

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.binghamton-ny.gov/binghamton-urban-renewal-agency-bura
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.binghamton-ny.gov/binghamton-urban-renewal-agency-bura
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.binghamton-ny.gov/binghamton-urban-renewal-agency-bura
6. Are any Authority staff also employed by another government agency?	Yes	City of Binghamton
7. Has the Authority posted their mission statement to their website?	Yes	http://www.binghamton-ny.gov/binghamton-urban-renewal-agency-bura
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.binghamton-ny.gov/binghamton-urban-renewal-agency-bura

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.binghamton-ny.gov/binghamton-urban-renewal-agency-bura
5. Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?	No	N/A
6. Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year		http://www.binghamton-ny.gov/binghamton-urban-renewal-agency-bura
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	http://www.binghamton-ny.gov/binghamton-urban-renewal-agency-bura
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	http://www.binghamton-ny.gov/binghamton-urban-renewal-agency-bura
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?	No	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?	No	N/A
16. Has the board adopted a conditional/additional compensation policy governing all employees?	No	

Board of Directors Listing

Name	Day, Luke	Name	Pearsall, Charles
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	01/01/2008	Term Start Date	02/06/2012
Term Expiration Date	Ex-Officio	Term Expiration Date	Ex-Officio
Title	Commissioner of Public Works	Title	Comptroller
Has the Board member appointed a designee?	No	Has the Board member appointed a designee?	No
Designee Name		Designee Name	
Ex-officio	Yes	Ex-officio	Yes
Nominated By	Ex-Officio	Nominated By	Ex-Officio
Appointed By	Ex-Officio	Appointed By	Ex-Officio
Confirmed by Senator?		Confirmed by Senator?	No
Has the Board member/designee signed the acknowledgement of fiduciary duty?	No	Has the Board member/designee signed the acknowledgement of fiduciary duty?	No
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 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?	Yes

Board of Directors Listing

Name	Ryan, Matthew T	Name	Frank, Kenneth
Chair of the Board	Yes	Chair of the Board	No
If yes, Chair Designated by.	By Virtue of Position	If yes, Chair Designated by.	
Term Start Date	01/01/2006	Term Start Date	01/01/2008
Term Expiration Date	Ex-Officio	Term Expiration Date	Ex-Officio
Title	Mayor	Title	Corporation Counsel
Has the Board member appointed a designee?	No	Has the Board member appointed a designee?	No
Designee Name		Designee Name	
Ex-officio	Yes	Ex-officio	Yes
Nominated By	Ex-Officio	Nominated By	Ex-Officio
Appointed By	Ex-Officio	Appointed By	Ex-Officio
Confirmed by Senate?		Confirmed by Senate?	
Has the Board member/designee signed the acknowledgement of fiduciary duty?	No	Has the Board member/designee signed the acknowledgement of fiduciary duty?	No
Completed with training requirement of Section 2824?	No	Completed 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?	Yes	Does the Board member/designee also hold an elected or appointed municipal government position?	Yes

Board of Directors Listing

Name	Berg, William	Name	Matzo, John
Chair of the Board	No	Chair of the Board	No
If yes, Chair Designated by.		If yes, Chair Designated by.	
Term Start Date	01/01/2012	Term Start Date	01/01/2012
Term Expiration Date	Ex-Officio	Term Expiration Date	Ex-Officio
Title	Councilperson	Title	Councilperson
Has the Board member appointed a designee?	No	Has the Board member appointed a designee?	No
Designee Name		Designee Name	
Ex-officio	Yes	Ex-officio	Yes
Nominated By	Local	Nominated By	Local
Appointed By	Local	Appointed By	Local
Confirmed by Senator?		Confirmed by Senator?	
Has the Board member/designee signed the acknowledgement of fiduciary duty?	No	Has the Board member/designee signed the acknowledgement of fiduciary duty?	No
Completed with training requirement of Section 2824?	No	Completed 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?	Yes	Does the Board member/designee also hold an elected or appointed municipal government position?	Yes

Board of Directors Listing

Name	Krey, Phil	
Chair of the Board	No	
If yes, Chair Designated by.		
Term Start Date	01/01/2009	
Term Expiration Date	Ex-Officio	
Title	City Engineer	
Has the Board member appointed a designee?	No	
Designee Name		
Ex-officio	Yes	
Nominated By	Ex-Officio	
Appointed By	Ex-Officio	
Confirmed by Senator?		
Has the Board member/designee signed the acknowledgement of fiduciary duty?	No	
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 municipal government position?	Yes	

Annual Report for Binghamton Urban Renewal Agency
Fiscal Year Ending: 12/31/2013

Run Date: 03/31/2014
Status: CERRTFIED

Staff Listing

Name	Title	Group	Department / Subsidiary	Union Name	Bargaining Unit	Full Time/Part Time	Exempt	Base Annualized Salary	Actual salary paid to the individual	Overtime 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 State or local government
Harris, Merry A	Executive Director	Executive	Economic Development			FT	Yes	0.00	0	0	0	0	0	0	Yes	Yes
Mora, Sabina	Account Clerk	Administrative and Clerical				PT	No	0.00	0	0	0	0	0	0	Yes	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 Member-ships	Use of Corporate Cards	Personal Loans	Auto	Transpo-ration	Housing Allow-ance	Spousal / Dependent Life Insurance	Tuition Assis-t-ance	Multi-Year Employ-ment	None of These Benefits	Other
Matzo, John	Board of Directors												X	
Berg, William	Board of Directors												X	
Ryan, Matthew T	Board of Directors												X	
Krey, Phil	Board of Directors												X	
Day, Luke	Board of Directors												X	
Frank, Kenneth	Board of Directors												X	
Pearsall, Charles	Board of Directors												X	

