

**Town of Colonie
Industrial Development Agency**

Financial Report

December 31, 2019 and 2018

**Town of Colonie
Industrial Development Agency**

Financial Report

December 31, 2019 and 2018

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Independent Auditor's Report

Chairman and Agency Board
Town of Colonie Industrial Development Agency
Latham, New York

Report on the Financial Statements

We have audited the accompanying financial statements of the Town of Colonie Industrial Development Agency (Agency) as of and for the years ended December 31, 2019 and 2018, 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 preparation and 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 an opinion 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 from 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 the 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 the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the 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 presentation of the financial statements.

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 financial position of the Agency as of December 31, 2019 and 2018, and the changes in its financial position and its cash flows 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 about 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 we 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.

Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Agency's basic financial statements. The schedule of indebtedness is presented for purposes of additional analysis and is not a required part of the basic financial statements. The schedule of indebtedness is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audits of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements, or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of indebtedness is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 30, 2020, on our consideration of the 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 solely 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 effectiveness of the Agency's 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 the Agency's internal control over financial reporting and compliance.

BST & CO. CPAs, LLP

Albany, New York
March 30, 2020



Town of Colonie Industrial Development Agency

Management's Discussion and Analysis December 31, 2019 and 2018

The following Management's Discussion and Analysis (MD&A) provides a narrative overview and analysis of the financial activities of the Town of Colonie Industrial Development Agency (Agency) for the fiscal years ended December 31, 2019 and 2018. The MD&A is intended to serve as an introduction to the Agency's basic financial statements. The MD&A is designed to assist the reader in focusing on significant matters and provide an overview of the Agency's financial activities. The following presentation is summarized. In order to gain a thorough understanding of the Agency's financial condition, the following financial statements and notes should be reviewed in their entirety.

Overview of Financial Statements

The Agency's financial statements are prepared on the accrual basis in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP) promulgated by the Governmental Accounting Standards Board (GASB). The Agency is structured as a single enterprise fund with revenues recognized when earned, not when received. Expenses are recognized when incurred, not when they are paid. Capital assets are capitalized and are depreciated over their useful lives. See the notes to the financial statements for a summary of the Agency's significant accounting policies.

The *Statements of Net Position* present information on the Agency's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of the Agency's financial position.

The *Statements of Revenues, Expenses, and Changes in Net Position* present information showing how the Agency's net position changed during the most recent years. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in these statements for some items that will result in cash flows in future periods.

The *Statements of Cash Flows* relate to the flows of cash and cash equivalents. Consequently, only transactions that affect the Agency's cash and cash equivalent accounts are recorded in these statements. A reconciliation is provided at the bottom of the statements of cash flows to assist in the understanding of the difference between cash flows from operating activities and operating income.

In addition to the financial statements and accompanying notes, this report also presents the *Supplemental Schedule of Indebtedness*, which is required under New York State law, not by U.S. GAAP.

Financial Highlights

- The Agency's net position increased \$9,090 from December 31, 2018 to 2019, as compared to an increase of \$129,269 from December 31, 2017 to 2018. These increases are the direct result of the timing of projects applying for Agency assistance during 2017. Four projects applied to the Agency during 2017, one closed in 2017 and two closed in 2018, and the fourth project closed in early 2019. Three other projects applied during 2019, and two during 2018, that have subsequently decided to rescind the applications.
- The fees of the two projects that closed in 2018 were related to construction of an office building for Starlite Associates, LLC (\$179,400) and a sports complex for Afrim Realty (\$50,000). In 2019 the \$118,000 in fees was generated by the AYCO project related to the fit-up of the Starlite office building project from 2018.

Town of Colonie Industrial Development Agency

Management's Discussion and Analysis
December 31, 2019 and 2018

Financial Highlights - Continued

- The Agency was awarded a \$250,000 grant from the New York State Department of State in 2015, and executed the contract in 2018, for the Lincoln Avenue Brownfield Opportunity Area (BOA) study. The Lincoln Avenue BOA study encompasses about a 350-acre area, which holds three designated brownfields, and will examine the potential for redevelopment of these sites in conjunction with identifying future uses of the area abutting the pre-existing residential area within the BOA study area. Through December 31, 2019, the Agency has been advanced \$129,108 under the terms of the grant and has incurred BOA study related costs of \$245,072. As a result of the timing of payments, a grant receivable for \$115,964, and an accrued expense for \$114,075, have been recognized at December 31, 2019.
- During 2019, Agency expenses, exclusive of the BOA study, remained stable at 2018 levels, which approximated \$105,000. In 2019 Legal fees increased by about \$9,000 which was offset by the reduction of costs for the economic study commissioned by the Agency in 2018.
- The Agency, under an agreement with the Albany-Colonie Regional Chamber of Commerce, continued to maintain the Town of Colonie Small Business Entrepreneurial Loan (SBEL) Program through October 2019. In October, the Agency elected to accept the Chamber's offer to buy out the SBEL Program outstanding loans at net realizable value and closed the program.

Financial Analysis of the Agency

The table below presents condensed financial information derived from the Agency's financial statements as of December 31, 2019, 2018, and 2017.

Condensed Statements of Net Position

	2019	2018	2017	Increase (Decrease) 2019-2018	Increase (Decrease) 2018-2017
ASSETS					
Current assets	\$ 1,506,074	\$ 1,491,036	\$ 1,293,505	\$ 15,038	\$ 197,531
Noncurrent assets	27,702	34,926	43,211	(7,224)	(8,285)
Total assets	\$ 1,533,776	\$ 1,525,962	\$ 1,336,716	\$ 7,814	\$ 189,246
LIABILITIES	\$ 114,075	\$ 115,351	\$ 55,374	\$ (1,276)	\$ 59,977
NET POSITION					
Investment in capital assets	-	-	28,536	-	(28,536)
Restricted	-	193,632	191,274	(193,632)	2,358
Unrestricted	1,419,701	1,216,979	1,061,532	202,722	155,447
Total net position	1,419,701	1,410,611	1,281,342	9,090	129,269
Total liabilities and net position	\$ 1,533,776	\$ 1,525,962	\$ 1,336,716	\$ 7,814	\$ 189,246

Town of Colonie Industrial Development Agency

Management's Discussion and Analysis December 31, 2019 and 2018

Financial Analysis of the Agency - Continued

The overall increase in net position from 2017 to 2019 is the result of the increase project activity that generates administrative fees during late 2017 through early 2019. Administrative fees are used to support the Agency's operating costs and mission of supporting economic development within the Town of Colonie.

Current assets increased by about \$15,000 at December 31, 2019, compared to an increase of \$197,531 at December 31, 2018, while non-current assets decreased \$7,227 at December 31, 2019, compared to a decrease of \$8,285 at December 31, 2018.

The 2019 and 2018 increase in current assets results from the net operating income generated by the Agency and the grant receivable related to the continuation of the BOA project. Additionally, current assets increased in 2019 with the close out of the SBEL program, which was also the reason for the decline in 2019 noncurrent assets.

Accounts and accrued payables increased \$59,977 at December 31, 2018, and remained relatively stable in 2019, due to the timing of the payments of certain operating and BOA study costs incurred for 2018 and 2019.

The table below presents condensed financial information derived from the financial statements of the Agency for the years ended December 31, 2019, 2018, and 2017.

Condensed Statements of Revenues, Expenses, and Changes in Net Position

	2019	2018	2017	Increase (Decrease) 2019-2018	Increase (Decrease) 2018-2017
REVENUES					
Administrative fees	\$ 118,000	\$ 229,400	\$ 12,962	\$ (111,400)	\$ 216,438
Application income	750	500	1,000	250	(500)
New York State Grant	58,563	60,027	126,481	(1,464)	(66,454)
Recovery of bad debts	-	1,395	2,564	(1,395)	(1,169)
Other	-	-	13,695	-	(13,695)
Interest income	2,987	3,229	3,513	(242)	(284)
	<u>180,300</u>	<u>294,551</u>	<u>160,215</u>	<u>(114,251)</u>	<u>134,336</u>
EXPENSES					
Administrative expenses	16,575	16,449	16,424	126	25
Bad debts	1,395	-	-	1,395	-
Depreciation	-	834	833	(834)	1
Administrative and management fees	50,537	50,638	50,896	(101)	(258)
Professional fees	37,323	37,334	31,336	(11)	5,998
Public benefit projects	65,380	60,027	126,481	5,353	(66,454)
Total expenses	<u>171,210</u>	<u>165,282</u>	<u>225,970</u>	<u>5,928</u>	<u>(60,688)</u>
Change in net position	<u>\$ 9,090</u>	<u>\$ 129,269</u>	<u>\$ (65,755)</u>	<u>\$ (120,179)</u>	<u>\$ 195,024</u>

Town of Colonie Industrial Development Agency

Management's Discussion and Analysis December 31, 2019 and 2018

Activities for the Years Ended 2019 to 2017

The Agency's annual fees for services are tied to the size and timing of economic activity projects. The Agency was presented with four projects in 2017, one project closed before the end of 2017; two projects closed in 2018; and one closed in early 2019. One other project applied during 2018, and three during 2019, but all the applicants subsequently rescinded their applications.

The table below presents a summary of the administrative fee revenue for the years ended December 31, 2019 to 2015.

Project	2019	2018	2017	2016	2015
Afrim Realty, LLC	\$ -	\$ 50,000	\$ -	\$ -	\$ -
The AYCO Company, LP	118,000	-	-	-	-
Colonie Senior Service Centers	-	-	-	77,862	-
One Mustang Drive II, LLC	-	-	12,962	-	-
Starlite Associates, LLC	-	179,400	-	-	-
Total	\$ 118,000	\$ 229,400	\$ 12,962	\$ 77,862	\$ -

Interest earnings decreased in 2019 by \$242 as compared to a decrease of \$284 in 2018. The decrease in interest income is principally due to less interest generated by the SBEL program through loan repayments in each year and the programs closing in October 2019.

Administrative expenses and depreciation expense remained relatively stable during 2019 and 2018 resulting in a decrease of \$708 and increase of \$26, respectively. Professional fees decreased \$11 in 2019 after an increase of \$5,998 in 2018. The 2019 increase was the result of higher legal fees, offset by the cost of an economic study commissioned by the Agency in 2018.

In 2015 the Agency was awarded a \$250,000 grant from the New York State Department of State, which was a formally executed contract in 2018, for the Lincoln Avenue Brownfield Opportunity Area (BOA) study. The Town's goal through the Agency is to redevelop the BOA's vacant and underutilized industrial sites. Costs associated with the study were \$65,380 and \$60,027 for the years ending December 31, 2019 and 2018, respectively.

Management and administrative fees are paid to the Town of Colonie and Albany-Colonie Chamber of Commerce, respectively, under service agreements and decreased by \$101 in 2019 and by \$258 in 2018.

Contacting the Agency's Financial Management

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the Agency's finances and to demonstrate the Agency's accountability for the funds it receives. If you have any questions about this report or need additional financial information, contact Town of Colonie Comptroller's Office, at Colonie Town Hall, 534 Loudon Road, Latham, New York 12110.

**Town of Colonie
Industrial Development Agency**

Statements of Net Position

	December 31,	
	2019	2018
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 1,383,419	\$ 1,174,587
Accounts receivable	115,964	123,309
Prepaid expenses	6,691	6,732
Restricted assets		
Cash, restricted for revolving loan fund	-	178,929
Accrued interest	-	28
Loans receivable, current portion, net	-	7,451
Total current assets	1,506,074	1,491,036
NON-CURRENT ASSETS		
Restricted assets		
Loans receivable, net of current portion	-	7,224
Property held for sale	27,702	27,702
Total non-current assets	27,702	34,926
	\$ 1,533,776	\$ 1,525,962
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES		
Accounts payable	\$ -	\$ 3,624
Accrued expenses	114,075	111,727
Total current liabilities	114,075	115,351
NET POSITION		
Restricted for revolving loan fund	-	193,632
Unrestricted	1,419,701	1,216,979
	1,419,701	1,410,611
	\$ 1,533,776	\$ 1,525,962

