

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.wicldc.com/wp-content/uploads/2012/08/Annual-Report-for-PARIS-2016-2017.pdf
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.wicldc.com/wp-content/uploads/2012/08/Internal-Controls-FYE-6-30-17.pdf
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://wicldc.com/wp-content/uploads/2012/08/WICLDC-organizational-chart.pdf
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.wicldc.com/wp-content/uploads/2012/08/WICLDC-Form-of-Mission-Statement-6-27-17.pdf
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.wicldc.com/wp-content/uploads/2012/08/WICLDC-Authority-Mission-Statement-and-Performance-Measurements-6-27-17-1.pdf

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):	Yes	http://wicldc.com/wp-content/uploads/2012/08/WIC-Committee-Structure-16-17.pdf
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	Yes	http://wicldc.com/index.php/minutes-agendas/wicldc-meeting-minutes/
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	http://www.wicldc.com/wp-content/uploads/2012/08/WICLDC-BY-LAWS-6-27-17.pdf
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	http://www.wicldc.com/wp-content/uploads/2012/08/WICLDC-Code-of-Ethics-Policy-Reviewed-06-27-17.pdf
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	N/A

Board of Directors Listing

Name	Morgan, J. Paul	Capone, Michelle
Chair of Board	No	No
If Yes, Chair designated By.		
Term Start Date	06/14/1994	01/11/2012
Term Expiration Date	Pleasure of Authority	Pleasure of Authority
Title		
Has the Board member appointed a designee?		
Designee Name		
Ex-officio	No	
Nominated By	Local	Local
Appointed By	Local	Local
Confirmed by Senate?		
Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes	Yes
Complied with training requirement of Section 2824?	Yes	Yes
Does the Board member/designee also hold an elected or appointed State gove	No	No
Does the Board member/designee also hold an elected or appointed municipal government position?	No	No

Board of Directors Listing

Name	Bellinger, Mark	Name	Fitzpatrick, Carolyn D
Chair of Board	No	Chair of Board	No
If Yes, Chair designated By.		If Yes, Chair designated By.	
Term Start Date	10/22/2013	Term Start Date	01/05/2012
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	
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 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?	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	Burto, Kent	Name	Murray, Francis J
Chair of Board	No	Chair of Board	No
If Yes, Chair designated By.		If Yes, Chair designated By.	
Term Start Date	09/06/2012	Term Start Date	02/01/2016
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	
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 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	Rutherford, Donald W
Chair of Board	Yes
If Yes, Chair designated By.	Elected by Board
Term Start Date	04/18/2000
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 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 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 the payment made by a State or local government
Daymont II, Robert L	Maintenance Technician	Operational				FT	25,206.46	24,940.34	0	0	0	0	24,940.34	No	
Soluri, Billy J	Director of Site Facilities	Executive				FT	65,561.91	64,368.08	0	0	0	1,800	66,168.08	No	

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
Murray, Francis J	Board of Directors											X	
Bellinger, Mark	Board of Directors											X	
Morgan, J. Paul	Board of Directors											X	
Fitzpatrick, Carolynn D	Board of Directors											X	
Rutherford, Donald W	Board of Directors											X	
Burto, Kent	Board of Directors											X	
Capone, Michelle	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													

Annual Report for Watertown Industrial Center Local Development Corporation
 Fiscal Year Ending: 06/30/2017

Run Date: 10/15/2017
 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 Aut 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

Name of Subsidiary/Component Unit	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

Assets	
Current Assets	
Cash and cash equivalents	\$305,784
Investments	\$0
Receivables, net	\$13,168
Other assets	\$0
Total Current Assets	\$318,952
Noncurrent Assets	
Restricted cash and investments	\$0
Long-term receivables, net	\$0
Other assets	\$429,634
Capital Assets	
Land and other nondepreciable property	\$205,000
Buildings and equipment	\$5,492,890
Infrastructure	\$0
Accumulated depreciation	(\$3,451,391)
Net Capital Assets	\$2,246,499
Total Noncurrent Assets	\$2,676,133
Total Assets	\$2,995,085

Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

Liabilities

Current Liabilities

Accounts payable	\$14,446
Pension contribution payable	\$0
Other post-employment benefits	\$0
Accrued liabilities	\$0
Deferred revenues	\$1,078
Bonds and notes payable	\$0
Other long-term obligations due within one year	\$492,453
Total Current Liabilities	\$507,977

