

Notice of Board Meeting

Date: March 24, 2022

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

From: Chairman Robert Aliasso

Re: Notice of Board of Directors' Meeting

The Jefferson County Local Development Corporation will hold their monthly Board Meeting on **Thursday, April 7, 2022 at 8:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

The live stream link will be available at www.jcida.com.

Zoom:
<https://us02web.zoom.us/j/84355250468?pwd=R0t4VjRPdGJBZDJrL2JQYVVVjKytDdz09>
Meeting ID: 843 5525 0468
Passcode: 011440
1-929-205-6099 US (New York)

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

pss

c: David Zembiec, CEO
Marshall Weir
Lyle Eaton
Jay Matteson
Justin Miller, Esq.
Media

REVISED BOARD MEETING AGENDA

Thursday, April 7, 2022 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – March 3, 2022**
- V. Treasurer’s Report – March 31, 2022**
- VI. Committee Reports**
 - a. Loan Review Committee**
- VII. Council Reports**
 - a. Jefferson County Agricultural Development**
 - b. Manufacturing**
 - c. Marketing**
- VIII. Unfinished Business**
- IX. Counsel**
- X. New Business**
 - 1. County of Jefferson ARPA Fund Contract**
 - 2. CAPC Agreement for ARPA Funds**
 - 3. Proposed 15-month Budget (10/1/21 – 12/31/22)**
- XI. Adjournment**

**Jefferson County Local Development Corporation
Board Meeting Minutes
March 3, 2022**

DRAFT

The Jefferson County Local Development Corporation held their board meeting on Thursday, March 3, 2022 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., W. Edward Walldroff, Rob Aiken, William Johnson

Zoom: Kent Burto, Paul Warneck, Lisa L'Huillier

Excused: David Converse, Gregory Gardner, Christine Powers, John Jennings

Absent: None

Also Present (Zoom): Stephen Maier, Esq., Craig Fox (Watertown Daily Times), John McDonough

Staff Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Jay Matteson, Joy Nuffer

I. Call to Order: Chairman Aliasso called the meeting to order at 8:00 a.m.

II. Pledge of Allegiance

III. Privilege of the Floor: Chairman Aliasso invited guests to speak. No one spoke.

IV. Minutes: Minutes of the meeting held February 3, 2022 were presented. A motion to approve the minutes as presented was made by Mr. Aiken, seconded by Mr. Johnson. All in favor. Carried.

V. Treasurer's Report: Mr. Aliasso said that Mr. Warneck provided a written report for the financials for the period ending February 28, 2022. It provided the following information:

- Mr. Eaton is working on the conversion to a calendar year.
- Revenues and expenses are in line with budgeted projections.
- The Ag and Business development programs are in line with budget projections.
- Total liabilities and capital are \$3,804,291 up from \$3,771,605 for the previous month.
- All loans are current except LCO Destiny which is 30 days behind. A reminder that we have been told that a sale is expected in the near future and the balance will be paid at that time. Ms. Nuffer reported that the account is now current.

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

VI. Committee Reports: None.

VII. Council Reports:

a. Ag – Mr. Matteson updated the board on the following topics:

- Ag conference – Mr. Matteson said the conference will be held on April 8, 2022 at the Hilton Garden Inn. He said that he is looking to replace one of the speakers that had to drop out.
- Dairy Parade – Mr. Matteson said the dairy parade will be held on June 3, 2022.
- JCC Ag Workforce Development – Mr. Matteson said that he was contacted to see if there are any opportunities for residence hall students to do occasional work. He said that he spoke to a dairy processor who is interested any may be able to help.
- CWT Farms International – Mr. Matteson said that the company should hear from Empire State Development soon regarding possible funding for their proposed project.
- Food resiliency grants – Mr. Matteson said that the program launched two weeks ago and noted that six applications have been received so far.
- Farmworker wage commission – Mr. Matteson said that the NYS Farm Labor Commission issued a ruling reducing the overtime hours from 60 to 40 over the next ten years. He said that he is concerned and noted that farms can't increase their product prices.
- Jay Matteson's Rural America podcast – Mr. Matteson said that the podcast is up and running and encouraged board members to listen. He said it can be found at www.agricultureevents.com and on all major podcast platforms. He said that he will start an educational program for protecting farm animals.

Mr. Walldroff said that USDA has announced funding for improving food security. Mr. Matteson said that he is aware and will be looking into it.

b. Manufacturing – Mr. Zembiec said that 20 people have signed up so far for the Jefferson-Lewis manufacturing forum that will be held in Carthage at Zero Dock Street on March 24th.

Mr. Zembiec noted that New York Air Brake will be moving a new production line to Watertown to service the North American market.

c. Marketing – Mr. Weir said that he, Dave and Jay attended the NYSEDC meeting in Albany on Monday. He said that they attended some great sessions and heard the governor speak.

Mr. Weir noted that EZ Stak, Inc. is lined up to speak on Jay's podcast.

Jefferson County Local Development Corporation
Board Meeting Minutes
March 3, 2022

DRAFT

- VIII. **Unfinished Business:** Mr. Zembiec said that we are expecting the agreement with Jefferson County for the ARPA funds and indicated that we will also have an agreement with CAPC for the childcare program.
- IX. **Counsel:** None.
- X. **New Business:** None.
- XI. **Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Aiken, seconded by Mr. Johnson. All in favor. The meeting adjourned at 8:21 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Income Statement for the Five Month Period Ending February 28, 2022
 Prepared by Joy Nuffer, February 23, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 549,215.00	228,840.00	\$ 45,768.00	45,768.00	320,375.00
JC Grant Marketing	275,400.00	114,750.00	22,950.00	22,950.00	160,650.00
JC Grant Ag Program	138,720.00	57,800.00	11,560.00	11,560.00	80,920.00
RLF Interest Income	30,000.00	11,071.53	2,693.39	2,765.58	18,928.47
Interest Income	1,000.00	492.49	0.00	124.04	507.51
Late Fee	0.00	260.13	21.55	141.56	(260.13)
Miscellaneous Income	0.00	249.99	0.00	0.00	(249.99)
Total Revenues	994,335.00	413,464.14	82,992.94	83,309.18	580,870.86
Expenses					
Salaries	467,858.00	178,260.75	37,413.94	18,707.03	289,597.25
Benefits	205,856.00	80,094.78	15,977.72	17,402.38	125,761.22
Operations					
Marketing Program	306,702.00	111,742.73	18,177.96	27,077.96	194,959.27
AG Program	206,930.00	83,590.18	14,845.43	16,627.48	123,339.82
Office Expense	19,000.00	4,294.31	194.56	715.29	14,705.69
Payroll Processing	3,500.00	1,503.90	270.28	422.78	1,996.10
Office Rent	17,753.00	7,482.90	1,496.58	1,496.58	10,270.10
Project Loan Rent	55,943.00	23,309.35	4,661.87	4,661.87	32,633.65
Office Cleaning	11,000.00	4,320.40	818.04	871.08	6,679.60
Telephone	7,000.00	2,922.97	449.42	547.21	4,077.03
Equipment Rental	3,500.00	1,361.08	0.00	340.27	2,138.92
Equipment Maintenance	5,000.00	260.89	154.95	0.00	4,739.11
System Maintenance	2,500.00	857.80	0.00	214.45	1,642.20
Electric Service	4,000.00	1,733.39	0.00	569.44	2,266.61
Gas Service	3,000.00	1,140.43	0.00	454.91	1,859.57
Business Support	7,500.00	5,000.00	0.00	5,000.00	2,500.00
Safety Training	0.00	280.00	0.00	0.00	(280.00)
Travel/Promotion/Meals	7,500.00	1,286.87	0.00	0.00	6,213.13
Staff Training & Seminars	3,000.00	0.00	0.00	0.00	3,000.00
Depreciation F&F	15,000.00	6,283.50	1,256.70	1,256.70	8,716.50
Dues & Publications	7,000.00	8,946.00	0.00	2,500.00	(1,946.00)
Commercial Insurance	3,500.00	0.00	0.00	0.00	3,500.00
Legal Unrestricted	1,000.00	0.00	0.00	0.00	1,000.00
Accounting & Auditing	7,000.00	6,500.00	0.00	0.00	500.00
CEDS Update	7,500.00	0.00	0.00	0.00	7,500.00
Fees Expense	300.00	275.00	0.00	0.00	25.00
Covid Grant	10,000.00	6,250.00	3,750.00	2,500.00	3,750.00
Reallocated Program Expenses	(393,506.00)	(163,723.23)	(31,916.39)	(31,919.95)	(229,782.77)
Miscellaneous - Unrestricted	500.00	0.00	0.00	0.00	500.00
Total Operations	995,836.00	373,974.00	67,551.06	69,445.48	621,862.00
Total Revenue	994,335.00	413,464.14	82,992.94	83,309.18	580,870.86
Total Expenses	995,836.00	373,974.00	67,551.06	69,445.48	621,862.00
Net Income Over Expenditures	\$ (1,501.00)	39,490.14	\$ 15,441.88	13,863.70	(40,991.14)

