

Saratoga County Prosperity Partnership, Inc (1326)

Fiscal Year End Date: 12/31/2018

Status: CERTIFIED

View Governance Information (Authority-Related)

Current Document List

1 items found

Action	Document Name	Document Type	Date Attached
View	Measurement Report.pdf	Measurement Report	03/25/2019

\* Required Field

Operations and Accomplishments

\* 1 Has the Authority prepared its annual report on operations and accomplishments for the reporting period as required by Section 2800 of PAL?

Yes  No

If Yes, provide the URL link to the document below:

\* 2 As required by section 2800(9) of PAL, did the Authority prepare an assessment of the effectiveness of its internal controls?

Yes  No

If Yes, provide the URL link to the document below:

[http://saratogapartnership.org/wp-content/uploads/2018/11/Assessment-of-Internal-Controls\\_2018.pdf](http://saratogapartnership.org/wp-content/uploads/2018/11/Assessment-of-Internal-Controls_2018.pdf)

**\* 3 Has the lead audit partner for the independent audit firm changed in the last five years in accordance with section 2802(4)**  
 Yes  No

**\* 4 Does the independent auditor provide non-audit services to the Authority?**  
 Yes  No

**\* 5 Does the Authority have an organization chart?**  
 Yes  No

**If Yes, provide the URL link to the document below:**

[http://saratogapartnership.org/wp-content/uploads/2018/11/Organizational-Chart\\_2018.pdf](http://saratogapartnership.org/wp-content/uploads/2018/11/Organizational-Chart_2018.pdf)

**\* 6 Are any Authority staff also employed by another government agency?**

Yes  No

**If Yes, identify the agency:**

#### Authority Mission Statement

**\* 7 Has the Authority posted their mission statement to their website?**

Yes  No

**If Yes, provide the URL link to the document below:**

<http://saratogapartnership.org/wp-content/uploads/2017/03/Values-and-Mission-Statement-2015.pdf>

**\* 8 Has the Authority's mission statement been revised and adopted during the reporting period?**

Yes  No

#### Authority Measurement Report

**\* 9 Attach the Authority's measurement report, as required by Section 2824-a of PAL and provide the URL.**

<http://saratogapartnership.org/wp-content/uploads/2017/03/Measurement-Report.pdf>



Saratoga County Prosperity Partnership, Inc (1326)  
Fiscal Year End Date: 12/31/2018  
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View Governance Information (Board-Related)

**\* Required Field**

**\* 1 Has the Board established a Governance Committee in accordance with Section 2824(7) of PAL?**  
 Yes  No

**\* 2 Has the Board established an Audit Committee in accordance with Section 2824(4) of PAL?**  
 Yes  No

**\* 3 Has the Board established a Finance Committee in accordance with Section 2824(8) of PAL?**  
 Yes  No

**\* 4 Provide a URL link where a list of Board committees can be found (including the name of the committee and the date established):**

[http://saratogapartnership.org/wp-content/uploads/2018/11/Board-Committees\\_2018.pdf](http://saratogapartnership.org/wp-content/uploads/2018/11/Board-Committees_2018.pdf)

**\* 5 Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?**  
 Yes  No

**\* 6 Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year:**

<http://saratogapartnership.org/governance/>

**\* 7 Has the Board adopted bylaws and made them available to Board members and staff?**  
 Yes  No

**If Yes, provide the URL link to the document below:**

**\* 8 Has the Board adopted a code of ethics for Board members and staff?**  
 Yes  No

If Yes, provide the URL link to the document below:

<http://saratogapartnership.org/wp-content/uploads/2018/11/Conflict-of-interest-and-Ethics.pdf>

**\* 9 Does the Board review and monitor the Authority's implementation of financial and management controls?**  
 Yes  No

**\* 10 Does the Board execute direct oversight of the CEO and management in accordance with Section 2824(1) of PAL?**  
 Yes  No

**11 Has the Board adopted policies for the following in accordance with Section 2824(1) of PAL:**

**\* Salary and Compensation**  
 Yes  No

**\* Time and Attendance**  
 Yes  No

**\* Whistleblower Protection**  
 Yes  No

**\* Defense and Indemnification of Board Members**  
 Yes  No

**\* 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?**  
 Yes  No

**\* 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  No

**\* 14 Was a performance evaluation of the Board completed?**

Yes  No  
 Yes  No

**\* 15 Was compensation paid by the Authority made in accordance with employee or union contracts?**

Yes  No

**\* 16 Has the Board adopted a conditional/additional compensation policy governing all employees?**

**If Yes, provide the URL link to the document below:**

Saratoga County Prosperity Partnership, Inc (1326)  
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**Board of Directors List**

Enter all filled and vacant Board member positions. To enter a Board member, select the 'New' button.  
To copy previously entered data into the current reporting period for editing, select the 'Copy Forward' button.

14 items found

Action	Last Name	First Name	Chair	Appointed by	Term Exp. Date
<a href="#">View</a>	Chudy	Brendan	No	Local	12/31/2019
<a href="#">View</a>	Cox	Rita	No	Local	12/31/2019
<a href="#">View</a>	Daly	Anita	No	Local	12/31/2019
<a href="#">View</a>	Ferraro	Rocco	No	Local	12/31/2019
<a href="#">View</a>	Hedley	Kevin	No	Local	12/31/2019
<a href="#">View</a>	Hill	Penny	No	Local	12/31/2019
<a href="#">View</a>	Johnson	Arthur	No	Local	12/31/2019
<a href="#">View</a>	Kinowski	Ed	No	Local	12/31/2019
<a href="#">View</a>	Lawler	John	Yes	Local	12/31/2019

View	Last Name	First Name	No	Local	Term Exp. Date
View	Ostrander	Scott	No	Local	12/31/2019
View	Spain	Josh	No	Local	12/31/2019
View	Tollisen	Kevin	No	Local	12/31/2019
View	Wait	Charles	No	Local	12/31/2019
View	Wood	David	No	Local	12/31/2019

14 items found



Saratoga County Prosperity Partnership, Inc (1326)  
Fiscal Year End Date: 12/31/2018  
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**Search Staff**

Enter all staff of the Authority.  
To enter a staff member, select the 'New' button.  
To copy previously entered data into the current reporting period for editing, select the 'Copy Forward' button.  
To indicate that the Authority has no staff, select the 'No Staff' button.  
All search results are sorted by 'Last Name' in ascending order and are limited to 1,000 records.

Total Number Of Employees	Total Base Annualized Salary	Total Actual Salary Paid	Total Overtime Paid	Total Performance Bonus	Total Extra Pay	Total Other Compensation	Total Compensation
7	417,000.00	334,881.31	0.00	0.00	0.00	13,426.00	348,307.31

**Last Name Search**

**First Name Search**

**Group Search**

**Annualized Salary Range Search**

**Total Compensation Range Search**

to

Reset

Definitions

7 items found

Action	Last Name	First Name	Title	Exempt	Group	Annualized Salary	Total Compensation
View	Battle	Michele	Executive Assistant	Yes	Administrative and Clerical	45,000.00	40,517.71
View	Hagerty	Michael	Economic Development Assistant & Coordinator	Yes	Administrative and Clerical	55,000.00	25,679.56
View	Kelley	Jennifer	Economic Development Assistant & Coordinator	Yes	Administrative and Clerical	42,500.00	6,538.48
View	Ryckman	Mary Estelle	Global Markets Advisor	No	Professional	17,000.00	16,000.00
View	Schneider	Jill	Director of Business Retention & Expansion	Yes	Managerial	85,000.00	87,605.56
View	Sloan	John	Intern	No	Administrative and Clerical	10,000.00	3,858.00
View	Vanags	Martin	President	Yes	Executive	162,500.00	168,108.00

7 items found

Benefits List

\* Required Field

Board Members

Name	Title	Severance Package (Select All)	Payment for Unused Leave (Select All)	Club Memberships (Select All)	Use of Corporate Credit Cards (Select All)	Personal Loans (Select All)	Automobile (Select All)	Transportation (Select All)	Housing Allowance (Select All)	Spousal / Dependent Life Insurance (Select All)	Tuition Assistance (Select All)	Multi-Year Employment Contract (Select All)	None of These Benefits (Select All)	Other
Chudy, Brendan	Board of Directors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Cox, Rita	Board of Directors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Daly, Anita	Board of Directors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ferraro, Rocco	Board of Directors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Hedley, Kevin	Board of Directors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Hill, Penny	Board of Directors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Johnson, Arthur	Board of Directors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Staff

Showing 1 to 1 of 1

Name	Title	Severance Package (Select All) (Select All)	Payment for Unused Vacation (Select All)	Club Memberships (Select All) (Select All)	Corporate Credit Aids (Select All)	Loans (Select All)	Automobile (Select All) (Select All)	Transportation (Select All) (Select All)	Housing Allowance (Select All)	Spousal / Dependent Life Insurance (Select All) (Select All)	Tuition Assistance (Select All)	Multi- Year Employment Contract (Select All)	None of These Benefits (Select All)	Other
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other

\* 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?