Noncurrent Liabilities

Pension contribution payable	\$0
Other post-employment benefits	\$0
Bonds and notes payable	\$0
Long Term Leases	\$0
Other long-term obligations	\$623,969
Total Noncurrent Liabilities	\$623,969
Total Liabilities	\$1,131,946

Net Asset (Deficit)

Net Asset

Invested in capital assets, net of related debt	(\$155,292)
Restricted	\$458,720
Unrestricted	\$1,559,711
Total Net Assets	\$1,863,139

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGE IN NET ASSETS

<u>Operating Revenues</u>	
Charges for services	\$498,695
Rental & financing income	\$0
Other operating revenues	\$16,598
Total Operating Revenue	\$515,293
<u>Operating Expenses</u>	
Salaries and wages	\$91,892
Other employee benefits	\$26,150
Professional services contracts	\$125,579
Supplies and materials	\$0
Depreciation & amortization	\$214,081
Other operating expenses	\$153,679
Total Operating Expenses	\$611,381
Operating Income (Loss)	(\$96,088)
<u>Nonoperating Revenues</u>	
Investment earnings	\$1
State subsidies/grants	\$0
Federal subsidies/grants	\$0
Municipal subsidies/grants	\$0
Public authority subsidies	\$0
Other nonoperating revenues	\$0
Total Nonoperating Revenue	\$1

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGE IN NET ASSETS

<u>Nonoperating Expenses</u>	
Interest and other financing charges	\$21,599
Subsidies to other public authorities	\$0
Grants and donations	\$0
Other nonoperating expenses	\$12,000
Total Nonoperating Expenses	\$33,599
Income (Loss) Before Contributions	(\$129,686)
Capital Contributions	\$0
Change in net assets	(\$129,686)
Net assets (deficit) beginning of year	\$1,992,825
Other net assets changes	\$0
Net assets (deficit) at end of year	\$1,863,139

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					
Authority Debt - General Obligation					
Authority Debt - General Obligation					
Authority Debt - Other					
Authority Debt - Other					
Authority Debt - Revenue					
Authority Debt - Revenue					
Conduit					
Conduit Debt					
Conduit Debt - Pilot Increment Financing					
Other State-Funded					
Other State-Funded					

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.wicldc.com/wp-content/uploads/2012/08/Property-Inventory-for-PAA-FYE-6-30-17.pdf
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.wicldc.com/wp-content/uploads/2012/08/WICLDC-Disposition-of-Real-Property-Guidelines-0621
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: Pick N Go Property Waste Services Address Line1: 800 Starbuck Avenue Address Line2: Suite A-10 City: WATERTOWN State: NY Zip - Plus4: 13601 Province/Region: Country: USA Original Amount of Loan: \$6,804 Date Loan Awarded: 12/01/2016 Interest Rate(%): 3 Length of Loan(# of years to repay): 3 Amount of Loan Principal Repaid to Date: \$1,829.07 Purpose of Loan: Business Expansion/Startup	2.	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: \$45,084.71 Date Loan Awarded: 10/01/2014 Interest Rate(%): 3 Length of Loan(# of years to repay): 10 Amount of Loan Principal Repaid to Date: \$12,490.44 Purpose of Loan: Residential Property Construction/Acquisition/Rehabilitation/I mprovement
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Was the Loan expected to result in new jobs being created? Yes If yes, how many jobs were planned to be created? 1 If yes, how many jobs have been created to date? 1 Have the terms of the loan been completed? No	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
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Loan Information

3. Source of Loan Funds: Federal
Name of Loan Recipient: Watertown Airsoft League
Address Line1: 800 Starbuck Avenue
Address Line2: Suite A-18
City: WATERTOWN
State: NY
Zip - Plus4: 13601
Province/Region:
Country: USA
Original Amount of Loan: \$32,831.27
Date Loan Awarded: 01/01/2015
Interest Rate(%) : 3
Length of Loan(# of years
to repay) : 5
Amount of Loan Principal Repaid
to Date: \$0.00
Purpose of Loan: Residential Property
Construction/Acquisition/Rehabilitation/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

Annual Report for Watertown Industrial Center Local Development Corporation
Fiscal Year Ending: 06/30/2017

Run Date: 10/15/2017
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Bond Information

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

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Additional Comments: