

Notice of Board Meeting

Date: July 21, 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, August 4, 2022 at 8:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

The live stream link is 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

BOARD MEETING AGENDA
Thursday, August 4, 2022 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – July 7, 2022**
- V. Treasurer’s Report – July 31, 2022**
- VI. Committee Reports**
- VII. Council Reports**
 - a. Jefferson County Agricultural Development**
 - b. Manufacturing**
 - c. Marketing**
- VIII. Unfinished Business**
 - 1. Rental Property Deferred Maintenance Program Grants (ARPA)**
 - 2. Small Business Productivity Improvement Grants (ARPA)**
 - 3. Incumbent Worker Training Grants (ARPA)**
 - 4. Child care project update**
- IX. Counsel**
- X. New Business**
- XI. Adjournment**

**Jefferson County Local Development Corporation
Board Meeting Minutes
July 7, 2022**

DRAFT

The Jefferson County Local Development Corporation held their board meeting on Thursday, July 7, 2022 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., William Johnson, Paul Warneck, Lisa L’Huillier, Rob Aiken, Christine Powers, Gregory Gardner

Excused: David Converse, John Jennings, Kent Burto

Absent: W. Edward Walldroff

Also Present (Zoom): Justin Miller, Esq., Craig Fox (Watertown Daily Times)

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

- 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 June 2, 2022 were presented. A motion to approve the minutes as presented was made by Ms. Powers, seconded by Mr. Gardner. All in favor. Carried.
- V. **Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending June 30, 2022. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Ms. L’Huillier. All in favor. Carried.
- VI. **Committee Reports:** None.
- VII. **Council Reports:**
 - a. **Ag** – Mr. Matteson said that he is working with grant recipients. He said that the grant contracts have been mailed and he is waiting to receive them back. He said that he completed a few ag district reviews recently.
 - b. **Manufacturing** – Mr. Zembiec said that manufacturing day is being planned for October and noted that we are lining up manufacturers to host tours, and BOCES is in the process of contacting schools to see who is interested in participating.
 - c. **Marketing** – Mr. Weir said that he will cede his time and will use it during the grant discussions listed under unfinished business.

VIII. Unfinished Business:

- 1. Small Business Productivity Improvement Grants (ARPA) – Mr. Weir said that he and a review committee are recommending the following grants.**

Joshua Overton Inc.	Up to \$5,000
Gary Trucking LLC	Up to \$10,000
The Cape Vincent Brewing Co., Inc.	\$5,000
Sail Ontario, LLC	\$3,520
Chrissy Beanz	\$7,000
Rhodes Greenhouses	\$10,000
St. Elmo Island Inc.	\$2,000
Robbins Family Grain	\$10,000
MSPEN Consulting	\$2,380
White Caps Winery, LLC	\$7,000
The Little Book Store	\$3,000
RBM Franchising Corp	\$10,000
Cerow Agency, Inc.	\$10,000
Black River Drive-In, Inc.	\$10,000
Thousand Islands Arts Center Home of the Handweaving Museum	\$5,000
Telly's Inn	\$8,000
Antique Boat Museum	\$10,000
Taylor Concrete Products, Inc.	\$5,000
Spec-Rite LLC	\$6,000
Stewart Signs & Apparel, LLC	\$4,000
Franklin Street Dairy Market	\$8,000
Hutchinson's Board Works	\$5,337.60
Mart Art Inc. d/b/a Michael Ringer St. Lawrence Galleries	\$2,252
Anchor Marina	\$10,000
Monthly Boxer	<u>\$7,000</u>
TOTAL	\$165,489.60 (out of \$225,000 to be allocated)

Mr. Zembiec said that some of the requests were spot on while others were deemed ineligible. He said some of the information received from applicants is based on vendor quotes, but indicated that we won't have final numbers until we receive and review actual receipts. Mr. Weir said that the recommendations are for a maximum amount and will not be exceeded.

Mr. Zembiec said that the County designated \$425,000 for the Small Business Productivity Improvement and Incumbent Worker Training programs. He said that \$425,000 was designated for the Rental Property Deferred Maintenance program which was exhausted quickly. He said that we may reallocate some of the small business/incumbent work training funds to the deferred maintenance program. Ms. Powers wondered if the County would have any concerns with the reallocation of funds. Mr. Zembiec replied that we would consult with the County first, but he anticipates it would not be a problem as long as we were shifting between approved programs and not something new.

Jefferson County Local Development Corporation
Board Meeting Minutes
July 7, 2022

DRAFT

A motion was made by Mr. Aiken to approve the recommendations as presented, seconded by Ms. Powers. All in favor. Carried.

2. **Incumbent Worker Training Grants (ARPA)** – Mr. Weir said that there was much less of an initial response than the other programs, but feels that it will increase over time. The review committee is recommending the following:

LCO Destiny, LLC	\$12,000
Renzi Foodservice	\$20,000
T.F. Wright & Sons	
Granite Foundry, LLC	\$5,600
Morgia Wealth Management	<u>\$1,920</u>
TOTAL	\$39,520

3. **Amend Budget** – A motion was made by Mr. Johnson, seconded by Mr. Warneck to have staff make a recommendation at the next board meeting to modify the budget to include an increased amount for the manufacturing program (if it is deemed necessary) and to include the ARPA grant money. All in favor. Carried.

IX. **Counsel:** None.

X. **New Business:**

1. **County Budget Request** – Mr. Zembiec said that we received the letter from the County for the annual budget request. He said it is due in August.

Mr. Johnson indicated that the County Board of Legislators will be looking at the requests individually this year as they will be based on their own merit.

XI. **Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Johnson, seconded by Ms. Powers. All in favor. The meeting adjourned at 8:18 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Income Statement for the Seven Month Period Ending July 31, 2022

Prepared by Joy Nuffer, July 27, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 792,260.00	497,331.00	\$ 58,985.00	58,985.00	294,929.00
JC Grant Marketing	352,512.00	229,500.00	22,950.00	22,950.00	123,012.00
JC Grant Ag Program	173,400.00	115,600.00	11,560.00	11,560.00	57,800.00
RLF Interest Income	35,613.00	19,492.82	2,380.61	1,138.42	16,120.18
Interest Income	1,468.00	1,119.41	0.00	126.66	348.59
Late Fee	0.00	1,488.69	1,112.34	10.78	(1,488.69)
Miscellaneous Income	250.00	79,428.99	161.00	18.00	(79,178.99)
AG Conference	0.00	3,500.00	0.00	0.00	(3,500.00)
Total Revenues	1,355,503.00	947,460.91	97,148.95	94,788.86	408,042.09
Expenses					
Salaries	661,620.00	384,037.42	37,413.94	37,413.94	277,582.58
Benefits	293,639.00	164,208.86	15,308.93	19,547.81	129,430.14
Operations					
Marketing Program	389,017.00	217,846.19	18,514.00	20,396.44	171,170.81
AG Program	260,068.00	171,709.15	15,658.67	14,919.68	88,358.85
Office Expense	22,385.00	8,806.73	587.29	815.86	13,578.27
Payroll Processing	4,311.00	3,018.32	284.22	284.22	1,292.68
Office Rent	22,243.00	14,965.80	1,496.58	1,496.58	7,277.20
Project Loan Rent	69,929.00	46,618.70	4,661.87	4,661.87	23,310.30
Office Cleaning	13,631.00	9,269.93	992.30	1,055.95	4,361.07
Telephone	8,928.00	5,309.76	378.68	459.99	3,618.24
Equipment Rental	4,520.00	3,402.70	340.27	340.07	1,117.30
Equipment Maintenance	5,106.00	2,107.65	176.75	0.00	2,998.35
System Maintenance	3,143.00	1,686.80	0.00	829.00	1,456.20
Electric Service	5,164.00	3,925.69	0.00	470.45	1,238.31
Gas Service	3,686.00	2,224.97	0.00	26.26	1,461.03
Business Support	7,500.00	6,519.00	0.00	0.00	981.00
Safety Training	280.00	280.00	0.00	0.00	0.00
Travel/Promotion/Meals	8,787.00	2,222.74	42.94	550.08	6,564.26
Staff Training & Seminars	3,000.00	1,410.00	0.00	735.00	1,590.00
Depreciation F&F	18,770.00	12,930.96	1,361.18	1,361.18	5,839.04
Dues & Publications	13,446.00	9,900.20	291.20	143.00	3,545.80
Commercial Insurance	0.00	4,229.80	283.78	3,662.24	(4,229.80)
Legal Unrestricted	1,000.00	0.00	0.00	0.00	1,000.00
Accounting & Auditing	13,500.00	6,500.00	0.00	0.00	7,000.00
CEDS Update	7,500.00	7,500.00	0.00	0.00	0.00
Fees Expense	575.00	921.00	141.00	0.00	(346.00)
Covid Grant	10,000.00	8,750.00	0.00	0.00	1,250.00
Reallocated Program Expenses	(500,245.00)	(329,713.67)	(32,486.68)	(32,486.68)	(170,531.33)
Miscellaneous - Unrestricted	500.00	0.00	0.00	0.00	500.00
Total Operations	1,352,003.00	770,588.70	65,446.92	76,682.94	581,414.30
Total Revenue	1,355,503.00	947,460.91	97,148.95	94,788.86	408,042.09
Total Expenses	1,352,003.00	770,588.70	65,446.92	76,682.94	581,414.30
Net Income Over Expenditures	\$ 3,500.00	176,872.21	\$ 31,702.03	18,105.92	(173,372.21)

