

**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.townofplattsburgh.com">www.townofplattsburgh.com</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.townofplattsburgh.com">www.townofplattsburgh.com</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.townofplattsburgh.com">www.townofplattsburgh.com</a>
6. Are any authority staff also employed by another government agency?	Yes	Town of Plattsburgh

**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. Provide a URL link where a list of Board committees can be found (including the name of the committee and the date established):		www.townofplattsburgh.com
4. Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?	Yes	N/A
5. Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year		www.townofplattsburgh.com
6. Has the Board adopted a statement of Board duties and responsibilities?	Yes	www.townofplattsburgh.com
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	www.townofplattsburgh.com
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	www.townofplattsburgh.com
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. Is there a separation of the Board and CEO/Senior Management positions in accordance with Section 2824(3) of PAL?	Yes	N/A
12. 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
13. 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
14. Are the authority's Board members, officers, and staff required to submit financial disclosure forms in accordance with Section 2825(3) of PAL?	No	N/A

Board of Directors Listing

Name	Chair?	If Yes, Chair Designated By	Appointed By	Nominated By	Confirmed by Senate	Complied w/Training Requirement Of Section 2824	Also holds elected or appointed State government position?	Also holds elected or appointed municipal government position?	Term Start Date	Term Expiration Date
Patterson, James	No		Other	Other		No	No	No	01/01/2008	12/31/2010
Woods, Elaine M	No		Other	Other		Yes	No	No	01/01/2009	12/31/2011
Mack, Sally S	Yes	Elected by Board	Other	Other		Yes	No	No	01/01/2010	12/31/2012

**Staff Listing**

Name	Title	Group	Department / Subsidiary	Union Name	Bargaining Unit	Full Time/ Part Time	Exempt Indicator	Annualized Salary paid by Authority	Bonus Amount paid by Authority	Over time Amount paid by Authority	Total Compensation paid by Authority	Individual also paid by another entity to perform the work of the authority	If yes, is the payment made by state or local government?
Corell, Philip B	Chief Executive Officer	Administrative and Clerical				PT	Yes	0.00	0	0	0	Yes	Y
Mitchell, Stephanie H	Treasurer	Administrative and Clerical	n/a	n/a	n/a	PT	Yes	0.00	0	0	0	Yes	Y

**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 Membership	Use of Corporate Credit Cards	Personal Loans	Auto	Transportation	Housing Allowance	Spousal / Dependent Life Insurance	Tuition Assistance	Multi-Year Employment	None of These Benefits	Other
Mack, Sally S	Board of Directors												X	
Patterson, James	Board of Directors												X	
Woods, Elaine M	Board of Directors												X	

**Staff**

Name	Title	Severance Package	Payment for Unused Leave	Club Membership	Use of Corporate Credit Cards	Personal Loans	Auto	Transportation	Housing Allowance	Spousal / Dependent Life Insurance	Tuition Assistance	Multi-Year Employment	None of These Benefits	Other
No Data has been entered by the Authority for this section in PARIS														

**Subsidiary/Affiliate Verification**

Is the list of subsidiaries, as assembled by the Office of the State Comptroller, correct? Yes  
 Are there other affiliates or subsidiaries of the authority that are active, not included in the PARIS reports submitted by this authority? No

Name of Subsidiary/Affiliate	Status	Requested Changes
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**Subsidiary/Affiliate Creation**

Name of Subsidiary/Affiliate	Establishment Date	Entity Purpose
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**Subsidiary/Affiliate Termination**

Name of Subsidiary/Affiliate	Termination Date	Termination Reason	Proof 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	\$121,392.09
Investments	\$0
Receivables, net	\$0
Other assets	\$0
<b>Total Current Assets</b>	<b>\$121,392.09</b>
<b>Noncurrent Assets</b>	
Restricted cash and investments	\$0
Long-term receivables, net	\$168,352.14
Other assets	\$0
<b>Capital Assets</b>	
Land and other nondepreciable property	\$0
Buildings and equipment	\$0
Infrastructure	\$0
Accumulated depreciation	\$0
Net Capital Assets	\$0
<b>Total Noncurrent Assets</b>	<b>\$168,352.14</b>
<b>Total Assets</b>	<b>\$289,744.23</b>

**Summary Financial Information**

**SUMMARY STATEMENT OF NET ASSETS**

**Liabilities**

**Current Liabilities**

Accounts payable	\$0
Pension contribution payable	\$0
Other post-employment benefits	\$0
Accrued liabilities	\$0
Deferred revenues	\$0
Bonds and notes payable	\$0
Other long-term obligations due within one year	\$0
<b>Total Current Liabilities</b>	<b>\$0</b>

**Noncurrent Liabilities**

Pension contribution payable	\$0
Other post-employment benefits	\$0
Bonds and notes payable	\$0
Other long-term obligations	\$0
<b>Total Noncurrent Liabilities</b>	<b>\$0</b>

<b>Total Liabilities</b>	<b>\$0</b>
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**Net Asset (Deficit)**

**Net Asset**

Invested in capital assets, net of related debt	\$0
Restricted	\$0
Unrestricted	\$289,744.23
<b>Total Net Assets</b>	<b>\$289,744.23</b>

Summary Financial InformationSUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETSOperating Revenues

Charges for services	\$0
Rental & financing income	\$0
Other operating revenues	\$1,103.73
<b>Total Operating Revenue</b>	<b>\$1,103.73</b>

Operating Expenses

Salaries and wages	\$0
Other employee benefits	\$0
Professional services contracts	\$1,985
Supplies and materials	\$45
Depreciation & amortization	\$0
Other operating expenses	\$0
<b>Total Operating Expenses</b>	<b>\$2,030</b>

Operating Income (Loss) **(\$926.27)**

Nonoperating Revenues

Investment earnings	\$0
State subsidies/grants	\$0
Federal subsidies/grants	\$0
Municipal subsidies/grants	\$0
Public authority subsidies	\$0
Other nonoperating revenues	\$0
<b>Total Nonoperating Revenue</b>	<b>\$0</b>

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

Interest and other financing charges	\$0
Subsidies to other public authorities	\$0
Grants and donations	\$0
Other nonoperating expenses	\$0
<b>Total Nonoperating Expenses</b>	<b>\$0</b>
Income (Loss) Before Contributions	(\$926.27)
Capital Contributions	\$0
Change in net assets	(\$926.27)
Net assets (deficit) beginning of year	\$290,670.5
Other net assets changes	\$0
Net assets (deficit) at end of year	\$289,744.23

**Current Debt**

Question	Response
1. Did the Authority have any outstanding debt, including conduit debt, at any point during the reporting period?	No
2. If yes, has the Authority issued any debt during the reporting period?	

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

No Data has been entered by the Authority for this section in PARIS

Schedule of Authority Debt

Type of Debt	Statutory Authorization (\$)	Outstanding Start of Fiscal year (\$)	New Debt Issuances (\$)	Debt Retired (\$)	Outstanding End of Fiscal Year (\$)
<b>State Obligation</b>					
State Guaranteed					
State Supported					
State Contingent Obligation					
State Moral Obligation					
Other State Funded					
<b>Authority Obligation</b>					
General Obligation					
Revenue					
Other Non-State Funded					
<b>Conduit Debt</b>					

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?	No	
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.townofplattsburgh.com">www.townofplattsburgh.com</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?	No	

Grant Information

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

Loan Information

1. Source of Loan Funds: Federal  
Name of Loan Recipient: Cedar Knoll Log Homes  
Address Line1: 1486 Military Turnpike  
Address Line2:  
City: PLATTSBURGH  
State: NY  
Zip - Plus4: 12901  
Province Region:  
Country: USA  
Original Amount of Loan: \$169,800  
Date Loan Awarded: 01/01/2005  
Interest Rate(%): 1  
Length of Loan(# of years  
to repay): 10  
Amount of Loan Principal Repaid  
to Date: \$70,447.86  
Purpose of Loan: Business Expansion/Startup

Was the Loan expected to result  
in new jobs being created?: Yes  
If yes, how many jobs were planned  
to be created?: 15  
If yes, how many jobs have been  
created to date?: 15  
Have the terms of the Loan been  
completed?: No

2. Source of Loan Funds: Federal  
Name of Loan Recipient: Multina, Inc.  
Address Line1: 163 Idaho Avenue  
Address Line2:  
City: PLATTSBURGH  
State: NY  
Zip - Plus4: 12901  
Province Region:  
Country: USA  
Original Amount of Loan: \$120,000  
Date Loan Awarded: 09/01/2005  
Interest Rate(%): 0  
Length of Loan(# of years  
to repay): 10  
Amount of Loan Principal Repaid  
to Date: \$51,000.00  
Purpose of Loan: Business Expansion/Startup

Was the Loan expected to result  
in new jobs being created?: Yes  
If yes, how many jobs were planned  
to be created?: 25  
If yes, how many jobs have been  
created to date?: 25  
Have the terms of the Loan been  
completed?: No

Bond Information

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

Additional Comments: