



STATE OF NEW YORK
Authorities Budget Office

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April 4, 2025

Carolina Fonseca
Chief Executive Officer/Secretary
Yonkers Community Development Agency
1 Larkin Center
Yonkers, New York 10701

Dear Carolina Fonseca:

The Authorities Budget Office (ABO) is authorized to assist public authorities improve management practices and the procedures by which their activities and financial practices are disclosed to the public. Pursuant to Section 2800 of Public Authorities Law, state and local authorities are to make documents pertaining to their mission, current activities, annual financial reports, budgets, and independent audit reports accessible to the public on the authority's official or shared website. To assist state and local authorities meet their disclosure and reporting obligations, the ABO has issued Policy Guidance No. 22-01: "Posting and Maintaining Reports on Public Authority Websites". This guidance provides a checklist of policies, reports, and other information the Authority should maintain online in accordance with the Public Authorities Reform Act of 2009 and other provisions of law.

Between March 5, 2025 and March 7, 2025, we reviewed the Yonkers Community Development Agency's (Authority) website. Our review was limited to verifying that the required information is posted on the Authority's website and did not address the substance of these documents. Our review focused on current information and required data for the fiscal year ending June 30, 2024. We have concluded that the Authority is not making certain required information available on its website. Please review the attached findings and take the appropriate action so that all information required under Section 2800 of Public Authorities Law is available online and easily accessible to the public.

Please provide us with a written confirmation that you have fully addressed these concerns by May 16, 2025. You may view Policy Guidance No. 22-01 at www.abo.ny.gov. Please contact us if you have any additional questions.

Sincerely,

A handwritten signature in black ink that reads "Ann Maloney". The signature is written in a cursive, flowing style.

Ann Maloney
Acting Director

Enclosure

cc: Mayor Michael Spano, Chair, Yonkers Community Development Agency

Review of Yonkers Community Development Agency's Website

Information to Be Posted on Public Authority's Website	Posted on Website (Yes/No)
Mission Statement	Yes
Enabling Statute	Yes
By-laws	Yes
Code of Ethics	Yes
Conflict of Interest Policy	No
Whistleblower Policy	Yes
Organization Chart – including, at a minimum, the Authority's executive structure and major organizational units	Yes
Report on Operations and Accomplishments - including a description of the Authority's operations, completed and active projects, as well as any material changes in Authority operations and programs	No, most recent report is 2022
List of Authority Board Members - including appointing entity, appointment dates, and term	Yes, but no appointment dates or terms for two board members
Each Authority board member's current employment and professional background	No
List of Committees and Committee Members	Yes
Executive Management Team - including professional background and qualifications	No
Authority Performance Measures	No, most recent is 2022
Annual Performance Evaluation indicating status of Performance Measures	No
Authority Schedule of Debt	N/A, no debt outstanding
Management's Assessment of the Authority's Internal Control Structure and Procedures - including a description of operating and financial risks and any policies to mitigate risk	No, most recent is 2022
Board meeting schedule	No
Board meeting notice	No
Board agendas	No
Board packets	No
Board meeting minutes	No, most recent minutes are 2023
Board meeting webcasting and video recordings	No
Board Resolutions	No
Committee meeting schedule	No
Committee meeting notice	No
Committee meeting agendas	No
Committee meeting packets	No
Committee meeting minutes	No
Committee meeting webcasting and video recordings	No
Annual Budget Report and details of 4-year financial plan	No
Annual Independent Certified Financial Audit	No, most recent report is 2022
Independent Auditor's Report on Internal Controls over Financial Reporting	No, most recent report is 2022
Independent audit management letter	No
List of grants provided - including grant recipient's name and address, the purpose of the grant, date awarded, and amount awarded	N/A

List of loans provided - including borrower's name and address, loan purpose, date awarded, amount issued, term of the loan, repayment status, principal repaid and amount outstanding as of the end of the fiscal year	N/A
List of bonds issued - including bond recipient's name, amount of bonds issued, purpose of bonds, and current amount outstanding as of the end of the fiscal year	N/A
Property Acquisition Policies	No
Property Disposition Policies	Yes
List of Real Property owned by the Authority	No, most recent is 2022
Personal Property Transactions	No
Real Property Transactions	No, most recent is 2022
Policies for the procurement of all goods and services	Yes
Annual Procurement Report	No
Authority's Procurement Officer	No
Investment Policies	Yes
Annual Investment Report - including the investment audit results and management letter, record of investment income, list of fees paid for investment services, and explanation of any amendments to the Investment Policy	No
Fee Schedules (if applicable) of any service or administrative fees charged	N/A
Current Year Official Statements or similar bond documents	N/A

*Review conducted by the Authorities Budget Office between March 5, 2025 and March 7, 2025