

**ALLEGANY COUNTY
INDUSTRIAL DEVELOPMENT AGENCY
A COMPONENT UNIT OF
ALLEGANY COUNTY, NEW YORK**

**REPORT ON AUDITED
FINANCIAL STATEMENTS**

**YEARS ENDED
DECEMBER 31, 2016 AND 2015**

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor's Report	1-2
Management's Discussion and Analysis	3-6
Financial Statements	
Statements of Net Position – All Funds.....	7
Statements of Activities.....	8
Statements of Cash Flows	9
Notes to Financial Statements	10-13
Supplemental Information	
Schedule of Tax-Exempt Bonds and Sale-Leaseback Transactions.....	14
Independent Auditor's Report on Internal Control over Financial Reporting and On Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with "Government Audit Standards"	15-16
Schedule of Findings and Questioned Costs	17-18
Management Letter	19-20

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Allegany County Industrial Development Agency
Belmont, New York

We have audited the accompanying financial statements of the ***Allegany County Industrial Development Agency*** and its component unit, the Allegany County Capital Resource Corporation (collectively, component units of Allegany County, New York), as of and for the years ended December 31, 2016 and 2015, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the ***Allegany County Industrial Development Agency*** as of December 31, 2016 and 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis on pages 3 through 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise **Allegany County Industrial Development Agency's** basic financial statements. The Schedule of Tax-Exempt Bonds and Sale-Leaseback Transactions is presented for purposes of additional analysis and are not a required part of the financial statements.

The Schedule of Tax-Exempt Bonds and Sale-Leaseback Transactions has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 13, 2017, on our consideration of **Allegany County Industrial Development Agency's** internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*, in considering **Allegany County Industrial Development Agency** internal control over financial reporting and compliance.

Buffamante Whipple Buttafaro PC

BUFFAMANTE WHIPPLE BUTTAFARO, P.C.

**Olean, New York
April 13, 2017**

**ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2016**

Page 3

I. Discussion and Analysis

The following is a discussion and analysis of the *Allegany County Industrial Development Agency* financial performance for the year ended December 31, 2016. This section is a summary of the Agency's financial activities based on currently known facts, decisions, or conditions. It is based on the financial statements. The results of the current year in comparison with the prior year are discussed in the following paragraphs. This section is only an introduction and should be read in conjunction with the Agency's financial statements, which follow this section.

II. Financial Highlights

The following items are the financial highlights experienced by the *Allegany County Industrial Development Agency* during the year ended December 31, 2016:

- Overall net position of the Agency decreased approximately \$87,000 and \$88,000 during the years ended December 31, 2016 and 2015, respectively.
- The Agency's total support and revenue were approximately \$284,000 during 2016 as compared with approximately \$327,000 during 2015. This was primarily the result of a decrease in application and administrative fees primarily related to the Agency issuing tax exempt bonds for Alfred University in the prior year and a transfer from Capital Resource Center to the IDA in the prior year.
- The Agency's total expenses and other uses were approximately \$371,000 during 2016 as compared to approximately \$415,000 during 2015. This decrease was primarily the result of the transfer of administrative fees from the Capital Resource Center to the IDA in the prior year.
- The Agency had approximately \$37,000 of capital purchases during the current year which were primarily related to engineering costs associated with the water line project.

III. Overview of the Financial Statements

This annual report consists of three parts: MD&A (this section), the basic financial statements, and required supplementary information.

A. Reporting the Agency as a Whole (Government-wide Financial Statements):

The government-wide statements report information about the entity as a whole using accounting methods similar to those used by private-sector companies. Activities that are fiduciary in nature are not included in these statements.

1. Statement of Net Position

The Statement of Net Position (page 7) shows the "assets" (what is owned), "liabilities" (what is owed) and the "net position" (the resources that would remain if all obligations were settled) of the Agency. The Statement categorizes assets to show that some assets are very liquid, such as cash and cash equivalents. Some assets are designated for certain purposes or reserved for emergencies and cash flow purposes. Some assets are available to fund budgets of the following year.

2. Statement of Activities

The Statement of Activities (page 8) shows the amounts of program-specific and general Agency revenue used to support the Agency's various functions.

The two government-wide statements report the Agency's net position and how they have changed. Net position – the difference between the Agency's assets and liabilities – is one way to measure the Agency's financial health or position. Over time, increases or decreases in the Agency's net position are an indicator of whether its financial position is improving or deteriorating, respectively. To assess the Agency's overall health, you need to consider additional non-financial factors.

**ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2016**

Page 4

IV. Financial Analysis of the Agency as a Whole

Net Position

The Agency's total net position was at a deficit of approximately -\$433,000 as of December 31, 2016.

Revenue

The Agency's total revenue and other sources were approximately \$284,000 during the year ended December 31, 2016.

Figure A-3 presents the major sources of revenue of the Agency. The most significant sources of governmental revenue in the Agency are more thoroughly discussed as follows:

- Rental revenue which represents approximately 68% of the Agency's total revenue increased approximately \$1,000 or 1% during the year ended December 31, 2016.
- Revenue from application fees decreased approximately \$19,000 during the current fiscal year. The decrease is related to the Agency issuing tax exempt bonds for Alfred University in the prior year which was offset by an increase in fees associated with PILOT payments received.
- During the current year, the Agency had in-kind donations of \$44,000 which related to estimated time spent for the Agency by employees of Allegany County.

IV. Financial Analysis of the Agency as a Whole (continued)

Expenses

The total cost of all programs and services of the Agency was approximately \$371,000. The Agency's expenses consist primarily of occupancy expenses, in-kind expenditures, depreciation, interest expense, professional fees and general and administrative expenses.

