

**New York State
Olympic Regional Development Authority**

**Investment of Corporate Funds
Policy and Guidelines**

1. Purpose and Scope

The purpose of this resolution is to provide operating policy and guidelines regarding the investing, monitoring and reporting of funds of the Authority consistent with the appropriate provisions of law.

2. Annual Review

These guidelines shall be reviewed and approved annually by the Authority Board.

3. Objective

The objective of these guidelines shall be to maintain the maximum reasonable level of corporate funds invested with no financial risk at the highest market rate available.

4. Types of Investments Authorized

Permitted investments include Federal Obligations, Certificates of deposit issued by approved financial institutions, and overnight re-purchase agreements.

5. Authorization of Investments

Investments must be authorized by the President/CEO or Executive Vice President. In the absence of these officers, the Director of Finance is empowered to authorize investments.

6. Collateral

All investments of the Authority shall require one hundred percent (100%) collateral in the form of federally guaranteed obligations. The Authority will not accept pledges of a proportionate interest in the pool of collateral. Collateral must be specifically identified and held in the Authority's name, and be in the custody of the Authority or third party custodian.

7. Authorized Financial Institutions

Authority funds may be invested with financial institutions in the State of New York which have been approved by the chief Executive Officer of the Authority based on the following criteria:

- A bond rating of at least AA1 (Standard and Poors) or its equivalent as issued by Moody's Investment Services or Dun and Bradstreet.
- A letter of commitment from the institution to Authority management indicating its recognition of the Authority's requirement for collateral and the form of that collateral.
- A letter of commitment from the institution detailing a specific allocation of collateral, or a commitment to provide such collateral as needed for each investment. In the case of specific collateral, the institution shall provide information detailing the issue, term, rate and location (trustee) of the underlying securities.

In the case of providing collateral as needed, the financial institution shall provide information detailing the issue, term, rate, location (trustee) and market value of the date of the investment. This information is to be received by the Authority within two business days of the date of the investment and at least monthly thereafter. The Authority may request adjustments to amounts of collateral at any time.

8. Evaluation and Audit

The Authority shall have an annual independent audit of investments pursuant to Section 2925 3 (F) of the Public Authorities Law.

9. Reporting

- Internal A ~ The Authority shall prepare quarterly reports on its investments pursuant to Section 2925 (5) of the Public Authorities Law. Reports will be presented to the Board of Directors at the next scheduled meeting.
- Financial Statements A ~ Investments shall be reported on the Authority's financial statements in conformance with General Accepted Accounting Principals and shall contain all note disclosures on deposits and investments required by GASB statement 3, "Deposits with Financial Institutions, Investments and Reverse Repurchase Agreements", dated April 1986.
- Reporting to Oversight Agencies A ~ The Annual Investment Report shall be submitted to the Division of Budget with copies to the Office of the State Comptroller, The Senate Finance Committee and The Assembly Ways and Means Committee pursuant to Section 2925 (6&7a) of the Public Authorities Law.

This report shall include:

1. The investment guidelines and any amendments to these guidelines since the last investment report.
2. The results of the last investment audit.
3. The investment income record of the Authority.
4. Schedule of the total fees, commissions and other charges paid to each banker, broker, dealer, agent or advisor rendering investment related services.

4/91, 2/98, 7/06