

Notice of Board Meeting

Date: April 20, 2023

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

From: Chairman Robert Aliasso

Re: Notice of Board of Directors' Meeting

The Jefferson County Local Development Corporation will hold their Board Meeting on **Thursday, May 4, 2023 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
Joy Nuffer
Robin Stephenson
Justin Miller, Esq.
Media

BOARD MEETING AGENDA
Thursday, May 4, 2023 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – April 6, 2023**
- V. Treasurer’s Report – April 30, 2023**
- VI. Committee Reports**
- VII. Council Reports**
 - a. Jefferson County Agricultural Development**
 - i. Council appointment**
 - b. Manufacturing**
 - c. Marketing**
- VIII. Unfinished Business**
 - 1. ARPA Funds Report**
- IX. Counsel**
- X. New Business**
- XI. Adjournment**

**Jefferson County Local Development Corporation
Board Meeting Minutes
April 6, 2023**

DRAFT

The Jefferson County Local Development Corporation held their board meeting on Thursday, April 6, 2023 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., Paul Warneck, Lisa L’Huillier, David Converse, W. Edward Walldroff, Christine Powers, Kent Burto, Gregory Gardner

Excused: John Condino, William Johnson, Rob Aiken

Absent: None

Also Present: Nathan Lehman, Kristie Kimmis and Pam Thomas (BOCES); Steve Lockwood (CITEC); and Cheryl Mayforth (the Workplace)

Zoom: Justin Miller, Esq. (Harris Beach), Brian Roy, Esq. (Harris Beach), Craig Fox from the Watertown Daily Times

Staff Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, Robin Stephenson, 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.

NYS School Boards Association Banner Presentation – Mr. Zembiec introduced Pam Thomas who works at our local BOCES and is a regional ambassador for the school boards association. Ms. Thomas said that the New York State School Boards Association (NYSSBA) initiated a recognition program called ‘*Champions of Change*’. She said that she is presenting a banner of gratitude today for the Manufacturing Day program which has shown that it works. She referenced a Watertown Daily Times article that interviewed a manufacturing worker who attended the manufacturing day program while in middle school that sparked an interest and led him to his current job. Ms. Thomas acknowledged the importance of local partnerships for the successful program.

Ms. Thomas, Ms. Kimmis, Mr. Lehman, Ms. Mayforth and Mr. Lockwood left the meeting.

- IV. **Minutes:** Minutes of the meeting held March 9, 2023 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Ms. Powers. All in favor. Carried.
- V. **Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending March 31, 2023. He said that all of the loans are current. A motion was made by Mr. Gardner to accept the financial report as presented, seconded by Ms. Powers. All in favor. Carried.
- VI. **Committee Reports:** None.

VII. Council Reports:

a. Ag – Mr. Matteson provided the following updates:

- Ag Conference – Mr. Matteson said that he is getting good feedback from last week's conference.

- Discussion with Congresswoman Claudia Tenney – The discussion took place at the gathering barn at Old McDonald's Farm. Mr. Matteson said that Congresswoman Tenney's office was not aware of the issues we face for meat processing and indicated that they will look into it as well as the barriers with USDA. He said that they also want to be on the podcast.

- Dairy Parade – The parade is scheduled for June 2nd. This year's theme will be *Red, White & Moo*.

- Farm lawsuit – Mr. Matteson said that he is aware of a lawsuit, but indicated that he cannot discuss particulars of the case at this time.

- Towns Revaluation – Mr. Matteson said that he is helping farms understand their ag assessments.

- Food Resiliency Grants – Mr. Matteson said that the grants are ongoing. He said that some have finished their projects while others have yet to start.

- Dairy Manufacturing Initiative – Mr. Matteson said that he continues to try to attract Fairlife.

- Ag Council – Mr. Matteson said that he will bring a recommendation to next month's meeting to appoint Dani Baker to the vegetable grower's vacant position.

- CWT Farms – Mr. Matteson said that he is assisting them with a grant application. Mr. Warneck asked if the project is on schedule. Mr. Matteson said that it has been delayed due to electrical infrastructure issues.

- Meat Processing – Mr. Matteson said that he continues to work with meat processing.

- Podcast – Mr. Matteson said that the Ag Commissioner's office will be on an upcoming podcast.

- Vet shortage – Mr. Warneck asked if there is still a shortage of vets. Mr. Matteson said yes and indicated that some farms are doing more care on their own.

Mr. Matteson said that Rep. Elise M. Stefanik is forming an ag committee and asked him to join the committee.

**Jefferson County Local Development Corporation
Board Meeting Minutes
April 6, 2023**

DRAFT

- b. **Manufacturing** – Mr. Zembiec said that we co-hosted the spring Jefferson-Lewis Manufacturers Alliance breakfast on March 24th at the Hilton Garden Inn. Topics included legislative updates and an informational session on internship opportunities. He said there will be another session this fall.
- c. **Marketing** – Mr. Weir said that we are working with the Workplace for the upcoming Career Jam program that will be held on March 25th. He said there will be 32 schools and over 2,000 students participating.

Mr. Weir said that we will be hosting an import/export 101 program during the month of May.

Mr. Weir thanked Ms. Stephenson for her work on the newsletters. He also thanked Ms. Nuffer for her continued work on the ARPA grant administration.

Mr. Converse said that the organization/staff received high praise during a recent meeting that he was attending with a local manufacturer. He said that Ms. Stephenson was recognized specifically for her assistance to a particular client.

Mr. Walldroff asked what the hits are on the website. Mr. Weir said that we are averaging 500 per month.

VIII. Unfinished Business:

- 1. **ARPA Funds Report** – An updated spreadsheet showing the grant fund activity was provided in the board packet. There is currently \$49,552.04 uncommitted funds left within the various programs. Mr. Weir said that he has three on a waiting list.
- 2. **Small Business Productivity Improvement Grant (ARPA)** – Mr. Weir said that we originally approved a \$3,520 grant to Sail Ontario, LLC for an autopilot. He said the installation was more than expected and they are requesting to increase their total grant amount to \$6,000. A motion was made by Mr. Warneck to amend the total grant amount to \$6,000 to Sail Ontario, LLC, seconded by Ms. Powers. All in favor. Carried.

Mr. Warneck asked if we require applicants to submit their estimates/quotes from vendors. Mr. Weir said that we request them as well as paid invoices before we release grant funds.

IX. Counsel: None.

X. New Business:

- 1. **Authorizing Resolution No. 04.06.2023.01 for Public Meeting Videoconferencing Policy** – Mr. Zembiec said that it is required to have a quorum in the room in order to have participants vote remotely with proper notice, a member attending remotely from a public location can also count toward a quorum. A member attending from a remote private location may participate and vote; but cannot be counted toward a quorum.

**Jefferson County Local Development Corporation
Board Meeting Minutes
April 6, 2023**

DRAFT

A motion was made by Mr. Gardner to approve the resolution and policy, seconded by Mr. Converse. Roll call vote. Mr. Aiken – Absent, Mr. Aliasso – Yea, Mr. Burto – Yea, Mr. Condino – Absent, Mr. Converse – Yea, Mr. Gardner – Yea, Mr. Johnson – Absent, Ms. L’Huillier – Yea, Ms. Powers – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea. Carried.

2. Proposed Bylaws – Mr. Zembiec said the adoption of the videoconferencing policy prompted the following change to the bylaws – new language:

In accordance with the Corporation’s Videoconferencing Policy, any one or more members of the board may participate in a meeting of the board or committee by videoconference from non-public locations when necessitated by “extraordinary circumstances” (as identified by the policy) with the following provisions:

- i. Any member attending via videoconferencing from a non-public setting under extraordinary circumstances will not be counted toward a quorum, but will be considered present and may participate and vote.
- ii. The number of members participating in person – including any member attending via videoconferencing in a predetermined and noticed public location, or from a public location under extraordinary circumstances—must constitute a quorum.
- iii. Any member participating via videoconferencing must be visible, heard, and identifiable by all members attending in person, as well as by members of the public attending in person or via videoconference.
- iv. When participating under “extraordinary circumstances” by which a member of the public body may request participation via videoconferences, they must notify the Corporation staff by phone or email as soon as the circumstance is presented.

A motion was made by Mr. Burto to approve the revised bylaws, seconded by Mr. Warneck. All in favor. Carried.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Ms. L’Huillier, seconded by Ms. Powers. All in favor. The meeting adjourned at 8:42 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Income Statement for the Four Month Period Ending April 30, 2023**

Prepared by Joy Nuffer, April 27, 2023

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 707,275.00	235,758.32	\$ 58,939.58	58,939.58	471,516.68
JC Grant Marketing	275,400.00	91,800.00	22,950.00	22,950.00	183,600.00
JC Grant Ag Program	138,720.00	50,000.00	12,500.00	12,500.00	88,720.00
RLF Interest Income	23,000.00	3,482.77	1,056.11	768.07	19,517.23
Grant Income Federal	0.00	367,769.95	82,868.31	67,940.43	(367,769.95)
Interest Income	1,400.00	897.41	0.00	312.15	502.59
Late Fee	0.00	140.14	21.56	21.56	(140.14)
Miscellaneous Income	500.00	364.65	0.00	364.65	135.35
AG Conference	0.00	1,000.00	0.00	1,000.00	(1,000.00)
Total Revenues	1,146,295.00	751,213.24	178,335.56	164,796.44	395,081.76
Expenses					
Salaries	589,450.13	178,127.28	44,364.88	66,547.32	411,322.85
Benefits	242,031.33	75,656.29	17,015.89	18,987.54	166,375.04
Operations					
Marketing Program	354,848.00	103,934.08	26,905.35	29,807.07	250,913.92
AG Program	221,165.00	77,290.12	20,530.39	20,674.79	143,874.88
Office Expense	12,000.00	1,782.14	130.70	826.22	10,217.86
Payroll Processing	3,600.00	1,515.85	301.30	451.95	2,084.15
Office Rent	18,000.00	6,067.28	1,516.82	1,516.82	11,932.72
Project Loan Rent	55,942.00	18,647.48	4,661.87	4,661.87	37,294.52
Office Cleaning	10,900.00	3,549.20	992.30	852.30	7,350.80
Telephone	7,000.00	1,925.34	373.09	508.52	5,074.66
Equipment Rental	4,100.00	1,384.76	346.19	346.19	2,715.24
Equipment Maintenance	3,000.00	196.00	0.00	49.00	2,804.00
System Maintenance	1,000.00	2,189.70	595.35	595.35	(1,189.70)
Electric Service	5,500.00	1,280.59	0.00	353.81	4,219.41
Gas Service	3,500.00	1,173.11	0.00	379.08	2,326.89
Business Support	5,000.00	0.00	0.00	0.00	5,000.00
Manufacturers Comm. Expense	0.00	729.30	0.00	729.30	(729.30)
Workforce Development	2,500.00	0.00	0.00	0.00	2,500.00
Travel/Promotion/Meals	8,000.00	788.13	0.00	788.13	7,211.87
Staff Training & Seminars	4,000.00	885.00	0.00	0.00	3,115.00
Depreciation F&F	17,000.00	5,444.72	1,361.18	1,361.18	11,555.28
Dues & Publications	15,000.00	2,500.00	0.00	0.00	12,500.00
Commercial Insurance	9,100.00	1,135.12	283.78	283.78	7,964.88
Legal RLF	1,000.00	0.00	0.00	0.00	1,000.00
Legal Unrestricted	1,000.00	0.00	0.00	0.00	1,000.00
Accounting & Auditing	8,000.00	12,000.00	0.00	12,000.00	(4,000.00)
Grants Expense Federal	0.00	367,769.95	82,868.31	67,940.43	(367,769.95)
Covid Grant	10,000.00	2,500.00	2,500.00	0.00	7,500.00
Reallocated Program Expenses	(465,840.00)	(158,614.66)	(38,594.12)	(42,844.41)	(307,225.34)
Miscellaneous - Unrestricted	500.00	0.00	0.00	0.00	500.00
Total Operations	1,147,296.46	709,856.78	166,153.28	186,816.24	437,439.68
Total Revenue	1,146,295.00	751,213.24	178,335.56	164,796.44	395,081.76
Total Expenses	1,147,296.46	709,856.78	166,153.28	186,816.24	437,439.68
Net Income Over Expenditures	\$ (1,001.46)	41,356.46	\$ 12,182.28	(22,019.80)	(42,357.92)