The Agency's expenses are more thoroughly discussed as follows:

- The Agency's total costs were approximately \$371,000 during the year ended December 31, 2016 as compared with \$415,000 during the year ended December 31, 2015.
- The Agency's utility costs were approximately \$31,000 during the year ended December 31, 2016 as compared with \$34,000 during the year ended December 31, 2015.
- The Agency's salaries and benefits were all in-kind services provided by employees of Allegany County and totaled approximately \$44,000 and \$36,000 for the years ended December 31, 2016 and 2015, respectively.
- All other costs of the Agency totaled \$297,000 in 2016 as compared with \$345,000 in 2015. This decrease is predominately the result of an decrease in legal and professional fees, along with the transfer from the Capital Resource Corporation to the IDA in the amount of \$41,403.
- The Agency is responsible for collecting payment-in-lieu of taxes (PILOT) payments and remitting them to corresponding municipalities and collections and payments are included as a pass-through transaction on the statement of activities. In addition, during the current year, the Agency received \$22,050 from the State government that was pass-through to a local business. During 2016 and 2015, pass-through transactions totaled \$247,050 and \$75,172, respectively. The Agency received an increase in PILOT payments from corporations in the current year.
- The Agency's interest expense was \$126,578 during the year ended December 31, 2016 as compared with \$126,261 during the year ended December 31, 2015.

**ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2016**

Figure A-1 – Statement of Net Position

Allegany County Industrial Development Agency Statement of Net Position			
	Total Government-wide		
	2016	2015	% Change
Assets			
Current	\$ 13,339	\$ 30,394	-56%
Property and equipment, net	1,097,561	1,102,443	0%
Other assets	3,074,984	3,249,159	-5%
Total assets	\$ 4,185,884	\$ 4,381,996	-4%
Liabilities			
Current liabilities	\$ 115,545	\$ 161,660	-29%
Long-term liabilities	4,503,142	4,565,713	-1%
Total liabilities	4,618,687	4,727,373	-2%
Net position			
Unrestricted accumulated deficit	(432,803)	(345,377)	25%
Total liabilities and net position	\$ 4,185,884	\$ 4,381,996	-4%

Figure A-2 Statement of Activities

Allegany County Industrial Development Agency Statement of Activities (in thousands of Dollars)			
	Total Government-wide		
	2016	2015	% Change
Revenue			
Application & administration fees	\$ 26,746	\$ 46,082	-42%
In-kind donations	43,583	36,284	20%
Rental income	192,727	191,521	1%
Other income	20,923	11,348	84%
Transfer from CRC	--	41,403	n/a
Total revenue	283,979	326,638	-13%
Expenses			
Payroll and benefits - in-kind	43,583	36,284	20%
Utilities	30,628	33,836	-9%
Cleaning	14,321	13,658	5%
Lawn	3,775	5,006	-25%
Plowing	5,000	7,978	-37%
Equipment	1,056	--	n/a
Maintenance	17,814	23,903	-25%
Legal and professional	57,725	58,029	-1%
Interest expense	126,578	126,261	0%
Office expenses	--	250	-100%
Taxes	9,000	6,245	44%
Depreciation	42,254	43,706	-3%
Advertising	7,333	351	1989%
Insurance	11,810	10,394	14%
Loss on sale of asset	--	2,221	-100%
Miscellaneous	528	5,398	-90%
Transfer to IDA	--	41,403	-100%
	371,405	414,923	-10%
Change in net position	(87,426)	(88,285)	-1%
Pass-through transactions			
Revenue	247,050	75,172	n/a
Expenditures	(247,050)	(75,172)	n/a
Net pass-through transactions	--	--	--
Change in net position	\$ (87,426)	\$ (88,285)	-1%

Figure A-3 Sources of Revenue

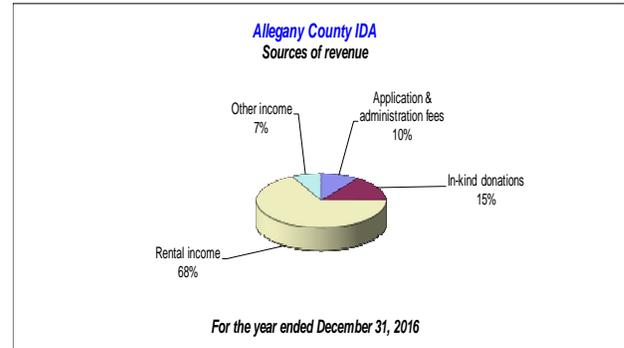
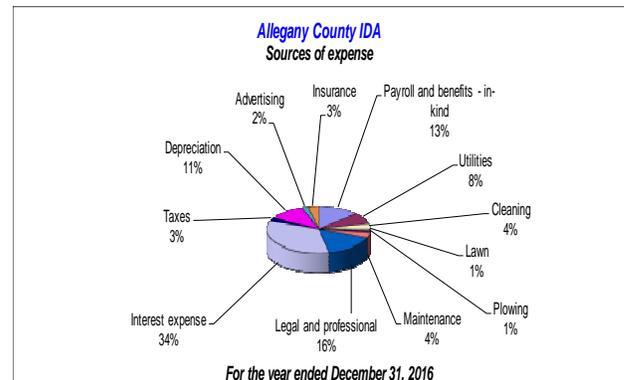


Figure A-4 - Expenses



V. Component Unit

Allegany County Capital Resource Corporation

In July 2009, the Agency formed a non-profit organization under the name of Allegany County Capital Resource Corporation. This entity has the ability to provide such financing to non-profit organizations.

Net Position

The Allegany County Capital Resource Corporation's total net position was approximately \$2,000 as of December 31, 2016.

Revenue

The Allegany County Capital Resource Corporation reported \$- as revenues for the year ended December 31, 2016.

Expenses

The Allegany County Capital Resource Corporation reported \$30 as expenses for the year ended December 31, 2016 related to bank fees.

**ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2016**

VI. Capital Asset and Debt Administration

Capital Assets

As depicted in Figure A-5, as of December 31, 2016, the Agency had invested approximately \$1,098,000 in a broad range of capital assets, including improvements, vehicles and furniture and equipment. Capital additions during the December 31, 2016 totaled \$37,000 which consisted primarily of engineering costs associated with the water line project. Land and construction-in-process associated with development of 5884 County Road, Belmont, New York are classified as property held for resale. Property held for resale totaled \$881,915 as of December 31, 2016.

Long-term Debt

As depicted in Figure A-6, as of December 31, 2016, the Agency had approximately \$4,566,663 in notes payable, a decrease of approximately 1% as compared with the previous year. This was due to regular principal payments being made on mortgage payables.

Figure A-5 – Capital Assets

<i>Allegany County Industrial Development Agency</i>				
Capital Assets				
	2016	2015	Change	
Land	\$ 16,704	\$ 16,704	0%	
Building and improvements	1,309,455	1,303,047	0%	
Construction-in-progress	81,020	50,056	62%	
Equipment	17,659	17,659	0%	
Accumulated depreciation	(327,277)	(285,023)	15%	
Capital Assets - net	\$ 1,097,561	\$ 1,102,443	0%	

Figure A-6 – Long-term Debt

<i>Allegany County Industrial Development Agency</i>				
Long-term debt				
	2016	2015	Change	
Mortgage payable - crossroads	\$ 612,682	\$ 641,184	-4%	
Mortgage payable - building	321,423	340,603	-6%	
Mortgage payable - equity loan	132,558	144,343	-8%	
Bond payable - infrastructure	3,500,000	3,500,000	0%	
Long-term debt	\$ 4,566,663	\$ 4,626,130	-1%	

VII. Factors Bearing on the Agency's Future

At the time these financial statements were prepared and audited, the Agency was aware of the following existing circumstances that could significantly affect its financial health in the future:

- Development of Exit 30 on Interstate 86 at New York State Route 19. The initial phase of hospitality/lodging and fueling station is projected to start in 2018 with a developer and \$12 million investment.
- A Strategic Plan for Economic Development in the County was approved on April 25, 2016. The plan is being implemented to focus on generating additional and new sources of funding for the Agency.

VIII. Contacting the Agency's Financial Management

This financial report is designed to provide citizens, taxpayers, customers and investors and creditors with a general overview of the finances of the Agency and to demonstrate our accountability with the money we receive. If you have any questions about this report or need additional financial information, please contact:

Attention: Mr. Craig Clark, Executive Director
Allegany County Industrial Development Agency
6087 State Route 19N
Belmont, New York 14813

**ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
COMBINED STATEMENTS OF NET POSITION - ALL FUNDS**

As of December 31,

	2016			2015
	Allegany County Industrial Development Agency	Capital Resource Corporation	Total	Total
Assets				
Current				
Cash	\$ 11,190	\$ 2,149	\$ 13,339	25,121
Accounts receivable	--	--	--	5,273
Total current assets	11,190	2,149	13,339	30,394
Property and equipment, net	1,097,561	--	1,097,561	1,102,443
Other assets				
Restricted cash - building reserve	341	--	341	341
Restricted cash- infrastructure project	2,192,506	--	2,192,506	2,366,681
Property held for resale	881,915	--	881,915	881,915
Security deposits	222	--	222	222
Total other assets	3,074,984	--	3,074,984	3,249,159
Total assets	\$ 4,183,735	\$ 2,149	\$ 4,185,884	\$ 4,381,996
Liabilities and Net Position				
Current liabilities				
Accounts payable	\$ 52,024	\$ --	\$ 52,024	\$ 31,243
Due to Allegany County - accrued interest	--	--	--	70,000
Mortgages payable - current portion	63,521	--	63,521	60,417
Total current liabilities	115,545	--	115,545	161,660
Long-term liabilities				
Mortgages payable - long-term portion	1,003,142	--	1,003,142	1,065,713
Bond payable - long-term portion	3,500,000	--	3,500,000	3,500,000
Total long-term liabilities	4,503,142	--	4,503,142	4,565,713
Total liabilities	4,618,687	--	4,618,687	4,727,373
Net position				
Net investment in capital assets	(394,681)	--	(394,681)	(345,091)
Unrestricted (deficit)	(40,271)	2,149	(38,122)	(286)
Total net position (deficit)	(434,952)	2,149	(432,803)	(345,377)
Total liabilities and net position	\$ 4,183,735	\$ 2,149	\$ 4,185,884	\$ 4,381,996

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
STATEMENTS OF ACTIVITIES

Years ended December 31,

	2016		2015	
	Allegany County Industrial Development Agency	Capital Resource Corporation	Total	Total
Support and revenue				
Fees	\$ 26,746	\$ --	\$ 26,746	\$ 46,082
Rental income	192,727	--	192,727	191,521
In-kind donations	43,583	--	43,583	36,284
Other income	16,426	--	16,426	6,170
Interest income	4,497	--	4,497	5,178
Transfer from Capital Resource Corporation	--	--	--	41,403
Total support and revenue	283,979	--	283,979	326,638
Expenses				
Payroll and benefits - in-kind	43,583	--	43,583	36,284
Utilities	30,628	--	30,628	33,836
Cleaning	14,321	--	14,321	13,658
Lawn care	3,775	--	3,775	5,006
Plowing	5,000	--	5,000	7,978
Equipment	1,056	--	1,056	--
Maintenance	17,814	--	17,814	23,903
Legal and professional	57,695	30	57,725	58,029
Interest expense	126,578	--	126,578	126,261
Office expenses	--	--	--	250
Taxes	9,000	--	9,000	6,245
Depreciation	42,254	--	42,254	43,706
Advertising	7,333	--	7,333	351
Insurance	11,810	--	11,810	10,394
Loss on sale of vehicle	--	--	--	2,221
Miscellaneous	528	--	528	5,398
Transfer to Industrial Development Agency	--	--	--	41,403
Total expenses	371,375	30	371,405	414,923
Change in unrestricted net position before pass-through transactions	(87,396)	(30)	(87,426)	(88,285)
Pass-through transactions				
Revenue	247,050	--	247,050	75,172
Expenditures	(247,050)	--	(247,050)	(75,172)
Net pass-through transactions	--	--	--	--
Change in unrestricted net position	(87,396)	(30)	(87,426)	(88,285)
Net position (deficit), beginning of year	(347,556)	2,179	(345,377)	(257,092)
Net position (deficit), end of year	\$ (434,952)	\$ 2,149	\$ (432,803)	\$ (345,377)

