

Notice of Board Meeting - via Zoom Video Call

Date: May 20, 2020

To: W. Edward Walldroff
Robert Aliasso
Kent Burto
John Jennings
Gregory Gardner
Paul Warneck
William Johnson
Lisa L'Huillier
Christine Powers

From: Chairman David Converse

Re: Notice of Board of Directors' Meeting via Zoom Video Call

Due to the COVID-19 pandemic, the Jefferson County Local Development Corporation will hold their Board Meeting via zoom video call on **Thursday, June 4, 2020 at 8:30 a.m.**

The draft minutes and video will be posted on the website at www.jcldc.com following the meeting.

pss

c: Donald Alexander
David Zembiec
Lyle Eaton
Jay Matteson
Marshall Weir
Joseph Russell, Esq.
Media

ZOOM BOARD MEETING AGENDA
Thursday, June 4, 2020 – 8:30 a.m.

- I. Call to Order**
- II. Minutes - May 7, 2020**
- III. Treasurer's Report – May 31, 2020**
- IV. Committee Reports**
 - a. Alternative Energy Committee**
 - b. Building and Grounds Committee**
- V. Council Reports**
 - a. Jefferson County Agricultural Development**
 - b. Manufacturing**
 - c. Marketing**
- VI. Unfinished Business**
- VII. Counsel**
- VIII. New Business**
 - 1. COVID-19 Business Assistance**
- IX. Adjournment**

**Jefferson County Local Development Corporation
Zoom Video Call – Board Meeting Minutes
May 7, 2020**

DRAFT

Due to the COVID-19 pandemic, the Jefferson County Local Development Corporation held their board meeting via zoom video call. The meeting was recorded for posting to the website.

- I. **Call to Order:** Chairman Converse called the meeting to order at 8:36 a.m.
- II. **Roll call for attendance**

Board Members – Chairman David Converse, John Jennings, Paul Warneck, Robert E. Aliasso, Jr., W. Edward Walldroff, Lisa L’Huillier, William Johnson, Christine Powers, Kent Burto, Gregory Gardner

Counsel – Joseph Russell, Esq.

Staff – Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Marshall Weir, Jay Matteson

Media – Erin Bischoff from 7 News and Craig Fox from Watertown Daily Times
- III. **Minutes:** Minutes of the regular meeting held on March 5, 2020, the conference call held on April 2, 2020 and the zoom video call on April 16, 2020 were presented. A motion to approve the minutes as presented was made by Mr. Burto, seconded by Mr. Walldroff. All in favor. Carried.
- IV. **Treasurer’s Reports:** Mr. Aliasso reviewed the financials for the periods ending March 31, 2020 and April 30, 2020. Mr. Aliasso asked Mr. Eaton if any of the loan clients are still paying. Mr. Eaton said only two businesses asked for the three-month payment moratorium (North Branch Farms and LCO Destiny). A motion was made by Mr. Aliasso to accept the financial reports as presented, seconded by Ms. Powers. Roll call vote was taken. Mr. Converse – Yea, Mr. Walldroff – Yea, Mr. Aliasso – Yea, Mr. Burto – Yea, Mr. Jennings – Yea, Mr. Gardner – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, Ms. L’Huillier – Yea, and Ms. Powers – Yea. Carried.
- V. **Committee Reports:**
 - a. **Alternative Energy Committee** – Mr. Johnson said the committee met via zoom on Tuesday morning to discuss the list of potential developers and their projects. He said the committee decided to create a checklist of requirements the Agency will need during the application process. Mr. Alexander noted that several applications have been received but indicated that some are not complete and said they are all in various stages. Mr. Johnson said most of the proposed projects are community projects while two of them are commercial projects.
 - i. **Replace committee member** – Mr. Converse indicated that John Jennings has replaced Kent Burto on the committee. He thanked Kent for all his time and contributions while on the committee.

- b. **Building and Grounds Committee** – Mr. Alexander provided a brief update. He said that he recently cancelled two contracts related to the building. He said one was for Allied Universal (24-hour security) and Jake’s Lawn Care (lawn and snow removal) which will save the Agency approximately \$13,000 per month. He said that Jerry Countryman remains on the payroll and is working at the building Monday through Friday during the day and is on call during off hours. He said we are doing our best to manage the building during this time.

Attorney Russell noted that he spoke to the YMCA Attorney a month ago and was told that they were preparing the purchase contract. Attorney Russell said that he has not spoken to them since and believes it has been delayed because of the pandemic.

VI. Council Reports:

- a. **Jefferson County Agricultural Development** – Mr. Converse said that Mr. Matteson emailed his report to board members. Mr. Matteson mentioned that he has been participating in weekly 10-minute radio reports regarding economic development. He said trends are changing, the milk market is tightening up and there is a concern for the meat supply. He said that the Ag Council is working on creating a vision for what agriculture will look like in 2025 and mentioned the potential USDA meat plant in Jefferson County and the status of that project.

- b. **Manufacturing** – Mr. Zembiec said he will be focusing on reopening and helping manufacturers ramp back up. He said that he has been sharing information, tips and guidelines and has been fielding questions. He said that we continue to host weekly inter-agency calls.

Survey – Mr. Gardner said that survey results are now available and show a great deal of optimism. He said that everyone planned to return back to business, and he estimates that we should be back to 80-85% within one year of reopening. He thinks that if we wait to reopen in July then we may lose tourist related businesses. He said that survey participants feel that loans just aren’t helpful and are looking for other things.

Mr. Zembiec said his biggest concern is the tourist industry because of the short season and the window now being even smaller.

Mr. Zembiec said he continues to work with the County Planning Department on the 5-year CEDS plan. He said he hopes the process can start late summer or early fall.

- c. **Marketing** – Mr. Weir said he has been supporting Mr. Zembiec and Mr. Matteson and dealing with technology issues in the office. He said advertisements continue to run.

VII. Unfinished Business:

1. **REDI Grant** – Mr. Aliasso asked if we ever received a list of applicants for the grant that we would be able to reach out to. Mr. Alexander said we have pursued that several times but noted that communications have been disconnected from Molly Reilly from the Governor’s Office over the past few months. He indicated that some applicants are moving ahead and mentioned that the board approved a small loan for David Kay.

Ms. Powers left the meeting at 9:28 a.m.

VIII. Counsel: None.

IX. New Business:

1. **Resolution Number 05.07.2020.01 to increase funds for the COVID-19 Loan Program** – Chairman Converse asked for a motion to discuss. A motion was made by Mr. Warneck, seconded by Mr. Walldroff.

Mr. Eaton provided a list of completed loans and pending loans. Mr. Warneck said that he noticed that one of the applicants missed the threshold of the FICO score. Mr. Eaton said staff will discuss it. Mr. Walldroff said it is a well-designed program and would even recommend \$200,000 for Phase II during restart. Mr. Gardner said he supports the additional \$100,000; but no more than that at this time because there are limits as to what we can do and noted the federal money out there. Mr. Jennings noted that some of the applicants already have Agency loans and wondered if there will be future issues with adding debt. Mr. Eaton said that there is low risk with the terms approved by the board.

After discussion, roll call vote was taken for the resolution as presented. Mr. Converse – Yea, Mr. Walldroff – Yea, Mr. Aliasso – Yea, Mr. Burto – Yea, Mr. Jennings – Yea, Mr. Gardner – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, Ms. L’Huillier – Yea, and Ms. Powers – Absent. Carried.

- X. **Adjournment:** With no further business before the board, a motion was made by Ms. L’Huillier to adjourn the video call, seconded by Mr. Aliasso. All in favor. The video call adjourned at 9:38 a.m.

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 05.07.2020.01

WHEREAS, the initial \$200,000 allocation to the COVID-19 Emergency Loan Program fund has already been depleted, and

WHEREAS, due to the volume of new requests, Staff recommends approval of an additional \$100,000 to the fund, and

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Local Development Corporation that it herein approves the recommendation, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.

