

**Jefferson County Civic Facility Development Corporation**

800 Starbuck Avenue, Suite 800

Watertown, New York 13601

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

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**Notice of Board Meeting**

**Date:** April 21, 2022

**To:** John Jennings  
David Converse  
W. Edward Walldroff  
Paul Warneck  
William Johnson  
Lisa L'Huillier

**From:** Chairman Robert Aliasso

**Re:** Notice of Board of Directors Meeting

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The Jefferson County Civic Facility Development Corporation will hold their board meeting on **Thursday, May 5, 2022 at 9:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

The live stream link will be available at [www.jcida.com](http://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](mailto:pssampson@jcida.com) at your earliest convenience.

pss

c: David Zembiec  
Marshall Weir  
Lyle V. Eaton  
Kent Burto  
Christine Powers  
Greg Gardner  
Rob Aiken  
Justin Miller, Esq.  
Media

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**BOARD MEETING AGENDA**  
**Thursday, May 5, 2022 - 9 a.m.**

- I. Call to Order**
- II. Minutes – March 3, 2022**
- III. Treasurer’s Report – March 31, 2022, April 30, 2022**
- IV. Committee Reports**
- V. Unfinished Business**
- VI. New Business**
  - 1. Proposed 15-month Budget (10/1/21 – 12/31/22)**
- VII. Adjournment**

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

**DRAFT**

The Jefferson County Civic Facility 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, William Johnson

**Zoom:** Paul Warneck, Lisa L'Huillier

**Excused:** David Converse, John Jennings

**Absent:** None

**Also Present:** David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson

**Zoom:** Stephen Maier, Esq., Rob Aiken, Craig Fox from the Watertown Daily Times

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:55 a.m.
- II. Minutes:** Minutes of the regular meeting held January 6, 2022 were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Mr. Walldroff. All in favor. Carried.
- III. Treasurer's Report:** Mr. Warneck reviewed the financials for the income statement and balance sheet for the period ending January 31, 2022 and February 28, 2022. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.
- IV. Committee Reports:** None.
- V. Unfinished Business:** None.
- VI. New Business:** None.
- VII. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Johnson, seconded by Mr. Walldroff. All in favor. The meeting adjourned at 8:57 a.m.

Respectfully submitted,

*Peggy Sampson*

**NEW JEFF CO CIVIC FACILITY DEV CORP**  
**Income Statement**  
**For the Three Months Ending March 31, 2022**

	Current Month		Year to Date	
<b>Revenues</b>				
Fee Income	\$ 0.00	0.00	\$ 0.00	0.00
Interest Income	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Finance Charge Income	0.00	0.00	0.00	0.00
Shipping Charges Reimbursed	0.00	0.00	0.00	0.00
Fee Discounts	0.00	0.00	0.00	0.00
	<hr/>		<hr/>	
Total Revenues	0.00	0.00	0.00	0.00
<b>Cost of Sales</b>				
Cost of Sales	0.00	0.00	0.00	0.00
Cost of Sales-Salaries and Wag	0.00	0.00	0.00	0.00
	<hr/>		<hr/>	
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	<hr/>	0.00	<hr/>	0.00
<b>Expenses</b>				
Advertising Expense	0.00	0.00	0.00	0.00
Bad Debt Expense	0.00	0.00	0.00	0.00
Bank Charges	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00
Dues and Subscriptions Exp	0.00	0.00	0.00	0.00
Insurance Expense	0.00	0.00	0.00	0.00
Interest Expense	0.00	0.00	0.00	0.00
Legal and Professional Expense	0.00	0.00	0.00	0.00
Licenses Expense	0.00	0.00	0.00	0.00
Maintenance Expense	0.00	0.00	0.00	0.00
Meals and Entertainment Exp	0.00	0.00	0.00	0.00
Office Expense	0.00	0.00	0.00	0.00
Postage Expense	0.00	0.00	0.00	0.00
Rent or Lease Expense	0.00	0.00	0.00	0.00
Repairs Expense	0.00	0.00	0.00	0.00
Supplies Expense	0.00	0.00	0.00	0.00
Telephone Expense	0.00	0.00	0.00	0.00
Travel Expense	0.00	0.00	0.00	0.00
Wages Expense	0.00	0.00	0.00	0.00
Utilities Expense	0.00	0.00	0.00	0.00
Other Expense	0.00	0.00	0.00	0.00
Transfer to JCIDA	0.00	0.00	0.00	0.00
Purchase Disc-Expense Items	0.00	0.00	0.00	0.00
Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00
	<hr/>		<hr/>	
Total Expenses	0.00	0.00	0.00	0.00
Net Income	<hr/> <hr/>	0.00	<hr/> <hr/>	0.00

