

Notice of Board Meeting

Date: August 27, 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

The Jefferson County Local Development Corporation will hold their Board Meeting on **Thursday, September 10, 2020 at 9:00 a.m.** at the Wellesley Island Rift Camp.

Rift Camp directions:

Exit Interstate 81 at 52 (De Wolf Point) and turn left. Once under I81 at the stop sign, turn left towards the I81 ramp and take a right on Derringer Drive which takes you to the Rift Camp – parking is available at the Camp.

Please confirm your attendance with Peggy Sampson (pssampson@jcida.com) at your earliest convenience.

pss

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

BOARD MEETING AGENDA
Wellesley Island Rift Camp
Thursday, September 10, 2020 – 9:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Minutes - August 6, 2020**
- IV. Treasurer's Report – August 31, 2020**
- V. Committee Reports**
 - a. Alternative Energy Committee**
 - b. Building and Grounds Committee**
- VI. Council Reports**
 - a. Jefferson County Agricultural Development**
 - b. Manufacturing**
 - c. Marketing**
- VII. Unfinished Business**
- VIII. Counsel**
- IX. New Business**
 - 1. Presentation by Timothy Sturick, CEO of the Thousand Islands Bridge Authority**
 - 2. Consider Resolution Number 09.10.2020.01 for LCO Destiny, LLC**
- X. Adjournment**

**Jefferson County Local Development Corporation
Zoom Video Call – Board Meeting Minutes
August 6, 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 8:30 a.m.

II. Roll call for attendance

Board Members – Chairman David Converse, Paul Warneck, Robert E. Aliasso, Jr., W. Edward Walldroff, Christine Powers, Gregory Gardner, William Johnson, John Jennings, Kent Burto, Lisa L’Huillier (joined at 8:34 a.m.)

Excused – None

Counsel – Joseph Russell, Esq., Kevin McAuliffe, Esq. (joined at 8:56 a.m.) and Genevieve Trigg, Special Counsel (Barclay Damon for Nexamp), Matthew Moses, Esq. (Agency Counsel [SwartzMoses] for Nexamp-Black River Solar, LLC and Adams Renewables, LLC) joined at 8:58 a.m.

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

Others – Dallas Manson from Nexamp (joined at 8:35 a.m.), Ed Valentine (joined at 8:58 a.m.), Joe Fiori from Nexamp joined at 9:08 a.m.

Media – Jeff Nelson from 7News and Craig Fox from Watertown Daily Times (joined at 8:35 a.m.)

III. Minutes: Minutes of the zoom video call on July 9, 2020 were presented. A motion to approve the minutes as presented was made by Mr. Warneck, seconded by Mr. Aliasso. All in favor. Carried.

IV. Public Comment: None.

V. Treasurer’s Reports: Mr. Aliasso reviewed the financials for the period ending July 31, 2020.

Ms. L’Huillier joined the meeting.

Craig Fox joined the meeting.

A motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.

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VI. Committee Reports:

- a. **Alternative Energy Committee** – Mr. Johnson said the committee met a few times recently within the last month. He said he participated in a NYSERDA webinar about Build Ready/Brownfield sites. He said they are interested in 65 acres or bigger for commercial operations. Mr. Zembiec indicated that the County submitted the Deferiet Mill site which is approximately 240 acres. Ms. L’Huillier said she will get the information together for a site that was identified in the City so it can be added to the list.
- b. **Building and Grounds Committee** – Mr. Burto said the committee met with the Cushman & Wakefield company last week. Mr. Burto said that an RFP was sent out to 7 commercial real estate companies and the only response came from Cushman & Wakefield. He said the committee reviewed it and thought their proposal will be effective and that the IDA will consider a contract with them later today. Mr. Alexander said they have toured the building and have received the plans for the building. Mr. Alexander said negotiations will continue if the board allows. Mr. Alexander said he has continued discussions with the YMCA officials. He said they are waiting to hear if they are going to receive a DOD grant which should be announced on September 15th. Mr. Alexander did say that he has notified the County and JCC of the Cushman & Wakefield contract and let them know that they will be excluded from the deal if they notify us within 60 days of their interest in the remaining space.