By: s/ David J. Converse
David J. Converse
Chairman

Roll Call Vote:

NAME	YEA	NAY
David Converse	X	
W. Edward Walldroff	X	
Robert E. Aliasso, Jr.	X	
Kent Burto	X	
John Jennings	X	
Gregory Gardner	X	
Paul Warneck	X	
William Johnson	X	
Lisa L'Huillier	X	
Christine Powers	Absent	

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Income Statement for the Eight Month Period Ending May 31, 2020**

Prepared by Lyle Eaton, May 27, 2020

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 600,377.00	400,251.28	\$ 50,031.41	50,031.41	200,125.72
JC Grant Marketing	275,400.00	183,600.00	22,950.00	22,950.00	91,800.00
JC Grant Ag Program	138,720.00	92,480.00	11,560.00	11,560.00	46,240.00
RLF Interest Income	45,000.00	16,682.25	1,283.24	2,405.90	28,317.75
Grant Income NYS	0.00	34,219.07	2,425.00	0.00	(34,219.07)
Interest Income	4,200.00	2,270.70	0.00	229.91	1,929.30
N. Grid Statebook Grant	0.00	1,800.00	0.00	0.00	(1,800.00)
Grant Income NYS-HAB	14,102.00	4,202.00	0.00	0.00	9,900.00
Miscellaneous Income	500.00	23,856.97	2,981.25	3,875.40	(23,356.97)
AG Conference	5,000.00	8,650.00	0.00	0.00	(3,650.00)
Misc Income AG Program	0.00	560.00	0.00	0.00	(560.00)
Total Revenues	1,083,299.00	768,572.27	91,230.90	91,052.62	314,726.73
Expenses					
Salaries	538,205.00	367,048.95	43,398.44	65,097.66	171,156.05
Benefits	219,819.00	135,152.39	16,241.01	18,163.89	84,666.61
Operations					
Marketing Program	360,744.00	205,376.16	22,652.36	24,831.36	155,367.84
AG Program	191,822.00	122,139.83	13,145.39	17,571.53	69,682.17
Office Expense	10,000.00	11,013.12	389.36	1,053.10	(1,013.12)
Payroll Processing	1,800.00	1,254.47	132.20	198.30	545.53
Office Rent	17,600.00	11,678.96	1,459.87	1,459.87	5,921.04
Project Loan Rent	55,943.00	37,294.96	4,661.87	4,661.87	18,648.04
Office Cleaning	12,000.00	7,342.66	722.68	763.00	4,657.34
Telephone	6,000.00	4,550.21	557.96	983.09	1,449.79
Equipment Rental	3,400.00	2,392.82	287.48	287.48	1,007.18
Equipment Maintenance	5,500.00	2,251.80	0.00	0.00	3,248.20
System Maintenance	3,600.00	1,286.70	0.00	0.00	2,313.30
Electric Service	3,600.00	1,686.38	0.00	155.75	1,913.62
Gas Service	3,200.00	1,712.74	0.00	211.97	1,487.26
Manufacturers Workshop	0.00	5,000.00	0.00	0.00	(5,000.00)
Business Support	5,000.00	0.00	0.00	0.00	5,000.00
Manufacturers Comm. Expense	500.00	0.00	0.00	0.00	500.00
Workforce Development	2,500.00	60.00	0.00	0.00	2,440.00
Safety Training	14,102.00	0.00	0.00	0.00	14,102.00
Travel/Promotion/Meals	6,000.00	3,025.18	58.08	17.53	2,974.82
Staff Training & Seminars	3,000.00	1,320.00	0.00	0.00	1,680.00
Depreciation Distillery Equip.	14,143.00	9,428.56	1,178.57	1,178.57	4,714.44
Depreciation F&F	8,518.00	5,678.80	709.85	709.85	2,839.20
Dues & Publications	5,000.00	6,926.00	510.00	0.00	(1,926.00)
Commercial Insurance	800.00	0.00	0.00	0.00	800.00
Legal Unrestricted	1,000.00	945.00	0.00	0.00	55.00
Accounting & Auditing	6,000.00	5,900.00	0.00	0.00	100.00
Fees Expense	300.00	275.00	0.00	0.00	25.00
Grant Expense NYS-HAB	0.00	5,320.00	0.00	1,120.00	(5,320.00)
Reallocated Program Expenses	(431,199.00)	(285,671.57)	(34,995.80)	(38,817.02)	(145,527.43)
Miscellaneous - Unrestricted	300.00	0.00	0.00	0.00	300.00
Total Operations	1,069,197.00	670,389.12	71,109.32	99,647.80	398,807.88
Total Revenue	1,083,299.00	768,572.27	91,230.90	91,052.62	314,726.73
Total Expenses	1,069,197.00	670,389.12	71,109.32	99,647.80	398,807.88
Net Income Over Expenditures	\$ 14,102.00	98,183.15	\$ 20,121.58	(8,595.18)	(84,081.15)

For Intern-7-Jse Only

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**AG Program Expense Statement for the Eight Month Period Ending May 31, 2020**

Prepared by Lyle Eaton, May 27, 2020

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
AG Annual Meeting	\$ 5,000.00	1,248.59	\$ 0.00	15.85	3,751.41
AG Office Expense	1,000.00	621.78	0.00	200.00	378.22
AG Advertising	4,000.00	4,269.91	0.00	300.00	(269.91)
AG Printed Material	1,000.00	0.00	0.00	0.00	1,000.00
AG Membership/Dues	400.00	242.00	0.00	0.00	158.00
AG Business Attraction	3,500.00	25.00	0.00	0.00	3,475.00
AG Subscriptions	200.00	862.00	0.00	0.00	(662.00)
AG Travel/Meals/Lodging	4,000.00	1,149.65	0.00	0.00	2,850.35
AG Web Site Development	2,000.00	545.35	19.95	109.02	1,454.65
AG Misc Program Expenses	1,000.00	92.02	0.00	0.00	907.98
AG Development	0.00	1,492.69	0.00	0.00	(1,492.69)
Local Food Guide	800.00	800.00	0.00	0.00	0.00
Salary Overhead	87,203.00	59,785.02	6,642.78	9,964.17	27,417.98
FICA Overhead	5,232.00	3,501.72	389.08	583.62	1,730.28
Medicare Overhead	1,221.00	819.00	91.00	136.50	402.00
Health/Dental Ins Overhead	27,221.00	16,299.58	2,254.21	2,314.72	10,921.42
Retirement Overhead	7,848.00	3,587.04	398.56	597.84	4,260.96
Indirect Labor Allocation	35,391.00	23,594.16	2,949.27	2,949.27	11,796.84
Non Labor Allocated Overhead	4,806.00	3,204.32	400.54	400.54	1,601.68
Total Operations	191,822.00	122,139.83	13,145.39	17,571.53	69,682.17

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION

Manuf. & Business Support Expense Statement for the Eight Month Period Ending May 31, 2020

Prepared by Lyle Eaton, May 27, 2020

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Manufacturers Workshop	\$ 0.00	5,000.00	\$ 0.00	0.00	(5,000.00)
Business Support	5,000.00	0.00	0.00	0.00	5,000.00
Manufacturers Comm. Expense	500.00	0.00	0.00	0.00	500.00
Workforce Development	2,500.00	60.00	0.00	0.00	2,440.00
Safety Training	14,102.00	0.00	0.00	0.00	14,102.00
Total Operations	22,102.00	5,060.00	0.00	0.00	17,042.00

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Marketing Program Expense Statement for the Eight Month Period Ending May 31, 2020**

Prepared by Lyle Eaton, May 27, 2020

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 41,600.00	19,933.65	\$ 557.00	2,526.00	21,666.35
Canadian Marketing	15,000.00	818.00	0.00	0.00	14,182.00
Euro Marketing	10,000.00	0.00	0.00	0.00	10,000.00
Printed Material	3,000.00	0.00	0.00	0.00	3,000.00
Seminars Workshops Publicatio	2,000.00	315.00	0.00	0.00	1,685.00
Travel/Meals/Promotion	3,000.00	823.44	0.00	0.00	2,176.56
Public Relations	3,000.00	0.00	0.00	0.00	3,000.00
Web Site Dev & Promo Design	5,000.00	2,230.00	225.00	435.00	2,770.00
Events Sponsorship	10,250.00	1,250.00	0.00	0.00	9,000.00
Survey Monkey	200.00	0.00	0.00	0.00	200.00
Drum Country Business	5,000.00	5,000.00	0.00	0.00	0.00
Mkt Misc Expense	250.00	43.19	0.00	0.00	206.81
Allocated Overhead	262,444.00	174,962.88	21,870.36	21,870.36	87,481.12
Total Operations	360,744.00	205,376.16	22,652.36	24,831.36	155,367.84

Jefferson County Local Development Corp
Balance Sheet
May 31, 2020

ASSETS

Current Assets		
General Checking	\$	33,337.07
Savings Account		1,069,414.43
RLF Savings		1,322,944.15
Grants Receivable - HAB		1,960.00
RLF Loans Receivable		621,973.48
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		290,000.00
Miscellaneous Recievable		9,031.80
Prepaid Expense		3,364.66
		<u>3,364,525.59</u>
Total Current Assets		3,364,525.59
Property and Equipment		
Depreciation Distillery		(89,571.32)
Accumulated Depreciation		(46,572.85)
		<u>(136,144.17)</u>
Total Property and Equipment		(136,144.17)
Other Assets		
Distillery Equipment		99,000.00
Furniture & Fixtures		70,387.89
WIP Record Storage		63,014.27
		<u>232,402.16</u>
Total Other Assets		232,402.16
Total Assets	\$	<u><u>3,460,783.58</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Withheld United Way	\$	131.97
Deferred Income Records		6,794.93
JC Grant-Marketing		91,800.00
JC Grant Agriculture Program		11,560.00
Deferred Mkt. Grant European		12,500.00
Deferred AG Tour Fee		600.00
		<u>123,386.90</u>
Total Current Liabilities		123,386.90
Long-Term Liabilities		
		<u>0.00</u>
Total Long-Term Liabilities		0.00
Total Liabilities		123,386.90
Capital		
General Fund Bal - Unrestrict.		3,239,213.53
Net Income		98,183.15
		<u>3,337,396.68</u>
Total Capital		3,337,396.68
Total Liabilities & Capital	\$	<u><u>3,460,783.58</u></u>

Jefferson County Local Development Corp

Receivables

As of May 31, 2020

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	50,244.72	4/26/17	7/1/2026	3%- 84 Months	Morarorium	726.73
CLAYTON ISLAND TOU	40,000.00	40,000.00	4/29/20	5/1/2026	5%-73 Months	Current-Int only	166.67
CURRENT APPS	187,500.00	131,053.39	12/14/11	1/1/2032	5% 240 Months	Current	1,237.42
LCO DESTINY, LLC	600,000.00	88,906.80	9/29/15	10/1/2020	5%, 60 Months	Morarorium	11,322.74
LODGE AT IVES	139,606.89	120,561.64	5/1/17	4/1/2022	5%, 60 Months	Current	1,104.00
WICLDC	200,000.00	120,771.41	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	70,435.52	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		628,973.48					

Jefferson County Local Development Corp
Aged Receivables
As of May 31, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/	Amount Due
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS	2086	50,244.72
		50,244.72
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS		50,244.72
		50,244.72
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	40,000.00
		40,000.00
CLAYTON ISLAND CLAYTON ISLAND TOURS		40,000.00
		40,000.00
CURRENT CURRENT APPLICATIONS	11-30-11	131,053.39
		131,053.39
CURRENT CURRENT APPLICATIONS		131,053.39
		131,053.39
LCO LCO DESTINY, LLC	2013	88,906.80
		88,906.80
LCO LCO DESTINY, LLC		88,906.80
		88,906.80
LODGE THE LODGE AT IVES HILL	1914	120,561.64
		120,561.64
LODGE THE LODGE AT IVES HILL		120,561.64
		120,561.64
WIC WICLDC	1907 RLF LOA	120,771.41 70,435.52

Jefferson County Local Development Corp
Aged Receivables
As of May 31, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/	Amount Due
WIC WICLDC		191,206.93
Report Total		621,973.48

**Jefferson County Local Development Corp
Aged Receivables COVID-19
As of May 31, 2020**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
AUBREYS AUBREYS SHOPPING CENTER	2241	10,000.00
AUBREYS AUBREYS SHOPPING CENTER		10,000.00
BOATHOUSE BOATHOUSE MARINE, LLC	2265	10,000.00
BOATHOUSE BOATHOUSE MARINE, LLC		10,000.00
BROTHERTON STEVEN BROTHERTON	2252	10,000.00
BROTHERTON STEVEN BROTHERTON		10,000.00
CCTI COLLEENS CHERRY TREE INN	2238	10,000.00
CCTI COLLEENS CHERRY TREE INN		10,000.00
CORNELIA LAURIE A. CORNELIA	2240	10,000.00
CORNELIA LAURIE A. CORNELIA		10,000.00
CRAFTS & DRAFTS MAIN STREET CRAFTS & DRAFTS	2256	5,000.00

**Jefferson County Local Development Corp
Aged Receivables COVID-19
As of May 31, 2020**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
CRAFTS & DRAFTS MAIN STREET CRAFTS & DRAFTS		5,000.00
DEMAR AMY S. DEMAR	2237	10,000.00
DEMAR AMY S. DEMAR		10,000.00
ELMER KATHLEEN ELMER	2253	10,000.00
ELMER KATHLEEN ELMER		10,000.00
FIELD FIELD OF DREAMS, LLC	2267	10,000.00
FIELD FIELD OF DREAMS, LLC		10,000.00
GOULD ROBERT L. GOULD	2234	10,000.00
GOULD ROBERT L. GOULD		10,000.00
GRAPES BUSTED GRAPES,LLC	2250	10,000.00
GRAPES BUSTED GRAPES,LLC		10,000.00

**Jefferson County Local Development Corp
Aged Receivables COVID-19
As of May 31, 2020**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
HERMAN BONNIE HERMAN	2235	10,000.00
HERMAN BONNIE HERMAN		10,000.00
HILL SANDRA HILL	2244	10,000.00
HILL SANDRA HILL		10,000.00
MARCEAU ALAN MARCEAU	2260	10,000.00
MARCEAU ALAN MARCEAU		10,000.00
MILLER GAIL W. MILLER	2236	10,000.00
MILLER GAIL W. MILLER		10,000.00
MORGIA MORGIA MASONRY	2264	10,000.00
MORGIA MORGIA MASONRY		10,000.00
NORTH BRANCH NORTH BRANCH FARMS	2262	10,000.00

**Jefferson County Local Development Corp
Aged Receivables COVID-19
As of May 31, 2020**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
NORTH BRANCH NORTH BRANCH FARMS		10,000.00
NORTHERN NORTHERN COMMERCIAL CLEANING	2263	10,000.00
NORTHERN NORTHERN COMMERCIAL CLEANING		10,000.00
NORTHROP MICHAEL NORTHROP	2245	10,000.00
NORTHROP MICHAEL NORTHROP		10,000.00
PAINFULL PAINFULL ACRES	2255	5,000.00
PAINFULL PAINFULL ACRES		5,000.00
RBM RBM MANUFACRURING	2233	10,000.00
RBM RBM MANUFACRURING		10,000.00
RHODES RHODES GREENHOUSES, INC	2261	10,000.00
RHODES RHODES GREENHOUSES, INC		10,000.00

**Jefferson County Local Development Corp
Aged Receivables COVID-19
As of May 31, 2020**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
SAMPSON MELISSA SAMPSON	2254	10,000.00
SAMPSON MELISSA SAMPSON		10,000.00
SHELAND SHELAND FARMS	2239	10,000.00
SHELAND SHELAND FARMS		10,000.00
SKINNER SCOTT P. SKINNER	2248	10,000.00
SKINNER SCOTT P. SKINNER		10,000.00
THOMAS CAROL THOMAS	2243	10,000.00
THOMAS CAROL THOMAS		10,000.00
TILLSON ALISHA TILLSON	2249	10,000.00
TILLSON ALISHA TILLSON		10,000.00