NEW JEFF CO CIVIC FACILITY DEV CORP  
Balance Sheet  
March 31, 2022

ASSETS

Current Assets		
Regular Checking Account	\$	79,486.22
Accounts Receivable		<u>5,000.00</u>
Total Current Assets		84,486.22
Property and Equipment		<u>                    </u>
Total Property and Equipment		0.00
Other Assets		<u>                    </u>
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>84,486.22</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		<u>                    </u>
Total Current Liabilities		0.00
Long-Term Liabilities		<u>                    </u>
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		0.00
Capital		
Retained Earnings	\$	84,486.22
Net Income		<u>0.00</u>
Total Capital		<u>84,486.22</u>
Total Liabilities & Capital	\$	<u><u>84,486.22</u></u>

**NEW JEFF CO CIVIC FACILITY DEV CORP**  
**Income Statement**  
**For the Four Months Ending April 30, 2022**

	Current Month		Year to Date	
Revenues				
Fee Income	\$ 0.00	0.00	\$ 0.00	0.00
Interest Income	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Finance Charge Income	0.00	0.00	0.00	0.00
Shipping Charges Reimbursed	0.00	0.00	0.00	0.00
Fee Discounts	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>
Cost of Sales				
Cost of Sales	0.00	0.00	0.00	0.00
Cost of Sales-Salaries and Wag	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Cost of Sales	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>
Gross Profit	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>
Expenses				
Advertising Expense	0.00	0.00	0.00	0.00
Bad Debt Expense	0.00	0.00	0.00	0.00
Bank Charges	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00
Dues and Subscriptions Exp	0.00	0.00	0.00	0.00
Insurance Expense	0.00	0.00	0.00	0.00
Interest Expense	0.00	0.00	0.00	0.00
Legal and Professional Expense	0.00	0.00	0.00	0.00
Licenses Expense	0.00	0.00	0.00	0.00
Maintenance Expense	0.00	0.00	0.00	0.00
Meals and Entertainment Exp	0.00	0.00	0.00	0.00
Office Expense	0.00	0.00	0.00	0.00
Postage Expense	0.00	0.00	0.00	0.00
Rent or Lease Expense	0.00	0.00	0.00	0.00
Repairs Expense	0.00	0.00	0.00	0.00
Supplies Expense	0.00	0.00	0.00	0.00
Telephone Expense	0.00	0.00	0.00	0.00
Travel Expense	0.00	0.00	0.00	0.00
Wages Expense	0.00	0.00	0.00	0.00
Utilities Expense	0.00	0.00	0.00	0.00
Other Expense	0.00	0.00	0.00	0.00
Transfer to JCIDA	0.00	0.00	0.00	0.00
Purchase Disc-Expense Items	0.00	0.00	0.00	0.00
Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>
Net Income	\$ 0.00	0.00	\$ 0.00	0.00
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

NEW JEFF CO CIVIC FACILITY DEV CORP  
Balance Sheet  
April 30, 2022

ASSETS

Current Assets		
Regular Checking Account	\$	79,486.22
Accounts Receivable		5,000.00
		84,486.22
Total Current Assets		
Property and Equipment		
		0.00
Total Property and Equipment		
Other Assets		
		0.00
Total Other Assets		
		84,486.22
Total Assets		
	\$	84,486.22

LIABILITIES AND CAPITAL

Current Liabilities		
		0.00
Total Current Liabilities		
Long-Term Liabilities		
		0.00
Total Long-Term Liabilities		
Total Liabilities		
Capital		
Retained Earnings	\$	84,486.22
Net Income		0.00
		84,486.22
Total Capital		
	\$	84,486.22
Total Liabilities & Capital		

**Jefferson County Civic Facility Development Corp.**

10/01/21- 12/31/22 Budget

Finance Approval

Board Approval

1/6/2022 15 Months

**Proposed  
CYE 12-31-22**

**Total  
Budget**

**Revenue**

Reissue Fee	56,669
Annual Processing Fee	11,500
Misc Income	-
<b>Total</b>	<b>\$ 68,169</b>

**Proposed  
CYE 12-31-22**

**Total  
Budget**

**Expenses**

Office Expense	-
Travel	-
Dues & Publications	-
Insurance	-
Legal	-
Auditing	-
Consultants	-
Fees	-
Grants- Transfer JCIDA	-
<b>Total Expenses</b>	<b>-</b>

<b>Revenue</b>	<b>68,169</b>
<b>Expenses</b>	<b>-</b>
<b>Net</b>	<b>\$ 68,169</b>



Jefferson County Civic Facility Develop. Corp.  
 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
Aliasso, Robert	E	No Mtg.	P	No Mtg.								
Converse, David	P	No Mtg.	E	No Mtg.								
Jennings, John	P	No Mtg.	E	No Mtg.								
Johnson, William	P	No Mtg.	P	No Mtg.								
L'Huilier, Lisa	P	No Mtg.	P	No Mtg.								
Walldroff, W. Edward	P	No Mtg.	P	No Mtg.								
Warneck, Paul	P	No Mtg.	P	No Mtg.								
<b>Totals:</b>	<b>6</b>	<b>-</b>	<b>5</b>	<b>-</b>								
P - Present												
E - Excused												
A - Absent												