

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.hamburgida.com/lake-erie-commerce-center/minutes-reports/ |
| 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.hamburgida.com/lake-erie-commerce-center/minutes-reports/ |
| 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? | No | 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.hamburgida.com/lake-erie-commerce-center/about-lecc/ |
| 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.hamburgida.com/lake-erie-commerce-center/minutes-reports/ |
| 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.hamburgida.com/lake-erie-commerce-center/minutes-reports/ |

Board of Directors Listing

| Name | Rusert-Kelly, Norma | Name | McDonald, Lou |
|---|-----------------------|---|-----------------------|
| Chair of Board | No | Chair of Board | No |
| If Yes, Chair designated By. | | If Yes, Chair designated By. | |
| Term Start Date | 12/07/1998 | Term Start Date | 11/23/2015 |
| 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? | No | Confirmed by Senate? | No |
| 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? | No | Does the Board member/designee also hold an elected or appointed municipal government position? | No |

Board of Directors Listing

| Name | Moses, Sr., Thomas J | Name | Paul, Patricia J |
|---|-----------------------|---|-----------------------|
| Chair of Board | Yes | Chair of Board | No |
| If Yes, Chair designated By. | Elected by Board | If Yes, Chair designated By. | |
| Term Start Date | 04/24/2006 | Term Start Date | 03/10/2003 |
| 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? | No | Confirmed by Senate? | No |
| 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 |

Board of Directors Listing

| | |
|---|-----------------------|
| Name | Plarr, Janet |
| Chair of Board | No |
| If yes, Chair designated By. | |
| Term Start Date | 08/20/2012 |
| 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 Senates? | No |
| 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 gove | No |
| Does the Board member/designee also hold an elected or appointed municipal government position? | Yes |

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 |
|----------------------|--------------------|-------------------|--------------------------|------------------|-------------------------------|----------------|------|----------------|-------------------|------------------------------------|--------------------|-----------------------|------------------------|-------|
| Valentin, Menceslao | Board of Directors | | | | | | | | | | | | X | |
| Brylski, Jeffrey | Board of Directors | | | | | | | | | | | | X | |
| Reynolds, Robert | Board of Directors | | | | | | | | | | | | X | |
| Rusert-Kelly, Norma | Board of Directors | | | | | | | | | | | | X | |
| Plarr, Janet | Board of Directors | | | | | | | | | | | | X | |
| Paul, Patricia J | Board of Directors | | | | | | | | | | | | X | |
| Moses, Sr., Thomas J | Board of Directors | | | | | | | | | | | | X | |
| McDonald, Lou | Board of Directors | | | | | | | | | | | | X | |
| Hall, Cameron | 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 | | | | | | | | | | | | | | |

Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

| | |
|--|------------------|
| <u>Assets</u> | |
| <u>Current Assets</u> | |
| Cash and cash equivalents | \$275,350 |
| Investments | \$0 |
| Receivables, net | \$0 |
| Other assets | \$0 |
| Total Current Assets | \$275,350 |
| <u>Noncurrent Assets</u> | |
| Restricted cash and investments | \$0 |
| Long-term receivables, net | \$0 |
| Other assets | \$0 |
| Capital Assets | |
| Land and other nondepreciable property | \$510,409 |
| Buildings and equipment | \$0 |
| Infrastructure | \$0 |
| Accumulated depreciation | \$0 |
| Net Capital Assets | \$510,409 |
| Total Noncurrent Assets | \$510,409 |
| Total Assets | \$785,759 |

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 | \$8,690 |
| Total Operating Expenses | \$8,690 |
| Operating Income (loss) | (\$8,690) |
| <u>Nonoperating Revenues</u> | |
| Investment earnings | \$420 |
| State subsidies/grants | \$0 |
| Federal subsidies/grants | \$0 |
| Municipal subsidies/grants | \$0 |
| Public authority subsidies | \$0 |
| Other nonoperating revenues | \$0 |
| Total Nonoperating Revenue | \$420 |

Current Debt

| Question | Response |
|---|----------|
| 1. Did the Authority have any outstanding debt, including conduit debt, at any point during the reporting period? | |
| 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

Real Property Acquisition/Disposal List

This Authority has indicated that it had no real property acquisitions or 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.hamburgida.com/lake-erie-commerce-center/minutes-reports/ |
| 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.hamburgida.com/lake-erie-commerce-center/minutes-reports/ |
| 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 | |

Loan Information

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

Additional Comments:

Certified Financial Audit for Hamburg New York Land Development Corporation

Run Date: 04/13/2018

Fiscal Year Ending:12/31/2017

Status: **CERTIFIED**

Financial Documents:

| Question | Response | URL (if applicable) | Attachments |
|--|----------|---|---------------------|
| 1. Attach the independent audit of the Authority's financial statements. | N/A | http://www.hamburgida.com/lake-erie-commerce-center/minutes-reports/ | Attachment Included |
| 2. Has the Authority's independent auditor issued a management letter to the Authority in connection with its audit of the Authority's financial statements? | Yes | http://www.hamburgida.com/lake-erie-commerce-center/minutes-reports/ | Attachment Included |
| 3. Has the Authority's independent auditor issued a Report on Internal Controls Over Financial Reporting to the Authority? | Yes | http://www.hamburgida.com/lake-erie-commerce-center/minutes-reports/ | Attachment Included |
| 4. Attach any other communication required or allowed by government auditing standards issued by the Comptroller General of the United States to be issued by the Authority's independent auditor in connection with its annual audit of the Authority's financial statements. | | | |

Certified Financial Audit for Hamburg New York Land Development Corporation

Run Date: 04/13/2018

Fiscal Year Ending:12/31/2017

Status: CERTIFIED

Additional Comments:

Investment Information:

| Question | Response | URL (if applicable) |
|--|----------|---|
| 1. Has the Authority prepared an Annual Investment Report for the reporting period as required by Section 2925 (6) of PAL? | Yes | http://www.hamburgida.com/lake-erie-commerce-center/minutes-reports/ |
| 2. Are the Authority's investment guidelines reviewed and approved annually? | Yes | |
| 3. Did the Authority have an independent audit of investments as required by Section 2925(3) (F) of PAL? | Yes | http://www.hamburgida.com/lake-erie-commerce-center/minutes-reports/ |
| 4. Has the Authority's independent auditor issued a management letter to the Authority in connection with its annual audit of investments? | Yes | http://www.hamburgida.com/lake-erie-commerce-center/minutes-reports/ |

Additional Comments:

Procurement-Information:

| Question | Response | URL (if applicable) |
|--|----------|---|
| 1. Does the Authority have procurement guidelines? | Yes | http://www.hamburgida.com/lake-erie-commerce-center/about-lecc/ |
| 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? | No | |
| 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?. | No | |
| 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? | No | |
| 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? | No | |

Procurement Report for Hamburg New York Land Development Corporation

Run Date: 04/12/2018

Fiscal Year Ending: 12/31/2017

Status: CERTIFIED

Procurement Transactions Listing:

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

Procurement Report for Hamburg New York Land Development Corporation

Run Date: 04/12/2018

Fiscal Year Ending: 12/31/2017

Status: CERTIFIED

Procurement Transactions Listing:

Additional Comments: