



STATE OF NEW YORK
Authorities Budget Office

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July 25, 2023

Lindsay Greene
President and CEO
Brooklyn Navy Yard Development Corporation
Building 77
141 Flushing Avenue, Suite 801
Brooklyn, New York 11205

Dear Lindsay Greene:

The Authorities Budget Office (ABO) is authorized to assist public authorities improve management practices and the procedures by which their activities and financial practices are disclosed to the public. Pursuant to Section 2800 of Public Authorities Law, state and local authorities are to make documents pertaining to their mission, current activities, annual financial reports, budgets and independent audit reports accessible to the public on the authority's official or shared website. To assist state and local authorities meet their disclosure and reporting obligations, the ABO has issued Policy Guidance No. 22-01: "Posting and Maintaining Reports on Public Authority Websites". This guidance provides a checklist of policies, reports and other information that the Authority should maintain online in accordance with the Public Authorities Reform Act of 2009 and other provisions of law.

Between February 21, 2023 and February 24, 2023, we reviewed the Brooklyn Navy Yard Development Corporation's (Authority) website. Our review was limited to verifying that the required information is posted on the Authority's website and did not address the substance of these documents. Our review focused on current information and required data for the fiscal year ending June 30, 2022. We have concluded that the Authority needs to make additional required information available on its website, including more recent fiscal year end reports. Please review the attached findings and take the appropriate action so that all information required under Section 2800 of Public Authorities Law is available online and easily accessible to the public.

Please provide us with a written confirmation that you have fully addressed these concerns by September 5, 2023. You may view Policy Guidance No. 22-01 at www.abo.ny.gov. Please contact us if you have any additional questions.

Sincerely,

Jeffrey Pearlman
Acting Director

Enclosure

cc: Henry Gutman, Chair
Brooklyn Navy Yard Development Corporation

Review of Brooklyn Navy Yard Development Corporation's Website

Information To Be Posted on Public Authority's Website	Posted on Website (Yes/No)
Mission Statement	Yes
Certificate of Incorporation	Yes
By-laws	Yes
Code of Ethics	Yes
Conflict of Interest Policy	Yes
Whistleblower Policy	Yes
Organization Chart – including, at a minimum, the LDC's executive structure and major organizational units	No
Report on Operations and Accomplishments – including a description of the Authority's operations, completed and active projects, as well as any material changes in Authority operations and programs	Yes, but not for 2022
List of LDC Board Members - including appointing entity, appointment dates, and term	Yes
Each LDC board member's current employment and professional background	Yes, but member's professional backgrounds are not included, and some are missing current employment
List of Committees and Committee Members	Yes, but current members are not included
Executive Management Team - including professional background and qualifications	Yes
Authority Performance Measures	No, most recent measures are for 2021
Annual Performance Evaluation indicating status of Performance Measures	Yes, but not for 2022
Authority Schedule of Debt (including conduit debt)	Yes, included in PARIS Annual Report, but not for 2022
Management's Assessment of the Authority's Internal Control Structure and Procedures - including a description of operating and financial risks and any policies to mitigate risk	Yes, but not for 2022
Board meeting schedule	Yes
Board meeting notice	Yes, but none posted after December 2022
Board agendas	No
Board packets	No
Board meeting minutes	Yes, but none posted after June 2022
Board meeting webcasting and video recordings	No
Board resolutions	No
Committee meeting schedule	No
Committee meeting notice	No
Committee meeting agendas	No
Committee meeting packets	No
Committee meeting minutes	No
Committee meeting webcasting and video recordings	No
Annual Budget Report and details of 4-year financial plan	No, last budget is for 2021

Annual Independent Certified Financial Audit	Yes, but not for 2022
Independent Auditor's Report on Internal Controls over Financial Reporting	No
Independent audit management letter	No
List of grants provided - including grant recipient's name and address, the purpose of the grant, date awarded, and amount awarded	Yes, included in PARIS Annual Report, but not for 2022
List of loans provided - including borrower's name and address, loan purpose, date awarded, amount issued, term of the loan, repayment status, principal repaid and amount outstanding as of the end of the fiscal year	Yes, included in PARIS Annual Report, but not for 2022
List of bonds issued - including bond recipient's name, amount of bonds issued, purpose of bonds, and current amount outstanding as of the end of the fiscal year	Yes, included in PARIS Annual Report, but not for 2022
Property Acquisition Policies	Yes
Property Disposition Policies	Yes
List of Real Property owned by the Authority	No, if none this must be stated
Personal Property Transactions	Yes, included in PARIS Annual Report, but not for 2022
Real Property Transactions	Yes, included in PARIS Annual Report, but not for 2022
Policies for the procurement of all goods and services	Yes
Annual Procurement Report	Yes, but not for 2022
Authority's Procurement Officer	No
Investment Policies	Yes
Annual Investment Report - including the investment audit results and management letter, record of investment income, list of fees paid for investment services, and explanation of any amendments to the Investment Policy	No
Fee Schedules (if applicable) of any service or administrative fees charged	No
Current Year Official Statements or similar bond documents	N/A

*Review conducted by the Authorities Budget Office between February 21, 2023 and February 24, 2023.