

Olean Urban Renewal Agency  
120 N. Union St.  
Olean, NY 14760

September 28, 2011

Edward J. Bysiek, CPA  
P.O. Box 22  
Olean, NY 14760

We are providing this letter in connection with your audit of the statement of financial position of Olean Urban Renewal Agency as of June 30, 2011 and the related statements of activities, functional expenses, and cash flows for the period then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, changes in net assets, and cash flows of Olean Urban Renewal Agency in conformity with U.S. generally accepted accounting principles. We confirm that we are responsible for the fair presentation in the financial statements of financial position, changes in net assets, and cash flows in conformity with generally accepted accounting principles. We are also responsible for adopting sound accounting policies, establishing and maintaining effective internal control, and preventing and detecting fraud.

We confirm, to the best of our knowledge and belief, as of September 28, 2011, the following representations made to you during your audit

1. The financial statements referred to above are fairly presented in conformity with U.S. generally accepted accounting principles and include all assets and liabilities under the Organization's control.
2. We have made available to you all—
  - a. Financial records and related data.
  - b. Minutes of the meetings of Olean Urban Renewal Agency or summaries of actions of recent meetings for which minutes have not yet been prepared.
3. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
4. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.
5. We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.
6. We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.

7. We have no knowledge of any fraud or suspected fraud affecting the Organization involving:
  - a. Management,
  - b. Employees who have significant roles in internal control, or
  - c. Others where the fraud could have a material effect on the financial statements.
8. We have no knowledge of any allegations of fraud or suspected fraud affecting the Organization received in communications from employees, former employees, grantors, regulators, or others.
9. The Agency has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.
10. The following, if any, have been properly recorded or disclosed in the financial statements:
  - a. Related party transactions, including revenues, expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
  - b. Guarantees, whether written or oral, under which the Organization is contingently liable.
  - c. All accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates, and we believe the estimates are reasonable in the circumstances.
11. There are no estimates that may be subject to a material change in the near term that have not been properly disclosed in the financial statements. We understand that *near term* means the period within one year of the date of the financial statements. In addition, we have no knowledge of concentrations existing at the date of the financial statements that make the organization vulnerable to the risk of severe impact that have not been properly disclosed in the financial statements.
12. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
13. Olean Urban Renewal Agency is an exempt organization under the Internal Revenue Code. Any activities of which we are aware that would jeopardize the Organization's tax-exempt status, and all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.
14. There are no:

- a. Violations or possible violations of laws and regulations and provisions of contracts and grant agreements whose effects should be considered for disclosure in the financial statements, as a basis for recording a loss contingency, or for reporting on noncompliance.
  - b. We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with Statement of Financial Accounting Standards No. 5, and we have not consulted a lawyer concerning litigation, claims, or assessments.
  - c. Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by Statement of Financial Accounting Standards No. 5.
  - d. Designations of net assets disclosed to you that were not properly authorized and approved, or reclassifications of net assets that have not been properly reflected in the financial statements.
15. The Agency has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged.
16. We have complied with all restrictions on resources (including donor restrictions) and all aspects of contractual and grant agreements that would have a material effect on the financial statements in the event of noncompliance. This includes complying with donor requirements to maintain a specific asset composition necessary to satisfy their restrictions.
17. No events have occurred subsequent to the statement of financial position date and through the date of this letter that would require adjustment to, or further disclosure in, the financial statements, other than what has already been noted.

Signed: Charles A. Corcoran  
Chairman

# **Olean Urban Renewal Agency**

## **Report on Financial Statements**

**June 30, 2011 and 2010**



# **Olean Urban Renewal Agency**

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## Independent Auditor's Report

Board of Directors

*Olean Urban Renewal Agency*

I have audited the accompanying statements of financial position of *Olean Urban Renewal Agency* as of June 30, 2011 and 2010, and the related statements of activities, functional expenses and cash flows for the years then ended. These financial statements are the responsibility of the Agency's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit 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 I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above, present fairly, in all material respects, the financial position of *Olean Urban Renewal Agency* as of June 30, 2011 and 2010, and the changes in its net assets and its cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, I have also issued my report dated September 28, 2011 on my consideration of the Agency's internal control over financial reporting and on my 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 my 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* and should be considered in assessing the results of my audit.

*Edward J. Bysiek, CPA*

September 28, 2011  
Olean, NY 14760



OLEAN URBAN RENEWAL AGENCY  
STATEMENTS OF FINANCIAL POSITION

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<i>As of June 30,</i>	<u>2011</u>	<u>2010</u>
<b>Assets</b>		
Current assets		
Cash and cash equivalents	\$ 244,883	\$ 309,902
Investments	-	433,105
Prepaid expenses	13,276	-
Total current assets	<u>258,159</u>	<u>743,007</u>
Long-term Assets		
Property held for sale	592,227	137,900
Deposit on property purchase	-	10,000
Land	224,100	224,100
Total long-term assets	<u>816,327</u>	<u>372,000</u>
Total assets	<u>\$ 1,074,486</u>	<u>\$ 1,115,007</u>
<b>Liabilities and Net Assets</b>		
Current liabilities		
Accounts payable	\$ 5,911	\$ 2,349
Total current liabilities	<u>5,911</u>	<u>2,349</u>
Long-term liabilities		
Contractual fees payable	27,580	27,580
Total liabilities	<u>33,491</u>	<u>29,929</u>
Net assets		
Unrestricted	1,040,995	1,085,078
Total liabilities and net assets	<u>\$ 1,074,486</u>	<u>\$ 1,115,007</u>

*See independent auditor's report and accompanying notes to the financial statements.*

OLEAN URBAN RENEWAL AGENCY  
STATEMENTS OF OPERATIONS

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*For the Year Ended June 30,*

	2011	2010
<b>Revenue</b>		
Lease fees and rentals	\$ 30,632	\$ 15,407
Interest	2,648	5,117
Total revenue	33,280	20,524
<b>Expenses</b>		
Professional fees	7,697	8,124
Consultants	13,405	-
Property maintenance costs	56,261	6,824
Total expenses	77,363	14,949
<b>Change in net assets</b>	(44,083)	5,575
Net assets, beginning of year	1,085,078	1,079,503
<b>Net assets, end of year</b>	<u>\$ 1,040,995</u>	<u>\$ 1,085,078</u>

*See independent auditor's report and accompanying notes to the financial statements.*



**OLEAN URBAN RENEWAL AGENCY  
STATEMENTS OF CASH FLOWS**

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<i>For the Year Ended June 30,</i>	<b>2011</b>	<b>2010</b>
<b>Cash flows from operating activities</b>		
Receipts		
Lease fees and rentals	\$ 30,632	\$ 15,407
Interest	2,648	-
Total cash receipts	<u>33,280</u>	<u>15,407</u>
Payments		
Professional fees and consultants	17,540	7,315
Payments for land development and property maintenance	<u>69,537</u>	<u>6,824</u>
Total cash payments	<u>87,077</u>	<u>14,139</u>
<b>Net cash used in operating activities</b>	<b><u>(53,797)</u></b>	<b><u>1,268</u></b>
<b>Cash flows from investing activities</b>		
Purchase of property and renovations	(444,327)	-
Sales of investments	433,105	-
Deposits made on purchase of property	-	(10,000)
<b>Net cash provided by investing activities</b>	<b><u>(11,222)</u></b>	<b><u>(10,000)</u></b>
<b>Net change in cash</b>	<b>(65,019)</b>	<b>(8,732)</b>
Cash at beginning of year	<u>309,902</u>	<u>318,634</u>
<b>Cash at end of year</b>	<b><u>\$ 244,883</u></b>	<b><u>\$ 309,902</u></b>

*See independent auditor's report and accompanying notes to the financial statements.*

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES**

A. Nature of Operations

***Olean Urban Renewal Agency*** is a not-for-profit corporation established in 1969 to promote support for economic development activities in the community, particularly in the downtown district, and former Felmont and Agway sites. The Agency is managed by staff of the City of Olean.

B. Basis of Accounting

The financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Thus, revenues and gains are recognized when earned, and expenses and losses are recognized when incurred.