**Town of Colonie
Industrial Development Agency**

Statements of Revenues, Expenses, and Changes in Net Position

	Years Ended December 31,	
	2019	2018
OPERATING REVENUES		
Administrative fees	\$ 118,000	\$ 229,400
Application income	750	500
New York State Grant	58,563	60,027
Recovery of bad debt	-	1,395
	177,313	291,322
OPERATING EXPENSES		
Administrative and management fees		
Administrative fees	537	638
Management fees	50,000	50,000
Professional fees		
Legal fees	26,191	17,324
Other professional fees	8,500	17,278
Website maintenance	2,632	2,250
Administrative expenses		
Association dues	8,350	8,350
Land related costs	41	258
Conferences and travel	2,700	2,875
Insurance	4,942	4,949
Postage, office supplies, and other	217	17
Transcription fees	-	482
Subscriptions	325	-
Bad debt expense	1,395	-
Depreciation	-	834
Public benefit projects	65,380	60,027
	171,210	165,282
Operating gain	6,103	126,040
OTHER INCOME		
Interest income	2,987	3,229
	9,090	129,269
Change in net position	9,090	129,269
NET POSITION, <i>beginning of year</i>	1,410,611	1,281,342
NET POSITION, <i>end of year</i>	\$ 1,419,701	\$ 1,410,611

See accompanying Notes to Financial Statements.

**Town of Colonie
Industrial Development Agency**

Statements of Cash Flows

	Years Ended December 31,	
	2019	2018
CASH FLOWS PROVIDED (USED) BY OPERATING ACTIVITIES		
Receipts from customers	\$ 118,750	\$ 229,900
Payments to vendors	(172,445)	(104,498)
Receipts from operating grants	67,303	(3,401)
	13,608	122,001
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES		
Interest income received	3,015	3,249
Payments received on revolving loan fund loans	13,280	10,404
	16,295	13,653
Net increase in cash and cash equivalents	29,903	135,654
CASH AND CASH EQUIVALENTS, <i>beginning of year</i>	1,353,516	1,217,862
CASH AND CASH EQUIVALENTS, <i>end of year</i>	\$ 1,383,419	\$ 1,353,516
RECONCILIATION OF OPERATING GAIN TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES		
Operating gain	\$ 6,103	\$ 126,040
Adjustments to reconcile operating gain to net cash provided (used) by operating activities		
Bad debts	1,395	(1,395)
Depreciation	-	834
(Increase) decrease in		
Accounts receivable	7,345	(63,428)
Prepaid expenses	41	(27)
Increase (decrease) in		
Accounts payable	(3,624)	1,224
Accrued expenses	2,348	58,753
	\$ 13,608	\$ 122,001
Unrestricted cash and cash equivalents	\$ 1,383,419	\$ 1,174,587
Restricted cash and cash equivalents	-	178,929
Total cash and cash equivalents	\$ 1,383,419	\$ 1,353,516

See accompanying Notes to Financial Statements.

Town of Colonie Industrial Development Agency

Notes to Financial Statements
December 31, 2019 and 2018

Note 1 - Organization and Summary of Significant Accounting Policies

a. Organization and Purpose

The Town of Colonie Industrial Development Agency (Agency) was created in 1977 by the Town of Colonie (Town) under the provisions of Chapter 232 of the 1977 Laws of New York State for the purpose of encouraging growth in the Town. The Agency is exempt from federal, state, and local income taxes. The Agency, although established by the Town, is a separate entity and operates independently of the Town. Agency members have complete responsibility for management of the Agency and accountability for fiscal matters. Neither the Town, the Agency, nor any political subdivision thereof, is obligated in any manner for repayment of bonds issued by the Agency. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements.

b. Basis of Accounting and Financial Statement Presentation

The accounts of the Agency are maintained in a single proprietary fund on the economic resources measurement focus and the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP) for government entities. The Governmental Accounting Standards Board (GASB) is the primary standard-setting body for establishing governmental accounting and financial reporting principles. With this measurement focus, all assets and liabilities associated with operations are included on the statement of net position.

Net position is presented in the following categories:

Investment in capital assets - Consists of capital assets, net of accumulated depreciation.

