



**OLYMPIC REGIONAL
NEW YORK
DEVELOPMENT AUTHORITY**

EXECUTIVE COMMITTEE MEETING
Olympic Jumping Complex, Lake Placid, NY
October 29, 2021
1:00 p.m.

AGENDA

I. INTRODUCTION

- A. Welcome**
- B. Roll Call**
- C. Agenda Review**
- D. Approval of Minutes from September 22, 2021 Executive Committee Meeting**

II. DISCUSSION OF BUDGET & FINANCIAL PLAN

- Review of ORDA's Draft of the 2022/2023 Budget and 2021-2026 Financial Plan**
- Authorizing Publication and Recommending to the Board of Directors to Approve the 2022/2023 Budget and 2021-2026 Financial Plan**

III. ADJOURN



**NYS Olympic Regional Development Authority
Executive Committee Meeting Minutes
September 22, 2021**

Present: Kelly Cummings, Chair
Art Lussi

Also Present: Michael Pratt, President/CEO
Michelle Crew, General Counsel

Introduction: Kelly Cummings called the meeting to order at 11:03 a.m. and welcomed everyone in attendance.

Kelly Cummings explained that the meeting was being videotaped and a link to the recording would be made available on www.orda.org.

Kelly Cummings then asked for a roll call, to confirm who was present.

Minutes: On a motion by Art Lussi, seconded by Kelly Cummings, the minutes of the Executive Committee Meeting held on September 25, 2020 were approved without changes.

President's Update: Mike Pratt provided background information on insurance policies, the investment policy and the financial plan.

Mike Pratt explained the proposed planning process for the 2022/2023 budget and 2022-2026 Financial Plan.

Mike Pratt discussed the insurance resolution and how the industry market has experienced challenges around issues such as pandemic uncertainty, natural disasters, and technology security. ORDA's premiums have basically stayed the same except for the property insurance, but ORDA is now insuring \$55 million more in assets than previous years.

Mike Pratt explained that ORDA's investment policy needs to be updated. The financial office is working on finding a bank that offers an interest-bearing account.



Executive Session: On a motion by Art Lussi, seconded by Kelly Cummings the Executive Committee entered into Executive Session for the purpose of discussing matters leading to the appointment or employment of a particular corporation or corporations. There was no action taken in Executive Session.

Public Session: Kelly Cummings asked for a motion to advise the Board of Directors that the Executive Committee recommends that the Annual Program of Insurance and proposed Resolution #432 be adopted by the board.

On a motion by Art Lussi, seconded by Kelly Cummings.

2 in favor, 0 opposed, the motion carries unanimously.

Kelly Cummings asked for a motion to advise the Board of Directors that the Executive Committee recommends that the proposed Investment Policy and Resolution #434 be adopted by the board.

On a motion by Art Lussi, seconded by Kelly Cummings.

2 in favor, 0 opposed, the motion carries unanimously.

Adjournment: On a motion by Art Lussi, seconded by Kelly Cummings, the meeting of the Executive Committee was adjourned at 11:29 a.m.



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2022/2023 Proposed Budget & 2021-2026 Financial Plan

