

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.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=100&Itemid=171
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.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=100&Itemid=171
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	http://www.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=100&Itemid=171
6. Are any Authority staff also employed by another government agency?	Yes	Essex County IDA
7. Has the Authority posted their mission statement to their website?	Yes	http://www.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186
8. Has the Authority's mission statement been revised and adopted during the reporting period?	Yes	N/A
9. Attach the Authority's measurement report, as required by section 2824-a of PAL and provide the URL.		http://www.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186

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.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186
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.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	http://www.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	http://www.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186
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 Time and Attendance Whistleblower Protection Defense and Indemnification of Board Members	Yes Yes Yes Yes	N/A N/A N/A 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?	Yes	N/A
16. Has the board adopted a conditional/additional compensation policy governing all employees?	Yes	http://www.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186

Board of Directors Listing

Name	Chair of Board	If yes, Chair designated By.	Term Start Date	Term Expiration Date	Title	Has the Board member appointed a designee?	Designee Name	Ex-officio	Nominated By	Appointed By	Confirmed by Senate?	Has the Board member/designee signed the acknowledgment of fiduciary duty?	Completed with training requirement of Section 2824?	Does the Board member/designee also hold an elected or appointed State govts	Does the Board member/designee also hold an elected or appointed municipal government position?
Bowen, James	No		03/01/2010	Pleasure of Authority				No	Local	Local		Yes	No	No	
Darrah, Darren	Yes	Elected by Board	03/01/2010	Pleasure of Authority				No	Local	Local		Yes	No	No	

Board of Directors Listing

Name	Kusaloni's, Joseph W	Name	Rogers, James
Chair of Board	No	Chair of Board	No
If yes, Chair designated By.		If yes, Chair designated By.	
Term Start Date	04/26/2011	Term Start Date	03/01/2010
Term Expiration Date	Pleasure of Authority	Term Expiration Date	Pleasure of Authority
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 acknowledgment of fiduciary duty?	Yes	Has the Board member/designee signed the acknowledgment 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 gov	No	Does the Board member/designee also hold an elected or appointed State gov	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	Bryant, Charles	Name	Morrow, Gerald H
Chair of Board	No	Chair of Board	No
If yes, Chair designated By.		If yes, Chair designated By.	
Term Start Date	03/01/2010	Term Start Date	03/17/2011
Term Expiration Date	Pleasure of Authority	Term Expiration Date	Pleasure of Authority
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 acknowledgment of fiduciary duty?	Yes	Has the Board member/designee signed the acknowledgment 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	Courtright, Matthew
Chair of Board	No
If yes, Chair designated by.	
Term Start Date	07/09/2013
Term Expiration Date	Pleasure of Authority
Title	
Has the Board member appointed a designee?	
Designee Name	
Ex-officio	No
Nominated By	Local
Appointed By	Local
Confirmed by Senate?	
Has the Board member/designee signed the acknowledgment of fiduciary duty?	Yes
Complied with training requirement of Section 2824?	Yes
Does the Board member/designee also hold an elected or appointed state gov	No
Does the Board member/designee also hold an elected or appointed municipal government position?	No

Staff Listing

Name	Title	Group	Department / Subsidiary	Union Name	Salary Ining Unit	Full Time/Part Time	Exempt	Base Annualized Salary	Actual salary paid to the Individuals	Over time 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 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 Memberships	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
Bowen, James	Board of Directors												X	
Darrah, Darren	Board of Directors												X	
Bryant, Charles	Board of Directors												X	
Rogers, James	Board of Directors												X	
Courtright, Matthew	Board of Directors												X	
Morrow, Gerald H	Board of Directors												X	
Kusalonis, Joseph W	Board of Directors												X	

Staff

Name	Title	Severance Package	Payment for Unused Leave	Club Memberships	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/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 Aut No

Name of Subsidiary/Component Unit	Status	Requested Changes
Subsidiary/Component Unit Creation		
Name of Subsidiary/Component Unit		Establishment Date
		Entity Purpose

Name of Subsidiary/Component Unit	Termination Date	Termination Reason	Proof of Termination
Subsidiary/Component Unit 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	\$0
Investments	\$0
Receivables, net	\$0
Other assets	\$0
Total Current Assets	\$0
Noncurrent Assets	
Restricted cash and investments	\$0
Long-term receivables, net	\$0
Other assets	\$0
Capital Assets	
Land and other nondepreciable property	\$0
Buildings and equipment	\$0
Infrastructure	\$0
Accumulated depreciation	\$0
Net Capital Assets	\$0
Total Noncurrent Assets	\$0
Total Assets	\$0

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
Total Current Liabilities	\$0

Noncurrent Liabilities

Pension contribution payable	\$0
Other post-employment benefits	\$0
Bonds and notes payable	\$0
Long Term Leases	\$0
Other long-term obligations	\$0
Total Noncurrent Liabilities	\$0
Total Liabilities	\$0

Net Asset (Deficit)

Net Asset	
Invested in capital assets, net of related debt	\$0
Restricted	\$0
Unrestricted	\$0
Total Net Assets	\$0

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGE IN NET ASSETS

<u>Operating Revenues</u>	
Charges for services	\$0
Rental & financing income	\$0
Other operating revenues	\$0
Total Operating Revenue	\$0
<u>Operating Expenses</u>	
Salaries and wages	\$0
Other employee benefits	\$0
Professional services contracts	\$0
Supplies and materials	\$0
Depreciation & amortization	\$0
Other operating expenses	\$0
Total Operating Expenses	\$0
Operating Income (Loss)	\$0
<u>Nonoperating Revenues</u>	
Investment earnings	\$0
State subsidies/grants	\$0
Federal subsidies/grants	\$0
Municipal subsidies/grants	\$0
Public authority subsidies	\$0
Other nonoperating revenues	\$0
Total Nonoperating Revenue	\$0

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGE IN NET ASSETS

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

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

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					
Conduit					
Conduit Debt	0.00	5,745,000.00	0.00	220,000.00	5,525,000.00
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.essexcountyla.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186
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.essexcountyla.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186
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

1. Name of Recipient of Bond: Elizabethtown Community Hospital
Proceeds: Elizabethtown Community Hospital
Address Line1: Park Street
Address Line2:
City: ELIZABETHTOWN
State: NY
Zip - Plus4: 12932
Province/Region:
Country: USA
Amount of Bonds Issued: \$5,160,000.00
Date Bonds Issued: 12/08/2011
Bond Interest Rate: 5
Last Year Bonds Expected to be Retired: 2041
Amount of Bond Principal retired during the reporting year: \$220,000
Amt of Bond Principal retired prior to reporting year: \$415,000
Current Amount of Bonds Outstanding: \$5,525,000
Purpose of Project requiring the Bond Issuance: Commercial Property Construction/Acquisition/Revitalization/Improvement
Was the bond issuance expected to result in new jobs being created? No
If yes, how many jobs were planned to be created?
If yes, how many jobs have been created to date?
Have the bonds been fully retired? No

Additional Comments:

Procurement Report for Essex County Capital Resource Corporation

Run Date: 12/15/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.essexcountypda.com/newsite/index.php?option=com_content&view=article&id=109&Itemid=186
2. Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?	Yes	
3. Does the Authority allow for exceptions to the procurement guidelines?	Yes	
4. Does the Authority assign credit cards to employees for travel and/or business purchases?	No	
5. Does the Authority require prospective bidders to sign a non-collusion agreement?	Yes	
6. Does the Authority incorporate a summary of its procurement policies and prohibitions in its solicitation of proposals, bid documents or specifications for procurement contracts?.	Yes	
7. Did the Authority designate a person or persons to serve as the authorized contact on a specific procurement, in accordance with Section 139-j(2)(a) of the State Finance Law, "The Procurement Lobbying Act"?	Yes	
8. Did the Authority determine that a vendor had impermissible contact during a procurement or attempted to influence the procurement during the reporting period, in accordance with Section 139-j(10) of the State Finance Law?	No	
8a If Yes, was a record made of this impermissible contact?	Yes	
9. Does the Authority have a process to review and investigate allegations of impermissible contact during a procurement, and to impose sanctions in instances where violations have occurred, in accordance with Section 139-j(9) of the State Finance Law?	Yes	

Procurement Report for Essex County Capital Resource Corporation

Run Date: 12/15/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

Procurement Transactions Listing:

This Authority has indicated that it has no Procurement Transactions for the reporting period.



Procurement Report for Essex County Capital Resource Corporation

Run Date: 12/15/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

Procurement Transactions Listing:

Additional Comments: