

**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?	No	
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.jcfdc.net/web/wp-content/uploads/2008/08/10-11-WIC-Internal-Controls-Assessment.pdf">http://www.jcfdc.net/web/wp-content/uploads/2008/08/10-11-WIC-Internal-Controls-Assessment.pdf</a>
3. Has the lead audit partner for the independent audit firm changed in the last five years in accordance with section 2800(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.jcfdc.net/web/wp-content/uploads/2008/08/WIC-Organizational-Chart-as-of-091211.pdf">http://www.jcfdc.net/web/wp-content/uploads/2008/08/WIC-Organizational-Chart-as-of-091211.pdf</a>
6. Are any Authority staff also employed by another government agency?	Yes	Jefferson County Industrial Development Agency
7. Has the Authority posted their mission statement to their website?	Yes	<a href="http://www.jcfdc.net/web/wp-content/uploads/2008/08/WICLDC-Form-of-Mission-Statement-approved-062111.pdf">http://www.jcfdc.net/web/wp-content/uploads/2008/08/WICLDC-Form-of-Mission-Statement-approved-062111.pdf</a>
8. Has the Authority 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 Public Authorities Law and provide the URL?	htt	N/A

**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):		<a href="http://www.jcfdc.net/web/wp-content/uploads/2008/08/WIC-Committee-Structure-11-12.pdf">http://www.jcfdc.net/web/wp-content/uploads/2008/08/WIC-Committee-Structure-11-12.pdf</a>
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		<a href="http://www.jcfdc.net/web/?page_id=1196">http://www.jcfdc.net/web/?page_id=1196</a>
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	<a href="http://www.jcfdc.net/web/wp-content/uploads/2008/08/WICLDC-BY-LAWS-amended-0621111.pdf">http://www.jcfdc.net/web/wp-content/uploads/2008/08/WICLDC-BY-LAWS-amended-0621111.pdf</a>
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	<a href="http://www.jcfdc.net/web/wp-content/uploads/2008/08/WICLDC-Code-of-Ethics-Policy-0621111.pdf">http://www.jcfdc.net/web/wp-content/uploads/2008/08/WICLDC-Code-of-Ethics-Policy-0621111.pdf</a>
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	Yes	N/A
Time and Attendance	Yes	N/A
Whistleblower Protection	Yes	N/A
Defense and Indemnification of Board Members	Yes	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?	No	N/A
16. Has the board adopted a conditional/additional compensation policy governing all employees?	No	
17. Has the board adopted a Uniform Tax Exemption Policy(UTEP) according to Section		

	Response	URL
874(4) of GML?		

**Board of Directors Listing**

Name	Jordan, Kevin	Name	Fulkerson, William H
Chair of Board	No	Chair of Board	No
If yes, Chairman Designated by.		If yes, Chairman Designated by.	
Term Start Date	11/24/2009	Term Start Date	06/14/1994
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?	
Appointed By(Name of Ex-officio Board member)	No	Appointed By(Name of Ex-officio Board member)	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 acknowledgement of fuduciary duty?	Yes	Has the board member/designee signed the acknowledgement of fuduciary 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?	Yes

**Board of Directors Listing**

Name	Darling, Nickloas W	Name	Rutherford, Donald W
Chair of Board	No	Chair of Board	Yes
If yes, Chairman Designated by.		If yes, Chairman Designated by.	Elected by Board
Term Start Date	03/08/2005	Term Start Date	04/18/2000
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?	
Appointed By(Name of Ex-officio Board member)	No	Appointed By(Name of Ex-officio Board member)	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 acknowledgement of fuduciary duty?	Yes	Has the board member/designee signed the acknowledgement of fuduciary 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**

<b>Name</b>	Fitzpatrick, Carolyn D	<b>Name</b>	Doldo Jr., John D
<b>Chair of Board</b>	No	<b>Chair of Board</b>	No
<b>If yes, Chairman Designated by.</b>		<b>If yes, Chairman Designated by.</b>	
<b>Term Start Date</b>	02/23/2000	<b>Term Start Date</b>	02/20/2001
<b>Term Expiration Date</b>	Pleasure of Authority	<b>Term Expiration Date</b>	Pleasure of Authority
<b>Title</b>		<b>Title</b>	
<b>Has the Board member appointed a designee?</b>		<b>Has the Board member appointed a designee?</b>	
<b>Appointed By(Name of Ex-officio Board member)</b>	No	<b>Appointed By(Name of Ex-officio Board member)</b>	No
<b>Nominated By</b>	Local	<b>Nominated By</b>	Local
<b>Appointed By</b>	Local	<b>Appointed By</b>	Local
<b>Confirmed by Senate</b>		<b>Confirmed by Senate</b>	
<b>Has the board member/designee signed the acknowledgement of fuduciary duty?</b>	No	<b>Has the board member/designee signed the acknowledgement of fuduciary duty?</b>	Yes
<b>Complied with Training requirement of Section 2824 ?</b>	No	<b>Complied with Training requirement of Section 2824 ?</b>	Yes
<b>Does the board member/designee also hold an elected or appointed state gove</b>	No	<b>Does the board member/designee also hold an elected or appointed state gove</b>	No
<b>Does the board member/designee also hold an elected or appointed municipal government Position?</b>	Yes	<b>Does the board member/designee also hold an elected or appointed municipal government Position?</b>	No

**Board of Directors Listing**

Name	Morgan, J. Paul
Chair of Board	No
If yes, Chairman Designated by.	
Term Start Date	06/14/1994
Term Expiration Date	Pleasure of Authority
Title	
Has the Board member appointed a designee?	
Appointed By(Name of Ex-officio Board member)	No
Nominated By	Local
Appointed By	Local
Confirmed by Senate	
Has the board member/designee signed the acknowledgement 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?	No

**Staff Listing**

Name	Title	Group	Department / Subsidiary	Union Name	Bargaining Unit	Full Time/Part Time	Exempt Indicator	Base Annualized Salary	Actual salary paid to the Individual	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 payment made by state or local government
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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 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
Morgan, J. Paul	Board of Directors												X	
Doldo Jr., John D	Board of Directors												X	
Fitzpatrick, Carolyn D	Board of Directors												X	
Jordan, Kevin	Board of Directors												X	
Darling, Nickloas W	Board of Directors												X	
Fulkerson, William H	Board of Directors												X	
Rutherford, Donald W	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	\$732,227
Investments	\$0
Receivables, net	\$85,940
Other assets	\$13,483
<b>Total Current Assets</b>	<b>\$831,650</b>
<b>Noncurrent Assets</b>	
Restricted cash and investments	\$0
Long-term receivables, net	\$0
Other assets	\$81,776
<b>Capital Assets</b>	
Land and other nondepreciable property	\$205,000
Buildings and equipment	\$4,177,652
Infrastructure	\$0
Accumulated depreciation	\$2,147,702
Net Capital Assets	\$2,234,950
<b>Total Noncurrent Assets</b>	<b>\$2,316,726</b>
<b>Total Assets</b>	<b>\$3,148,376</b>

Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

Liabilities

**Current Liabilities**

Accounts payable	\$90,447
Pension contribution payable	\$0
Other post-employment benefits	\$0
Accrued liabilities	\$0
Deferred revenues	\$12,237
Bonds and notes payable	\$0
Other long-term obligations due within one year	\$96,786
<b>Total Current Liabilities</b>	<b>\$199,470</b>

**Noncurrent Liabilities**

Pension contribution payable	\$0
Other post-employment benefits	\$0
Bonds and notes payable	\$0
Long Term Leases	\$0
Other long-term obligations	\$378,868
<b>Total Noncurrent Liabilities</b>	<b>\$378,868</b>

**Total Liabilities** **\$578,338**

Net Asset (Deficit)

**Net Asset**

Invested in capital assets, net of related debt	\$130,592
Restricted	\$204,496
Unrestricted	\$2,234,950
<b>Total Net Assets</b>	<b>\$2,570,038</b>

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

Charges for services	\$506,338
Rental & financing income	\$0
Other operating revenues	\$9,633
<b>Total Operating Revenue</b>	<b>\$515,971</b>

Operating Expenses

Salaries and wages	\$0
Other employee benefits	\$0
Professional services contracts	\$238,280
Supplies and materials	\$93,196
Depreciation & amortization	\$179,076
Other operating expenses	\$105,702
<b>Total Operating Expenses</b>	<b>\$616,254</b>