For Internal Use Only

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

Prepared by Joy Nuffer, July 27, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
AG Annual Meeting	\$ 5,000.00	8,470.91	\$ 0.00	0.00	(3,470.91)
AG Office Expense	1,216.00	2,841.12	1,128.99	0.00	(1,625.12)
AG Advertising	6,560.00	3,460.00	0.00	0.00	3,100.00
AG Printed Material	1,000.00	0.00	0.00	0.00	1,000.00
AG Membership/Dues	499.00	99.00	0.00	0.00	400.00
AG Business Attraction	3,800.00	300.00	0.00	0.00	3,500.00
AG Subscriptions	320.00	254.88	0.00	0.00	65.12
AG Travel/Meals/Lodging	4,051.00	51.16	0.00	0.00	3,999.84
Dairy Parade	0.00	790.00	0.00	390.00	(790.00)
AG Web Site Development	2,000.00	285.12	0.00	0.00	1,714.88
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
AG Development	497.00	497.05	0.00	0.00	(0.05)
Local Food Guide	1,600.00	1,600.00	0.00	0.00	0.00
Salary Overhead	116,605.00	76,509.79	7,290.10	7,290.10	40,095.21
FICA Overhead	6,752.00	4,320.52	477.20	427.24	2,431.48
Medicare Overhead	1,626.00	1,217.50	49.96	99.92	408.50
Health/Dental Ins Overhead	36,985.00	25,033.77	2,503.02	2,503.02	11,951.23
Retirement Overhead	14,017.00	8,550.14	437.40	437.40	5,466.86
Indirect Labor Allocation	49,917.00	32,942.52	3,345.00	3,345.00	16,974.48
Non Labor Allocated Overhead	6,623.00	4,485.67	427.00	427.00	2,137.33
Total Operations	260,068.00	171,709.15	15,658.67	14,919.68	88,358.85

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

Prepared by Joy Nuffer, July 27, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Business Support	\$ 7,500.00	6,519.00	\$ 0.00	0.00	981.00
Safety Training	<u>280.00</u>	<u>280.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Operations	<u>7,780.00</u>	<u>6,799.00</u>	<u>0.00</u>	<u>0.00</u>	<u>981.00</u>

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

Prepared by Joy Nuffer, July 27, 2022

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 54,698.00	22,091.55	\$ 557.00	2,084.45	32,606.45
Canadian Marketing	15,000.00	0.00	0.00	0.00	15,000.00
Printed Material	2,000.00	974.71	0.00	0.00	1,025.29
Seminars Workshops Publicatio	2,526.00	525.80	0.00	0.00	2,000.20
Business Awards	2,000.00	0.00	0.00	0.00	2,000.00
Travel/Meals/Promotion	6,037.00	162.35	0.00	0.00	5,874.65
Public Relations	3,000.00	0.00	0.00	0.00	3,000.00
Web Site Dev & Promo Design	10,735.00	2,259.99	0.00	354.99	8,475.01
Events Sponsorship	14,928.00	10,178.03	0.00	0.00	4,749.97
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	0.00	0.00	0.00
Allocated Overhead	267,893.00	176,653.76	17,957.00	17,957.00	91,239.24
Total Operations	389,017.00	217,846.19	18,514.00	20,396.44	171,170.81

Jefferson County Local Development Corp
Balance Sheet
July 31, 2022

ASSETS

Current Assets		
General Checking	\$	126,241.53
Savings Account		2,482,443.15
RLF Savings		1,809,158.46
Grant Rec. ARPA Child Care		67,000.00
RLF Loans Receivable		271,590.81
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		166,859.01
Clayton Loans Receivable		9,378.96
Miscellaneous Recievable		7,500.00
Due YMCA		400,000.00
LHI Records Storage		87,029.51
Prepaid Expense		<u>3,553.42</u>
 Total Current Assets		 5,443,254.85
Property and Equipment		
Accumulated Depreciation		<u>(73,159.06)</u>
 Total Property and Equipment		 (73,159.06)
Other Assets		
Furniture & Fixtures		<u>77,387.89</u>
 Total Other Assets		 <u>77,387.89</u>
 Total Assets	\$	 <u><u>5,447,483.68</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Grants Payable YMCA	\$	400,000.00
ARPA Food Grant		400,000.00
ARPA Child Care Grant		809,000.00
JC Grant-Marketing		45,900.00
JC Grant Agriculture Program		57,800.00
Deferred Mkt. Grant European		<u>12,500.00</u>
 Total Current Liabilities		 1,725,200.00
Long-Term Liabilities		
 Total Long-Term Liabilities		 <u>0.00</u>
 Total Liabilities		 1,725,200.00
Capital		
General Fund Bal - Unrestrict.		3,545,411.47
Net Income		<u>176,872.21</u>
 Total Capital		 <u>3,722,283.68</u>
 Total Liabilities & Capital	\$	 <u><u>5,447,483.68</u></u>

Jefferson County Local Development Corp

Receivables

As of July 31, 2022

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	34,757.16	4/26/17	7/1/2026	3%- 84 Months	Current	726.73
CLAYTON ISLAND TOURS	40,000.00	31,534.65	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	4,689.48	1/22/21	2/1/2027	3%, 60 Months	30 days	89.84
DIPRINZIO'S MARKET	5,000.00	4,689.48	1/22/21	2/1/2027	3%, 60 Months	30 days	89.84
LCO DESTINY, LLC	600,000.00	0.00	9/29/15	7/1/2022	5%, 60 Months	Paid	Paid in Full
WICLDC	200,000.00	99,153.40	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	26,150.14	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		280,969.77					

Jefferson County Local Development Corp
RLF Aged Receivables
As of Jul 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 FARM	2086	34,757.16
		34,757.16
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARM		34,757.16
		34,757.16
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	31,534.65
		31,534.65
CLAYTON ISLAND CLAYTON ISLAND TOURS		31,534.65
		31,534.65
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
WIC WICLDC	1907 RLF LOAN	99,153.40 26,150.14
		125,303.54
WIC WICLDC		125,303.54
		125,303.54
Report Total		271,590.81