DRAFT

	Approved 2021/2022	Proposed 2022/2023	Projected 2023/2024	Projected 2024/2025	Projected 2025/2026
Revenue & Financial Sources					
Operating Revenues					
Charges for Services	\$37,300,000	\$40,855,649	\$43,382,210	\$46,802,964	\$49,208,112
Rentals & Financing Income					
Other Operating Revenues	\$3,910,000	\$3,662,000	\$5,054,850	\$6,298,690	\$6,508,624
Non-Operating Revenues					
Investment Earnings	\$25				
State Subsidies / Grants	\$14,940,000	\$14,940,000	\$14,940,000	\$14,940,000	\$14,940,000
Federal Subsidies / Grants					
Municipal Subsidies / Grants	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
Public Authority Subsidies					
Other Non-Operating Revenues					
Proceeds from the Issuance of Debt					
Total Revenues & Financing Sources	\$56,900,025	\$60,207,649	\$64,127,060	\$68,791,654	\$71,406,736
Expenditures					
Operating Expenditures					
Salaries and Wages	\$28,193,775	\$28,193,751	\$31,088,126	\$34,271,939	\$36,023,036
Other Employee Benefits	\$15,201,412	\$15,201,436	\$16,721,580	\$18,393,738	\$19,313,424
Professional Services Contracts	\$250,000	\$1,850,000	\$1,850,000	\$1,850,000	\$1,850,000
Supplies and Materials	\$2,000,000	\$1,980,500	\$1,980,500	\$1,980,500	\$1,980,500
Other Operating Expenditures	\$13,620,000	\$12,752,750	\$12,752,750	\$12,192,750	\$12,192,750
Non-Operating Expenditures					
Payment of Principal on Bonds and Financing Arrangements	\$254,838	\$251,490	\$0	\$0	\$0
Interest and other Financing Charges	\$375,000	\$120,000	\$120,000	\$0	\$0
Subsidies to Other Public Authorities	\$0				
Capital Asset Outlay	\$105,000,000	\$104,748,510	\$80,000,000	\$80,000,000	\$80,000,000
Grants and Donations	\$0				
Other Non-Operating Expenditures	\$0				
Total Expenditures	\$164,895,025	\$165,098,437	\$144,512,956	\$148,688,926	\$151,359,710
Capital Contributions	\$105,000,000	\$105,000,000	\$80,000,000	\$80,000,000	\$80,000,000
Excess (Deficiency) of Revenues and Capital Contributions Over Expenditures	(\$2,995,000)	\$109,212	(\$385,896)	\$102,727	\$47,026

(a) ORDA’s Relationship with New York State Government

New York State Olympic Regional Development Authority (“ORDA”) was created under Title 28 of the Public Authorities Law as a public benefit corporation on June 10, 1981 to operate, manage and maintain the Olympic facilities in and around Lake Placid, New York. ORDA assumed operation of the facilities at Whiteface Mountain Ski Center and Memorial Highway and the Mount Van Hoevenberg Recreation Area on October 4, 1982 under an agreement with the New York State Department of Environmental Conservation (“DEC”). ORDA assumed operation of the arena complex, the speed skating oval and the Interval Ski Jump complex on October 13, 1982 under agreement with the Town of North Elba, as trustee for the Town of North Elba Public Parks and Playground District. On April 1, 1984, ORDA entered into an agreement with DEC to operate, manage and maintain Gore Mountain Ski Center. On April 1, 2012, ORDA assumed management responsibility of Belleayre Ski Area in Highmount, New York. Belleayre was previously managed by DEC.

ORDA’s operations are overseen by a Board of Directors (“Board”). ORDA’s Board consists of the Commissioner of Environmental Conservation, the Commissioner of Economic Development, the Commissioner of Parks, Recreation and Historic Preservation and nine members appointed by the Governor, by and with the advice and consent of the Senate. ORDA receives an annual operating appropriation from the general fund based on projected needs. Income of ORDA is exempt from taxation.

ORDA’s legislative mandate is to:

1. Institute a comprehensive, coordinated program of activities utilizing the Olympic facilities in and around Lake Placid, Gore Mountain Ski Center in North Creek, and Belleayre Mountain Ski Center in Highmount, in order to ensure optimum year-round use and enjoyment of these facilities to the economic and social benefit of the regions and to minimize the financial burden on state and local government by maximizing revenue opportunities.
2. Improve the physical fitness and recreational education of the people of New York and the United States.
3. Develop, implement and supervise a comprehensive, coordinated program for the management, promotion and scheduling of a wide range of national and international athletic training and competitive opportunities that maximize the utilization of the Olympic facilities.
4. Develop, construct, operate, manage and maintain facilities for the training and housing of amateur athletes in connection with the United States Olympic Committee’s training center program and ORDA’s conduct of national and international sports events.

(b) Budget Process

Generally, in October of each year, the Division of the Budget (“DOB”) issues a letter (the “call letter”) to the Chief Executive Officer/President of ORDA requesting ORDA’s budget submission for the upcoming fiscal year. The call letter specifies budget directives and the filing due date. As a public benefit corporation of the State, ORDA’s fiscal year aligns with the State and the data presented is in accordance with the guidelines provided by the DOB.

The creation of the 2022/2023 operational budget was especially challenging due to the current pandemic and many other uncertainties. Added to the challenge is the hosting of the World University Winter Games in January 2023.

ORDA’s CEO/President, along with the Director of Finance, reviewed previous years’ actual revenue and expenses to project the next fiscal year’s budget.

Consideration was also made from input by the Director of Human Resources, for projected payroll and payroll added costs based on current and projected staffing levels.

The budget process will end with an appropriation request to the Director of the Budget on the prescribed date of the call letter and then uploading the 2022/2023 proposed budget to Public Authorities Reporting Information System at the end of the calendar year.

The 2022/2023 Proposed Budget and 2021-2026 Financial Plan relies on data and projections developed through the following timeframe:

- During July/August – develop preliminary budget forecasts, including revenue and expenses, and preliminary operations and maintenance, and capital expense targets.
- During September – begin Proposed Budget and Financial Plan discussion with ORDA’s Executive Committee.
- During October – Review ORDA’s Proposed Budget and Financial Plan with the Executive Committee.
- During October/November – make ORDA’s Proposed Budget and Financial Plan available for public inspection at five convenient locations and on ORDA’s website.
- During December – seek authorization from ORDA’s Board of Directors to approve the Final Budget and Financial Plan; submit the information to the State Comptroller’s Office; and make the approved document available for public inspection at five convenient locations and on ORDA’s website.

(c) Budget Assumptions

ORDA Revenue and Expenses

ORDA generates approximately 70% of its revenue from its operations, with the other 30% coming from New York State operating appropriations combined with funds from the Town of North Elba. Operational revenue is extremely hard to forecast as so much of it is dependent upon the weather and economy.

The projected staffing level is determined by evaluating the employee headcount during the current fiscal year and forecasting future headcounts based upon anticipated organizational needs. Payroll added costs are as well projected based on the headcount. The impact of the pandemic was taken into consideration.

The basis of the budget is presented on an accrual basis.

Investment Income

Investment of ORDA’s funds is administered in accordance with ORDA’s investment guidelines. These guidelines comply with the New York State Comptroller’s investment guidelines for public authorities and were adopted pursuant to Section 2925 of the New York Public Authorities Law.

(d) Self-Assessment of Budgetary Risks

Set forth below is a summary certain risks associated with ORDA’s assets and operations. The following discussion of risks is intended only as a summary and does not purport to identify all of the risk factors that may affect ORDA’s assets and operations. Any one or more of the factors discussed and others could adversely affect ORDA’s operations, assets, revenues and expenses to an extent that cannot be determined at this time.

- **Climate Change** – As part of Climate Smart NY initiatives, ORDA engages in regular vulnerability assessments to identify climate change-related risks to its assets and services. The climate change vulnerability assessment is meant to be an initial qualitative assessment of climate change impacts to ORDA’s assets, operations, and overall mission. Recognizing the effects that climate change has had and will continue to have on the Northeast’s winter recreation and its core assets, ORDA has already started to incorporate climate change into its decision-making at the operational, planning, and executive levels. Through its budget planning, ORDA has invested in high-efficiency snowmaking, hybrid maintenance equipment, dedicated solar arrays, modernized building systems, and electric car charging stations. ORDA has adapted some of its existing infrastructure and equipment to offer more year-round activities, maximize venue use, support regional tourism, and advance economic development efforts in surrounding areas.
- **Other Business Risks**
 - **Industry Transformation** – Through its strategic planning and risk management processes, ORDA regularly evaluates its mission, objectives, and customer needs and seeks to appropriately position ORDA to effectively meet the challenges of the transforming winter sport and tourism industry through implementation of initiatives such as long-term asset management strategy and a suite of customer solutions including new/modified facilities, technology, and product offerings. The impact on ORDA operations of any such industry transformation is not presently predictable or quantifiable.
 - **Workforce** – Like many other industries, the winter sport and tourism sector is realizing increased competition for, and a general shortage of talent in high skilled areas. This trend is expected to continue and be further impacted by transformations in the industry where new technologies are being developed and deployed. ORDA recognizes the uncertainty with being able to attract and retain the skills and competencies needed to meet stated objectives and regularly evaluates and positions its recruiting, talent development and benefits programs accordingly, through its ongoing efforts.
 - **Physical and Cyber Security** - ORDA constantly assesses the nature of the physical and cyber security risks and adjusts its resources to best anticipate and respond to any threats. Investments to harden both physical and cyber assets and their related infrastructure are continually needed to minimize potential adverse impacts to protect ORDA and customer information.
 - **Catastrophic Natural Events** - A catastrophic natural event such as severe weather or flooding can negatively affect the operability of ORDA assets and facilities. ORDA regularly evaluates the resiliency of its assets and facilities. In addition, ORDA annually develops and implements disaster planning programs through its Emergency Management and Operations Plan. This plan is based on the specific, unique natural threats at each of its facilities. ORDA regularly conducts drills and exercises in order to ensure advance preparation for these types of events. ORDA maintains close working relationships with local first responders and government agencies to ensure its ongoing preparedness.
 - **Occupational Health and Workforce Safety** – ORDA and its employees are exposed to a variety of health and safety risks. The health and safety of ORDA’s workforce, customers, and contractors is of the highest priority to ORDA. ORDA has put in place multiple levels of controls, policies, procedures, and training programs in support of reducing and/or eliminating health and safety incidents. The impacts of the pandemic on ORDA’s operations and financial condition is not presently predictable or quantifiable. To mitigate this risk, ORDA works closely with the Department of Health and other local and county health departments to ensure its ongoing preparedness.
 - **Litigation Risk** – Actions or claims against ORDA include those arising out of negligence, personal injury, breach of contract, employment and other matters. Pursuant to Public Authorities Law § 2622 (4), all actions or claims against ORDA to recover damages for injuries to property or for