Mr. Jennings said it appears Cushman & Wakefield has valued the whole building versus just the portion we intend to sell/lease. Mr. Alexander said they valued the whole building just in case something happens with the YMCA project and we need to market the whole thing.

Mr. Alexander said he is a bit concerned about the five-year term for the contract and thought maybe two years was more appropriate. He said he also wants to review the exclusions.

VII. Council Reports:

- a. **Jefferson County Agricultural Development** – Mr. Matteson said that it was decided to cancel the Ag Conference that was rescheduled for November and noted that a decision has not been made about the March 2021 conference as of yet. He said that in its place, the Farmers’ Webinar luncheon series was created and announced the lineup:

6/25/20 – Dr. David Kohl and Nathan Rudgers – Impacts of the COVID-19 disaster

7/23/20 – Dr. Travis Maddock – The U.S. livestock industry

8/27/20 – Tom Sleight – Agricultural International Trade

9/24/20 – Speaker not confirmed

10/22/20 – Dr. Cheryl Mitchell from Steuben Foods – The growth of plant-based meat and beverages substitutes

11/19/20 – Dr. Frank Mitloehner a.k.a. the Greenhouse Gas Guru – “What is the real impact of Agriculture on climate change?”

12/17/20 – Michelle Miller (“the Farm Babe”) – Educating the giants of the Burger King world about real agriculture

Mr. Matteson said there are a few cases of EEE in Jefferson County. He said the County is considering aerial spraying to impacted areas.

Mr. Matteson said the next food distribution will be held at JCC on August 18th from 10 a.m. to Noon and indicated that he is looking for volunteers.

- b. **Manufacturing** – Mr. Zembiec said the council met last week for an update. He said that the safety training program was wrapped up. He said 21 sessions were held and 261 people were educated. He said the manufacturing day will need to be figured out for an online-virtual session for the near future since it will not be feasible to allow students to tour manufacturing plants during the pandemic.
- c. **Marketing** – Mr. Weir said he continues to work on the support local.ly program and is looking into a video that may be partially funded by a partner agency. He said the inter-agency weekly calls have been productive and noted that the 3 counties are going to create a list of inventory of assets.

VIII. Unfinished Business:

- 1. **County Budget Request** – Mr. Alexander said that we have submitted our request to the County for allocation for the upcoming year.
- 2. **Comptroller’s Audit (JCIDA)** – Mr. Alexander said that a response to the draft audit was submitted.
- 3. **September board meeting** – The meeting will be held at the Rift Camp on Wellesley Island. Further details to be provided at a later date.

IX. Counsel: None.

X. New Business:

- 1. **Resolution Number 08.06.2020.01 to extend loan payment moratorium for 90 days relating to COVID-19** – Mr. Converse asked for a motion to discuss the resolution. A motion was made by Mr. Burto, seconded by Ms. L’Huillier. Discussion ensued. Mr. Aliasso suggested adding the words ‘one time’ in the first paragraph of the resolution so that an applicant cannot make a seconded request without having to go before the Loan Review Committee. Ms. Powers said that Watertown Savings Bank is offering additional assistance when requested on a case-by-case basis when the applicant proves how the COVID-19 has impacted them. She said she would leave the resolution as written. Mr. Warneck said the extension will allow an applicant to ask for it that didn’t ask for it the first time. Mr. Aliasso said that more than one request per applicant should be brought to Loan Review. Mr. Converse said the board approved the original program through July 31, 2020 and this resolution extends it out for another 90 days. Mr. Aliasso retracted his suggestion.

DRAFT

**Jefferson County Local Development Corporation
Zoom Video Call - Board Meeting Minutes
August 6, 2020**

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, Ms. Powers – Yea. Carried.

- XI. Adjournment:** With no further business before the board, a motion was made by Mr. Aliasso to adjourn the video call, seconded by Ms. Powers. All in favor. The video call adjourned at 9:16 a.m.