**Jefferson County Local Development Corp
Clayton Loans Aged Receivables
As of Jul 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	4,689.48
		<hr/> 4,689.48
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN		<hr/> 4,689.48
DIPRINZIO MARKET DIPRINZIO'S MARKET	2310	<hr/> 4,689.48
DIPRINZIO MARKET DIPRINZIO'S MARKET		<hr/> 9,378.96
Report Total		<hr/> <hr/> 9,378.96

**Jefferson County Local Development Corp
 COVID Aged Receivables
 As of Jul 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	7,798.80
		7,798.80
BROTHERTON STEVEN BROTHERTON	2252	6,210.11
		6,210.11
CCTI COLLEENS CHERRY TREE INN	2238	7,959.36
		7,959.36
CORNELIA LAURIE A. CORNELIA	2240	7,789.27
		7,789.27
DEMAR AMY S. DEMAR	2237	7,798.80
		7,798.80
ELMER KATHLEEN ELMER	2253	7,970.73

**Jefferson County Local Development Corp
 COVID Aged Receivables
 As of Jul 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		7,970.73
FIELD FIELD OF DREAMS, LLC	2267	8,117.99
FIELD FIELD OF DREAMS, LLC		8,117.99
GOULD ROBERT L. GOULD	2234	7,638.61
GOULD ROBERT L. GOULD		7,638.61
GRAPES BUSTED GRAPES,LLC	2250	7,728.29
GRAPES BUSTED GRAPES,LLC		7,728.29
HERMAN BONNIE HERMAN	2235	7,798.80
HERMAN BONNIE HERMAN		7,798.80
MILLER GAIL W. MILLER	2236	7,798.80
MILLER GAIL W. MILLER		7,798.80

Jefferson County Local Development Corp
COVID Aged Receivables
As of Jul 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	7,958.59
MORGIA MORGIA MASONRY		7,958.59
NORTH BRANCH NORTH BRANCH FARMS	2262	7,958.59
NORTH BRANCH NORTH BRANCH FARMS		7,958.59
NORTHERN NORTHERN COMMERCIAL CLEANING	2263	7,607.83
NORTHERN NORTHERN COMMERCIAL CLEANING		7,607.83
NORTHROP MICHAEL NORTHROP	2245	7,638.61
NORTHROP MICHAEL NORTHROP		7,638.61
PAINFULL PAINFULL ACRES	2255	3,655.05
PAINFULL PAINFULL ACRES		3,655.05
RHODES RHODES GREENHOUSES, INC	2261	7,958.59

Jefferson County Local Development Corp
COVID Aged Receivables
As of Jul 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		7,958.59
SAMPSON-MELISSA MELISSA SAMPSON	2254	8,117.99
SAMPSON-MELISSA MELISSA SAMPSON		8,117.99
SKINNER SCOTT P. SKINNER	2248	7,638.61
SKINNER SCOTT P. SKINNER		7,638.61
TILLSON ALISHA TILLSON	2249	7,798.80
TILLSON ALISHA TILLSON		7,798.80
WILLS GREG WILLS	2246	7,798.80
WILLS GREG WILLS		7,798.80
ZERO ZERO DOCK STREET, LLC	2280	8,117.99
ZERO ZERO DOCK STREET, LLC		8,117.99

Jefferson County Local Development Corp
COVID Aged Receivables
As of Jul 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
Report Total		166,859.01

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Jul 1, 2022 to Jul 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
7/1/22	122250 407501 112501	50767	Invoice: 2248 7/22 INTEREST SCOTT P. SKINNER	179.69	159.79 19.90
7/1/22	122250 407501 112501	6695	Invoice: 2235 7/22 INTEREST BONNIE HERMAN	179.69	159.79 19.90
7/1/22	122025 407501 112501	995027	Invoice: 2242 7/22 INTEREST CLAYTON ISLAND TOURS	754.85	620.85 134.00
7/1/22	122250 407501 112501	2031	Invoice: 2237 7/22 INTEREST AMY S. DEMAR	179.69	159.79 19.90
7/1/22	122255 407501 112501	8899	Invoice: 2309 6/22 INTEREST DIPRINZIO'S KITCHEN	89.84	77.92 11.92
7/1/22	122255 407501 112501	8898	Invoice: 2310 6/22 INTEREST DIPRINZIO'S MARKET	89.84	77.92 11.92
7/1/22	122250 407501 112501	3967462	Invoice: 2280 7/22 INTEREST ZERO DOCK STREET, LLC	179.69	159.00 20.69
7/1/22	122250 407501 112501	6072	Invoice: 2252 INTEREST STEVEN BROTHERTON	200.00	183.56 16.44
7/1/22	122250 407501 112501	1467	Invoice: 2234 7/22 INTEREST ROBERT L. GOULD	179.69	159.79 19.90
7/1/22	125001 100001	7786	Invoice: 2367 JEFF COUNTY IDA	58,985.00	58,985.00
7/1/22	122025 125001 407501 412502 112501	1275	Invoice: 2013 Invoice: 2379 INTEREST LATE FEES LCO DESTINY, LLC	76,179.89	73,752.12 161.00 1,186.77 1,080.00
7/14/22	407501 112501	1666	7/22 INTEREST CRESCENT YACHT CLUB	100.00	100.00
7/14/22	122025 407501 112501	2839	Invoice: 2086 7/22 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	638.24 88.49
7/14/22	122250 407501 112501	57161852	Invoice: 2253 7/22 INTEREST KATHLEEN ELMER	180.00	159.71 20.29
7/14/22	122250 407501 112501	8684	Invoice: 2240 7/22 INTEREST LAURIE A. CORNELIA	179.69	159.79 19.90
7/14/22	122250 407501 112501	4196	Invoice: 2264 7/22 INTEREST MO_19- MASONRY	179.69	159.40 20.29