For Internal Use Only

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
AG Program Expense Statement for the Four Month Period Ending April 30, 2023

Prepared by Joy Nuffer, April 27, 2023

	Current Year Budget	Year to Date Total	Current Month	Previous Month	Balance Remaining
Operations					
AG Annual Meeting	5,000.00	3,748.60	3,748.60	0.00	1,251.40
AG Office Expense	1,000.00	106.92	0.00	0.00	893.08
AG Advertising	4,000.00	700.00	500.00	0.00	3,300.00
AG Printed Material	1,000.00	0.00	0.00	0.00	1,000.00
AG Membership/Dues	400.00	0.00	0.00	0.00	400.00
AG Business Attraction	3,500.00	0.00	0.00	0.00	3,500.00
AG Subscriptions	200.00	0.00	0.00	0.00	200.00
AG Travel/Meals/Lodging	4,000.00	2,219.34	0.00	142.71	1,780.66
AG Web Site Development	2,000.00	0.00	0.00	0.00	2,000.00
AG Website Promotion	0.00	349.92	0.00	0.00	-349.92
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
Local Food Guide	800.00	800.00	0.00	0.00	0.00
Salary Overhead	99,510.00	33,789.60	7,508.80	11,263.20	65,720.40
FICA Overhead	5,971.00	1,974.06	438.68	658.01	3,996.94
Medicare Overhead	1,393.00	461.67	102.59	153.89	931.33
Health/Dental Ins Overhead	21,740.00	10,882.99	2,723.78	2,723.78	10,857.01
Retirement Overhead	8,956.00	2,027.34	450.52	675.78	6,928.66
Indirect Labor Allocation	55,253.00	18,417.68	4,604.42	4,604.42	36,835.32
Non Labor Allocated Overhead	5,442.00	1,812.00	453.00	453.00	3,630.00
Total Operations	221,165.00	77,290.12	20,530.39	20,674.79	143,874.88

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Manuf. Business Support Expense Statement for the Four Month Period Ending April 30, 2023
 Prepared by Joy Nuffer, April 27, 2023

	Current Year Budget	Year to Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Business Support	5,000.00	0.00	0.00	0.00	5,000.00
Manufacturers Comm. Expense	0.00	729.30	0.00	729.30	-729.30
Workforce Development	2,500.00	0.00	0.00	0.00	2,500.00
Total Operations	7,500.00	729.30	0.00	729.30	6,770.70

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Marketing Program Expense Statement for the Four Month Period Ending April 30, 2023
 Prepared by Joy Nuffer, April 27, 2023

	Current Year Budget	Year to Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	46,600.00	4,308.05	612.00	1,384.05	42,291.95
Canadian Marketing	10,000.00	0.00	0.00	0.00	10,000.00
Printed Material	1,000.00	1,021.02	1,021.02	0.00	-21.02
Seminars Workshops Publication	2,500.00	0.00	0.00	0.00	2,500.00
Travel/Meals/Promotion	3,000.00	410.69	0.00	410.69	2,589.31
Public Relations	3,000.00	0.00	0.00	0.00	3,000.00
Web Site Dev & Promo Design	5,000.00	1,445.00	460.00	700.00	3,555.00
Events Sponsorship	11,000.00	2,500.00	2,500.00	0.00	8,500.00
Drum Country Business	5,000.00	5,000.00	0.00	5,000.00	0.00
Allocated Overhead	267,748.00	89,249.32	22,312.33	22,312.33	178,498.68
Total Operations	354,848.00	103,934.08	26,905.35	29,807.07	250,913.92