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 08.06.2020.01

WHEREAS, on April 2, 2020 the Jefferson County Local Development Corporation Board of Directors authorized Staff to vet written requests/impact statements to approve principal and interest moratoriums for 90 days for Revolving loans due to the COVID-19 pandemic, and

WHEREAS, due to the ongoing pandemic and its devastating impacts, Staff recommends board approval to extend this authorization, 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 Board of Directors authorizes Staff to execute any and all documents necessary to carry out the purposes of this Resolution.

By: s/ Kent Burto
Kent Burto, Secretary

Roll Call Vote:

NAME	YEA	NAY	ABSENT
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	X		

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Income Statement for the Eleven Month Period Ending August 31, 2020
 Prepared by Joy Nuffer, August 26, 2020

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 600,377.00	550,345.51	\$ 50,031.41	50,031.41	50,031.49
JC Grant Marketing	275,400.00	252,450.00	22,950.00	22,950.00	22,950.00
JC Grant Ag Program	138,720.00	127,160.00	11,560.00	11,560.00	11,560.00
RLF Interest Income	45,000.00	25,345.41	2,325.92	3,807.95	19,654.59
Grant Income NYS	0.00	63,097.48	5,370.48	0.00	(63,097.48)
Interest Income	4,200.00	2,739.55	0.00	104.83	1,460.45
N. Grid Statebook Grant	0.00	1,800.00	0.00	0.00	(1,800.00)
Grant Income NYS-HAB	14,102.00	8,822.00	0.00	0.00	5,280.00
Miscellaneous Income	500.00	34,344.82	2,583.60	3,189.83	(33,844.82)
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	1,075,314.77	94,821.41	91,644.02	7,984.23
Expenses					
Salaries	538,205.00	497,064.27	43,398.44	43,338.44	41,140.73
Benefits	219,819.00	185,534.07	16,479.76	17,123.02	34,284.93
Operations					
Marketing Program	360,744.00	290,768.00	22,586.36	24,316.61	69,976.00
AG Program	191,822.00	163,910.99	13,185.95	13,523.34	27,911.01
Office Expense	10,000.00	15,461.57	204.96	1,726.88	(5,461.57)
Payroll Processing	1,800.00	1,651.07	132.20	132.20	148.93
Office Rent	17,600.00	16,058.57	1,459.87	1,459.87	1,541.43
Project Loan Rent	55,943.00	51,280.57	4,661.87	4,661.87	4,662.43
Office Cleaning	12,000.00	9,965.70	813.84	897.68	2,034.30
Telephone	6,000.00	6,150.30	462.99	474.05	(150.30)
Equipment Rental	3,400.00	3,255.26	287.48	287.48	144.74
Equipment Maintenance	5,500.00	3,005.80	754.00	0.00	2,494.20
System Maintenance	3,600.00	2,358.95	214.45	214.45	1,241.05
Electric Service	3,600.00	2,847.92	0.00	516.39	752.08
Gas Service	3,200.00	1,845.62	0.00	24.52	1,354.38
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	3,208.49	0.00	183.31	2,791.51
Staff Training & Seminars	3,000.00	1,320.00	0.00	0.00	1,680.00
Depreciation Distillery Equip.	14,143.00	12,964.27	1,178.57	1,178.57	1,178.73
Depreciation F&F	8,518.00	7,244.35	427.85	427.85	1,273.65
Dues & Publications	5,000.00	7,387.00	175.00	0.00	(2,387.00)
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	8,820.00	0.00	0.00	(8,820.00)
Reallocated Program Expenses	(431,199.00)	(390,901.01)	(35,056.31)	(35,070.70)	(40,297.99)
Miscellaneous - Unrestricted	300.00	0.00	0.00	0.00	300.00
Total Operations	1,069,197.00	913,381.76	71,367.28	75,415.83	155,815.24
Total Revenue	1,083,299.00	1,075,314.77	94,821.41	91,644.02	7,984.23
Total Expenses	1,069,197.00	913,381.76	71,367.28	75,415.83	155,815.24
Net Income Over Expenditures	\$ 14,102.00	161,933.01	\$ 23,454.13	16,228.19	(147,831.01)

For Internal Use Only

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION

AG Program Expense Statement for the Eleven Month Period Ending August 31, 2020

Prepared by Joy Nuffer, August 26, 2020

UNRECONCILED

	Current Year Budget	Year-to-Da te Total	Current Month	Previous Month	Balance Remaining
Operations					
AG Annual Meeting	\$ 5,000.00	1,248.59	\$ 0.00	0.00	3,751.41
AG Office Expense	1,000.00	621.78	0.00	0.00	378.22
AG Advertising	4,000.00	4,797.91	0.00	28.00	(797.91)
AG Printed Material	1,000.00	295.00	0.00	295.00	705.00
AG Membership/Dues	400.00	242.00	0.00	0.00	158.00
AG Business Attraction	3,500.00	1,275.00	0.00	0.00	2,225.00
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	625.15	0.00	0.00	1,374.85
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	79,713.36	6,642.78	6,642.78	7,489.64
FICA Overhead	5,232.00	4,668.96	389.08	389.08	563.04
Medicare Overhead	1,221.00	1,092.00	91.00	91.00	129.00
Health/Dental Ins Overhead	27,221.00	23,304.25	2,314.72	2,329.11	3,916.75
Retirement Overhead	7,848.00	4,782.72	398.56	398.56	3,065.28
Indirect Labor Allocation	35,391.00	32,441.97	2,949.27	2,949.27	2,949.03
Non Labor Allocated Overhead	4,806.00	4,405.94	400.54	400.54	400.06
Total Operations	191,822.00	163,910.99	13,185.95	13,523.34	27,911.01

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Manuf. & Business Support Expense Statement for the Eleven Month Period Ending August 31, 2020**

Prepared by Joy Nuffer, August 26, 2020

UNRECONCILED

	Current Year Budget	Year-to-Da te 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
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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 Eleven Month Period Ending August 31, 2020**

Prepared by Joy Nuffer, August 26, 2020

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 41,600.00	36,213.90	\$ 557.00	2,011.25	5,386.10
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	485.52	84.00	0.00	2,514.48
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	2,000.00	0.00	0.00	1,000.00
Web Site Dev & Promo Design	5,000.00	3,244.99	75.00	435.00	1,755.01
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	240,573.96	21,870.36	21,870.36	21,870.04
Total Operations	360,744.00	290,768.00	22,586.36	24,316.61	69,976.00

For Interr-11-se Only

Jefferson County Local Development Corp
Balance Sheet
August 31, 2020

ASSETS

Current Assets		
General Checking	\$	56,849.97
Savings Account		1,068,985.40
RLF Savings		1,442,477.75
Grants Receivable - HAB		6,020.00
RLF Loans Receivable		491,415.79
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		289,948.33
Miscellaneous Recievable		7,500.00
Prepaid Expense		8,001.26
Late Fee		(3.20)
		3,383,695.30
Total Current Assets		
Property and Equipment		
Depreciation Distillery		(93,107.03)
Accumulated Depreciation		(48,138.40)
		(141,245.43)
Total Property and Equipment		
Other Assets		
Distillery Equipment		99,000.00
Furniture & Fixtures		70,387.89
WIP Record Storage		63,014.27
		232,402.16
Total Other Assets		
Total Assets	\$	3,474,852.03

LIABILITIES AND CAPITAL

Current Liabilities		
Withheld United Way	\$	128.97
Deferred Income Records		(8,713.48)
JC Grant-Marketing		22,950.00
JC Grant Agriculture Program		46,240.00
Deferred Mkt. Grant European		12,500.00
Deferred AG Tour Fee		600.00
		73,705.49
Total Current Liabilities		
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		
Capital		
General Fund Bal - Unrestrict.		3,239,213.53
Net Income		161,933.01
		3,401,146.54
Total Capital		3,401,146.54
Total Liabilities & Capital	\$	3,474,852.03

Jefferson County Local Development Corp

Receivables

As of August 31, 2020

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	49,040.98	4/26/17	7/1/2026	3%- 84 Months	Current	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	129,667.79	12/14/11	1/1/2032	5% 240 Months	Current	1,237.42
LCO DESTINY, LLC	600,000.00	88,673.83	9/29/15	10/1/2020	5%, 60 Months	Review	11,322.74
WICLDC	200,000.00	118,348.06	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	65,685.13	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		491,415.79					

**Jefferson County Local Development Corp
Aged Receivables
As of Aug 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
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARM	2086	49,040.98
		49,040.98
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FAR		
		40,000.00
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	40,000.00
		40,000.00
CLAYTON ISLAND CLAYTON ISLAND TOURS		
		129,667.79
CURRENT CURRENT APPLICATIONS	11-30-11 LDCRL	129,667.79
		129,667.79
CURRENT CURRENT APPLICATIONS		
		88,673.83
LCO LCO DESTINY, LLC	2013	88,673.83
		88,673.83
LCO LCO DESTINY, LLC		
		118,348.06
WIC WICLDC	1907 RLF LOAN	65,685.13
		184,033.19
WIC WICLDC		
		491,415.79
Report Total		491,415.79

**Jefferson County Local Development Corp
Aged Receivables
As of Aug 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
As of Aug 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
As of Aug 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
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
NORTH BRANCH NORTH BRANCH FARMS		10,000.00
NORTHERN NORTHERN COMMERCIAL CLEANING	2263	10,000.00

**Jefferson County Local Development Corp
Aged Receivables
As of Aug 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
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
SAMPSON-MELISSA MELISSA SAMPSON	2254	10,000.00
SAMPSON-MELISSA MELISSA SAMPSON		10,000.00

**Jefferson County Local Development Corp
Aged Receivables
As of Aug 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
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
WEST WINDS WEST WINDS COTTAGES & MOTEL	2259	10,000.00
WEST WINDS WEST WINDS COTTAGES & MOTEL		10,000.00

**Jefferson County Local Development Corp
Aged Receivables
As of Aug 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
WILLS GREG WILLS	2246	10,000.00
		<hr/> 10,000.00
WILLS GREG WILLS		
		<hr/> 9,948.33
WINKLER STEPHEN WINKLER	2268	
		<hr/> 9,948.33
WINKLER STEPHEN WINKLER		
		<hr/> 10,000.00
ZERO ZERO DOCK STREET, LLC	2280	
		<hr/> 10,000.00
ZERO ZERO DOCK STREET, LLC		
		<hr/> 289,948.33
Report Total		

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Aug 1, 2020 to Aug 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
8/13/20	407501 112501	32076122	8/20 INTEREST CLAYTON ISLAND TOURS	166.67	166.67
8/13/20	407501 112501	1542	8/20 INTEREST GAIL W. MILLER	25.00	25.00
8/13/20	407501 112501	1012	8/20 INTEREST ZERO DOCK STREET, LLC	15.83	15.83
8/13/20	407501 112501	51548986	8/20 INTEREST KATHLEEN ELMER	25.00	25.00
8/13/20	407501 112501	5800	8/20 INTEREST RBM MANUFACRURING	25.00	25.00
8/13/20	407501 112501	1950	8/20 INTEREST RHODES GREENHOUSES, INC	25.00	25.00
8/13/20	407501 112501	2811	8/20 INTEREST MORGIA MASONRY	25.00	25.00
8/13/20	407501 112501	1031	9/20 INTEREST NORTHERN COMMERCIAL CLEANING	25.00	25.00
8/13/20	407501 112501	44150	8/20 INTEREST SCOTT P. SKINNER	25.00	25.00
8/13/20	407501 112501	4917	9/20 INTEREST NORTH BRANCH FARMS	25.00	25.00
8/13/20	407501 112501	2556	8/20 INTEREST MICHAEL NORTHROP	25.00	25.00
8/13/20	407501 112501	2025	8/20 INTEREST AUBREYS SHOPPING CENTER	25.00	25.00
8/13/20	407501 112501	1578	8/20 INTEREST AMY S. DEMAR	25.00	25.00
8/13/20	407501 112501	3408	8/20 INTEREST LAURIE A. CORNELIA	25.00	25.00
8/13/20	122025 407501 112501	156917	Invoice: RLF LOAN 7/20 INTEREST WICLDC	1,784.29	1,588.08 196.21
8/13/20	407501 112501	5186	8/20 INTEREST PAINFULL ACRES	12.50	12.50
8/13/20	122025 407501 112501	4916	Invoice: 2086 8/20 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	602.62 124.11
8/13/20	202401 202501 100001	1316	DUE JCLDC DUE SHLDC MAIN STREET CRAFTS & DRAFTS	25.00	12.50 12.50
8/13/20	202401 202501 100001	19041	DUE JCLDC DUE SHLDC PA_21_L ACRES	50.00	25.00 25.00