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

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Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
7/14/22	122250 407501 112501	1120	Invoice: 2263 9/22 INTEREST NORTHERN COMMERCIAL CLEANING	180.00	160.59 19.41
7/14/22	122250 407501 112501	2840	Invoice: 2262 7/22 INTEREST NORTH BRANCH FARMS	179.69	159.40 20.29
7/14/22	122250 407501 412502 112501	18915	Invoice: 2267 4/22, 5/22, 6/22 INTEREST 4/22, 5/22, 6/22 LATE FEES FIELD OF DREAMS, LLC	571.41	475.81 63.26 32.34
7/14/22	122250 407501 112501	2386	Invoice: 2261 7/22 INTEREST RHODES GREENHOUSES, INC	179.69	159.40 20.29
7/14/22	122250 407501 112501	7000302	Invoice: 2245 8/22 INTEREST MICHAEL NORTHROP	179.69	160.19 19.50
7/21/22	122250 407501 112501	2039	Invoice: 2241 7/22 INTEREST AUBREYS SHOPPING CENTER	179.69	159.79 19.90
7/21/22	122250 407501 112501	1754	Invoice: 2250 7/22 INTEREST BUSTED GRAPES,LLC	179.69	159.79 19.90
7/21/22	122025 407501 112501	3901	Invoice: 1907 7/22 INTEREST WICLDC	1,109.20	857.67 251.53
7/21/22	407501 112501	5062	8/22 INTEREST CLAYTON YACHT CLUB, INC.	100.00	100.00
7/21/22	122025 407501 112501	164116	Invoice: RLF LOAN 7/22 INTEREST WICLDC	1,784.29	1,703.05 81.24
7/26/22	240001 100101	7792	FOOD GRANT FUNDS JEFF COUNTY IDA	400,000.00	400,000.00
7/26/22	240002 100101	7794	CHILDCARE GRANT JEFF COUNTY IDA	809,000.00	809,000.00
7/27/22	122250 407501 112501	6408	Invoice: 2252 INTEREST STEVEN BROTHERTON	200.00	184.02 15.98
7/27/22	122250 407501 112501	1483	Invoice: 2234 8/22 INTEREST ROBERT L. GOULD	179.69	160.19 19.50
7/27/22	122250 407501 112501	50943	Invoice: 2248 8/22 INTEREST SCOTT P. SKINNER	179.69	160.19 19.50
7/27/22	260201 100101	65005	6 MONTHS AG ALLOCATION JEFFERSON COUNTY TR_-20- RER	69,360.00	69,360.00

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

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Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
				<u>1,422,126.71</u>	<u>1,422,126.71</u>

Jefferson County Local Development Corp
Check Register
For the Period From Jul 1, 2022 to Jul 31, 2022

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Accou	Amount
6167	7/1/22	EXCELLUS BC/BS	100001	11,037.12
6168	7/1/22	THE HARTFORD	100001	256.91
6169	7/1/22	HM LIFE OF NY	100001	88.13
6170	7/1/22	WATERTOWN LOCAL DEVELOPMENT	100001	4,661.87
6171	7/1/22	EXCELLUS BC/BS	100001	567.50
6172	7/1/22	EXCELLUS BC/BS	100001	408.01
6175	7/1/22	JEFFERSON COUNTY CLERK	100001	141.00
6173	7/7/22	RBC WEALTH MANAGEMENT	100001	2,668.14
6174	7/7/22	UNITED WAY OF NNY	100001	116.50
6176	7/12/22	BLUE MOUNTAIN SPRING WATER, INC	100001	44.00
6177	7/12/22	CINTAS	100001	63.65
6178	7/12/22	DOCU QUICK PRINT	100001	246.96
6179	7/12/22	KEY BANK	100001	1,601.48
6180	7/12/22	NATIONAL GRID	100001	496.71
6181	7/12/22	NNY ONLINE	100001	829.00
6182	7/12/22	PROSHRED SECURITY	100001	22.01
6183	7/12/22	SYNTELA CONFERENCING INC.	100001	8.76
6184	7/12/22	VERIZON WIRELESS	100001	94.35
6185	7/12/22	WB MASON CO INC.	100001	202.23
6186	7/12/22	WICLDC	100001	1,496.58
6187	7/19/22	ADVANCED BUSINESS SYSTEMS	100001	34.75
6188	7/19/22	CINTAS	100001	63.65
6190	7/19/22	NORTHERN COMMERCIAL CLEANING	100001	865.00
6191	7/19/22	PEGGY SAMPSON	100001	42.94
6192	7/19/22	SPECTRUM REACH	100001	1,327.45
6193	7/19/22	WESTELCOM	100001	369.92
6194	7/19/22	WPBS	100001	557.00
6196	7/19/22	NYS DEPT OF LABOR-UNEMPLOYMEN	100001	217.12
6198	7/19/22	SAM'S CLUB	100001	1,200.32
6199	7/21/22	RBC WEALTH MANAGEMENT	100001	2,719.05
6200	7/21/22	UNITED WAY OF NNY	100001	116.50
6201	7/26/22	ADVANCED BUSINESS SYSTEMS	100001	142.00

Jefferson County Local Development Corp
Check Register
For the Period From Jul 1, 2022 to Jul 31, 2022

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Check #	Date	Payee	Cash Accou	Amount
6202	7/26/22	CINTAS	100001	63.65
6203	7/26/22	INFORMNNY.COM	100001	200.00
6204	7/26/22	JOHNSON NEWSPAPER CORP	100001	291.20
6205	7/26/22	LIBERTY MUTUAL INSURANCE	100001	2,608.46
6206	7/26/22	WB MASON CO INC.	100001	196.33
6207	7/26/22	WELLS FARGO FINANCIAL SERVICES	100001	340.27
6208	7/26/22	LIBERTY MUTUAL INSURANCE	100001	<u>2,533.00</u>
Total				<u><u>38,939.52</u></u>

Jefferson County Local Development Corporation

Rental Property Deferred Maintenance Grants (ARPA)

Grant recommendations:

Name	Summary of Project	Total Project Amount	Funding Recommendation
Kyle Pignone	The roof was leaking during COVID. The tenant would not let us in to fix the roof. The water leak ruined the walls, insulation, flooring and windows.	\$10,000	1 grant per person
Kyle Pignone	the porch required maintenance and the roof leaked. It required altering the entrance to both apartments. Tenants not cooperative during COVID	\$15,000	\$10,000
James Huffman	Interior wall painting and exterior deck staining has been deferred during the past 3 years.	\$7,000	\$5,600
Shannon Carmon	Repair/Replace Dipped driveway/potholes pavement.	\$10,000 - \$15,000	\$10,000
Shannon Carmon	Needs Floor supports/New Railing/New Windows. Most tenants access the units through here and not the front entrance	\$7,500 - \$10,000	1 grant per person
Mark Bonner	Partial rood replacement and a new furnace for one unit	\$15,000	\$10,000
Scott R. Weston	Existing roof is 20+ years old and T-Loc Style which are showing curling and separation. Not sure if the underlayment sheathing is in good shape, may have to be re-decked. Existing roof has a min of 3 layers.	\$12,000 - \$15,000	\$10,000

Jefferson County Local Development Corporation

Rental Property Deferred Maintenance Grants (ARPA)

Scott R. Weston	Half of the roof was replaced about 8 years ago. The other side and back addition are in need of a new roof. Both will have to be redecked with sheathing.	\$9,000	1 grant per person
Gerald Prout	Property improvement,safety, cosmetic	\$10,000	\$8,000
Parker Smith	Windows, roof, exterior doors, bathroom repairs	Up to \$15,000	\$10,000
Tracy Strock	Replace as many windows as possible within the budgeted amount...the goal is to at least replace all first floor windows. The kitchen window in particular will need some wood replaced as well.	\$13,000	\$10,000
Beth Todd	This fourplex rental uses a coal boiler that's been converted to a gas boiler which is a very old and inefficient heat source. A new natural gas boiler would replace this. Work to be completed by Cowles & Company Contracting.	\$31,000	\$10,000
Corey Roebuck	4 mini-split heating units. One for each unit.	\$12,000 - \$18,000	Must live in Jefferson County
Corey Roebuck	Replace shower, sink, flooring and toilet replacement.	\$12,000	Must live in Jefferson County
Barry Kukowski	I had my rental completely destroyed by tenants during covid i have already spent upwards of 12000 on the 695 side and trying yo get started on 693 side. i have not had a tenant in quite some time	not positive but the 693 side could be over 10000	\$10,000

Jefferson County Local Development Corporation

Rental Property Deferred Maintenance Grants (ARPA)

David M Lawton	Had to put off replacing windows, three furnaces and insulation.	\$25,000	\$10,000
DeAnna LeTray	paint interior and exterior fix plumbing issues and add needed insulation	\$4,500	\$3,600
Christopher P Knapp	The unit is a owner occupied duplex in need of windows. The unit has 52 windows and only a small percentage have been updated with energy efficient windows. The unit also has an older furnace that does not meet energy efficiency standards.	\$14,000	\$10,000
John D Ward	Siding, windows, plumbing leaks causing damage to sheet rock	\$20,000	\$10,000
Joseph Carr	The current roof is metal and has been patched to fix leaks but it's not going to last another winter. Either way I'm replacing it this fall.	Around \$7000.00	\$5,600
Michel Gravelle	It needs a kitchen replacement. Extensive electrical, plumbing, sheet rock, cabinets and appliances as well as lighting fixtures are needed.	Roughly \$12,000	\$9,600
Derrick Kehoe	The house needs the typical minor work after a tenant move out (paint and drywall repair) as well as the 2nd story roof replaced and as well as replacing the damaged front door.	Approximately \$11,000 for the roof and door replacement.	1 grant per person
Derrick Kehoe	New roof on the house and front porch replacement, including new roof, decking and joists	\$10,000 - \$12,000	\$9,600