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
STATEMENTS OF CASH FLOWS

Years ended December 31,

	2016		2015	
	Allegany County Industrial Development Agency	Capital Resource Corporation	Total	Total
Net cash from operating activities				
Reconciliation of decrease in unrestricted net position to net cash (used in) operating activities:				
Decrease in unrestricted net position	\$ (87,396)	\$ (30)	\$ (87,426)	\$ (88,285)
Adjustments for items not affecting cash flows:				
Depreciation	42,254	--	42,254	43,706
Loss on sale of vehicle	--	--	--	2,219
Change in assets and liabilities				
Accounts receivable	5,273	--	5,273	--
Accounts payable	20,781	--	20,781	7,403
Deferred revenue/advances	--	--	--	(950)
Due to Allegany County	(70,000)	--	(70,000)	(78,500)
Net cash used in operating activities	(89,088)	(30)	(89,118)	(114,407)
Net cash from investing activities				
Decrease in restricted cash	174,175	--	174,175	517,453
Proceeds from sale of vehicle	--	--	--	15,500
Purchase of property held for resale	--	--	--	(399,000)
Building improvements and construction in progress	(37,372)	--	(37,372)	(68,931)
Net cash provided by investing activities	136,803	--	136,803	65,022
Net cash from financing activities				
Net borrowings (payments) on line of credit	--	--	--	(4,632)
Proceeds from long-term debt	--	--	--	150,000
Repayment of long-term debt	(59,467)	--	(59,467)	(86,946)
Net cash provided by (used in) financing activities	(59,467)	--	(59,467)	58,422
Change in cash	(11,752)	(30)	(11,782)	9,039
Cash, beginning balance	22,942	2,179	25,121	16,082
Cash, ending balance	\$ 11,190	\$ 2,149	\$ 13,339	\$ 25,121
Supplemental Disclosure of Cash Flow Information:				
Cash paid during the year for:				
Interest	\$ 196,578	\$ --	\$ 196,578	\$ 56,261

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2016 AND 2015

Page 10

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

Allegany County Industrial Development Agency was created in 1973 by the Allegany County Board of Legislators under the provisions of the 1973 Laws of New York State for the purpose of encouraging economic growth in Allegany County. The Agency is exempt from federal, state, and local income taxes. The Agency, although established by the Allegany County Board of Legislators, is a separate legal entity and operates independently of Allegany County, however, it is considered to be a component unit of the County.

Allegany County Capital Resource Corporation

In July 2009, the Agency formed a non-profit organization under the name of Allegany County Capital Resource Corporation. This entity has the ability to provide such financing to non-profit organizations. During the year ended December 31, 2015, the Corporation issued tax exempt bonds on behalf of Alfred University and received \$43,582 in administrative fees. There was no activity during the year ended December 31, 2016 with the exception of bank fees.

Basis of Accounting

The financial statements of the **Allegany County Industrial Development Agency** have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Donated Services

Amounts have been reflected in the statements for the estimated value of donated services.

Use of Estimates

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those results.

Cash and Cash Equivalents

For the purposes of the Statements of Cash Flows, the Agency considers all highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Property and Equipment

Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of 7 and 40 years.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Tax Lease Program

The Agency maintains tax lease and PILOT (payment in lieu of tax) programs. These programs are offered to companies who acquire, construct or substantially renovate facilities suitable for manufacturing, warehousing, research and development and other industrial purposes. Under the tax lease program, title to the property is conveyed to the Agency through the term of the lease agreement.

Transfer of title removes the property from the tax rolls and the project assumes a tax-exempt nature, abating real property taxes, sales tax and mortgage taxes. A lease is written between the company as lessee and the **Allegany County Industrial Development Agency** as lessor, which specifies that the company will retain operational control of the project. At the end of the lease term, title to the assets is returned to the company. The Agency does not record assets acquired under the lease program since the Agency's primary function is to provide state and local tax benefits to the lessee. The Agency receives lease administrative fees from the lessee for providing the service.

Both the PILOT and tax lease programs are governed by New York State statute. The Agency has the local authority to offer real property tax abatement as an inducement for industrial development projects. The Agency can affix the tax abatement discount at a rate necessary to satisfactorily complete a project. Under special circumstances defined by NYS statute, the Agency has the authority to also provide real property tax abatement to both commercial and/or retail projects located within areas designated to be of high distress. The Agency's current standard PILOT program is a real property tax abatement of an average of 50% of the total tax liability over a period not to exceed ten years. The PILOT agreement is the instrument by which the discounted tax payments to be made are structured. All taxing jurisdictions receive payments in the same proportion as if the entire tax amount were paid. A PILOT agreement and tax lease can run concurrently, but are not required to be used together. It is possible to structure a PILOT without an accompanying tax lease agreement.

In 2014, there was a change in ownership of the Corporation which had a PILOT agreement in place with the Agency. The terms of the agreement were in dispute and renegotiated. A new agreement was entered into by the parties in December 2014, which called for the 2014 PILOT payment to total \$526,712, with \$263,356 of the amount to be paid in January 2015 and the remaining \$263,356 to be paid in five equal installments of \$52,672 during years ending 2015 through 2019. The PILOT amounts due for the years ending 2015 through 2018 were reduced from \$526,712 to \$160,516 annually, at which time the PILOT agreement expires.

