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CERTIFIED PUBLIC ACCOUNTANTS PLLC

To Board of Directors and Management of
the County of Oswego Industrial Development Agency

In planning and performing our audit of the basic financial statements of the County of Oswego Industrial Development Agency (the Agency) as of and for the year ended July 31, 2022, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States, we considered the Agency's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible*. The chance of the future event or events occurring is more than remote but less than likely.
- *Probable*. The future event or events are likely to occur.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies identified in Schedule A to be significant deficiencies. None of the identified significant deficiencies are considered to be material weaknesses.

The purpose of this communication, which is an integral part of our audit, is to describe for management and those charged with governance the scope of our testing of internal control and the results of that testing. Accordingly, this communication is not intended to be and should not be used for any other purpose.

Syracuse, New York
November 29, 2022

Schedule A

Oversight and Segregation of Duties

As expected at an Agency of a small size, there are a limited number of staff available on a day to day basis to sustain an internal control system with optimum segregations of duties. We noted certain examples of this within both the cash receipt and cash disbursement cycles. We recommend that management and those charged with governance remain vigilant in their oversight and that the roles of the current outside accountant be examined as a possible way to enhance segregation and oversight.

In addition, we noted that the opening of the mail and collection of cash receipts are segregated from other accounting functions and a log is maintained. We recommend that this reconciliation be performed by an independent individuals and differences be resolved in a timely manner.

We also noted that one employee enters invoices in the general ledger system, prints checks, gives them to the appropriate signer, and then receives the checks back to prepare them for mailing. We recommend that these tasks be segregated among employees to mitigate the risk of misappropriation of cash.

Review of Debtor's Financial Information

According to the Office of the New York State Comptroller, Industrial Development Agencies must monitor the ongoing activities of the businesses benefited by Agency involvement to ensure that they are financially capable to repay their debts and that they are either creating new jobs or retaining existing jobs. During our testing, we noted instances where the Agency had not yet received supporting documentation for the current year financial activities of the businesses benefited by the Agency, despite documented attempts to collect such information. We recommend ongoing pursuit of remaining financial information to ensure compliance with the Office of the New York State Comptroller.

Non-Compliance of Reporting Requirements

The Agency is subject to the reporting requirements contained in the New York State Public Authorities Law and is required to file the required Public Authorities Reporting Information System (PARIS) reporting within 90 days of year-end. It is noted that the prior year PARIS reporting was not filed within the required timeframe. We recommend that Management and the Board diligently work to meet required deadlines to remain in compliance with such requirements.