



Audit Committee Meeting Minutes
Auburn Industrial Development Authority
Wednesday, March 16, 2025 @ 4:00pm
Memorial City Hall, 24 South Street, Auburn, NY

Board Present: Stephanie Leone (Committee Chair)
Jimmy Giannettino
Dan Lovell

Staff & Guests: Tracy Verrier, MRB Group
Peggy Rowe, Dannible & McKee
Taylor Green, Dannible & McKee

Ms. Leone called the meeting to order at 4:05pm noting that a quorum was present.

REVIEW OF AUDIT

Ms. Rowe explained that they received an unmodified or “clean” opinion and that there were no findings for 2024. She reviewed each section of the management letter.

Ms. Rowe explained that pages 5-9 are the management discussion and analysis. She noted that they can still make edits if needed.

The audited financial statements start on page 9. The cash position is much lower this year, but Ms. Rowe explained that it is because there were a lot of PILOTs that had not been disbursed at the end of 2024. PILOT receivables were associated with one or two outstanding PILOTs at year end. She noted that there is no accrued interest this year because the note was paid off during the year.

Ms. Rowe explained that revenues include two invoices, one for \$1,000 that was received and one for \$24,747 that was received at year end. She noted that there was a large increase in contract services in 2024 vs. 2023, and there was a net operating loss of \$37,155.

Ms. Rowe reviewed the PILOT penalties and interest, noting that all but the county have been forgiven. The county has yet to provide a decision on the forgiveness.

The net change in position was \$14,949.

Ms. Rowe noted that the review of cashflows breaks down the cash that came in and out of the organization. Primarily, this was associated with PILOTs coming in and going out. The cash used this year totaled \$1,189,291 and was mostly associated with the PILOTs that were undisbursed at the start of the year, not operations. Page 14 shows the non-cash expenses (like depreciation) and changes to accruals.

Ms. Rowe reviewed the notes. Note 1 overviews the organization, basis of accounting, basis of presentation, net positions, revenue recognition, and additional information about the financial statements and PILOTs. Note 2 is information about the capital assets. Note 3 is about the note payable to the city and that it was paid off.

Ms. Rowe explained that the Internal Controls report starts on page 19, and there were no issues with compliance this year. Page 22 is the summary of audit results for 2024. They did not find material weaknesses related to internal controls or compliance. Page 23 begins the summary of the prior year audit findings. For each, Ms. Rowe noted that there are no similar findings for this year.

Ms. Leone asked if there is anything of concern. Ms. Rowe said no.

Ms. Green reviewed the statement to the audit committee. She reviewed the audit adjustments that they made to the financials. Ms. Rowe noted they were mostly to move things for presentation purposes. Ms. Green reviewed a couple of recommendations regarding adoption of a capitalization policy and cleaning up some old journal entries.

She noted that there is one bullet on the first page of the report that needs to come out related to comments on material weaknesses.

Motion to recommend adoption of the audit as presented with the noted change by Mr. Lovell, seconded by Ms. Leone. All present voted in favor, motion carried.

OTHER UPDATES & DISCUSSION

No other updates or discussion.

CLOSING

Motion to adjourn the meeting by Mr. Lovell, seconded by Mr. Giannettino. All present voted in favor, motion carried.

The meeting adjourned at 4:35pm.