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**AG Program Expense Statement for the Five Month Period Ending February 28, 2022**

Prepared by Joy Nuffer, February 23, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
AG Annual Meeting	\$ 5,000.00	0.00	\$ 0.00	0.00	5,000.00
AG Office Expense	1,000.00	1,009.54	0.00	793.37	(9.54)
AG Advertising	4,000.00	2,860.00	0.00	300.00	1,140.00
AG Printed Material	1,000.00	0.00	0.00	0.00	1,000.00
AG Membership/Dues	400.00	99.00	0.00	0.00	301.00
AG Business Attraction	3,500.00	300.00	0.00	0.00	3,200.00
AG Subscriptions	200.00	119.88	0.00	0.00	80.12
AG Travel/Meals/Lodging	4,000.00	51.16	0.00	0.00	3,948.84
Dairy Parade	0.00	400.00	400.00	0.00	(400.00)
AG Web Site Development	2,000.00	285.12	0.00	285.12	1,714.88
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
AG Development	0.00	497.05	0.00	0.00	(497.05)
Local Food Guide	800.00	1,600.00	0.00	800.00	(800.00)
Salary Overhead	94,760.00	36,414.24	7,290.10	7,290.10	58,345.76
FICA Overhead	5,686.00	1,920.73	427.25	427.24	3,765.27
Medicare Overhead	1,327.00	717.90	318.62	99.92	609.10
Health/Dental Ins Overhead	29,476.00	12,518.67	2,503.02	2,506.59	16,957.33
Retirement Overhead	8,528.00	6,144.44	218.70	437.40	2,383.56
Indirect Labor Allocation	39,125.00	16,302.10	3,260.42	3,260.42	22,822.90
Non Labor Allocated Overhead	5,128.00	2,350.35	427.32	427.32	2,777.65
Total Operations	206,930.00	83,590.18	14,845.43	16,627.48	123,339.82

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Manuf. & Business Support Expense Statement for the Five Month Period Ending February 28, 2022**

Prepared by Joy Nuffer, February 23, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Business Support	\$ 7,500.00	5,000.00	\$ 0.00	5,000.00	2,500.00
Safety Training	0.00	280.00	0.00	0.00	(280.00)
	<u>7,500.00</u>	<u>5,280.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>2,220.00</u>
Total Operations					

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Marketing Program Expense Statement for the Five Month Period Ending February 28, 2022**

Prepared by Joy Nuffer, February 23, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 46,600.00	9,826.75	\$ 557.00	1,172.00	36,773.25
Canadian Marketing	15,000.00	0.00	0.00	0.00	15,000.00
Printed Material	2,000.00	0.00	0.00	0.00	2,000.00
Seminars Workshops Publicatio	2,000.00	525.80	0.00	0.00	1,474.20
Travel/Meals/Promotion	3,000.00	37.35	0.00	0.00	2,962.65
Public Relations	3,000.00	0.00	0.00	0.00	3,000.00
Web Site Dev & Promo Design	10,000.00	1,320.00	150.00	435.00	8,680.00
Events Sponsorship	10,250.00	7,678.03	0.00	3,000.00	2,571.97
Survey Monkey	200.00	0.00	0.00	0.00	200.00
Drum Country Business	5,000.00	5,000.00	0.00	5,000.00	0.00
Allocated Overhead	209,652.00	87,354.80	17,470.96	17,470.96	122,297.20
Total Operations	306,702.00	111,742.73	18,177.96	27,077.96	194,959.27

Jefferson County Local Development Corp
Balance Sheet
February 28, 2022

ASSETS

Current Assets		
General Checking	\$	24,003.43
Savings Account		1,408,804.01
RLF Savings		1,565,399.90
RLF Loans Receivable		483,776.17
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		190,313.54
Clayton Loans Receivable		10,000.00
Miscellaneous Recievable		7,500.00
LHI Records Storage		87,029.51
Prepaid Expense		7,833.76
		3,797,160.32
Total Current Assets		
		3,797,160.32
Property and Equipment		
Accumulated Depreciation		(66,511.60)
		(66,511.60)
Total Property and Equipment		
		(66,511.60)
Other Assets		
Furniture & Fixtures		70,387.89
WIP Telephone System		3,255.00
		73,642.89
Total Other Assets		
		73,642.89
Total Assets		
	\$	3,804,291.61

LIABILITIES AND CAPITAL

Current Liabilities		
JC Grant-Marketing	\$	160,650.00
JC Grant Agriculture Program		46,240.00
Deferred Mkt. Grant European		12,500.00
		219,390.00
Total Current Liabilities		
		219,390.00
Long-Term Liabilities		
		0.00
Total Long-Term Liabilities		
		0.00
Total Liabilities		
		219,390.00
Capital		
General Fund Bal - Unrestrict.		3,545,411.47
Net Income		39,490.14
		3,584,901.61
Total Capital		
		3,584,901.61
Total Liabilities & Capital		
	\$	3,804,291.61

Jefferson County Local Development Corp

Receivables

As of February 28, 2022

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	37,932.49	4/26/17	7/1/2026	3%- 84 Months	Current	726.73
CLAYTON ISLAND TOURS	40,000.00	34,613.26	4/29/20	5/1/2026	5%-73 Months	Current	754.85
CLAYTON YACHT CLUB	40,000.00	40,000.00	8/4/21	8/1/2027	3%-73 Months	Current-Int. only	100.00
CRESCENT YACHT CLUB	40,000.00	39,995.46	9/8/21	9/1/2027	3%-73 Months	Current-Int. only	100.00
CURRENT APPS	187,500.00	116,082.04	12/14/11	1/1/2032	5% 240 Months	Current	1,237.42
DIPRINZIO'S KITCHEN	5,000.00	5,000.00	1/22/21	2/1/2027	3%, 60 Months	Current-Int only	12.50
DIPRINZIO'S MARKET	5,000.00	5,000.00	1/22/21	2/1/2027	3%, 60 Months	Current-Int only	12.50
LCO DESTINY, LLC	600,000.00	77,116.48	9/29/15	7/1/2022	5%, 60 Months	30 Days	2,000.00
WICLDC	200,000.00	103,420.42	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	34,616.02	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		493,776.17					

Jefferson County Local Development Corp
RLF Aged Receivables
As of Feb 28, 2022

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 FARMS	2086	37,932.49
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARM		37,932.49
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	34,613.26
CLAYTON ISLAND CLAYTON ISLAND TOURS		34,613.26
CLAYTON YACHT CLAYTON YACHT CLUB, INC.	2344	40,000.00
CLAYTON YACHT CLAYTON YACHT CLUB, INC.		40,000.00
CRESCENT YACHT CLUB CRESCENT YACHT CLUB	2350	39,995.46
CRESCENT YACHT CLUB CRESCENT YACHT CLUB		39,995.46
CURRENT CURRENT APPLICATIONS	11-30-11 LDCRLF	116,082.04
CURRENT CURRENT APPLICATIONS		116,082.04
LCO LCO DESTINY, LLC	2013	77,116.48

Jefferson County Local Development Corp
RLF Aged Receivables
As of Feb 28, 2022

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
LCO LCO DESTINY, LLC		77,116.48
WIC WICLDC	1907 RLF LOAN	103,420.42 34,616.02
WIC WICLDC		138,036.44
Report Total		483,776.17

**Jefferson County Local Development Corp
 COVID Loan Aged Receivables
 As of Feb 28, 2022**

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	8,593.80
AUBREYS AUBREYS SHOPPING CENTER		8,593.80
BROTHERTON STEVEN BROTHERTON	2252	7,307.38
BROTHERTON STEVEN BROTHERTON		7,307.38
CCTI COLLEENS CHERRY TREE INN	2238	9,157.01
CCTI COLLEENS CHERRY TREE INN		9,157.01
CORNELIA LAURIE A. CORNELIA	2240	8,584.27
CORNELIA LAURIE A. CORNELIA		8,584.27
DEMAR AMY S. DEMAR	2237	8,593.80
DEMAR AMY S. DEMAR		8,593.80
ELMER KATHLEEN ELMER	2253	8,765.30

**Jefferson County Local Development Corp
 COVID Loan Aged Receivables
 As of Feb 28, 2022**

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
ELMER KATHLEEN ELMER		8,765.30
FIELD FIELD OF DREAMS, LLC	2267	9,066.05
FIELD FIELD OF DREAMS, LLC		9,066.05
GOULD ROBERT L. GOULD	2234	8,593.80
GOULD ROBERT L. GOULD		8,593.80
GRAPES BUSTED GRAPES,LLC	2250	8,838.52
GRAPES BUSTED GRAPES,LLC		8,838.52
HERMAN BONNIE HERMAN	2235	8,593.80
HERMAN BONNIE HERMAN		8,593.80
MILLER GAIL W. MILLER	2236	8,485.59
MILLER GAIL W. MILLER		8,485.59

**Jefferson County Local Development Corp
 COVID Loan Aged Receivables
 As of Feb 28, 2022**

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
MORGIA MORGIA MASONRY	2264	8,751.61
MORGIA MORGIA MASONRY		8,751.61
NORTH BRANCH NORTH BRANCH FARMS	2262	8,751.61
NORTH BRANCH NORTH BRANCH FARMS		8,751.61
NORTHERN NORTHERN COMMERCIAL CLEANING	2263	8,406.78
NORTHERN NORTHERN COMMERCIAL CLEANING		8,406.78
NORTHROP MICHAEL NORTHROP	2245	8,435.59
NORTHROP MICHAEL NORTHROP		8,435.59
PAINFULL PAINFULL ACRES	2255	3,975.89
PAINFULL PAINFULL ACRES		3,975.89
RHODES RHODES GREENHOUSES, INC	2261	8,751.61

**Jefferson County Local Development Corp
 COVID Loan Aged Receivables
 As of Feb 28, 2022**

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
RHODES RHODES GREENHOUSES, INC		8,751.61
SAMPSON-MELISSA MELISSA SAMPSON	2254	8,751.61
SAMPSON-MELISSA MELISSA SAMPSON		8,751.61
SKINNER SCOTT P. SKINNER	2248	8,593.80
SKINNER SCOTT P. SKINNER		8,593.80
TILLSON ALISHA TILLSON	2249	8,435.59
TILLSON ALISHA TILLSON		8,435.59
WILLS GREG WILLS	2246	8,276.99
WILLS GREG WILLS		8,276.99
WINKLER STEPHEN WINKLER	2268	5,694.11
WINKLER STEPHEN WINKLER		5,694.11

Jefferson County Local Development Corp
COVID Loan Aged Receivables
As of Feb 28, 2022

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
ZERO ZERO DOCK STREET, LLC	2280	8,909.03
ZERO ZERO DOCK STREET, LLC		8,909.03
Report Total		190,313.54

**Jefferson County Local Development Corp
Clayton Loan Fund Aged Receivables
As of Feb 28, 2022**

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
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN	2309	5,000.00
		<hr/> 5,000.00
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN		
DIPRINZIO MARKET DIPRINZIO'S MARKET	2310	5,000.00
		<hr/> 5,000.00
DIPRINZIO MARKET DIPRINZIO'S MARKET		
Report Total		<hr/> 10,000.00 <hr/>

**Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Feb 1, 2022 to Feb 28, 2022**

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
2/2/22	122025 407501 112501	5155	Invoice: 2086 2/22 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	630.32 96.41
2/2/22	122250 407501 112501	5153	Invoice: 2262 2/22 INTEREST NORTH BRANCH FARMS	179.69	157.42 22.27
2/2/22	122025 407501 112501	161663	Invoice: RLF LOAN 1/22 INTEREST WICLDC	1,784.28	1,673.55 110.73
2/2/22	122025 407501 112501	47679	Invoice: 2013 1/22 INTEREST LCO DESTINY, LLC	2,000.00	1,671.72 328.28
2/2/22	122250 407501 112501	1959	Invoice: 2237 2/22 INTEREST AMY S. DEMAR	179.69	157.81 21.88
2/2/22	122250 407501 112501	49168	Invoice: 2248 2/22 INTEREST SCOTT P. SKINNER	179.69	157.81 21.88
2/2/22	122250 407501 412502 112501	1326	Invoice: 2254 1/22 INTEREST 1/22 LATE MELISSA SAMPSON	190.47	157.02 22.67 10.78
2/2/22	122250 407501 412502 112501	18720	Invoice: 2267 12/21 INTEREST 12/21 LATE FEE FIELD OF DREAMS, LLC	190.46	156.63 23.06 10.77
2/2/22	122025 407501 112501	3727	Invoice: 11-30-11 LDCRLF 1/22 INTEREST CURRENT APPLICATIONS	1,237.42	748.20 489.22
2/2/22	125001 100001	7706	Invoice: 2356 JEFF COUNTY IDA	45,768.00	45,768.00
2/11/22	122250 407501 112501	6458	Invoice: 2235 2/22 INTEREST BONNIE HERMAN	179.69	157.81 21.88
2/11/22	122250 407501 112501	4047	Invoice: 2254 2/22 INTEREST MELISSA SAMPSON	179.69	157.42 22.27
2/11/22	122250 407501 112501	4030	Invoice: 2264 2/22 INTEREST MORGIA MASONRY	179.69	157.42 22.27
2/11/22	122250 407501 112501	8625	Invoice: 2240 2/22 INTEREST LAURIE A. CORNELIA	179.69	157.81 21.88
2/11/22	122250 407501 112501	923	Invoice: 2241 2/22 INTEREST AUBREYS SHOPPING CENTER	179.69	157.81 21.88
2/11/22	122250	7000278	Invoic-20-15		158.21

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Feb 1, 2022 to Feb 28, 2022

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
	407501 112501		3/22 INTEREST MICHAEL NORTHROP	179.69	21.48
2/11/22	122250 407501 112501	7000122	Invoice: 2268 INTEREST STEPHEN WINKLER	1,000.00	983.31 16.69
2/11/22	122250 407501 112501	1822	Invoice: 2280 2/22 INTEREST ZERO DOCK STREET, LLC	179.69	157.02 22.67
2/11/22	122025 407501 112501	995002	Invoice: 2242 2/22 INTEREST CLAYTON ISLAND TOURS	754.85	608.08 146.77
2/11/22	407501 112501	16548	2/22 INTEREST CRESCENT YACHT CLUB	100.00	100.00
2/11/22	122250 407501 112501	1196	Invoice: 2263 5/22 INTEREST NORTHERN COMMERCIAL CLEANING	180.00	158.60 21.40
2/11/22	407501 112501	8894	1/22 INTEREST DIPRINZIO'S MARKET	12.50	12.50
2/11/22	407501 112501	8893	1/22 INTEREST DIPRINZIO'S KITCHEN	12.50	12.50
2/11/22	202401 202501 100001	1422	DUE JCLDC RLF DUE SHLDC MAIN STREET CRAFTS & DRAFTS	179.69	89.84 89.85
2/11/22	260201 100101	62781	BI ANNUAL AG ALLOTMENT JEFFERSON COUNTY TREASURER	69,360.00	69,360.00
2/17/22	122025 407501 112501	3745	Invoice: 1907 2/22 INTEREST WICLDC	1,109.20	847.03 262.17
2/17/22	122025 407501 112501	3752	Invoice: 11-30-11 LDCRLF 2/22 INTEREST CURRENT APPLICATIONS	1,237.42	751.32 486.10
2/17/22	122250 407501 112501	56043264	Invoice: 2253 2/22 INTEREST KATHLEEN ELMER	170.69	148.42 22.27
2/17/22	122250 407501 112501	5978	Invoice: 2256 2/22 INTEREST MAIN STREET CRAFTS & DRAFTS	89.84	78.70 11.14
2/17/22	122250 407501 112501	2237	Invoice: 2261 2/22 INTEREST RHODES GREENHOUSES, INC	179.69	157.42 22.27
2/17/22	202401 202501 100001	19423	DUE JCLDC RLF DUE SHLDC PAINFULL ACRES	179.69	89.85 89.84
2/17/22	202401	837	DUE 202401 RLF		3,129.48

**Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Feb 1, 2022 to Feb 28, 2022**

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
	202501 100001		DUE SHLDC MAIN STREET CRAFTS & DRAFTS	6,258.96	3,129.48
2/23/22	122250 407501 112501	5995	Invoice: 2256 INTEREST MAIN STREET CRAFTS & DRAFTS	3,129.48	3,125.84 3.64
2/23/22	122250 721901	COVID GRANT	Invoice: 2256 MAIN STREET CRAFTS & DRAFTS	1,250.00	1,250.00
2/23/22	122250 407501 112501	6000	Invoice: 2255 6/22 INTEREST PAINFULL ACRES	89.85	79.71 10.14
2/23/22	122250 407501 112501	6189	Invoice: 2252 12/22 INTEREST STEVEN BROTHERTON	200.00	181.29 18.71
2/23/22	122250 112501	56123548	Invoice: 2253 KATHLEEN ELMER	18.00	18.00
2/23/22	122250 407501 112501	4021	Invoice: 2236 2/22 & 3/22 INTEREST GAIL W. MILLER	309.38	266.02 43.36
2/23/22	122250 721901	COVID GRANT	Invoice: 2243 CAROL THOMAS	2,500.00	2,500.00
2/23/22	122250 407501 112501	007754	Invoice: 2243 INTEREST CAROL THOMAS	6,100.94	6,093.80 7.14
2/23/22	122025 407501 112501	161831	Invoice: RLF LOAN 2/22 INTEREST WICLDC	1,784.29	1,678.43 105.86
2/23/22	407501 112501	4962	INTEREST CLAYTON YACHT CLUB, INC.	100.00	100.00
				<u>150,001.23</u>	<u>150,001.23</u>

Jefferson County Local Development Corp
Check Register
For the Period From Feb 1, 2022 to Feb 28, 2022

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5960	2/2/22	CINTAS	100001	53.04
5961	2/2/22	CORNELL COOPERATIVE	100001	800.00
5962	2/2/22	EXCELLUS BC/BS	100001	11,037.12
5963	2/2/22	HM LIFE OF NY	100001	88.13
5964	2/2/22	NORTH COUNTRY ALLIANC	100001	500.00
5965	2/2/22	RBC WEALTH MANAGEMEN	100001	3,014.28
5966	2/2/22	UNITED WAY OF NNY	100001	116.50
5967	2/2/22	GWNC CHAMBER OF COM	100001	8,000.00
5968	2/2/22	WB MASON CO INC.	100001	125.63
5969	2/2/22	WICLDC	100001	1,496.58
5970	2/2/22	WATERTOWN LOCAL DEVE	100001	4,661.87
5971	2/2/22	EXCELLUS BC/BS	100001	408.01
5972	2/2/22	EXCELLUS BC/BS	100001	567.50
5973	2/11/22	ADVANCED BUSINESS SYS	100001	154.95
5974	2/11/22	BLUE MOUNTAIN SPRING	100001	49.70
5975	2/11/22	CINTAS	100001	53.04
5976	2/11/22	FORT DRUM REGIONAL LIA	100001	5,000.00
5977	2/11/22	THE HARTFORD	100001	256.91
5978	2/11/22	JCLDC	100001	89.84
5979	2/11/22	NATIONAL GRID	100001	1,024.35
5980	2/11/22	PROSHRED	100001	22.01
5981	2/11/22	SACKETS HARBOR LDC	100001	89.85
5982	2/11/22	STATEBOOK INTERNATION	100001	150.00
5983	2/11/22	VERIZON WIRELESS	100001	93.69
5984	2/11/22	WB MASON CO INC.	100001	55.24
5985	2/17/22	KEY BANK	100001	1,391.52
5986	2/17/22	ORIGINAL YANKS DRUM &	100001	400.00
5987	2/17/22	RBC WEALTH MANAGEMEN	100001	3,014.28
5988	2/17/22	SAM'S CLUB	100001	104.71
5989	2/17/22	STATEBOOK INTERNATION	100001	150.00
5990	2/17/22	UNITED WAY OF NNY	100001	116.50
5991	2/17/22	WB MASON CO INC.	100001	89.85

Jefferson County Local Development Corp
Check Register
For the Period From Feb 1, 2022 to Feb 28, 2022

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5992	2/17/22	WPBS	100001	557.00
5993	2/23/22	EWTI	100001	50.00
5994	2/23/22	INFORMNNY.COM	100001	265.00
5995	2/23/22	JCLDC	100001	3,129.48
5996	2/23/22	NORTHERN COMMERCIAL	100001	765.00
5997	2/23/22	SACKETS HARBOR LDC	100001	3,129.48
5998	2/23/22	WESTELCOM	100001	449.42
5999	2/23/22	WWTI	100001	300.00
6000	2/23/22	JCLDC	100001	89.85
6001	2/23/22	SACKETS HARBOR LDC	100001	89.84
Total				<u>52,000.17</u>

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Income Statement for the Three Month Period Ending March 31, 2022

Prepared by Joy Nuffer, March 31, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 549,215.00	274,608.00	\$ 274,608.00	0.00	274,607.00
JC Grant Marketing	283,662.00	137,700.00	137,700.00	0.00	145,962.00
JC Grant Ag Program	138,720.00	69,360.00	69,360.00	0.00	69,360.00
RLF Interest Income	30,000.00	13,170.04	13,170.04	0.00	16,829.96
Interest Income	1,000.00	606.65	606.65	0.00	393.35
Late Fee	0.00	319.45	319.45	0.00	(319.45)
Miscellaneous Income	0.00	249.99	249.99	0.00	(249.99)
AG Conference	0.00	1,000.00	1,000.00	0.00	(1,000.00)
Total Revenues	1,002,597.00	497,014.13	497,014.13	0.00	505,582.87
Expenses					
Salaries	539,480.00	234,381.66	234,381.66	0.00	305,098.34
Benefits	250,134.00	97,259.43	97,259.43	0.00	152,874.57
Operations					
Marketing Program	322,530.00	131,435.69	131,435.69	0.00	191,094.31
AG Program	207,954.00	103,065.52	103,065.52	0.00	104,888.48
Office Expense	19,000.00	4,914.89	4,914.89	0.00	14,085.11
Payroll Processing	3,500.00	1,909.32	1,909.32	0.00	1,590.68
Office Rent	17,753.00	8,979.48	8,979.48	0.00	8,773.52
Project Loan Rent	55,943.00	27,971.22	27,971.22	0.00	27,971.78
Office Cleaning	11,000.00	5,279.52	5,279.52	0.00	5,720.48
Telephone	7,000.00	3,796.26	3,796.26	0.00	3,203.74
Equipment Rental	3,500.00	2,041.62	2,041.62	0.00	1,458.38
Equipment Maintenance	5,000.00	1,384.60	1,384.60	0.00	3,615.40
System Maintenance	2,500.00	857.80	857.80	0.00	1,642.20
Electric Service	4,000.00	2,334.81	2,334.81	0.00	1,665.19
Gas Service	3,000.00	1,551.01	1,551.01	0.00	1,448.99
Business Support	7,500.00	6,519.00	6,519.00	0.00	981.00
Safety Training	0.00	280.00	280.00	0.00	(280.00)
Travel/Promotion/Meals	7,500.00	1,286.87	1,286.87	0.00	6,213.13
Staff Training & Seminars	3,000.00	675.00	675.00	0.00	2,325.00
Depreciation F&F	15,000.00	7,540.20	7,540.20	0.00	7,459.80
Dues & Publications	7,000.00	8,946.00	8,946.00	0.00	(1,946.00)
Legal Unrestricted	1,000.00	0.00	0.00	0.00	1,000.00
Accounting & Auditing	7,000.00	6,500.00	6,500.00	0.00	500.00
CEDS Update	7,500.00	7,500.00	7,500.00	0.00	0.00
Fees Expense	300.00	295.00	295.00	0.00	5.00
Covid Grant	10,000.00	6,250.00	6,250.00	0.00	3,750.00
Reallocated Program Expenses	(400,358.00)	(199,766.94)	(199,766.94)	0.00	(200,591.06)
Miscellaneous - Unrestricted	500.00	0.00	0.00	0.00	500.00
Total Operations	1,118,236.00	473,187.96	473,187.96	0.00	645,048.04
Total Revenue	1,002,597.00	497,014.13	497,014.13	0.00	505,582.87
Total Expenses	1,118,236.00	473,187.96	473,187.96	0.00	645,048.04
Net Income Over Expenditures	\$ (115,639.00)	23,826.17	\$ 23,826.17	0.00	(139,465.17)

For Internal Use Only

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**AG Program Expense Statement for the Three Month Period Ending March 31, 2022**