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2016 AND 2015

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Tax Lease Program (continued)

During the years ended December 31, 2016 and 2015 the Agency received PILOT payments in the amount of \$250,000 and \$77,672, respectively. Because the PILOT payments received are ultimately disbursed and included as pass-through revenue and expenditures, the PILOT payments are recorded on a cash basis. A receivable or payable is not recognized as of December 31, 2016 and 2015 in the Statements of Financial Position related to the 2016 and 2015 PILOT payments.

The Agency, the County, School and Town agreed that all payments received after December 1, 2015 would be shared in the following percentages: 10% to the Agency, 30% to the County, 30% to the School, and 30% to the Town.

Industrial Development Revenue Bonds/Civic Facility Bonds

Industrial development revenue bonds issued by the Agency are secured by the properties which are leased to companies and are retired by lease payments. Civic facility bonds issued by the Agency include facilities owned or operated by New York State Not-for-Profit Corporations. The industrial development revenue and civic facility bonds are not obligations of the Agency, County, or State. The Agency does not record the assets or liabilities resulting from bond issuance in its financial statements since its primary function is to arrange the financing between the borrowing companies and the bondholders and funds arising from the issuance are controlled by trustees or banks acting as fiscal agents. For providing this service, the Agency receives bond administrative fees from the borrowing companies. Such administrative fee income is recognized immediately upon receipt after issuance of the bonds.

NOTE 2 - RESTRICTED CASH/RESERVES

As discussed in Note 4, when the Agency executed its mortgage agreement, \$50,000 was received to be utilized towards building improvements. As of December 31, 2016, \$341 was held in escrow as funds remaining for future improvements. Additionally, in 2012 the Agency issued \$3.5 million in bonds for a capital infrastructure project. As of December 31, 2016, \$2,192,506 of the bond proceeds remained unspent and is required to be utilized towards the project.

NOTE 3 - PROPERTY AND EQUIPMENT

Major classes of property and equipment consist of the following as of December 31:

	2016	2015
Land	\$ 16,704	\$ 16,704
Building and improvements	1,309,455	1,303,047
Furniture and equipment	17,659	17,659
Construction-in-progress	81,020	50,056
	<u>1,424,838</u>	<u>1,387,466</u>
Less: accumulated depreciation	327,277	285,023
	<u>\$ 1,097,561</u>	<u>\$ 1,102,443</u>

NOTE 3 - PROPERTY AND EQUIPMENT (CONTINUED)

Depreciation expense for the years December 31, 2016 and 2015 totaled \$42,254 and \$43,706, respectively.

During the year ended December 31, 2016 and 2015, the Agency incurred engineering costs related to a water project that are included within construction-in-progress.

NOTE 4 - PROPERTY HELD FOR RESALE

On January 10, 2012, the Allegany County Industrial Development Agency purchased 18.5 acres of land located at 5884 County Road, Belmont, New York for \$286,500 and improvement costs of \$196,415. The intended use of the land is for potential future site development. The purchase of the 5884 County Road land, improvements and property were funded from proceeds received from the issuance of a \$3.5 million bond. During the year ended December 31, 2015, Allegany County Industrial Development purchased a truck stop and land adjacent to the 5884 County Road land in the amount of \$399,000.

NOTE 5 - LONG-TERM DEBT

Notes Payable

During June 2013, the Agency obtained a loan for the purchase of a vehicle from Community Bank N.A. for the amount of \$18,644. This loan calls for 60 monthly payments of \$357 including interest at 4.75%, with final payment in June, 2018. The outstanding balance was paid off in June, 2015 with proceeds received from the issuance of the \$150,000 mortgage discussed below. Total Interest expense for the vehicle loan during the years ended December 31, 2016 and 2015 was \$- and \$302, respectively.

On January 23, 2012, the Agency refinanced its line of credit with a balance of \$49,981 into a term loan. This loan was to be repaid in sixty consecutive payments of \$944 including interest at 5%, beginning February 24, 2012. The outstanding balance was paid off in June, 2015 with proceeds received from the issuance of the \$150,000 mortgage discussed below. Interest expense paid on long-term debt during the years ended December 31, 2016 and 2015 was \$- and \$1,274 respectively.

Bonds Payable

On February 1, 2012, the Allegany County Industrial Development Agency entered into a bond purchase and disbursing agreement with Allegany County. Allegany County issued a Series 2012A bond in the amount of \$3.5 million with interest at 2%. The net proceeds of \$3,453,280 (after bond issuance costs of \$46,720) were utilized for the acquisition of an interest in various parcels of land along Route 20 in the towns of Friendship and Amity and the construction of water, sewer, and other related infrastructure. Principal payments are not due until 2018. The balance outstanding as of December 31, 2016 was \$3,500,000.

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2016 AND 2015

NOTE 5 - LONG-TERM DEBT (CONTINUED)

Bonds Payable (continued)

The following schedule represents the maturity of the bond over its terms:

	<u>Principal</u>	<u>Interest</u>
2017	\$ --	\$ 70,000
2018	80,000	70,000
2019	85,000	68,400
2020	85,000	66,700
2021	85,000	65,000
2022-2026	470,000	298,200
2027-2031	535,000	248,300
2032-2036	600,000	192,400
2037-2041	670,000	129,700
2042-2046	735,000	60,300
2047	155,000	3,100
Total	<u>\$ 3,500,000</u>	<u>\$ 1,272,100</u>

Mortgages Payable

In August, 2008, the Agency entered into a Mortgage with Community Bank, NA. The mortgage provided proceeds totaling \$450,000 for the purchase (\$400,000) of the Crossroads Commerce Center located at 6087 State Route 19 N, Belmont, New York from the Willard J. Houghton Foundation and future improvements (\$50,000). The borrowings were to be repaid over a term of twenty years with monthly payments of \$3,224, including interest, at a fixed interest rate of 6.00%. The interest rate was to be reviewed every five years. On January 23, 2012, the mortgage was refinanced; the new terms call for monthly payments of \$3,005 with an interest rate of 5.00%. The maturity date will remain at August 14, 2018. The unpaid principal and interest balance will be due on that date as the mortgage is based on a twenty year amortization period, with a ten year call. The final balloon payment principal and interest due on August 14, 2018 will be approximately \$289,000. The balance outstanding as of December 31, 2016 was \$321,423.

The following schedule represents the maturity of the mortgage over the term of the note:

	<u>Principal</u>	<u>Interest</u>
2017	\$ 20,454	\$ 15,607
2018	300,969	9,826
Total	<u>\$ 321,423</u>	<u>\$ 25,433</u>

NOTE 5 - LONG-TERM DEBT (CONTINUED)

Mortgages Payable (continued)

On October 7, 2009, the Agency entered into a \$762,000 construction loan with Community Bank, N.A. The loan financed an 8,179 square foot expansion of the Agency's property located at 6085 State Route 19 N., Belmont, New York. The commercial construction loan agreement required interest only payments through December 12, 2010.

The Agency began making principal payments on the \$762,000 mortgage beginning January 5, 2011. On January 23, 2012, the mortgage was refinanced, the new terms call for monthly payments of \$5,035 at an interest rate of 5.00%. The unpaid principal and interest balance will be due in full at December 21, 2020 as the mortgage is based on a 20 year amortization period, with a ten year call. The final balloon payment due on December 21, 2020 will be approximately \$484,000. The balance outstanding as of December 31, 2016 was \$612,682.

The following schedule represents the maturity of the mortgage over the term of the note:

	<u>Principal</u>	<u>Interest</u>
2017	\$ 30,484	\$ 29,942
2018	32,043	28,382
2019	33,683	26,743
2020	516,472	25,020
Total	<u>\$ 612,682</u>	<u>\$ 110,087</u>

On June 16, 2015, the Agency entered into a \$150,000 mortgage with Community Bank, N.A. The mortgage is being repaid over a term of 5 years with monthly payments of \$1,630, including interest, at a fixed interest rate of 5.50%. The unpaid principal and interest will be due in full at June 16, 2020 as the mortgage is based on a 10 year amortization period with a five year call. The final balloon payment due on June 16, 2020 will be approximately \$87,000. The balance outstanding as of December 31, 2016 was \$132,558.

The following schedule represents the maturity of the mortgage over the term of the note:

	<u>Principal</u>	<u>Interest</u>
2017	\$ 12,583	\$ 6,977
2018	13,293	6,267
2019	14,043	5,517
2020	92,639	2,464
Total	<u>\$ 132,558</u>	<u>\$ 21,225</u>

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2016 AND 2015

NOTE 6 - OPERATING LEASES

The Agency leases office space at the Crossroads Commerce Center in Belmont, New York to tenants under various leases. The two most significant leases are with Allegany County which were renewed on February 23, 2016, for the period from January 1, 2016 through December 31, 2020. One lease is for 8,000 square feet of space for the Allegany County Department of Aging, Veterans Services and NY Connects and calls for monthly payments of \$8,700, while the other lease is for 4,275 square feet of space for the Allegany County Tourism Center and Conference Center and calls for monthly payments of \$5,800. One additional lease is for 375 square feet of space for the Allegany County Area Foundation and calls for monthly payments of \$450 for the period of May 1, 2014 through April 30, 2017. The Agency also leases space to other organizations that are on a month-to-month tenancy and whose leases are cancelable with a stipulation that the tenant provides sixty days' notice.

The following schedule represents the future minimum lease payments:

2017	\$	175,800
2018		174,000
2019		174,000
2020		174,000
		<hr/>
Total	\$	697,800

NOTE 7 - DONATED SERVICES

The employees of Allegany County provide administrative, accounting and other support services to the Agency. The value of donated services included in these financial statements are recorded as revenue and as a corresponding expense. In-kind salaries and receipts during the years ended December 31, 2016 and 2015 respectively, totaled \$43,583 and \$36,284.

NOTE 8 - PASS-THROUGH TRANSACTIONS

The Agency's responsibility regarding these transactions is to pass-through funds received to the primary recipients. Pass-through transactions are recorded as income or liabilities when received and expenses and reduction of liabilities when paid. The Agency has received and disbursed the following funds resulting from this pass-through activity during the years ended December 31, 2016 and 2015. As disclosed in Note 1, the PILOT agreement was renegotiated in December 2014.

NOTE 8 - PASS-THROUGH TRANSACTIONS (CONTINUED)

Pass-through transactions	2016	2015
<u>December 31, 2016</u>		
PILOT payments collected from businesses.	\$ 250,000	\$ 77,672
Grant/awards received from state government	22,050	--
	<hr/> 272,050	<hr/> 77,672
Less: administrative fee recorded as revenue by IDA	(25,000)	(2,500)
	<hr/>	<hr/>
Amounts remitted to local governments and businesses	\$ 247,050	\$ 75,172

NOTE 9 - TRANSFER TO INDUSTRIAL DEVELOPMENT AGENCY

During the year ended December 31, 2015, Capital Resource Corporation transferred \$41,403 to the Allegany County Industrial Development Agency to reimburse costs incurred by the Agency for legal fees and administrative expenses. There were no transfers during the year ended December 31, 2016.

NOTE 10 - ACCUMULATED DEFICIT AND MANAGEMENT'S PLANS

Various strategic initiatives for the Agency are currently under development. These initiatives have a focus on generating additional and new sources of funding for the Agency. The Agency has also refined its recordkeeping so that its financial condition will be reviewed and evaluated by the Board of Directors on an ongoing basis throughout the year.