Restricted for revolving loan fund - Consists of loans receivable net of allowances for uncollectable balances, accrued interest earnings, and a cash account restricted for use by the Revolving Loan Fund (Note 5).

Unrestricted - Consists of all other net position that does not meet the definition of "invested in capital assets" or "restricted for revolving loan fund."

Revenues are recognized when earned, and expenses are recognized when incurred. Administrative fee revenue earned from economic activity projects is recognized upon close of the project. Administrative fee revenue earned from arranging industrial revenue bond and note transactions is recognized upon issuance of the bonds and notes. Grant revenue is recognized as related grant expenses are incurred. The Agency distinguishes operating revenues and expenses from nonoperating items. Operating revenues are determined based on the services provided by the Agency. Operating expenses include the costs associated with providing those services. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

c. Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting year. Actual results could differ from those estimates.

Town of Colonie Industrial Development Agency

Notes to Financial Statements
December 31, 2019 and 2018

Note 1 - Organization and Summary of Significant Accounting Policies - Continued

d. Cash and Cash Equivalents

The Agency's cash and cash equivalents are defined as restricted and unrestricted short-term, highly liquid investments that mature within 90 days from the date of purchase.

e. Receivables

Small Business Entrepreneurial loans were carried at amortized amounts, based on paydown of principal. Management recorded an allowance on loans based on a review of the outstanding loan balances and its collection history. The allowance for uncollectible loans receivables was \$2,273 at December 31, 2018. The allowance was reviewed annually based on collection history of the loans and known facts and circumstances. The SBEL Program was closed during 2019 and all loans were paid in full (See Note 5).

The Agency was awarded a \$250,000 grant from the New York State Department of State in 2015 and executed the contract in 2016 for the Lincoln Avenue Brownfield Opportunity Area (BOA) study, which commenced in 2017. Grant revenue earned during 2019 and through 2018 was \$58,563 and \$186,508, respectively. Accounts receivable relating to this grant were \$115,964 and \$123,309 at December 31, 2019 and 2018, respectively.

Receipt of the grant is conditioned upon compliance with terms and conditions of the agreement and applicable State regulations, including expenditure of resources for eligible purposes. The Agency is subject to audits and reviews of reimbursable costs by the State, the outcome of which may have the effect of retroactively increasing or decreasing grant revenue. The Agency believes it has complied with all applicable terms, conditions, and regulations.

Management considers the need for an allowance on accounts receivable at least annually based on a review of the outstanding balances, their collection history and known facts and circumstances. Management considers accounts receivable at December 21, 2019 and 2018 to be fully collectible, and as such, no allowance has been established.

f. Property Held for Sale

During 2017, the Agency demolished the building and improvements that were on the land owned by the Agency in preparation for its potential sale. These costs were capitalized as part of property held for sale. The Agency is actively seeking buyers for the land consistent with its purpose of encouraging economic growth in the Town. Property held for sale is held at the lower of cost or net realizable value.

g. Subsequent Events

The Agency has evaluated subsequent events for potential recognition or disclosure through March 30, 2020, the date the financial statements were available to be issued.

Town of Colonie Industrial Development Agency

Notes to Financial Statements
December 31, 2019 and 2018

Note 2 - Cash and Cash Equivalents

Cash and cash equivalents consist of:

	December 31,	
	2019	2018
<i>Unrestricted</i>		
Cash in checking accounts	\$ 5,687	\$ 43,258
Cash and cash equivalents in money market account	1,377,732	1,131,329
Total unrestricted cash and cash equivalents	1,383,419	1,174,587
<i>Restricted</i>		
Cash, restricted for revolving loan fund	-	178,929
Total cash and cash equivalents	\$ 1,383,419	\$ 1,353,516

The Agency's investment policies are governed by state statutes. In addition, the Agency has its own written investment policy. Agency monies must be deposited in Federal Deposit Insurance Corporation (FDIC) insured commercial banks or trust companies located within the state. Permissible investments include obligations of the U.S. Treasury and U.S. agencies, repurchase agreements, obligations of New York State or its localities, and Certificates of Participation.

