the Company is the operation of a sports stadium in Rochester, New York, known as Frontier Field which is used for the recreation, entertainment, amusement and benefit of the citizens of the County of Monroe. There were no amounts recognized in the 2012 or 2011 financial statements for transactions related to the Company.

## **9. RELATED PARTIES (Continued)**

In 2012, COMIDA entered into a contract with the Corporation, which states that the Corporation will reimburse COMIDA for the cost of certain professional services. The contract states that the Corporation will not reimburse COMIDA more than \$30,000 each year for the next three years. For the year ended December 31, 2012, the Corporation paid approximately \$21,500 to COMIDA under the terms of this agreement.

In addition, the Corporation contributed \$35,000 to COMIDA to pass through funds to a local company for purposes of economic development during 2012. This contribution allowed the local company to provide training in construction to students in the community.

## **10. LOAN CONTINGENCY**

In 2009, COMIDA signed a restated mortgage note agreement with a bank as a guarantor with an unrelated not-for-profit corporation for a loan amount of \$1,211,160. This mortgage note bore interest at 5.75% until October 1, 2012, when interest is calculated at one-month LIBOR + 350 basis points through maturity on October 1, 2014. The unrelated not-for-profit corporation is required to repay the loan in monthly installments of approximately \$10,000 with a final balloon payment due at maturity. No amounts were accrued or recognized as part of this agreement in the financial statements as COMIDA is not the primary obligor. The not-for-profit corporation is current on all of its payments to the bank.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

February 28, 2013

To the Board of Directors of  
County of Monroe Industrial Development Agency:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities of the County of Monroe Industrial Development Agency (COMIDA) as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise COMIDA's basic financial statements, and have issued our report thereon dated February 28, 2013.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered COMIDA's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of COMIDA's internal control. Accordingly, we do not express an opinion on the effectiveness of COMIDA's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

(Continued)

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether COMIDA's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Bonadio & Co., LLP*