NOTE 11 - SUBSEQUENT EVENTS

Subsequent events were evaluated by management through April 13, 2017, which is the date the financial statements were available to be issued.

SUPPLEMENTAL INFORMATION

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
SCHEDULE OF TAX-EXEMPT BONDS AND SALE-LEASEBACK TRANSACTIONS

As of December 31, 2016

	Employees	Original Amount	Outstanding Principal	Date of Issuance	Date of Maturity	Interest Rate
Tax-exempt bonds						
Alfred University	600	8,716,483	7,525,248	2015	2028	2.90%
Atlantic Richfield **	--	7,000,000	6,025,000	2003	2037	Variable
R.S. Maher & Son	6	225,000	206,941	2016	2023	3.56%
Sanzo GT, LLC	--	389,000	609,801	2016	2031	4.57%
Sale-lease back transactions						
Alliance Energy *	7	n/a	n/a	1993	2029	n/a
Lufkin Industries, Inc	57	2,525,000	n/a	2012	2023	n/a
Swain Ski Resort **	40	2,100,000	n/a	2012	2023	n/a
Sweet Water Media **	10	65,000	n/a	2013	2024	n/a

See Note 1 for descriptions on tax lease program and Industrial Revenue Bonds.

* Transfer of ownership from R,G&E on November 2013. New pilot agreement with Alliance was adopted in 2015.

** Information presented was not updated in current year.

See accompanying independent auditor's report.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH "GOVERNMENT AUDITING STANDARDS"**

**To the President and
Members of the Board of Directors
Allegany County Industrial Development Agency
Belmont, New York**

We have audited in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of *Allegany County Industrial Development Agency* as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise *Allegany County Industrial Development Agency's* basic financial statements and have issued our report thereon dated April 13, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered *Allegany County Industrial Development Agency's* internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of *Allegany County Industrial Development Agency's* internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weakness or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiency in internal control over that we consider to be material weakness.

A deficiency in internal control over financial reporting exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such as that there is a reasonable possibility that a material misstatement of the Agency's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency in the accompanying schedule of findings and questioned costs as items II.A.2016-001 to be material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether *Allegany County Industrial Development Agency's* financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Allegany County Industrial Development Agency Responses to Findings

Allegany County Industrial Development Agency responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. *Allegany County Industrial Development Agency* responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Other Communication on Internal Control

We noted certain matters that we have reported to management of *Allegany County Industrial Development Agency* in a separate letter dated April 13, 2017.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Buffamante Whipple Buttafaro PC

BUFFAMANTE WHIPPLE BUTTAFARO, P.C.

**Olean, New York
April 13, 2017**

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Page 17

I. SUMMARY OF AUDIT RESULTS

1. The independent auditor's report expresses an unmodified opinion on the financial statements of *Allegany County Industrial Development Agency*.
2. One material weakness relating to the audit of the financial statements is reported in the Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with "Governmental Auditing Standards".
3. There were no instances of noncompliance material to the financial statements of *Allegany County Industrial Development Agency* reported in the Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with "Government Auditing Standards".

II. FINANCIAL STATEMENTS AUDIT - FINDINGS

A. INTERNAL CONTROL OVER FINANCIAL REPORTING

Year ended December 31, 2016

2016-001 Adjusting Journal Entries and Required Disclosures to the Financial Statements

Condition and criteria: During the current year, adjusting journal entries, along with footnote disclosures were proposed by the auditors and accepted by the Agency to properly reflect the financial statements in accordance with generally accepted accounting principles. Some of the adjustments and footnotes were related to recording assets and liabilities on the accrual basis of accounting for GASB 34 purposes. In addition, a draft of the financial statements was prepared by the auditors.

Effect: AU-C Section 265 entitled Communicating Internal Control Related Matters in an Audit, issued by the American Institute of Certified Public Accountants (AICPA) considers the need for significant adjusting journal entries and assistance when preparing the financial statements to be indicative of an internal control deficiency. Without assistance, the potential exists of the Agency's financial statements not conforming to GAAP.

Auditor's Recommendations: Although auditors may continue to provide such assistance both now and in the future, under the new pronouncement, the Agency should continue to review and accept both proposed adjusting journal entries and footnote disclosures, along with the drafted financial statements.

Agency's Response: The Agency has received, reviewed and approved all journal entries, footnote disclosures and draft financial statements proposed for the current year audit. The Agency will continue to review and approve similar information in future years. Further, the Agency believes it has a thorough understanding of these financial statements and the ability to make informed judgments on those financial statements. The Agency has refined and improved the daily recordkeeping of the agency and refined policies and procedures related to the recording and reporting of revenues and expenditures throughout the year. These efforts have focused on the implementation of a complete and reconcilable record keeping system with monthly reporting to the Board.

Year ended December 31, 2015

A similar finding was reported in the prior year as finding 2015-001.

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Page 18

II. FINANCIAL STATEMENTS AUDIT – FINDINGS (CONTINUED)

A. INTERNAL CONTROL OVER FINANCIAL REPORTING (CONTINUED)

2015-002 Financial Reporting

Year ended December 31, 2016

This finding is not being reported upon during the current year

Year ended December 31, 2015

Conditions and Criteria: During the year, the Agency did not maintain a detailed general ledger or trial balance. Rather, monthly receipts and disbursements are maintained by the Agency in Quicken and inserted manually into a monthly treasurer's report. We should mention, however, that a trial balance and general ledger were prepared by the Agency in preparation for the audit. In addition, although the Agency prepares a monthly bank reconciliation, it does not have the ability to agree the reconciliation to the cash balance on a trial balance or general ledger.