personal injury arising out of the operation of its facilities is exclusive to the New York State Court of Claims. Payment of awards or judgments for such claims are made by the State of New York in accordance with section 20 of the Court of Claims Act. All other claims will, in the opinion of ORDA, and through representation by outside counsel hired by ORDA, be disposed of within the amounts of ORDA's insurance coverage, where applicable, or the amount which ORDA has available therefore and without any material adverse effect on the business of ORDA.

- **Regulatory Risks** - Congressional and regulatory action for the increased regulation of air, water and contaminants is periodically considered, and there are potential legislative and regulatory proposals which may affect ORDA in the future. The impact on ORDA operations of any such proposals is not presently predictable or quantifiable.

(e) Revised Forecast of Current Year's Budget

Once the Operation Budget is approved it is not revised as the year progresses. During the year actual vs budget is constantly reviewed and analyzed.

The Capital Budget is frequently reviewed, and adjustments made as various projects transition from start to finish.

(f) Reconciliation of Current Year's Budget and Revised Forecast

Once the Operation Budget is approved it is not revised as the year progresses. All actual revenue and expenses are reviewed to develop and modify upcoming budgets.

The Capital Budget is frequently reviewed, and adjustments made as various projects transition from start to finish.

(g) Statement of Previous Year's Financial Performance

Budgeted Revenues, Expenditures, and Changes in Current Net Assets

	Last Year Actual 2020/2021	Last Year Budget 2020/2021	Variance
Revenue & Financial Sources			
Operating Revenues			
Charges for Services	\$35,399,750	\$37,327,804	(\$1,928,054)
Rentals & Financing Income			
Other Operating Revenues	\$2,309,759	\$2,084,224	\$225,535
Non-Operating Revenues			
Investment Earnings			
State Subsidies / Grants	\$13,546,000	\$14,940,000	(\$1,394,000)
Federal Subsidies / Grants			
Municipal Subsidies / Grants	\$750,000	\$750,145	(\$145)
Public Authority Subsidies			
Other Non-Operating Revenues			
Proceeds from the Issuance of Debt			
Total Revenues & Financing Sources	\$52,005,509	\$55,102,173	(\$3,096,664)
Expenditures			

Operating Expenditures			
Salaries and Wages	\$21,592,318	\$25,531,247	(\$3,938,929)
Other Employee Benefits	\$14,838,371	\$14,421,319	\$417,052
Professional Services Contracts	\$1,914,439	\$1,950,000	(\$35,561)
Supplies and Materials	\$1,447,925	\$1,779,303	(\$331,378)
Other Operating Expenditures	\$8,899,116	\$12,069,073	(\$3,169,957)
Non-Operating Expenditures			
Payment of Principal on Bonds and Financing Arrangements	\$481,164	\$0	\$481,164
Interest and other Financing Charges	\$179,514	\$375,000	(\$195,486)
Subsidies to Other Public Authorities			
Capital Asset Outlay	\$147,018,836	\$147,500,000	(\$481,164)
Grants and Donations			
Other Non-Operating Expenditures			
Total Expenditures	\$196,371,683	\$203,625,942	(\$7,254,259)
Capital Contributions	\$147,500,000	\$147,500,000	\$0
Excess (Deficiency) of Revenues and Capital Contributions Over Expenditures	\$3,133,825	(\$1,023,769)	\$4,157,594

