

Annual Report for Albany Community Development Agency

Fiscal Year Ending: 12/31/2021

 Run Date: 03/27/2024
 Status: CERTIFIED
 Certified Date: 12/21/2022

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	https://www.albanyny.gov/203/Plans-Reports
2.	As required by section 2800(9) of PAL, did the Authority prepare an assessment of the effectiveness of its internal controls?	Yes	https://www.albanyny.gov/203/Plans-Reports
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	https://www.albanyny.gov/203/Plans-Reports
6.	Are any Authority staff also employed by another government agency?	No	
7.	Has the Authority posted their mission statement to their website?	Yes	https://www.albanyny.gov/203/Plans-Reports
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.		https://www.albanyny.gov/203/Plans-Reports

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Governance Information (Board-Related)

Question		Response	URL (If Applicable)
1.	Has the Board established a Governance Committee in accordance with Section 2824(7) of PAL?	No	N/A
2.	Has the Board established an Audit Committee in accordance with Section 2824(4) of PAL?	No	N/A
3.	Has the Board established a Finance Committee in accordance with Section 2824(8) of PAL?	No	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):		https://www.albanyny.gov/203/Plans-Reports
5.	Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?	No	N/A
6.	Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year		https://www.albanyny.gov/203/Plans-Reports
7.	Has the Board adopted bylaws and made them available to Board members and staff?	Yes	https://www.albanyny.gov/203/Plans-Reports
8.	Has the Board adopted a code of ethics for Board members and staff?	Yes	https://www.albanyny.gov/203/Plans-Reports
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?	No	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?	No	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	

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Board of Directors Listing

Name	Andrews, Faye C	Nominated By	Other
Chair of the Board	No	Appointed By	Other
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2013	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	No
Term Expiration Date	12/31/2020	Complied with Training Requirement of Section 2824?	No
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

Name	Ellis, Corey	Nominated By	Other
Chair of the Board	No	Appointed By	Other
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2018	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	No
Term Expiration Date	12/31/2020	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

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Name	Franchini, Marisa	Nominated By	Other
Chair of the Board	No	Appointed By	Other
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	12/1/2019	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	No
Term Expiration Date	12/31/2020	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

Name	McEneny, Rachel	Nominated By	Other
Chair of the Board	No	Appointed By	Other
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	2/1/2016	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	No
Term Expiration Date	12/31/2020	Complied with Training Requirement of Section 2824?	No
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

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Name	Shahinfar, Darius	Nominated By	Other
Chair of the Board	No	Appointed By	Other
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2013	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	No
Term Expiration Date	12/31/2020	Complied with Training Requirement of Section 2824?	No
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

Name	Sheehan, Katherine M	Nominated By	Other
Chair of the Board	Yes	Appointed By	Other
If yes, Chair Designated by	By Virtue of Position	Confirmed by Senate?	N/A
Term Start Date	1/1/2013	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	No
Term Expiration Date	12/31/2020	Complied with Training Requirement of Section 2824?	No
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

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Name	Title	Group	Department/ Subsidiary	Union Name	Bargainin g Unit	Full Time/ Part Time	Exempt	Base Annualized Salary	Actual salary paid to the individual	Overtime paid by Authority	Performance Bonus	Extra Pay	Other Compensation/ Allowances/ Adjustments	Total Compensation	Individual also paid by another entity to perform the work of the Authority	If yes, Is the payment made by State or local government

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Benefit Information

During the fiscal year, did the Authority continue to pay for any of the above mentioned benefits for former staff or individuals affiliated with the Authority after those individuals left the Authority?	No
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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
Andrews, Faye C	Board of Directors												X	
Ellis, Corey	Board of Directors												X	
Franchini, Marisa	Board of Directors												X	
McEneny, Rachel	Board of Directors												X	
Shahinfar, Darius	Board of Directors												X	
Sheehan, Katherine M	Board of Directors												X	

Staff

Name	Title	Severance	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

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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 Authority and not independently filing reports in PARIS?	No

Name of Subsidiary/Component Unit	Status

Request Subsidiary/Component Unit Change

Name of Subsidiary/Component Unit	Status	Requested Changes

Request Add Subsidiaries/Component Units

Name of Subsidiary/Component Unit	Establishment Date	Purpose of Subsidiary/Component Unit

Request Delete Subsidiaries/Component Units

Name of Subsidiary/Component Unit	Termination Date	Reason for Termination	Proof of Termination Document Name

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Summary Financial Information
SUMMARY STATEMENT OF NET ASSETS

		Amount
Assets		
Current Assets		
	Cash and cash equivalents	\$2,272,880.00
	Investments	\$0.00
	Receivables, net	\$1,063,972.00
	Other assets	\$1,255,910.00
	Total current assets	\$4,592,762.00
Noncurrent Assets		
	Restricted cash and investments	\$0.00
	Long-term receivables, net	\$7,601,435.00
	Other assets	\$17,739.00
	Capital Assets	
	Land and other nondepreciable property	\$385,567.00
	Buildings and equipment	\$2,922,336.00
	Infrastructure	\$0.00
	Accumulated depreciation	\$1,643,516.00
	Net Capital Assets	\$1,664,387.00
	Total noncurrent assets	\$9,283,561.00
Total assets		\$13,876,323.00
Liabilities		
Current Liabilities		
	Accounts payable	\$1,344,146.00
	Pension contribution payable	\$0.00
	Other post-employment benefits	\$0.00
	Accrued liabilities	\$282,038.00
	Deferred revenues	\$8,629,479.00
	Bonds and notes payable	\$14,791.00
	Other long-term obligations due within one year	\$0.00
	Total current liabilities	\$10,270,454.00
Noncurrent Liabilities		
	Pension contribution payable	\$0.00
	Other post-employment benefits	\$0.00
	Bonds and notes payable	\$18,489.00
	Long term leases	\$0.00
	Other long-term obligations	\$0.00
	Total noncurrent liabilities	\$18,489.00

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Total liabilities			\$10,288,943.00
Net Asset (Deficit)			
Net Assets			
	Invested in capital assets, net of related debt		\$1,632,702.00
	Restricted		\$0.00
	Unrestricted		\$1,954,678.00
	Total net assets		\$3,587,380.00

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

		Amount
Operating Revenues		
	Charges for services	\$0.00
	Rental and financing income	\$105,928.00
	Other operating revenues	\$515,643.00
	Total operating revenue	\$621,571.00
Operating Expenses		
	Salaries and wages	\$969,232.00
	Other employee benefits	\$356,393.00
	Professional services contracts	\$101,914.00
	Supplies and materials	\$26,167.00
	Depreciation and amortization	\$0.00
	Other operating expenses	\$291,135.00
	Total operating expenses	\$1,744,841.00
Operating income (loss)		(\$1,123,270.00)
Nonoperating Revenues		
	Investment earnings	\$147,337.00
	State subsidies/grants	\$0.00
	Federal subsidies/grants	\$6,797,025.00
	Municipal subsidies/grants	\$0.00
	Public authority subsidies	\$0.00
	Other nonoperating revenues	\$0.00
	Total nonoperating revenue	\$6,944,362.00
Nonoperating Expenses		
	Interest and other financing charges	\$13,140.00
	Subsidies to other public authorities	\$0.00
	Grants and donations	\$6,467,847.00
	Other nonoperating expenses	\$2,043.00
	Total nonoperating expenses	\$6,483,030.00
Capital contributions		\$0.00



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Change in net assets			(\$661,938.00)
Net assets (deficit) beginning of year			\$4,249,318.00
Other net assets changes			\$0.00
Net assets (deficit) at end of year			\$3,587,380.00

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Current Debt

Question	Response
1. Did the Authority have any outstanding debt, including conduit debt, at any point during the reporting period?	Yes
2. If yes, has the Authority issued any debt during the reporting period?	No

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Schedule of Authority Debt

Type of Debt			Statutory Authorization Amount (\$)	Begin Amount Total (\$)	New Debt Issuance (\$)	Amount Retired (\$)	End Amount Total (\$)
State Obligation	State Guaranteed						
State Obligation	State Supported						
State Obligation	State Contingent Obligation						
State Obligation	State Moral Obligation						
Other State-Funded	Other State-Funded						
Authority Debt - General Obligation	Authority Debt - General Obligation						
Authority Debt - Revenue	Authority Debt - Revenue						
Authority Debt - Other	Authority Debt - Other		0.00	113,832.00	0.00	82,147.00	31,685.00
Conduit		Conduit Debt					
Conduit		Conduit Debt - Pilot Increment Financing					
TOTALS			0.00	113,832.00	0.00	82,147.00	31,685.00

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Real Property Acquisition/Disposal List

1. Address Line1	25 Delaware Avenue	Lease Data (If applicable)	
Address Line2	1	Market Rate(\$/square foot)	1
City	ALBANY	Lease Rate(\$/square foot)	1
State	NY	Seller/Purchaser/Tenant Data:	1
Postal Code	12202	Organization	25 Delaware Housing Development Fund Co., Inc.
Plus4	1	Last Name	1
Province/Region	1	First Name	1
Country	United States	Address Line1	25 Delaware Avenue
Property Description	Commercial Building	Address Line2	
Estimated Fair market value	\$420,000.00	City	ALBANY
How was the Fair Market Value Determined?	Other	State	NY
Transaction Type	DISPOSITION SALE	Postal Code	12202
If Other, Explain:	1	Plus4	1
Transaction Date	11/17/2021	Province/Region	1
Purchase Sale Price	\$420,000.00	Country	USA
		Relation With Board Member/Senior Authority Management?	No

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Personal Property

This Authority has indicated that it had no personal property disposals during the reporting period.

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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	https://www.albanyny.gov/203/Plans-Reports
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	https://www.albanyny.gov/203/Plans-Reports
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	N/A

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Additional Comments