

Cayuga county Industrial Development Authority

Audit Committee Meeting

Aurelius Town Hall/ Remote Due to COVID

March 16th @ 3:30pm

The meeting was called to order at 3:49, noting the presence of a quorum.

Roll Call: John Latanyshyn, Herb Marshall

Others Present: Tracy Verrier, Taylor Symes (CEDA), Ben Vitale (Board Member), Elaine Buffington (Buffington & Hoatland LLP.)

Review of the 2020 Financial Audit:

Ms. Buffington stated that the Audit went smoothly and did not have any problems conducting the Audit. She thanked Ms. Verrier and Ms. Symes for gathering the information in a timely fashion. She noted that in their testing there was not any weaknesses or materialistic deficiencies. They tested internal control and found no weaknesses. They are operating as they were designed to do. Ms. Buffington stated that as for the journal entries, there was an entry that was posted more than one time to have the retained earnings to balance. The posting had to be reversed. On page one shows the independent Auditors Report which is an unqualified opinion. The financial statement is fairly stated in accordance to generally accepted accounting principles. Pages 3-5 are the management discussion and analysis portion. If anything needs to be changed those pages should be read and discussed with Ms. Verrier. On page 6, which is the statement of financial position. One thing that was noted this year was that the accounting standard was implemented. Looking at cash and cash equivalence, the significantly increased based on a CD that matured. The CD made up a difference in the balances. This past year CCIDA was very profitable based on the project fees that were collected. The total assets increased from \$1, 569,000 to \$1,578,000 for the year. As far as the expenses, one item Ms. Buffington address was the accounts payable. There are funds being held that should be disbursed since the funds have been held for over 5 years. Mr. Marshall wanted to know how the funds were transferred from the investments to cash? Ms. Buffington explained that it was a Share Certificate that matured. If the CD was under three months it would have been under cash and cash equivalence but this CD was for 2 years. Ms. Buffington reviewed the Statement of Revenue Expenses, several new projects made the administrative fee income increase from \$86,000 to \$90,000. On page 7, the operating expenses decreased from \$58,000 to \$47,000 which resulted from the property taxes. The taxes decreased from \$18,000 to \$6,000. Under the non-operating income, you noticed that it went from \$12,326 to \$3,700. The decrease resulted from 2019 CD earning great interest rates that are no longer available. The net change in position was \$50,543. On page 9 this showed the statement of cash flow. The cash beginning was \$760,000 and the end balance was \$881,000. The cash increased by \$121,000 for the year. These funds came from mainly operations. The net operating activities were \$52,000 and investing activities were \$69,000. On page 11 Ms. Buffington pointed out that the revenue recognition footnote which discusses how CCIDA recognizes their services and application fees. That was implemented in 2019. On page 13 showed a summary of the PILOT's. Currently CCIDA holds 9 PILOT's and the taxes that were collected for 2020 was

\$502,847. Page 15 showed an Internal Report for governmental purposes and nothing came to their attention. On page 17 was the Compliance Report of the Public Authorities. Ms. Buffington reiterated that nothing alerted them that CCIDA was not in compliance.

Ms. Verrier stated that he accomplishment, mission statement and measurement report were all completed internally.

Mr. Latanyshyn asked what would need to happen to pay out the accounts payable. Ms. Buffington stated that Ms. Verrier would need to fill out the paperwork. Ms. Verrier stated that documentation needs to be brought forth and then paperwork would need to be completed before a disbursement could take place. Mr. Latanyshyn asked when was the last time anyone was in contact with one another? Ms. Verrier stated that it had been a while but she would reach out to them. Mr. Latanyshyn asked if there was a timeline to return the grant.

Mr. Marshall motioned to recommend to the full board, seconded by Mr. Latanyshyn. All members voted in favor; motion was carried.

Mr. Latanyshyn motioned to adjourn at 4:05pm, seconded by Mr. Marshall. All members voted in favor; motion was carried.

Respectfully Submitted,

Taylor Symes