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Aug 1, 2020 to Aug 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
8/13/20	125001 125001 100001	7319	Invoice: 2285 Invoice: 2288 JEFF COUNTY IDA	51,323.21	1,291.80 50,031.41
8/20/20	407501 112501	5216	8/20 INTEREST MAIN STREET CRAFTS & DRAFTS	12.50	12.50
8/20/20	407501 112501	5226	9/20 & 10/20 INTEREST PAINFULL ACRES	25.00	25.00
8/20/20	125001 100001	7331	Invoice: 2289 JEFF COUNTY IDA	1,291.80	1,291.80
8/27/20	122025 407501 112501	3148	Invoice: 1907 8/20 INTEREST WICLDC	1,109.20	809.80 299.40
8/27/20	407501 112501	47059	8/20 INTEREST LCO DESTINY, LLC	370.45	370.45
8/27/20	407501 112501	5233	9/20 INTEREST MAIN STREET CRAFTS & DRAFTS	12.50	12.50
8/27/20	407501 112501	272	INTEREST 2/21-5/21 & PARTIAL 6/21 BOATHOUSE MARINE, LLC	100.00	100.00
8/27/20	407501 112501	116	INTEREST 8/20-12/20 ALISHA TILLSON	125.00	125.00
8/27/20	407501 112501	1207	9/20 INTEREST ROBERT L. GOULD	25.00	25.00
8/27/20	407501 112501	2874	9/20-11/20 INTEREST GREG WILLS	75.00	75.00
8/27/20	122025 112501	47004	Invoice: 2013 LCO DESTINY, LLC	232.97	232.97
8/27/20	407501 112501	46993	INTEREST LCO DESTINY, LLC	278.99	278.99
8/27/20	407501 112501	47023	INTEREST LCO DESTINY, LLC	186.76	186.76
8/27/20	202401 202501 100001	1324	DUE JCLDC DUE SHLDC MAIN STREET CRAFTS & DRAFTS	25.00	12.50 12.50
				58,274.40	58,274.40