**Jefferson County Local Development Corp
Aged Receivables COVID-19
As of May 31, 2020**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
WEST WINDS WEST WINDS COTTAGES & MOTEL	2259	10,000.00
WEST WINDS WEST WINDS COTTAGES & MOTEL		10,000.00
WILLS GREG WILLS	2246	10,000.00
WILLS GREG WILLS		10,000.00
WINKLER STEPHEN WINKLER	2268	10,000.00
WINKLER STEPHEN WINKLER		10,000.00
Report Total		290,000.00

**Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From May 1, 2020 to May 31, 2020**

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
5/6/20	407501 112501	2334	INTEREST 5/20 & 6/20 MICHAEL NORTHROP	26.67	26.67
5/6/20	407501 112501	4605	5/20 INTEREST COLLEENS CHERRY TREE INN	5.83	5.83
5/6/20	407501 112501	1797	5/20 INTEREST AUBREYS SHOPPING CENTER	5.83	5.83
5/6/20	407501 112501	007123	5/20 INTEREST CAROL THOMAS	1.67	1.67
5/6/20	407501 112501	1159	5/20 & 6/20 INTEREST ROBERT L. GOULD	32.50	32.50
5/6/20	407501 112501	5760	5/20 INTEREST RBM MANUFACRURING	7.50	7.50
5/6/20	122025 407501 112501	156029	Invoice: RLF LOAN 4/20 INTEREST WICLDC	1,784.29	1,574.26 210.03
5/6/20	425001 100001	7118037	CINTAS REFUND JCLDC	144.52	144.52
5/6/20	125001 100001	7256	Invoice: 2247 JEFF COUNTY IDA	1,291.80	1,291.80
5/6/20	125001 100001	7260	Invoice: 2257 JEFF COUNTY IDA	50,031.41	50,031.41
5/13/20	125001 100001	7270	Invoice: 2266 JEFF COUNTY IDA	1,291.80	1,291.80
5/13/20	407501 112501	1518	5/20 INTEREST AMY S. DEMAR	5.83	5.83
5/13/20	122025 407501 112501	3035	Invoice: 1907 5/20 INTEREST WICLDC	1,109.20	803.76 305.44
5/13/20	407501 112501	46957	2/20 BALANCE OF INTEREST LCO DESTINY, LLC	91.08	91.08
5/13/20	407501 112501	31214149	5/20 INTEREST CLAYTON ISLAND TOURS	11.11	11.11
5/13/20	122025 407501 112501	3036	Invoice: 11-30-11 LDCRLF 5/20 INTEREST CURRENT APPLICATIONS	1,237.42	688.50 548.92
5/20/20	425001 100001	0150022321	REFUND LIBERTY MUTUAL	13.13	13.13
5/20/20	407501 112501	3376	5/20 INTEREST LAURIE A. CORNELIA	5.83	5.83
5/20/20	407501 112501	3377	6/20 INTEREST LAURIE A. CORNELIA	25.00	25.00
				57,122.42	57,122.42

Jefferson County Local Development Corp
Check Register
For the Period From May 1, 2020 to May 31, 2020

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5041	5/1/20	EXCELLUS BC/BS	100001	773.74
5042	5/1/20	WICLDC	100001	1,459.87
5043	5/1/20	WATERTOWN LOC	100001	4,661.87
5044	5/1/20	EXCELLUS BC/BS	100001	597.10
5045	5/1/20	EXCELLUS BC/BS	100001	11,044.44
5053	5/7/20	NORTHERN TIER C	100001	23,507.73
5054	5/7/20	BLUE MOUNTAIN S	100001	42.00
5055	5/7/20	CINTAS	100001	48.84
5056	5/7/20	JEFFERSON COUN	100001	40.00
5057	5/7/20	NATIONAL GRID	100001	367.72
5058	5/7/20	JOY NUFFER	100001	58.08
5059	5/7/20	QUALITY PRODUCT	100001	19.95
5060	5/7/20	SPECTRUM REACH	100001	1,489.00
5061	5/7/20	SYNELA CONFERE	100001	348.22
5062	5/7/20	VERIZON WIRELES	100001	256.96
5063	5/7/20	WB MASON CO INC.	100001	314.91
5064	5/7/20	WNYF	100001	80.00
5065	5/7/20	WPBS	100001	557.00
5066	5/7/20	WWNY	100001	400.00
5046	5/8/20	KATHLEEN ELMER	100001	10,000.00
5048	5/8/20	MELISSA SAMPSON	100001	10,000.00
5051	5/8/20	MAIN STREET CRAF	100001	5,000.00
5052	5/8/20	PAINFULL ACRES	100001	5,000.00
5079	5/13/20	KEY BANK	100001	604.79
5080	5/13/20	RBC WEALTH MAN	100001	2,913.37
5081	5/13/20	STATEBOOK INTER	100001	150.00
5082	5/13/20	UNITED WAY OF NN	100001	134.97
5083	5/13/20	WESTELCOM	100001	209.74
5084	5/14/20	DATA FACTS	100001	202.00
5067	5/15/20	WEST WINDS COTT	100001	10,000.00
5068	5/15/20	ALAN MARCEAU	100001	10,000.00
5069	5/15/20	RHODES GREENHO	100001	10,000.00

Jefferson County Local Development Corp
Check Register
For the Period From May 1, 2020 to May 31, 2020

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5070	5/15/20	NORTH BRANCH FA	100001	10,000.00
5071	5/15/20	NORTHERN COMME	100001	10,000.00
5072	5/15/20	MORGIA MASONRY	100001	10,000.00
5073	5/15/20	BOATHOUSE MARI	100001	10,000.00
5074	5/15/20	FIELD OF DREAMS,	100001	10,000.00
5085	5/20/20	CINTAS	100001	48.84
5086	5/20/20	LIFETIME BENEFIT	100001	98.71
5087	5/20/20	MACNY	100001	510.00
5088	5/20/20	NORTHERN COMME	100001	625.00
5089	5/20/20	RIVERSIDE MEDIA L	100001	75.00
5090	5/20/20	WB MASON CO INC.	100001	23.98
5075	5/22/20	STEPHEN WINKLER	100001	10,000.00
5091	5/28/20	RBC WEALTH MAN	100001	2,913.37
5092	5/28/20	SPECTRUM BUSINE	100001	249.99
5093	5/28/20	UNITED WAY OF NN	100001	134.97
5094	5/28/20	WB MASON CO INC.	100001	75.39
5095	5/28/20	WELLS FARGO FIN	100001	287.48
Total				<u>175,325.0</u>

Jefferson County Local Development Corporation
 800 Starbuck Avenue, Suite 800
 Watertown, NY 13601
 (315) 782-5865

2019-2020 Board Attendance

Name	Oct	Nov	Dec	Jan	Feb	Mar	Apr 2*	Apr 16**	May**	Jun	Jul	Aug	Sep
Aliasso, Robert	P	P	P	P	P	P	P	P	P				
Burto, Kent	P	P	P	P	P	E	P	E	P				
Converse, David	P	P	P	P	P	P	P	P	P				
Vacant	-	-	-	-	-	-	-	-	-				
Gardner, Gregory	E	E	P	P	P	E	P	E	P				
Jennings, John	P	P	P	P	P	E	P	P	P				
Johnson, William	E	P	P	P	E	P	P	P	P				
L'Huillier, Lisa	P	P	P	P	P	P	P	P	P				
Powers, Christine	P	E	P	P	P	P	P	E	P				
Walldroff, W. Edward	P	P	P	P	P	P	P	P	P				
Warneck, Paul	P	P	P	P	P	P	P	P	P				
Totals:	9	8	8	10	9	7	10	7	10				
P - Present													
E - Excused													
A - Absent													
Duvall, Richard resigned 3/4/20	P	A	A	E	A								
* Conference Call due to COVID-19 Pandemic													
** Zoom Video Call due to COVID-19 Pandemic													