Jefferson County Local Development Corporation

Rental Property Deferred Maintenance Grants (ARPA)

Yuri Samaroo	The kitchen floor, liveing room floor and dining room floor will be tiled, kitchen counter top will be replaced with granite, roofing will be replaced to prevent leakages, appartment will be painted, kitchen cabinets will be replaced that are broken.	\$12,000	\$9,600
Stephen Rich	Kitchen and bathroom remodel, floors throughout	\$15,000	\$10,000
Joel Berthet	Replace 1/2 of the roof and large sections of the old wood shaker siding	\$12,500	\$10,000
HERBERT KENNETH DEJOURDAN	would like to replace windows and paint the house	\$10,000	\$8,000
Joel Berthet	Sand/stain/poly 1,000 sq. ft. of hardwood flooring. Tear out 250 sq ft of ruined laminate and replace with new.	\$8,000	1 grant per person
Joel Berthet	Sections of the roof that are leaking in winter will be stripped and replaced with new ice/water guard and 30yr shingles. All water lines underneath home will be rerun and replaced.	\$12,500	1 grant per person
Joseph T LaFave	Remove 60+ year old Metal Roof and replace with new one.	\$12,500	\$10,000
Joseph T LaFave	Build front porch around main entrance to protect from elements.	I don't know	1 grant per person
Terence Strock	Electric heat in upstairs apartment, wall insulation on entire house, repair siding, window in cellar, door replacement	\$13,000	\$10,000
Julie P Kelly	We have a roof in dire need of replacement, it's over 30 years old	Approximate estimate \$10,000.	\$8,000

Jefferson County Local Development Corporation

Rental Property Deferred Maintenance Grants (ARPA)

John Tinsley	Replacement of leaking 50 year old roof.	\$17,500	Must live in Jefferson County
John Tinsley	Replace old wood windows with vinyl replacement windows throughout house.	\$9,500	Must live in Jefferson County
John Tinsley	Replace roof on right side of home which has deteriorating shingles.	\$8,500	Must live in Jefferson County
John Tinsley	Replace the entire deteriorating roof with asphalt shingles or metal roofing.	\$15,000	Must live in Jefferson County
Robert G Augliano	Complete roof replacement	\$27,000	\$10,000
Scott Gerni	Wood like to put new flooring in Apartment 3, Painting and new kitchen cabinets in Apt 3, Outside door apartment 1, 4 New storm doors, Seal Driveway	\$10,000	\$8,000
Carolyn Aines	Have the bathroom in the plumbing fix	Maybe around 15 grand	Must live in Jefferson County
Mary Dieterich	Roof replacement with Asbestos Abatement	Estimate pending ??? \$15,000.	\$10,000
Mary Dieterich	1/2 of window replacement needed	? \$5,000.	1 grant per person
KAREEM Bennifield	Windows, Doors, cabinets, toilet, painting	\$10,000	Must live in Jefferson County
Dexter	The inside	\$15,000	Must live in Jefferson County
Yasmin Habib	Property is 4 unit, back porch roof has water damage, siding on front, side, back and upper level needs replacement, blocks around front porch need replacement.	\$9,000	1 grant per person
Yasmin Habib	Duplex needs replacement 4 broken	\$13,000	\$10,000

Jefferson County Local Development Corporation

Rental Property Deferred Maintenance Grants (ARPA)

	windows, all windows & wood trim on building to be wrapped with aluminum trim, renovate main bath, replace 2 garage doors		
John and Chana Fay	This property has 2 units and needs a few repairs. I would like to tear out old carpets, paint throughout, and repair siding that is missing. The garage also needs repainting.	Approx. \$10,000	\$8,000
John and Chana Fay	Siding repairs, trim painted, flooring replaced, back porch torn out and replaced.	Approximately \$10,000	1 grant per person
Patrick Merritt	Doors. Roof, heating system, side porch, windows	\$15,000	\$10,000
Patrick Merritt	Siding, windows, flooring,	\$12,000	1 grant per person
Jeanette Pierce	My roof has no pitch and no eaves in the back section so it requires shoveling every heavy snow or it leaks. When the ice builds up it then melts and also leaks.	\$12,500	\$10,000
Edward and Cindi Smalls	Have to do a complete gut of both sides to make it rentalable. Drywalls, ceilings, floors electrical, plumbing, etc. Most work will be completed by me. I have renovated several ghost properties within watertown and this is my most recent property.	\$39,150~	\$10,000
Steven c Daily	Removal of old carpet and pad seal all floors with primer and sealer put all new pad and carpet throughout house also for bedroom doors. Also fix holes and damage sheet rock and New complete kitchen with countertop. And also appliances.	\$13,000	\$10,000

Jefferson County Local Development Corporation

Rental Property Deferred Maintenance Grants (ARPA)

Reginald J Schweitzer Jr.	Strip , Deck, & reroof all roof sections with 30 year architectural shingles.	\$15,400	\$10,000
Reginald Schweitzer Jr.	Strip, deck and reroof remaining sections of old roofing with matching 30 year architectural shingles.	\$13,200	1 grant per person
Brian A Bromka	Replace damaged kitchen cabinets, countertops and kitchen floor; remove soiled carpet and refinish hardwood floors; replace faulty electric.	\$13,000	Must live in Jefferson County
Valerie Deon	Roof, flooring, insulation, entrance doors	\$12,500	\$10,000
Bryan Olson	Renovation of kitchen/living area of Apartment #2 (of 3).	\$12,000	\$9,600
Merri Cole (comenole)	The roof needs to be taken apart with major beams that are broken replaced. A higher pitch to relieve ice and snow with heating elements.	\$14,000	\$10,000
Merri Cole	The bathtub and surround need replacing.	\$2,000	1 grant per person
William Bonner	All the windows are broken with many frames and casings are busted in this house. The heating system has been torn apart and needs replacement, the walls have holes, painting is needed in every room, kitchen cabinets are broken, carpets and flooring throughout would be replaced where needed. The sink is busted up and unusable, several doors including the front door are busted up and broken.	\$25,000	\$10,000

Jefferson County Local Development Corporation

Rental Property Deferred Maintenance Grants (ARPA)

William Bonner	This big beautiful old house in Watertown is nearly 120 years old, very well built. The 2 front porches however, like many porches throughout town have disintegrated and must be replaced to continue to meet basic housing code and remain a nice livable/rentable apartment in Watertown. The porches have to be torn down and rebuilt. The elevated 3-5" thick elevated concrete porch platforms have cracked the whole length of the porch and separated. The underlying brick that holds the porch up has disintegrated. The pillars that hold up the porch roofs have decayed, shifted, and thus the structural integrity of the big heavy roofs could eventually become compromised.	\$16,000	1 grant per person
William Bonner	Appliances, Toilets, doors, windows, stairs/rails, flooring, carpets, painting.	\$8,000	1 grant per person
William Bonner	The Heating system is the old boiler/radiator system and is about to give out. This Heating system would be replaced with separate point of use heat modules that are modern, more effective at distributing the heat, and more efficient. Windows need replacement, the bathrooms are old & beat up and in need of an upgrade/refresh, same for the kitchen which is worn and broken in most aspects.	\$15,000	1 grant per person
Stephen McGowan	it's 5 bedroom & 2 Bathroom house. I started the project before the	\$35,000	\$10,000

Jefferson County Local Development Corporation

Rental Property Deferred Maintenance Grants (ARPA)

	pandemic, I like to complete the project and put it back to rental market ASAP.		
Arlene Martin	Shingles are coming off and had a leaked when the ice melted.	\$14,000	\$10,000
		TOTAL	\$373,200

Jefferson County Local Development Corporation

Small Business Productivity Improvement (ARPA)

August 4, 2022

Grant recommendations:

Business Name	Summary of Project	Total Project Amount	Total amount requested	Funding Recommendation
Lucki7 Livestock Co.	I will be adding a second grain storage facility. This will help us store grain and sell the product throughout 2023.	\$48,500	\$10,000	\$10,000
Natasha's Kiddie Shack Daycare	This will help with payroll, record keeping of attendance and security of the building	\$30,000	\$10,000	\$10,000
			Total	\$20,000

Jefferson County Local Development Corporation

Incumbent Worker Training (ARPA)

August 4, 2022

Grant recommendations:

Business Name	Summary of Project	Total Project Amount	Funding Recommendation
Great Lakes Cheese	Audit Preparation	\$3,500	\$2,800
Thousand Islands Winery	Thank you for the consideration to support our company's training needs. The purpose of the training is to help define our company, reduce turnover rates, and improve efficiency. Our organization would like to utilize the possible grant for creating a New Hire Onboarding Training for future employees as well as a structured Specialized Training to improve the knowledge and skillset for current and future employees in Wine Spirit and Education Trust (WSET), Training for Intervention Procedures (TIPS), and Food Safe Certifications. Having this training would improve our company and our workforce, providing more knowledge and information to not only our employees, but also our customers. For this project that includes multiple aspects, we estimate a rough budget of \$20,000.00, and can adjust to specific budgeting and recommendations.	\$20,000	\$16,000
		TOTAL	\$18,800

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	P	P	E	P					
Aliasso, Robert	P	P	P	P	P	P	P					
Burto, Kent	P	P	P	P	E	E	E					
Converse, David	P	P	E	P	P	P	E					
Gardner, Gregory	P	P	E	P	E	P	P					
Jennings, John	P	P	E	A	P	P	E					
Johnson, William	P	P	P	P	P	P	P					
L'Huillier, Lisa	P	P	P	P	P	P	P					
Powers, Christine	P	P	E	P	P	P	P					
Walldroff, W. Edward	P	P	P	A	P	P	A					
Warneck, Paul	P	P	P	P	P	P	P					
Totals:	11	11	7	9	9	9	7					
P - Present												
E - Excused												
A - Absent												