In accordance with the provisions of Section 10 of the General Municipal Law of New York State, all Agency deposits, including certificates of deposit and special time deposits in excess of the amount insured under the provisions of the Federal Deposit Insurance Act, must be collateralized by a pledge of eligible securities, letters of credit, or surety bonds. As of December 31, 2019 and 2018, the collateral was sufficient to secure the Agency's deposits in excess of FDIC insurance.

The written investment policy requires repurchase agreements to be purchased from banks located within the State and that underlying securities must be obligations of the federal government.

All investment obligations must be payable or redeemable at the option of the Agency within such times as the proceeds will be needed to meet expenditures for purposes for which the monies were provided and, in the case of obligations purchased with the proceeds of bonds or notes, must be payable or redeemable at the option of the Agency within two years of the date of purchase.

Note 3 - Related Party Transactions

The Town of Colonie Comptroller's Office, Purchasing Department and the Department of Planning and Economic Development provide staff support and office space to the Agency. Under the terms of an annual agreement, the Agency paid the Town \$50,000 for support services for both the years ended December 31, 2019 and 2018.

Note 4 - Industrial Revenue Bond and Note Transactions

Industrial development revenue bonds issued by the Agency are secured by property which is leased to companies and is retired by these payments. The bonds are not obligations of the Agency or the Town. The Agency does not record the assets or liabilities resulting from bonds

Town of Colonie Industrial Development Agency

Notes to Financial Statements
December 31, 2019 and 2018

Note 4 - Industrial Revenue Bond and Note Transactions - Continued

issued in its accounts, since its primary function is to arrange the financing between the borrowing companies and the bonds, and funds arising there from are controlled by trustees or banks acting as fiscal agents. For providing this service, the Agency receives administration fees from the borrowing companies. Such administrative fee income is recognized upon issuance of bonds. There were no new issuances of industrial revenue bonds during 2019 and 2018. The Agency had industrial revenue bonds outstanding totaling \$4,560,000 and \$4,860,000 at December 31, 2019 and 2018, respectively.

Note 5 - Revolving Loan Fund

The Agency had established the Town of Colonie Small Business Revolving Loan Trust Fund (Fund), which was administered by the Albany-Colonie Regional Chamber of Commerce (Chamber) for the purpose of providing loans to qualified small businesses. In October 2019, the Agency accepted an offer from the Chamber to buy-out the outstanding loans at net realizable value and closed the Fund.

The Chamber was authorized and empowered to make loan commitments not to exceed \$25,000 to a single qualified borrower and to advance loan proceeds from the Fund. The Agency paid the Chamber an administrative fee, from interest income, for its services in connection with the Fund. Any and all other interest earned by the Fund becomes part of the principal of the Fund to be used to make additional loans. Principal payments from borrowers are also returned to the Fund.

Activity within the Fund for the years ended December 31, 2019 and 2018 is as follows:

	December 31,	
	2019	2018
Loans, beginning of year	\$ 14,675	\$ 27,352
Principal repayments	(13,280)	(10,404)
Write-offs	(1,395)	-
	-	16,948
Allowance for uncollectible amounts	-	(2,273)
	\$ -	\$ 14,675

**Town of Colonie
Industrial Development Agency**

Supplementary Information - Schedule of Indebtedness

<u>Project Description</u>	<u>Original Issue Amount</u>	<u>Original Issue Date</u>	<u>Current Interest Rate</u>	<u>Outstanding January 1, 2019</u>	<u>Issued During 2019</u>	<u>Principal Payments 2019</u>	<u>Outstanding December 31, 2019</u>	<u>Final Maturity Date</u>
One Mustang Drive II, LLC	\$ 5,185,000	11/17	2.52%	<u>\$ 4,860,000</u>	<u>\$ -</u>	<u>\$ 300,000</u>	<u>\$ 4,560,000</u>	9/1/2030



**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***

Chairman and Agency Board
Town of Colonie Industrial Development Agency
Latham, New York

We have audited, 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, the financial statements of the Town of Colonie Industrial Development Agency (Agency), as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated March 30, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the 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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A deficiency in internal control 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 a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, 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 or other matters that are required to be reported under *Government Auditing Standards*.

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 results 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.

BST & CO. CPAs, LLP

Albany, New York
March 30, 2020