Operating Income (Loss) **(\$100,283)**

Nonoperating Revenues

Investment earnings	\$1,148
State subsidies/grants	\$0
Federal subsidies/grants	\$0
Municipal subsidies/grants	\$0
Public authority subsidies	\$0
Other nonoperating revenues	\$200,000
<b>Total Nonoperating Revenue</b>	<b>\$201,148</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	\$100,865
Capital Contributions	\$0
Change in net assets	\$100,865
Net assets (deficit) beginning of year	\$2,469,173
Other net assets changes	\$0
Net assets (deficit) at end of year	\$2,570,038

**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</b>					
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	<a href="http://www.jcfdc.net/web/wp-content/uploads/2008/08/10-11-WIC-Property-Inventory-Report.pdf">http://www.jcfdc.net/web/wp-content/uploads/2008/08/10-11-WIC-Property-Inventory-Report.pdf</a>
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.jcfdc.net/web/wp-content/uploads/2008/08/WICLDC-Disposition-of-Real-Property-Guidelines-0">http://www.jcfdc.net/web/wp-content/uploads/2008/08/WICLDC-Disposition-of-Real-Property-Guidelines-0</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?	Yes	

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: Ferguson Waterworks  
 Address Line1: 800 Starbuck Avenue  
 Address Line2: Suite B102  
 City: WATERTOWN  
 State: NY  
 Zip - Plus4: 13601  
 Province Region:  
 Country: USA  
 Original Amount of Loan: \$100,000  
 Date Loan Awarded: 04/17/2007  
 Interest Rate(%): 3  
 Length of Loan(# of years  
 to repay): 5  
 Amount of Loan Principal Repaid  
 to Date: \$61,741.85  
 Purpose of Loan: Commercial Property  
 Construction/Acquisition/Revitalization/I  
 mprovement  
 Was the Loan 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 terms of the Loan been  
 completed?: No

2. Source of Loan Funds: Federal  
 Name of Loan Recipient: Ferguson Waterworks  
 Address Line1: 800 Starbuck Avenue  
 Address Line2: Suite B102  
 City: WATERTOWN  
 State: NY  
 Zip - Plus4: 13601  
 Province Region:  
 Country: USA  
 Original Amount of Loan: \$25,179.75  
 Date Loan Awarded: 02/17/2009  
 Interest Rate(%): 3  
 Length of Loan(# of years  
 to repay): 5  
 Amount of Loan Principal Repaid  
 to Date: \$25,179.75  
 Purpose of Loan: Commercial Property  
 Construction/Acquisition/Revitalization/I  
 mprovement  
 Was the Loan 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 terms of the Loan been  
 completed?: Yes

Loan Information

3. Source of Loan Funds: Federal 4.  
 Name of Loan Recipient: Jefferson County Job Development Corporati:  
 Address Line1: 800 Starbuck Avenue  
 Address Line2: Suite 800  
 City: WATERTOWN  
 State: NY  
 Zip - Plus4: 13601  
 Province Region:  
 Country: USA  
 Original Amount of Loan: \$81,000  
 Date Loan Awarded: 09/21/2004  
 Interest Rate(%): 3  
 Length of Loan(# of years  
 to repay): 5  
 Amount of Loan Prinicipal Repaid  
 to Date: \$81,000.00  
 Purpose of Loan: Commercial Property  
 Construction/Acquisition/Revitalization/I  
 mprovement  
 Was the Loan 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 terms of the Loan been  
 completed?: Yes

Source of Loan Funds: Federal  
 Name of Loan Recipient: ServPro of Jefferson County  
 Address Line1: 800 Starbuck Avenue  
 Address Line2: Suite B103  
 City: WATERTOWN  
 State: NY  
 Zip - Plus4: 13601  
 Province Region:  
 Country: USA  
 Original Amount of Loan: \$58,457  
 Date Loan Awarded: 06/24/2008  
 Interest Rate(%): 3  
 Length of Loan(# of years  
 to repay): 10  
 Amount of Loan Prinicipal Repaid  
 to Date: \$15,840.62  
 Purpose of Loan: Commercial Property  
 Construction/Acquisition/Revitalization/I  
 mprovement  
 Was the Loan 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 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: