

**Jefferson County Industrial Development Agency**

800 Starbuck Avenue, Suite 800

Watertown, New York 13601

Telephone: (315) 782-5865 or (800) 553-4111 Facsimile (315) 782-7915

[www.jcida.com](http://www.jcida.com)

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**TO:** JCIDA Finance Committee  
John Jennings, Chair  
Robert E. Aliasso, Jr.  
Paul Warneck

**FROM:** David Zembiec, Chief Executive Officer

**DATE:** August 17, 2021

**SUBJECT:** JCIDA Finance Committee Meeting Notice

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A JCIDA Finance Committee meeting has been scheduled for **Tuesday, August 24, 2021 at 8:00 a.m.**

The purpose of the meeting is to review the preliminary budget for 2021-2022.

**Please confirm your attendance with Peggy Sampson [pssampson@jcida.com](mailto:pssampson@jcida.com) at your earliest convenience.**

Thank you.

pss

c: Marshall Weir  
Lyle Eaton  
Joy Nuffer  
David Converse  
W. Edward Walldroff  
William Johnson  
Lisa L'Huillier  
Christine Powers  
Kent Burto  
Greg Gardner  
Rob Aiken  
Media

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**JCIDA FINANCE COMMITTEE MEETING**

**Tuesday, August 24, 2021**

**8:00 a.m.**

**AGENDA**

- I. Call to Order**
- II. Preliminary Budget for 2021-2022**
- III. Adjournment**

# Jefferson County Industrial Development Agency

10/01/21- 9/30/22 Budget

Approved : Finance Comm.

Board Approved

	Proposed FYE 9-30-22 Budget Unrestric	146 Arsenal	Proposed FYE 9-30-22 Budget Restricted	Proposed FYE 9-30-22 Budget Total
<b>Revenue</b>				
Application Fees	10,000			10,000
RCI Annual Fee	0			0
Civic Facilities Transfer	0			0
PILOT/ Sale Leaseback	900,000			900,000
RLF Fees	10,000			10,000
Micro. Fees	5,000			5,000
Bond Admin Fees	3,000			3,000
Convergys City Parking		0		0
Land Sales ( Gain/Loss)				0
Interest Income	2,000			2,000
RLF Int.			24,185	24,185
RLF Late Chg			0	0
City Interest			3,600	3,600
Micro Interest			7,650	7,650
Micro Late Chg.			0	0
Fee Woolworth	0			0
FTZ Fees	0			0
Convergys Capital Res.		0		0
Misc Income	1,500			1,500
<b>Total</b>	<b>931,500</b>	<b>0</b>	<b>35,435</b>	<b>966,935</b>

	Proposed FYE 9-30-22 Budget Unrestric	146 Arsenal	Proposed FYE 9-30-22 Budget Restricted	Proposed FYE 9-30-22 Budget Total
<b>Expenses</b>				
Administrative Services	549,215			549,215
RCI Fee Sharing	0			0
Office Expense	1,500			1,500
D&O Insurance	15,000			15,000
Commercial Ins.	0			0
FTZ Expense	1,250			1,250
Airport Development	0			0
Legal Retainer	9,300			9,300
Legal - Unres	50,000			50,000
Legal - RLF			0	0
Legal - Micro			0	0
Legal Corp Park	0			0
Legal Restructure				0
Auditing	12,000			12,000
CEDS Update	0			0
Consultants	0			0
Corp. Park Taxes	1,800			1,800
Airport Taxes	1,200			1,200
PAAA Exp	0			0
Fees	3,000			3,000
AG Park Expenses	0			0
Lawyer Parcel Expenses	0			0
Bad Debt RLF			190,000	190,000
Bad Debt Micro			31,000	31,000
RLF Expense			10,000	10,000
Micro Exp			5,000	5,000
RLF Audit			800	800
Interest				0
146 Arsenal Expense		43,372		43,372
Miscellaneous	200			200
<b>Total</b>	<b>644,465</b>	<b>43,372</b>	<b>236,800</b>	<b>924,637</b>

<b>Revenue</b>	931,500	0	35,435	966,935
<b>Expenses</b>	644,465	43,372	236,800	924,637
<b>Net</b>	<b>287,035</b>	<b>(43,372)</b>	<b>(201,366)</b>	<b>42,298</b>

# 146 Arsenal Street Budget FYE 9/30/2022

## BUDGET THREE MONTHS EXPENSE.

Account	Description	Budget FYE 9/30/21	Actual 5/31/2021	Budget FYE 9/30/2022
721001	Building Legal Expense		0	
721101	Landscaping		5,600	
721301	Building Maintenance		0	
721401	Security		0	
721501	Plowing	20,000	16,200	
721601	Building Maintence/Managemant		25,375	
721701	RE Taxes			
721801	City Parking Lot Exp			
721901	City/County Parking	20,000	20,000	
721910	Insurance	15,000	16,653	
722001	Building Depreciation	74,000	48,735	29,272
722002	Equipment Depreciation	4,773	3,182	0
722010	Gas		0	1,500
722011	Electric		44,710	12,000
722012	Water		2,837	600
723001	Salary		21,725	
723010	Consultants		2,280	
		<u>133,773</u>	<u>207,297</u>	<u>43,372</u>

Jefferson County Industrial Development Agency								
10/01/21- 9/30/22 Budget Worksheet								
Revenue		FYE 9/30/21	Actual	Budget				
Acct. #	Description	Budget	5/31/2021	FYE 9/30/2022				
400001	Application & Process Fees	3,000		10,000				
400002	RCI Comm. Dev. Fund	279,427		0	FINAL 1/2021			
402501	PILOT/IRB/Leaseback Fees.	518,017	1,379,785	900,000				
407501	RLF Fees Income	43,424		10,000	Limited to 20% of cash collected			
408001	Micro Fee Income	26,137		5,000	Limited to 20% of cash collected			
400004	Bond Admin Fee	3,000		3,000	ReEnergy			
409703	146 Arsenal City Parking	0		0				
409601	Apex Legal Fees	0		0				
412501	Interest Income	2,500	1,430	2,000	Rogers			
415002	Interest Income - RLF	55,000	16,123	24,185				
415102	Late Payment - RLF	200	0	0				
415504	Interest Income - City Fund	8,200		3,600				
416003	Interest Income - Micro	5,000	5,100	7,650				
416103	Late Payment - Micro	500		0				
409602	Apex Admin Fee	0		0				
425001	Misc. Income	2,000		1,500	Rogers Princ			
430102	Fee Income 146 Aresenal	0		0	Fee + Maintenance Exp.			
430301	Convergys Capital Reserve	0		0				
430201	FTZ Fees	1,200			David			
	Civic Facilities Transfer							
	<b>Total Revenue</b>	<b>947,605</b>	<b>1,402,438</b>	<b>966,935</b>				
<b>Expenses</b>								
710010	Admin Services Exp	600,377		549,215				
710001	Office Expense	1,000	874	1,500	Postage/Printing, etc.			
710005	RCI Fee Sharing	139,714		0	FINAL			
711001	Depreciation			0	Non Stream	(Tablets)		
711101	Board Functions			0				
712001	D&O Insurance	14,400	9,800	15,000	Great American			
712010	Commercial Ins.	8,000			Selective			
712201	FTZ Expense	1,250		1,250	Membership			
712401	Airport Development			0	Capitalize			
712512	Legal YMCA		6,200	9,300				
712501	Legal Unrestricted	12,000	21,014	50,000	Retainer -18,000.			
712502	Legal - RLF	0		0				
712503	Legal - Micro	0		0				
712508	Legal Corp Park			0	Use 712591			
712015	Commercial Ins. 146 Arsenal	0		0	Arsenal W/S			
712507	Legal FDMCH	0		0				
713001	Accounting & Auditing	11,000		12,000	3%			
713100	CEDS Update			0	David= No for 2022			
714001	Consultants							
715002	Corp.Park Taxes	1,800		1,800				
715001	Corp. Park Expense	0		0				
715003	Airport Taxes	1,200		1,200				
715100	PAAA Legal/Training			0				
715101	Interest - WIC			0				
715501	Fees Expense	300	2,133	3,000	Bank, DEC			
715004	AG Park Expenses			0				
715005	Lawyer Parcel Expenses			0				
717502	Bad Debt RLF			190,000				
717503	Bad Debt Micro			31,000				
718002	Program Expense - RLF	43,424		10,000	Pass Through			
718003	Program Expense - Micro	26,167		5,000	Pass Through			
718004	Program Expense - City	0		0				
718102	Audit Expense - RLF	800		800				
W/S	146 Arsenal Expense	0		43,372	One Mo. + Depreciaion			
799901	Misc Expense	200	0	200				
	<b>Total Expenses</b>	<b>861,632</b>	<b>40,021</b>	<b>924,637</b>				
gross Total Revenue	budgets	947,605	1,402,438	966,935				
	<b>Total Expenses</b>	<b>861,632</b>	<b>40,021</b>	<b>924,637</b>				
	<b>Net</b>	<b>85,973</b>	<b>1,362,417</b>	<b>42,298</b>				