Effect: The effect of not maintaining a detailed general ledger and trial balance is that the Agency does not have the ability to monitor its financial position throughout the year. In addition, because cash can not be adequately reconciled on a monthly basis, errors could exist and not be detected in a timely manner

Auditor's Recommendation: We believe it is extremely important for the Agency to maintain a detailed general ledger and trial balance, which includes accounts that allow the Agency to monitor its financial position and includes a balance sheet focus. In addition, maintaining a trial balance will allow the Agency to properly complete the bank reconciliation process.

Agency's Response: A budget variance report and cash flow statement was prepared on a monthly basis by the Board Treasurer and it was reviewed and approved at the monthly Board meeting. At the end of the year, all record keeping was returned to the Agency for reporting beginning January 1, 2016. Additional steps have been implemented by the Agency to reconcile monthly records to the underlying bank statements from all accounts and to the monthly income statement and cash flows being presented to the Board. The Agency will begin to develop a balance sheet that can be presented at Board meetings, at least quarterly.

Current Status: The Agency maintained detailed general ledger and trial balance in the current year, along with preparing bank reconciliations.

B. COMPLIANCE

Year ended December 31, 2016

No compliance findings are being reported upon during the year ended December 31, 2016.

Year ended December 31, 2015

No compliance findings are being reported upon during the year ended December 31, 2015.



**To the Chairman and Members of the
Board of Directors
Allegany County Industrial Development Agency
Belmont, New York**

We have completed our audit for the year ended December 31, 2016 of the Agency's financial statements and have issued our reports thereon dated April 13, 2017. Our audit report expressed an unqualified opinion which states that the Agency's financial statements are in accordance with generally accepted accounting principles for governments. In addition, we have issued a separate report on internal controls over financial reporting and compliance with laws and regulations as required by *Government Auditing Standards*.

In planning and performing our audit of the financial statements of the *Allegany County Industrial Development Agency* for the year ended December 31, 2016, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure and its operation. Except as noted within the body of such reports, the Agency generally was in compliance with laws and regulations and maintains a reasonable system of accounting internal controls.

The following items are a list of additional comments which we desire to bring to the audit committee, board of directors and management's attention involving various matters. Although such matters were not of sufficient nature to be disclosed in the previously mentioned reports, we do feel the comments should be reviewed and acted upon by the Agency:

Forecasting

The Agency should consider preparing a five year forecast of revenue, expenditures, long-term debt, and forecast of cash flows. We realize that such a forecast will require the use of estimates and assumptions of information such as the amount of expected grant revenue, rental income and fees, along with expected rate increase in utilities, operating costs, etc. We believe, however, that a forecast would be a very useful tool that the Agency could utilize when developing a long-term financial plan which coincides with its economic development plan.

Agency Response: At this time with the Agency has had significant reorganization and re-focusing its development efforts, a five year forecast will be developed in 2017. A Strategic Plan for the Agency is under development and revision. The primary sources of funding are expected to increase in the near future providing alignment with the County Economic Strategic Plan.

In Kind Donations – Time Study

During the course of the fiscal year the Agency receives in-kind services from Allegany County employees. The costs of these services are estimated based on anticipated time spent by County employees. We recommend the Agency perform a formal time study, which would document actual time spent on Agency activities. The time study would document and provide evidence as to the reasonableness in value of the in-kind services recorded by the Agency.

As part of the time study the Agency should develop formal job responsibilities that outline duties of each Allegany County employee. In addition, any payments made to Allegany County employees should continue to be approved by the Board of Directors. The Board of Directors should determine what type of documentation should exist to support such payments. Lastly, the Agency should complete an analysis as to whether the payments would be construed as wages or a payment to an independent contractor.

Agency Response: A formal review of the four staff County Approved Job Descriptions was undertaken with the County Personnel Division and the County Manager. Each position has been specifically authorized to perform Agency duties within the Counties Job Description. It appears within the existing County Approved Job Descriptions that there should be no need or justification for an additional payment for Agency activities as they are currently defined.

Bond Infrastructure Account

During the year, the Agency did not record transactions within its general ledger related to the bond infrastructure cash account. In addition, although the Agency prepares a monthly bank reconciliation for this account, it does not have the ability to agree the reconciliation to the cash balance within its general ledger. We recommend that the Agency record the activity for the bond infrastructure account throughout the year which will give the Agency a better perspective as to its financial position and operating results throughout the year. In addition, recording the transactions into Quicken will allow the Agency to properly complete the bank reconciliation process.

As of December 31, 2016, the bond infrastructure account has a balance remaining of \$2,192,506 from the original \$3,500,000 borrowed. The Agency has paid \$280,000 in interest to Allegany County since 2013 by using the cash from the bond proceeds. We recommend that the Agency consult with its attorney on whether interest costs can continue to be paid from the bond proceeds as this diminishes the Agency's ability to acquire development property as intended.

Agency Response: The Agency agrees that the transactions for the land should be recorded in Quicken and reviewed at ACIDA meetings and it is being done at this time.

PILOT Agreement

As discussed in Note 1 to the financial statements, a new PILOT agreement was entered into with a Corporation during 2014, which sets terms and conditions of future payments. Because the amount of payments received and ultimately distributed to the County, School and Town, differ than the original agreement, we recommend that the Agency maintain a worksheet which tracks the outstanding balance due on the PILOT Agreement. This worksheet should also be provided to the Corporation periodically, along with the municipalities impacted by the PILOT.

Agency Response: The Agency agrees with the recommendation and will implement.

We would like to take this opportunity to thank the management and staff of the Agency for their assistance and cooperation during the course of our fieldwork. It has been a pleasure to be of service to the [*Allegany County Industrial Development Agency*](#).

Sincerely,

Buffamante Whipple Buttafaro PC

BUFFAMANTE WHIPPLE BUTTAFARO

**Olean, New York
April 13, 2017**