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

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5201	8/5/20	CITEC, INC	100001	2,520.00
5202	8/5/20	EXCELLUS BC/BS	100001	12,415.28
5203	8/5/20	THE HARTFORD	100001	325.10
5204	8/5/20	KEY BANK	100001	613.58
5205	8/5/20	NNY ONLINE	100001	214.45
5206	8/5/20	RBC WEALTH MAN	100001	2,973.37
5207	8/5/20	STATEBOOK INTER	100001	150.00
5208	8/5/20	UNITED WAY OF NN	100001	134.97
5209	8/5/20	VERIZON WIRELES	100001	216.09
5210	8/5/20	WICLDC	100001	1,459.87
5211	8/5/20	WATERTOWN LOC	100001	4,661.87
5212	8/13/20	ADVANCED BUSINE	100001	754.00
5213	8/13/20	BLUE MOUNTAIN S	100001	34.00
5214	8/13/20	CINTAS	100001	48.84
5215	8/13/20	DATA FACTS	100001	10.10
5216	8/13/20	JCLDC	100001	12.50
5217	8/13/20	NATIONAL GRID	100001	540.91
5218	8/13/20	NORTHEASTERN E	100001	175.00
5219	8/13/20	PROSHRED	100001	20.95
5220	8/13/20	RIVERSIDE MEDIA L	100001	159.00
5221	8/13/20	SACKETS HARBOR	100001	25.00
5222	8/13/20	SPECTRUM REACH	100001	1,454.25
5223	8/13/20	SYNTELA CONFERE	100001	9.48
5224	8/13/20	WB MASON CO INC.	100001	184.01
5225	8/13/20	WPBS	100001	557.00
5226	8/13/20	JCLDC	100001	25.00
5227	8/13/20	SACKETS HARBOR	100001	12.50
5228	8/20/20	LIFETIME BENEFIT	100001	98.71
5229	8/20/20	NORTHERN COMME	100001	765.00
5230	8/20/20	RBC WEALTH MAN	100001	3,473.37
5231	8/20/20	UNITED WAY OF NN	100001	134.97
5232	8/20/20	WESTELCOM	100001	453.51

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

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5233	8/27/20	JCLDC	100001	12.50
5234	8/27/20	SACKETS HARBOR	100001	12.50
5235	8/27/20	WELLS FARGO FIN	100001	287.48
Total				<u>34,945.16</u>

Lyle Eaton

From: Lisa Weber <lisaw@timelessframes.com>
Sent: Monday, August 24, 2020 11:57 AM
To: Lyle Eaton
Subject: Loan Payment

Lyle,

I want to thank you and the board for the moratorium on loan payment as we were faced with the Covid 19 closure. It has certainly been a challenging year! I am wondering if it would be possible to move our loan to interest only for the remainder of the year? Our plan is not to need to use it until the end of the year. We are expecting a significant tax refund to arrive in the next 4-6 weeks. It is our plan to use a portion of the refund to fully satisfy our outstanding loan. However, we are dealing with the government, so we ask to be moved to interest only out of an abundance of caution.

Lisa A. Weber
Chief Executive Officer
Timeless Frames and Décor
315-782-5759 ext. 30

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DRAFT

**JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 09.10.2020.01**

**RESOLUTION FOR AUTHORIZING A MODIFICATION TO THE REVOLVING
LOAN TO
LCO DESTINY, LLC**

WHEREAS, due to the loss of a major client just prior to the COVID-19 pandemic, LCO Destiny, LLC is requesting interest only from June 1, 2020 through December 1, 2020, and

WHEREAS, in anticipation of a significant tax refund, LCO Destiny, LLC will pay off the remaining balance of the loan, and

WHEREAS, the Chair of the Loan Review Committee agreed to move the request to the full Board of Directors for consideration, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Local Development Corporation that it herein approves the modification request and that all terms and conditions of the original loan remain in effect, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary and/or CEO 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.

Kent Burto
Secretary

Roll Call Vote:

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

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	P	P	P	
Burto, Kent	P	P	P	P	P	E	P	E	P	P	E	P	
Converse, David	P	P	P	P	P	P	P	P	P	P	P	P	
Vacant	-	-	-	-	-	-	-	-	-	-	-	-	
Gardner, Gregory	E	E	P	P	P	E	P	E	P	P	P	P	
Jennings, John	P	P	P	P	P	E	P	P	P	P	E	P	
Johnson, William	E	P	P	P	E	P	P	P	P	P	P	P	
L'Huilier, Lisa	P	P	P	P	P	P	P	P	P	P	P	P	
Powers, Christine	P	E	P	P	P	P	P	E	P	P	P	P	
Walldroff, W. Edward	P	P	P	P	P	P	P	P	P	P	P	P	
Warneck, Paul	P	P	P	P	P	P	P	P	P	P	P	P	
Totals:	9	8	8	10	9	7	10	7	10	10	8	10	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													