C. Basis of Presentation

The Agency follows Statement of Financial Accounting Standards (SFAS) No. 117, which requires information regarding the financial position and activities to be reported according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted. The Agency does not currently have any temporarily restricted or permanently restricted net assets.

D. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

E. Cash Equivalents

For purposes of reporting cash flows, the Agency considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

F. Property

Property and property held for sale are carried at cost, or, if transferred from the City of Olean, at appraised value. Costs associated with the refurbishment or renovation of properties held for sale are capitalized and added to the cost of the asset.

G. Compensated Absences

The Agency does not accrue a liability for accumulating, non-vesting sick leave, since payment is based on uncontrollable future events.

H. Reclassifications

Minor reclassifications have been made to certain prior year balances in order for them to conform to the current year's presentation

I. Income Taxes

***Olean Urban Renewal Agency*** is exempt from income taxes under the Internal Revenue Code. Therefore, no provision for income taxes is reflected in the financial statements.

## ***Olean Urban Renewal Agency***

### **NOTES TO THE FINANCIAL STATEMENTS – JUNE 30, 2011 & 2010**

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#### **NOTE 2: INVESTMENTS**

As of June 30, 2010, *Olean Urban Renewal Agency* had two certificates of deposit with Community Bank, as follows:

Value	Interest Rate	Maturity Date
\$ 226,700	0.30%	7/12/2011
206,405	1.50%	3/26/2011

During the year ending June 30, 2011, the Agency used the proceeds of these certificates of deposit in the acquisition of the Manufacturers Hanover building and related properties, as described in Note 3.

#### **NOTE 3: PROPERTY HELD FOR SALE**

On August 30, 2011, *Olean Urban Renewal Agency* entered into an agreement with North Union Development, Inc. and Southern Tier Environments for Living, Inc. to purchase properties at 101 North Union Street, and 110 and 116 West State Street in Olean, NY for approximately \$408,000. During the year ending June 30, 2011, the Agency incurred costs of approximately \$46,000 to repair the roof on one of the properties. These costs have been capitalized on the Statement of Financial Position. Other costs incurred, including on-going maintenance, utilities and property taxes have been included as expenses on the Statement of Activities. The Agency plans on selling the properties during the year ending June 30, 2012.

The Agency also carries several parcels of property that it owns and holds for sale on its Statement of Financial Position at appraised value. The properties were former railroad yards acquired by the City of Olean and subsequently deeded to the *Olean Urban Renewal Agency*. The appraised value of these properties was \$137,900 as of June 30, 2011 and 2010.

#### **NOTE 4: LEASE AGREEMENTS**

*Olean Urban Renewal Agency* currently leases a six acre parcel of property to CYTEC Industries, Inc. in Olean, NY for a fee that increases at a rate 3.5% per year through 2032. Additionally, the Agency leases a strip of land to National Grid, to whom an easement has been granted for electrical lines that pass through the property. The agreement states that the Agency will receive \$12,000 per annum as long as the electrical lines are utilized by the National Grid. Both of these agreements are considered operating leases.

The Agency expects to receive the following amounts over the next five years as follows:

For the year ending June 30,	<u>CYTEC Industries</u>	<u>National Grid</u>
2012	\$ 3,650	\$ 12,000
2013	3,778	12,000
2014	3,910	12,000
2015	4,047	12,000
2016 and thereafter	<u>102,624</u>	12,000 per year
Total	<u>\$118,009</u>	

## ***Olean Urban Renewal Agency***

### **NOTES TO THE FINANCIAL STATEMENTS – JUNE 30, 2011 & 2010**

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#### **NOTE 5: COMMITMENTS**

As part of its agreement with the City of Olean, *Olean Urban Renewal Agency* is required to remit twenty percent of the net proceeds of each sale of its property located on Constitution Avenue to the City. Accordingly, the estimated amount of these future commitments have been accrued in the financial statements as contractual fees payable, and amounted to \$27,580 as of June 30, 2011 and 2010.

#### **NOTE 6: SUBSEQUENT EVENTS**

Subsequent events have been evaluated through September 28, 2011, which is the date the financial statements were made available to be issued.