Staff

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

Name	Title	Severance Package	Payment for Unused Leave	Club Member-ships	Use of Corporate Cards	Personal Loans	Auto	Transpo-ration	Housing Allow-ance	Spousal / Dependent Life Insurance	Tuition Assis-t-ance	Multi-Year Employ-ment	None of These Benefits	Other
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Annual Report for Binghamton Urban Renewal Agency
Fiscal Year Ending:12/31/2013

Run Date: 03/31/2014
Status: CERTIFIED

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 No

Name of Subsidiary/Component Unit	Status	Requested Changes
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Subsidiary/Component Unit Creation

Name of Subsidiary/Component Unit	Establishment Date	Entity Purpose
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Subsidiary/Component Unit Termination	Termination Date	Termination Reason	Proof of 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>	
<u>Current Assets</u>	
Cash and cash equivalents	\$25,005
Investments	\$0
Receivables, net	\$0
Other assets	\$0
Total Current Assets	\$25,005
<u>Noncurrent Assets</u>	
Restricted cash and investments	\$0
Long-term receivables, net	\$0
Other assets	\$0
Capital Assets	
Land and other nondepreciable property	\$446,632
Buildings and equipment	\$0
Infrastructure	\$0
Accumulated depreciation	\$0
Net Capital Assets	\$446,632
Total Noncurrent Assets	\$446,632
Total Assets	\$471,637

Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

<u>Liabilities</u>	
<u>Current Liabilities</u>	
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
<u>Noncurrent Liabilities</u>	
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
<u>Net Asset (Deficit)</u>	
Net Asset	
Invested in capital assets, net of related debt	\$446,632
Restricted	\$20,000
Unrestricted	\$5,005
Total Net Assets	\$471,637

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

<u>Operating Revenues</u>	
Charges for services	\$0
Rental & financing income	\$24,213
Other operating revenues	\$0
Total Operating Revenue	\$24,213
<u>Operating Expenses</u>	
Salaries and wages	\$0
Other employee benefits	\$0
Professional services contracts	\$2,000
Supplies and materials	\$0
Depreciation & amortization	\$0
Other operating expenses	\$71,255
Total Operating Expenses	\$73,255
Operating Income (Loss)	(\$49,042)
<u>Nonoperating Revenues</u>	
Investment earnings	\$0
State subsidies/grants	\$0
Federal subsidies/grants	\$0
Municipal subsidies/grants	\$50,000
Public authority subsidies	\$0
Other nonoperating revenues	\$0
Total Nonoperating Revenue	\$50,000

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES 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	\$958
Capital Contributions	\$0
Change in net assets	\$958
Net assets (deficit) beginning of year	\$470,679
Other net assets changes	\$0
Net assets (deficit) at end of year	\$471,637

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 (\$)
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					
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.binghamton-ny.gov/binhamton-urban-renewal-agency-bura
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.binghamton-ny.gov/binhamton-urban-renewal-agency-bura
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	

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

Annual Report for Binghamton Urban Renewal Agency
Fiscal Year Ending: 12/31/2013

Run Date: 03/31/2014
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.binghamton-ny.gov/inghamton-urban-renewal-agency-bura
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.binghamton-ny.gov/inghamton-urban-renewal-agency-bura
4. Has the Authority's independent auditor issued a management letter to the Authority in connection with its annual audit of investments?	No	

Additional Comments:

Certified Financial Audit for Binghamton Urban Renewal Agency

Fiscal Year Ending:12/31/2013

Run Date: 03/31/2014

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.binghamton-ny.gov/binhamton-urban-renewal-agency-bura	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.binghamton-ny.gov/binhamton-urban-renewal-agency-bura	Attachment Included
3. Has the Authority's independent auditor issued a Report on Internal Controls Over Financial Reporting to the Authority?	Yes	http://www.binghamton-ny.gov/binhamton-urban-renewal-agency-bura	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 Binghamton Urban Renewal Agency

Run Date: 03/31/2014

Fiscal Year Ending:12/31/2013

Status: CERTIFIED

Additional Comments:

Procurement Report for Binghamton Urban Renewal Agency

Fiscal Year Ending: 12/31/2013

Run Date: 03/31/2014

Status: CERTIFIED

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.binghamton-ny.gov/binghamton-urban-renewal-agency-bura
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?	No	
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?		
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 Binghamton Urban Renewal Agency

Run Date: 03/31/2014

Fiscal Year Ending: 12/31/2013

Status: CERTIFIED

Procurement Transactions Listing:

1. Vendor Name: Binghamton Mets Baseball Club Inc

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/01/2013
End Date: 12/31/2013
Amount: \$71,255
Amount Expended for Fiscal Year: \$71,255
Fair market value: \$71,255

Explain why the fair market value is less than the amount:

Address Line1: PO Box 598
Address Line2: BINGHAMTON
City: BINGHAMTON
State: NY
Postal Code: 13902
Plus 4:
Province Region:
Country: USA

Procurement Description: Maintenance Contract with the Binghamton Mets Baseball Club

Procurement Report for Binghamton Urban Renewal Agency

Fiscal Year Ending: 12/31/2013

Procurement Transactions Listing:

Additional Comments:

Run Date: 03/31/2014

Status: CERTIFIED