Yes  No

[Return to Annual Report](#)

Saratoga County Prosperity Partnership, Inc (1326)  
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Subsidiary/Component Unit Verification

**Subsidiary/Component Unit List**

**\* Required Field**

**\* Is this list accurate and complete?**

Yes  No

**\* 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?**

Yes  No

Name of Subsidiary/Component Unit

Status

Saratoga County Prosperity Partnership, Inc (1326)  
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Summary Financial Information

Definitions

Summary statement of net assets

Assets

Current assets

Cash and cash equivalents \$ 57,681.00

Investments 0.00

Receivables, net 19,550.00

Other assets 7,819.00

**Total current assets 85,050.00**

Noncurrent assets

Restricted cash and investments 0.00

Long-term receivables, net 0.00

Other assets 0.00

**Capital assets**

Buildings and equipment

16,744.00

Infrastructure

0.00

Accumulated depreciation

3,538.00

Net capital assets

13,206.00

**Total noncurrent assets**

13,206.00

**Total assets**

98,256.00

Liabilities

**Current liabilities**

Accounts payable

18,853.00

Pension contribution payable

0.00

Other post-employment benefits

0.00

Accrued liabilities

15,735.00

Deferred revenues

0.00

Bonds and notes payable

0.00

Other long-term obligations due within one year

0.00

**Total current liabilities**

34,588.00

**Noncurrent liabilities**

Pension contribution payable

0.00

Bonds and notes payable 0.00

Long term leases 0.00

Other long-term obligations 0.00

**Total noncurrent liabilities 0.00**

**Total liabilities 34,588.00**

**Net asset (deficit)**

**Net assets**

Invested in capital assets, net of related debt 0.00

Restricted 0.00

Unrestricted 63,668.00

**Total net assets 63,668.00**

**Summary statement of revenues, expenses and change in net assets**

**Operating revenues**

Charges for services 860,353.00



Other operating revenues	0.00
<b>Total operating revenue</b>	<b>860,353.00</b>
<b><u>Operating expenses</u></b>	
Salaries and wages	342,409.00
Other employee benefits	60,960.00
Professional services contracts	93,000.00
Supplies and materials	2,367.00
Depreciation and amortization	1,302.00
Other operating expenses	365,253.00
<b>Total operating expenses</b>	<b>865,291.00</b>
<b>Operating income (loss)</b>	<b>(4,938.00)</b>
<b><u>Nonoperating revenues</u></b>	
Investment earnings	0.00
State subsidies/grants	0.00
Federal subsidies/grants	0.00
Municipal subsidies/grants	0.00

Other nonoperating revenues	0.00
<b>Total nonoperating revenue</b>	0.00
<b>Nonoperating expenses</b>	
Interest and other financing charges	0.00
Subsidies to other public authorities	0.00
Grants and donations	0.00
Other nonoperating expenses	0.00
<b>Total nonoperating expenses</b>	0.00
<b>Income (loss) before contributions</b>	(4,938.00)
<b>Capital contributions</b>	0.00
<b>Change in net assets</b>	(4,938.00)
<b>Net assets (deficit) beginning of year</b>	68,606.00
<b>Other net assets changes</b>	0.00
<b>Net assets (deficit) at end of year</b>	<b>\$ 63,668.00</b>



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View Current Debt

**\* Required Field**

**1 Did the Authority have any outstanding debt, including conduit debt, at any point during the reporting period?**

Yes  No

**2 If yes, has the Authority issued any debt during the reporting period?**

Yes  No

Saratoga County Prosperity Partnership, Inc (1326)  
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Real Property Acquisition/Disposal List

This Authority has indicated that it had no real property acquisitions or disposals during the reporting period.

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Personal Property Disposal List

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

Saratoga County Prosperity Partnership, Inc (1326)  
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View Property Documents

**\* Required Field**

**\* 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  No

**If Yes, provide the URL link to the document below:**

**\* 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  No

**If Yes, provide the URL link to the document below:**

<http://saratogapartnership.org/wp-content/uploads/2017/03/Real-Property-Disposition.pdf>

**\* 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  No

Saratoga County Prosperity Partnership, Inc (1326)  
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Grant Information List

This Authority has indicated that it did not award any grants during the reporting period.



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Loan Information List

This Authority has indicated that it did not have any outstanding loans during the reporting period.

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**Bond Information List**

This Authority has indicated that it did not have any outstanding bonds during the reporting period.