Prepared by Joy Nuffer, March 31, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
AG Annual Meeting	\$ 5,000.00	0.00	\$ 0.00	0.00	5,000.00
AG Office Expense	1,000.00	1,712.13	1,712.13	0.00	(712.13)
AG Advertising	4,000.00	3,060.00	3,060.00	0.00	940.00
AG Printed Material	1,000.00	0.00	0.00	0.00	1,000.00
AG Membership/Dues	400.00	99.00	99.00	0.00	301.00
AG Business Attraction	3,500.00	300.00	300.00	0.00	3,200.00
AG Subscriptions	200.00	119.88	119.88	0.00	80.12
AG Travel/Meals/Lodging	4,000.00	51.16	51.16	0.00	3,948.84
Dairy Parade	0.00	400.00	400.00	0.00	(400.00)
AG Web Site Development	2,000.00	285.12	285.12	0.00	1,714.88
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
AG Development	0.00	497.05	497.05	0.00	(497.05)
Local Food Guide	800.00	1,600.00	1,600.00	0.00	(800.00)
Salary Overhead	94,771.00	47,349.39	47,349.39	0.00	47,421.61
FICA Overhead	5,686.00	2,561.59	2,561.59	0.00	3,124.41
Medicare Overhead	1,327.00	867.78	867.78	0.00	459.22
Health/Dental Ins Overhead	29,477.00	15,021.69	15,021.69	0.00	14,455.31
Retirement Overhead	8,529.00	6,800.54	6,800.54	0.00	1,728.46
Indirect Labor Allocation	40,136.00	19,562.52	19,562.52	0.00	20,573.48
Non Labor Allocated Overhead	5,128.00	2,777.67	2,777.67	0.00	2,350.33
Total Operations	207,954.00	103,065.52	103,065.52	0.00	104,888.48

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Manuf. & Business Support Expense Statement for the Three Month Period Ending March 31, 2022**

Prepared by Joy Nuffer, March 31, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Business Support	\$ 7,500.00	6,519.00	\$ 6,519.00	0.00	981.00
Safety Training	0.00	280.00	280.00	0.00	(280.00)
	<u>7,500.00</u>	<u>6,799.00</u>	<u>6,799.00</u>	<u>0.00</u>	<u>701.00</u>
Total Operations					

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Marketing Program Expense Statement for the Three Month Period Ending March 31, 2022**

Prepared by Joy Nuffer, March 31, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 46,600.00	11,898.75	\$ 11,898.75	0.00	34,701.25
Canadian Marketing	15,000.00	0.00	0.00	0.00	15,000.00
Printed Material	2,000.00	0.00	0.00	0.00	2,000.00
Seminars Workshops Publicatio	2,000.00	525.80	525.80	0.00	1,474.20
Business Awards	2,000.00	0.00	0.00	0.00	2,000.00
Travel/Meals/Promotion	6,000.00	37.35	37.35	0.00	5,962.65
Public Relations	3,000.00	0.00	0.00	0.00	3,000.00
Web Site Dev & Promo Design	10,000.00	1,470.00	1,470.00	0.00	8,530.00
Events Sponsorship	10,250.00	7,678.03	7,678.03	0.00	2,571.97
FDRLO MEMBERSHIP	5,000.00	0.00	0.00	0.00	5,000.00
Survey Monkey	200.00	0.00	0.00	0.00	200.00
Drum Country Business	5,000.00	5,000.00	5,000.00	0.00	0.00
Allocated Overhead	215,480.00	104,825.76	104,825.76	0.00	110,654.24
Total Operations	322,530.00	131,435.69	131,435.69	0.00	191,094.31

New Jefferson County Local Development
Balance Sheet
March 31, 2022

ASSETS

Current Assets		
General Checking	\$	20,265.89
Savings Account		1,358,857.77
RLF Savings		1,695,095.98
RLF Loans Receivable		362,240.46
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		184,526.08
Clayton Loans Receivable		9,845.32
Miscellaneous Recievable		7,500.00
LHI Records Storage		87,029.51
Prepaid Expense		7,833.76
		3,745,694.77
Total Current Assets		
		3,745,694.77
Property and Equipment		
Accumulated Depreciation		(67,768.30)
		(67,768.30)
Total Property and Equipment		
		(67,768.30)
Other Assets		
Furniture & Fixtures		70,387.89
WIP Telephone System		6,480.00
		76,867.89
Total Other Assets		
		76,867.89
Total Assets		
	\$	3,754,794.36

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$	676.72
JC Grant-Marketing		137,700.00
JC Grant Agriculture Program		34,680.00
Deferred Mkt. Grant European		12,500.00
		185,556.72
Total Current Liabilities		
		185,556.72
Long-Term Liabilities		
		0.00
Total Long-Term Liabilities		
		0.00
Total Liabilities		
		185,556.72
Capital		
General Fund Bal - Unrestrict.		3,545,411.47
Net Income		23,826.17
		3,569,237.64
Total Capital		
		3,569,237.64
Total Liabilities & Capital		
	\$	3,754,794.36

Jefferson County Local Development Corp

Receivables

As of March 31, 2021

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	37,300.59	4/26/17	7/1/2026	3%- 84 Months	Current	726.73
CLAYTON ISLAND TOURS	40,000.00	34,002.65	4/29/20	5/1/2026	5%-73 Months	Current	754.85
CLAYTON YACHT CLUB	40,000.00	40,000.00	8/4/21	8/1/2027	3%-73 Months	Current-Int. only	100.00
CRESCENT YACHT CLUB	40,000.00	39,995.46	9/8/21	9/1/2027	3%-73 Months	Current-Int. only	100.00
DIPRINZIO'S KITCHEN	5,000.00	4,922.66	1/22/21	2/1/2027	3%, 60 Months	Current	89.84
DIPRINZIO'S MARKET	5,000.00	4,922.66	1/22/21	2/1/2027	3%, 60 Months	Current	89.84
LCO DESTINY, LLC	600,000.00	75,437.80	9/29/15	7/1/2022	5%, 60 Months	30 Days	2,000.00
WICLDC	200,000.00	102,571.27	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	32,932.69	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		372,085.78					

**New Jefferson County Local Development
RLF Aged Receivables
As of Mar 31, 2022**

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 FARMS	2086	37,300.59
		37,300.59
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	34,002.65
		34,002.65
CLAYTON ISLAND CLAYTON ISLAND TOURS		34,002.65
		34,002.65
CLAYTON YACHT CLAYTON YACHT CLUB, INC.	2344	40,000.00
		40,000.00
CLAYTON YACHT CLAYTON YACHT CLUB, INC.		40,000.00
		40,000.00
CRESCENT YACHT CLUB CRESCENT YACHT CLUB	2350	39,995.46
		39,995.46
CRESCENT YACHT CLUB CRESCENT YACHT CLUB		39,995.46
		39,995.46
LCO LCO DESTINY, LLC	2013	75,437.80
		75,437.80
LCO LCO DESTINY, LLC		75,437.80
		75,437.80
WIC WICLDC	1907 RLF LOAN	102,571.27 32,932.69
		102,571.27 32,932.69

**New Jefferson County Local Development
RLF Aged Receivables
As of Mar 31, 2022**

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
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WIC WICLDC		135,503.96
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Report Total		362,240.46
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**New Jefferson County Local Development
Clayton Loan Fund Aged Receivables
As of Mar 31, 2022**

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
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN	2309	4,922.66
		<hr/> 4,922.66
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN		
DIPRINZIO MARKET DIPRINZIO'S MARKET	2310	4,922.66
		<hr/> 4,922.66
DIPRINZIO MARKET DIPRINZIO'S MARKET		
Report Total		<hr/> <hr/> 9,845.32

**New Jefferson County Local Development
 COVID Loan Aged Receivables
 As of Mar 31, 2022**

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	8,435.59
AUBREYS AUBREYS SHOPPING CENTER		8,435.59
BROTHERTON STEVEN BROTHERTON	2252	6,943.45
BROTHERTON STEVEN BROTHERTON		6,943.45
CCTI COLLEENS CHERRY TREE INN	2238	8,594.57
CCTI COLLEENS CHERRY TREE INN		8,594.57
CORNELIA LAURIE A. CORNELIA	2240	8,426.06
CORNELIA LAURIE A. CORNELIA		8,426.06
DEMAR AMY S. DEMAR	2237	8,276.99
DEMAR AMY S. DEMAR		8,276.99
ELMER KATHLEEN ELMER	2253	8,607.18

**New Jefferson County Local Development
COVID Loan Aged Receivables
As of Mar 31, 2022**

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
ELMER KATHLEEN ELMER		8,607.18
FIELD FIELD OF DREAMS, LLC	2267	8,751.61
FIELD FIELD OF DREAMS, LLC		8,751.61
GOULD ROBERT L. GOULD	2234	8,276.99
GOULD ROBERT L. GOULD		8,276.99
GRAPES BUSTED GRAPES,LLC	2250	8,523.29
GRAPES BUSTED GRAPES,LLC		8,523.29
HERMAN BONNIE HERMAN	2235	8,435.59
HERMAN BONNIE HERMAN		8,435.59
MILLER GAIL W. MILLER	2236	8,485.59
MILLER GAIL W. MILLER		8,485.59

New Jefferson County Local Development
COVID Loan Aged Receivables
As of Mar 31, 2022

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
MORGIA MORGIA MASONRY	2264	8,593.80
MORGIA MORGIA MASONRY		8,593.80
NORTH BRANCH NORTH BRANCH FARMS	2262	8,593.80
NORTH BRANCH NORTH BRANCH FARMS		8,593.80
NORTHERN NORTHERN COMMERCIAL CLEANING	2263	8,247.79
NORTHERN NORTHERN COMMERCIAL CLEANING		8,247.79
NORTHROP MICHAEL NORTHROP	2245	8,276.99
NORTHROP MICHAEL NORTHROP		8,276.99
PAINFULL PAINFULL ACRES	2255	3,895.98
PAINFULL PAINFULL ACRES		3,895.98
RHODES RHODES GREENHOUSES, INC	2261	8,593.80

**New Jefferson County Local Development
 COVID Loan Aged Receivables
 As of Mar 31, 2022**

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
RHODES RHODES GREENHOUSES, INC		8,593.80
SAMPSON-MELISSA MELISSA SAMPSON	2254	8,435.59
SAMPSON-MELISSA MELISSA SAMPSON		8,435.59
SKINNER SCOTT P. SKINNER	2248	8,276.99
SKINNER SCOTT P. SKINNER		8,276.99
TILLSON ALISHA TILLSON	2249	8,117.99
TILLSON ALISHA TILLSON		8,117.99
WILLS GREG WILLS	2246	8,276.99
WILLS GREG WILLS		8,276.99
WINKLER STEPHEN WINKLER	2268	4,707.84
WINKLER STEPHEN WINKLER		4,707.84

**New Jefferson County Local Development
 COVID Loan Aged Receivables
 As of Mar 31, 2022**

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
ZERO ZERO DOCK STREET, LLC	2280	8,751.61
ZERO ZERO DOCK STREET, LLC		8,751.61
Report Total		184,526.08

New Jefferson County Local Development Cash Receipts Journal For the Period From Mar 1, 2022 to Mar 31, 2022

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
3/23/22	202401 202501 100001	19460	DUE JCLDC RLF DUE SHLDC PAINFULL ACRES	179.69	89.85 89.84
3/23/22	122250 407501 412502 112501	1047	Invoice: 2238 12/21, 1/22, 2/22 INTEREST 12/21, 1/22, 2/22 LATE FEE COLLEENS CHERRY TREE INN	667.02	562.44 66.82 37.76
3/23/22	122250 407501 112501	5966	Invoice: 2252 INTEREST STEVEN BROTHERTON	200.00	182.19 17.81
3/23/22	122250 407501 112501	5950	Invoice: 2252 INTEREST STEVEN BROTHERTON	200.00	181.74 18.26
3/23/22	122025 407501 112501	162098	Invoice: RLF LOAN 3/22 INTEREST WICLDC	1,784.29	1,683.33 100.96
3/23/22	407501 112501	4966	4/22 INTEREST CLAYTON YACHT CLUB, INC.	100.00	100.00
3/31/22	122250 407501 112501	1035	Invoice: 2249 4/22 & 5/22 INTEREST ALISHA TILLSON	359.38	317.60 41.78
3/31/22	122250 407501 112501	6042	Invoice: 2255 INTEREST PAINFULL ACRES	89.85	79.91 9.94
3/31/22	122250 407501 112501	1708	Invoice: 2250 1/22 & 2/22 INTEREST BUSTED GRAPES,LLC	359.38	315.23 44.15
3/31/22	122250 407501 112501	1430	Invoice: 2234 4/22 INTEREST ROBERT L. GOULD	179.69	158.60 21.09
3/31/22	122250 407501 112501	1992	Invoice: 2237 4/22 INTEREST AMY S. DEMAR	179.69	158.60 21.09
3/31/22	122250 407501 112501	4056	Invoice: 2254 4/22 INTEREST MELISSA SAMPSON	179.69	158.21 21.48
3/31/22	122250 407501 112501	49691	Invoice: 2248 4/22 INTEREST SCOTT P. SKINNER	179.69	158.60 21.09
3/31/22	125001 100001	4650	Invoice: 2373 MIDWAY INTERNATIONAL LOGISTICS LLC	1,000.00	1,000.00
				5,658.37	5,658.37

New Jefferson County Local Development Cash Disbursements Journal For the Period From Mar 1, 2022 to Mar 31, 2022

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
3/23/22	6035	200001 100001	Invoice: 4114099875 CINTAS	53.04	53.04
3/23/22	6036	200001 100001	Invoice: 659 NORTHERN COMMERCIAL CLEANING	800.00	800.00
3/23/22	6037	200001 100001	Invoice: 18254 NORTHERN COMPUTERS	49.00	49.00
3/23/22	6038	200001 100001	Invoice: 1466 STATEBOOK INTERNATIONAL, INC.	150.00	150.00
3/23/22	6039	200001 100001	Invoice: 101 TODD SOULES	200.00	200.00
3/23/22	6040	200001 100001	Invoice: 5019372435 WELLS FARGO FINANCIAL SERVICES	340.27	340.27
3/23/22	6041	200001 100001	Invoice: 107411-3/22 WESTELCOM	759.55	759.55
3/31/22	6042	200001 100001	Invoice: PAINFULL JCLDC	89.85	89.85
3/31/22	6043	200001 100001	Invoice: 609-21A JEFFERSON-LEWIS BOCES	1,000.00	1,000.00
3/31/22	6044	200001 100001	Invoice: 1921 COUNTY OF LEWIS IDA	519.00	519.00
3/31/22	6045	200001 100001	Invoice: 18245 NORTHERN COMPUTERS	3,225.00	3,225.00
3/31/22	6046	200001 100001	Invoice: 3/31/22 RBC WEALTH MANAGEMENT	3,014.28	3,014.28
3/31/22	6047	200001 100001	Invoice: PAINFULL SACKETS HARBOR LDC	89.84	89.84
3/31/22	6048	200001 100001	Invoice: 3/31/22 UNITED WAY OF NNY	116.50	116.50
Total				10,406.33	10,406.33

**Jefferson County Industrial Development Agency
Jefferson County Local Development Corporation
Loan Review Committee Meeting Minutes
March 30, 2022**

Present: David Converse (Chair), Christine Powers, John Jennings
Zoom: Rob Aliasso

Excused: Kent Burto

Also Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, Paul Warneck, Ed Walldroff, Bill Johnson, Rob Aiken (zoom), Richard ‘Calvin’ McNeely, Hari Achuthan, Lexi Bruening from Channel 7 News, Benjamin Wisniewski, Esq.

- I. Call to Order:** Mr. Converse called the joint meeting to order at 8:00 a.m.
- II. Pledge of Allegiance**
- III. Privilege of the Floor:** None.
- IV. RBM Manufacturing Corp. (Runningboards Marketing) –** A request for a 6-month period of interest only payments, effective March 1, 2022, and an adjustment to the amortization schedule adding those 6 months to the end of their loan. The current balance on the \$400,000 loan is \$381,391.11 as of February 28, 2022.

Mr. McNeely started off by saying that being a franchiser is tough. He said that they had trouble getting trucks last year and that he and his wife contracted COVID and were unable to work for 4 months. He said that they have 14 franchises up and running with a third of them in good shape, a third of them in the middle, and the last third struggling a little bit. He said that they signed two deals last week: one in Kansas and the other in Texas.

Mr. McNeely noted that they will be receiving trucks they ordered rather quickly, but noted that they will make it work. He said that they are continuously working on their franchise disclosure document which is strong. He said the pipeline continues to grow, but noted that the brokers take 40% and the goal would be to eliminate the broker in the future.

Mr. Converse asked if there are regulations in other cities and states that they run into. Mr. McNeely said that they mostly fall under the traffic laws, but noted that it is not always the case since some don't address it.

**Jefferson County Industrial Development Agency
Jefferson County Local Development Corporation
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Mr. Jennings asked if they are in the Syracuse area. Mr. McNeely said that they go to Syracuse for events, but aren't there every day. Mr. Jennings asked about the banking relationship. Mr. McNeely said that working with Watertown Savings Bank has been excellent.

Mr. Aliasso asked about going backwards and using the effective date of 3/1/22. Ms. Nuffer indicated that a March payment has not been made and Mr. Eaton commented that we are waiting for action from the board to adjust accordingly. It was noted that they started making principal payments in December.

After discussion, a motion was made by Mr. Aliasso to send the request to the full board of directors, seconded by Ms. Powers. All in favor.

Mr. McNeely left the meeting at 8:15 a.m.

V. Convalt Energy, Inc. –

A request for a total loan of \$1,250,000 split between the JCIDA for \$750,000, the Watertown Local Development Corporation for \$300,000 and the Sackets Harbor Local Development Corporation for \$200,000 for working capital to construct a 315,000 square foot facility adjacent to the Watertown International Airport at a cost of \$63,870,000. The term will be 7 years at 3% fixed. Collateral will be a cross-corporate guarantee from its parent company, ACO Investment, a 2nd lien on the manufacturing facility, manufacturing equipment and the two building being purchased for storage. There will also be a personal guarantee from the company president. Jobs projections are 122 in year 1, 122 in year 2 and 382 in year 3.

Mr. Zembiec said this is an unusual project we have an opportunity to work on that we started at the end of 2020. He said the project is moving along and has been through the county planning board review as well. He said that while its not official, we plan to participate with the Sackets Harbor Local Development Corporation (SHLDC) which may contribute between \$100,000 to \$200,000. He said that we are meeting with them April 11th. The other lending partner is the Watertown Local Development Corporation (WLDC). He said that we are working on them to get them comfortable since they don't usually put money in upfront on a project. He said financing is not approved yet, but indicated that we are seeing enough progress and have a good feeling about it. He said the discussion today is about the range the board is comfortable with fronting a portion of the total loan while we wait for the other lenders to meet.

**Jefferson County Industrial Development Agency
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Mr. Achuthan said that since we last met (6 or 7 months ago), they completed all the preliminary submissions to the Town of Hounsfield, so the engineering is moving along quite well. He said that they have dismantled the Sunpower factory in Oregon and have an exit date of May 31st. They have estimated it will take 250 truckloads to transport the equipment. He said the project is moving along but noted that it is delayed by 3 or 4 months. He said the equipment was paid with cash and noted that the value of what they purchased has gone up significantly because of the current global dynamics. He said that with the investigation into panels from China be diverted through other countries to avoid prohibitions against use of forced labor, it will be challenging to get the panels, but said that timing is great for them as manufacturing will come back to the United States.

Mr. Achuthan said the challenges they run into are that the estimated costs of lumber prices are up 50% to build crates for the equipment and labor cost is up 40%.

Mr. Rutherford joined the meeting at 8:22 a.m.

He said the bigger issue is the transportation cost has fluctuated three times. He expects the prices to come down within the next two weeks.

Mr. Achuthan said for the day to day, the company still does not have any debt as everything is paid for in cash, so they have injected a significant amount of equity.

Mr. Achuthan said that they are close to finalizing two warehouse locations in the City of Watertown for a total of 160,000 square feet to store the equipment which will be another asset on their books.

Mr. Achuthan said the 2021 construction business (Lincoln Infrastructure) recorded \$4.8 million in revenue and is projecting \$60 million this year. He said the equity will be taken out and support the project because of market conditions.

Mr. Achuthan said that they announced a large transmission corridor project in Maine.

Mr. Achuthan thanked Mr. Zembiec and his team for allowing them to work together as we go through this process. He said that they have hired a number of people that are retired veterans and military spouses. He said that his immediate goal is to move the equipment here from Oregon.

Mr. Zembiec asked Mr. Achuthan to explain why the working capital is important at this time. Mr. Achuthan said it's important to give them a cushion on capital with unforeseen market conditions and for hiring which is extremely challenging to find the right people with the right talent. He said that they are finding the right people and hiring them even though they are 5 or 6 months ahead of target to embed them within the organization. He said based on those conditions they are requesting the working capital ahead of the move

**Jefferson County Industrial Development Agency
Jefferson County Local Development Corporation
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March 30, 2022**

so they don't delay the exit from Oregon. He said that once the equipment is here, they are expecting to break ground June 1 or at the latest July 1 and get the factory up and running by June 1, 2023.

Mr. Achuthan said that they are very close to appointing a lender for the factory and already have plans for the second factory. He said that 2022 business is primarily construction for building data centers.

Ms. Powers asked if the second lien position will be behind the financing lender as the first lien. Mr. Achuthan said yes. Mr. Rutherford noted the term sheet indicated that subordinate lending was not allowed. Mr. Achuthan said that it is a separate entity since they are lending to the parent. Mr. Rutherford said that if the term sheet says they are taking a position on the equipment and no subordinate lending, he is wondering how that will work. Mr. Achuthan said the lender will take first position on the equipment, but the IDA is getting the second lien position as long as the lender approves it. He said what could happen is they would close us out before they go to them or have them closed out first.

Mr. Rutherford asked when Mr. Achuthan anticipates site plan approval. Mr. Achuthan said May 1 but noted that it could be June 1. He said that they have a public hearing scheduled for next week.

Mr. Rutherford noted the aggressive construction timeline and asked how Mr. Achuthan anticipates the supply chain for steel and concrete. Mr. Achuthan said that his team has already checked on those items and anticipates 3 to 4 months. He said the issue will be for breakers, switches, and transformers that have a 6-month lead time. Mr. Achuthan said that he expects that the supply chain should be normalized by the time they get the project started. He noted that there were delays negotiating with National Grid for upgrading the 3-phase line and he reported the issue is resolved.

Mr. Achuthan said that the timing is right with the market condition. He said until Convalt's own plant is operating they will have panels made under contract in Asia that they will sell to help get the brand name up and running and the product in the market.

Mr. Jennings asked if the permits are lined up. Mr. Achuthan said that they are waiting for the Town of Hounsfield.

Mr. Rutherford asked Mr. Achuthan when he anticipates the actual lender commitment. Mr. Achuthan said that a term sheet was finalized and given to Mr. Zembiec and is 60 to 90 days away since it has to go through a USDA process. Mr. Rutherford asked about ESD tax credits. Mr. Achuthan said he is having conversations with them and has a meeting scheduled for tomorrow.

**Jefferson County Industrial Development Agency
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Mr. Zembiec spoke about the local agencies' timeline. He said the other participants will meet in April. He said the question for the board is how much the IDA should float in the short term. Mr. Achuthan said that the County should have skin in the game. He said that they have assets, no debt, fantastic revenues and no issues on repayment. Mr. Rutherford said that he wants to support the project, but needs to get comfortable structurally by being able to demonstrate economic impact since the project will be outside city limits. He said that it will need to be approved by city council. He noted that it is only a procedural issue and will need to show employment statistics. Mr. Achuthan pointed out that they are close to purchasing two warehouses in the city that they will convert and use to store the equipment from Oregon. Mr. Rutherford asked what will happen to the warehouses after the equipment is removed. Mr. Achuthan said that they will keep them because they will need the space.

Mr. Zembiec said that we can do multiple loan agreements. The first would be a demand note for \$850,000 to float now in the short term and a master loan for permanent financing once the participating lenders are on board.

Mr. Achuthan said the current price for transporting the equipment is \$1.8 million.

Benjamin Wisniewski, Esq. joined the meeting at 9:00 a.m. He is legal counsel for the Town of Clayton.

Mr. Rutherford asked if the local agencies could get the final amount for the transportation costs when applicable. Mr. Achuthan said yes and indicated that they are transparent and need the public/private partnership.

Mr. Walldroff asked what we will be showing for in-kind. Mr. Achuthan said that he will need to show the amount of capital for the property because he just realized that the IDA property contribution is not reflected on the term sheet. It was noted that the IDA has \$2 million into the property right now.

A motion was made by Mr. Johnson to recommend to the full board a \$850,000 bridge loan to Convalt Energy, Inc., seconded by Mr. Aliasso. All in favor.

Executive Session:

At 9:09 a.m., a motion was made by Mr. Jennings, seconded by Mr. Aliasso to enter into executive session to discuss the financial history of a particular company. All in favor. Committee members, staff members, board members, Mr. Achuthan and Mr. Rutherford remained.

**Jefferson County Industrial Development Agency
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At 9:21 a.m. a motion was made by Mr. Aliasso, seconded by Ms. Powers to leave executive session. All in favor.

On the motion, all in favor.

VI. Other – None.

VII. Adjournment: With no further business before the committee, Mr. Aliasso made a motion to adjourn the meeting, seconded by Mr. Jennings. The meeting adjourned at 9:22 a.m.

Respectfully submitted,

Peggy Sampson

GRANT AGREEMENT

Between

Jefferson County Local Development Corporation

800 Starbuck Avenue, Watertown, NY 13601

And

Community Action Planning Council of Jefferson County, Inc.

518 Davidson Street, Watertown, NY 13601

For

Support of the Child Care Sector in Jefferson County

April 7, 2022

WHEREAS, the Jefferson County Local Development Corporation (JCLDC) is a local development corporation formed under Section 1411 of the Not-For-Profit Corporation Law of the State of New York, and operated for charitable purposes under Section 501(c)(3) of the Internal Revenue Code, whose purpose is to undertake projects and programmatic initiatives in furtherance of and to advance the job opportunities, health, general prosperity and economic welfare of the people of Jefferson County; and

WHEREAS, the Community Action Planning Council of Jefferson County, Inc. (CAPC) is a private non-profit, multi-service agency serving the citizens of Jefferson County since 1966; is one of 50 Community Action Agencies in New York State and one of over 1,000 nationwide, born out of the Equal Opportunity Act of 1964; and was founded to assist, support and empower people through diverse programs designed to alleviate poverty, promote self-sufficiency and advance community prosperity; and

WHEREAS, a 2019 report by the Childcare Coordinating Council of the North Country identified 86% of North Country census tracts as childcare deserts, with inadequate childcare to meet local needs; and

WHEREAS, in Jefferson County, there are 6.7 children for each regulated childcare slot available, and 100% of the county is considered a childcare desert; and

WHEREAS, the lack of affordable childcare is an impediment to many people entering the workforce; and

WHEREAS, a 2020 survey of businesses across the 7-county North Country region, identified childcare as a top priority by employers, who indicated this was a pre-COVID issue impeding recruitment efforts and affecting employee attendance, and that it was exacerbated by the pandemic; and

WHEREAS, in addition to addressing a community need and workforce issue, the establishment of regulated home-based day care facilities will increase the number of locally owned small businesses; and

WHEREAS, the County of Jefferson has allocated to the JCLDC funding from American Recovery Program Act (ARPA) to help increase the availability of child care to the residents of Jefferson County; and

WHEREAS, the CAPC, in its experience operating the Jefferson-Lewis Childcare project as the one stop resource for child care needs in the Jefferson and Lewis County areas, providing training and technical assistance to child care providers, is well-qualified to administer the ARPA funds for their intended purpose to improve the availability and quality of child care services in Jefferson County;

NOW THEREFORE THE PARTIES DO HEREBY AGREE to the following:

1. JCLDC will provide a grant of \$774,000 to the CAPC, contingent upon the JCLDC's receipt of funds from the County of Jefferson.
2. CAPC will administer the funds according to the attached Scope of Work, with the purpose of increasing the quality and availability of child care in Jefferson County.
3. CAPC will provide quarterly reports to the JCLDC itemizing the expenditure of funds to date.
4. CAPC shall retain documentation of expenditures for a period of three years.
5. Adjustments between categories in the scope of work are allowed upon mutual agreement of the JCLDC and CAPC.
6. This agreement shall be in effect through June 30, 2023.

PROVISIONS:

1. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the Agency, the Company and their respective successors and assigns.
2. Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.
3. Amendments, Changes and Modifications. Neither this Agreement nor any of the Project Documents may be amended, changed, modified, altered or terminated without the concurring written consent of the parties hereto.
4. Execution of Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

5. Applicable Law. This Agreement shall be governed, construed and enforced in accordance with the laws of the State of New York for contracts to be wholly performed therein.

SIGNED:

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION

David J. Zembiec, Chief Executive Officer

Date

COMMUNITY ACTION PLANNING COUNCIL

Melinda Gault, Chief Executive Officer

Date

SCOPE OF WORK

Home-Based Day Care Materials & Equipment Grants - \$15,000.

- The CAPC will grant up to \$1,500 per new home-based provider for items such as carbon monoxide detectors, play equipment, and various materials.
- Once a provider has submitted an application to the New York State Office of Children and Family Services, CAPC staff schedule an appointment to determine needs and barriers to opening (ex. Smoke and carbon monoxide detectors, fire extinguishers, door alarms, etc.). Providers are eligible for up to \$250 in items purchased during the OCFS application period.
- Upon opening, providers are eligible for up to \$750 for materials such as books, toys, materials, and supplies.
- After 6 months of operation, and with at least 4 children enrolled, providers are eligible for up to \$500 in additional items to support program quality, with guidance from CAPC staff.

Center-Based Day Care Staffing Grants - \$419,710.

- In order to increase capacity, childcare centers may receive funding support to add up to two full-time positions.
- Eligible centers will receive quarterly reimbursements of \$7,500 per person/quarter for a period of one year (\$30,000 total per year per position).
- CAPC will assist with the hiring process and onboarding of new staff as requested by the center director.

Center-Based Day Care Staff Retention Grants - \$260,000.

- Child care centers may receive funds for providing up to \$1,500 in retention bonuses to current staff.
- CAPC will release funding quarterly at \$375/person for full-time staff, and proportionately for part-time staff.
- CAPC will meet with center directors quarterly to review staff rosters and prepare for retention bonus payments.

Administrative and Indirect Costs - \$79,290

- CAPC shall retain \$79,290 to cover its administrative costs: including \$1,500 for staff time, \$390 for fringe benefits, and \$77,400 for indirect.

Jefferson County Local Development Corp.				
10/01/2021 - 12/31/2022 Budget				
Revenue		Budget	Stub	15 Months
Acct. #	Description	FYE 12/31/22	Budget	Budget
405000	Admin Fees	654,956	137304	792,260
407501	RLF Interest Income	30,000	5613	35,613
412501	Interest Income- Savings Acct	1,000	468	1,468
425001	Misc. Income	0	250	250
405001	Marketing Program Income	283,662	68850	352,512
405002	Ag Program Income	138,720	34680	173,400
	Total Revenue	1,108,338		1,355,503
Expenses				
610001	Salaries	539,480		
	Total Salaries	539,480	122,140	661,620
Benefits				
610110	FICA & Medicare	39,921	8,230	48,151
610120	DBL (ST & LT) (PFLA)	5,725	770	6,495
610401	Health/Group Ins	146,219	29,567	175,786
610411	Dental	6,966	1,643	8,609
610501	Workers Comp	3,500	0	3,500
610601	401k Retirement	41,353	6,795	48,148
610801	401k Consulting	2,200	0	2,200
610701	Unemployment Ins.	750	0	750
	Total Benefits	246,635		293,640
Operating				
710001	Office Expense	19,000	3,384	22,384
710005	Payroll Processing	3,500	811	4,311
710100	Office Rent	17,753	4,490	22,243
710101	Project Loan Rent	55,943	13,986	69,929
710110	Office Cleaning	11,000	2,631	13,631
710120	Telephone	7,000	1,928	8,928
710150	Equipment Rental Copier	3,500	1,020	4,520
710155	Equipment Maintenance	5,000	106	5,106
710156	System Maintenance	2,500	643	3,143
710160	Electric Service	4,000	1,164	5,164
710170	Gas Service	3,000	686	3,686
710701	Travel/Promotion/Meals	7,500	1,287	8,787
710710	Training & Seminars	3,000		3,000
711501	Dues & Publications	7,000	6,446	13,446
711002	Depreciation F&F & Records	15,000	3,770	18,770
610702	Commercial/Auto Insurance	3,500		3,500
712505	Legal Unrestricted	1,000		1,000
713001	Accounting & Auditing	7,000	6,500	13,500
713100	CEDS Update	7,500		7,500
721901	Covid Grants	10,000		10,000
715501	Fees Expense	300	275	575
710515	HAB Grant Expense NYS		280	280
799901	Misc Expense	500		500
	Ag Program Expenses	260,069		260,069
	Marketing /Mfg Program	396,517		396,517
731002	Allocated Overhead Recovery	-400,358	-99,887	-500,245
				0
	Total Expenses(Non-Salary)	450,724	-51-	400,244

	15 Months		
Total Revenue	1,355,503		
Total Expenses	1,355,503		
Net	0		
CY 2022 Monthly Admin Expense			
Loss Before Admin Fee	731,341		
Add: Restricted RLF Interest	35,613		
Add or Subtract-Adjust to 0	130,768		
Less: Depreciation- F&F	18,770		
Adjusted Shortfall	654,956		
Monthly Admin Fee	43,664		
Budget Annual CY 2022	654,956		

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

2022 Board Attendance

Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Aiken, Robert	P	P	P									
Aliasso, Robert	P	P	P									
Burto, Kent	P	P	P									
Converse, David	P	P	E									
Gardner, Gregory	P	P	E									
Jennings, John	P	P	E									
Johnson, William	P	P	P									
L'Huillier, Lisa	P	P	P									
Powers, Christine	P	P	E									
Waldroff, W. Edward	P	P	P									
Warneck, Paul	P	P	P									
Totals:	11	11	7									
P - Present												
E - Excused												
A - Absent												