The 2020/2021 fiscal year was a challenging year in many respects. There were many uncertainties with the current pandemic and how it would affect both ORDA's summer & winter operations. ORDA did not know at the start of the winter season if it would be able to open, remain open, or limit the capacity at its facilities. Despite these challenges, the end of the 2021 winter season was a success. ORDA achieved a record for season pass sales and kept operating expenses down.

(h) Employee Data – number of employees, full-time, FTEs and functional classification

	2022-2023	2023-2024	2024-2025	2025-2026
Executive Management	10	10	10	10
Marketing/Sales	20	20	20	20
Finance	9	9	9	9
Other Admin	55	55	55	55
Venue Ops (projected)	470	470	470	470
Total FTE	564	564	564	564

(i) Gap-Closing Initiatives – revenue enhancements or cost-reduction initiatives

ORDA continues to seek revenue streams that are favorable to the bottom-line. ORDA continues to monitor operating expenses to manage cash out-flows. ORDA has invested in solar arrays at both Gore Mountain and Whiteface Mountain, delivering clean energy that offsets the resorts electric needs. ORDA has made a strong commitment to modernizing the snowmaking fleets with high-efficiency guns, system monitoring, motors with variable drives, and new energy-saving technologies. This means ORDA is making more snow in less time, using less energy. ORDA has invested in reloadable RFID technology and a robust e-commerce platform. This allows guests hassle-free ticketing in advance online, with no waste. The RFID media lasts for years, offering convenient direct-to-lift access winter after winter. Direct-to-lift represents not having to wait in a ticket line ever again. New improvements at the facilities have allowed ORDA to expand year-round operations, thereby extending its revenue opportunities.

(j) Material Non-Recurring Resources – source and amount

There are no material non-recurring resources expected in the 2021-2026 period.

(k) Shift in Material Resources

There are no anticipated shifts in material resources from one year to another.

(l) Debt Service

ORDA does not issue debt.

Below is the balance of outstanding debt currently and projected out until March 31, 2026:

NYS ORDA
Principal ONLY Balances
(does not include interest)

	Actual	Projected Balance				
	<u>3/31/2021</u>	<u>3/31/2022</u>	<u>03/31/2023</u>	<u>3/31/2024</u>	<u>03/31/2025</u>	<u>3/31/2026</u>
NYPA	\$2,474,650	\$2,474,650	\$2,474,650	\$2,474,650	\$2,474,650	\$2,474,650
Office of General Services	\$2,972,731	\$0	\$0	\$0	\$0	\$0
Key Bank Line of Credit	\$4,400,000	\$4,400,000	\$4,400,000	\$4,400,000	\$4,400,000	\$4,400,000
Key Government Finance, Inc	\$745,007	\$251,490	\$0	\$0	\$0	\$0
NYS Retirement						
Deferred Principal payments 2013-2016	\$899,866	\$627,986	\$391,787	\$160,974	\$20,029	\$0
	<u>\$11,492,253</u>	<u>\$7,754,125</u>	<u>\$7,266,437</u>	<u>\$7,035,624</u>	<u>\$6,894,679</u>	<u>\$6,874,650</u>

(m) Capital Commitments and Sources Funding

ORDA's Classic Capital plan is to remain consistent at \$12.5M each year. These funds will target Health & Safety, Environmental Stewardship, Revenue Enhancement, Technology and Efficiencies.

ORDA's New Capital plan is a reduction from the 2020/2021 funding of \$134.5M and the 2021/2022 & 2022/2023 funding of \$92.5M to \$67.5M in years 2023/2024, 2024/2025, and 2025/2026. These funds will be invested in lifts, snowmaking, electrical & building infrastructure, year-round operational infrastructure and economic development expansions.