Jefferson County Local Development Corp
Balance Sheet
April 30, 2023

ASSETS

Current Assets		
General Checking	\$	797,643.78
Savings Account		1,691,744.63
RLF Savings		1,951,474.05
RLF Loans Receivable		174,695.24
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		130,441.07
Clayton Loans Receivable		7,937.16
Miscellaneous Recievable		7,000.00
Due YMCA		400,000.00
LHI Records Storage		87,029.51
Prepaid Expense		999.40
		<hr/>
Total Current Assets		5,261,464.84
Property and Equipment		
Accumulated Depreciation		(84,132.68)
		<hr/>
Total Property and Equipment		(84,132.68)
Other Assets		
Furniture & Fixtures		76,897.89
ROU Lease Asset		175,454.00
		<hr/>
Total Other Assets		252,351.89
		<hr/>
Total Assets	\$	<u><u>5,429,684.05</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Grants Payable YMCA	\$	400,000.00
ST Lease Liability		1,358.00
ARPA Food Grant		150,278.44
ARPA Child Care Grant		353,731.83
ARPA Small Business & Training		211,091.07
ARPA Rental Property Deferred		222,163.46
JC Grant-Marketing		114,750.00
JC Grant Agriculture Program		25,000.00
Deferred Mkt. Grant European		12,500.00
		<hr/>
Total Current Liabilities		1,490,872.80
Long-Term Liabilities		
LT Lease Liability		202,078.00
		<hr/>
Total Long-Term Liabilities		202,078.00
		<hr/>
Total Liabilities		1,692,950.80
Capital		
General Fund Bal - Unrestrict.		3,695,376.79
Net Income		41,356.46
		<hr/>
Total Capital		3,736,733.25
		<hr/>
Total Liabilities & Capital	\$	<u><u>5,429,684.05</u></u>

Jefferson County Local Development Corp

Receivables

As of April 30, 2023

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	28,940.69	4/26/17	7/1/2026	3%- 84 Months	Current	726.73
CLAYTON ISLAND TOURS	40,000.00	9,444.66	4/29/20	5/1/2026	5%-73 Months	Current	198.97
CLAYTON YACHT CLUB	40,000.00	34,375.24	8/4/21	8/1/2027	3%-73 Months	Current	718.75
DIPRINZIO'S KITCHEN	5,000.00	3,968.58	1/22/21	2/1/2027	3%, 60 Months	30 Days	89.84
DIPRINZIO'S MARKET	5,000.00	3,968.58	1/22/21	2/1/2027	3%, 60 Months	30 Days	89.84
WICLDC	200,000.00	91,337.25	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	10,597.40	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		182,632.40					

**Jefferson County Local Development Corp
 RLF Aged Receivables
 As of Apr 30, 2023**

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/C	Amount Due
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS	2086	28,940.69
		<hr/>
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS		28,940.69
		<hr/>
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	9,444.66
		<hr/>
CLAYTON ISLAND CLAYTON ISLAND TOURS		9,444.66
		<hr/>
CLAYTON YACHT CLAYTON YACHT CLUB, INC.	2344	34,375.24
		<hr/>
CLAYTON YACHT CLAYTON YACHT CLUB, INC.		34,375.24
		<hr/>
WIC WICLDC	1907 RLF LOAN	91,337.25 10,597.40
		<hr/>
WIC WICLDC		101,934.65
		<hr/>
Report Total		174,695.24
		<hr/> <hr/>

**Jefferson County Local Development Corp
 COVID Aged Receivables
 As of Apr 30, 2023**

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/C	Amount Due
AUBREYS AUBREYS SHOPPING CENTER	2241	6,342.56
		<hr/>
AUBREYS AUBREYS SHOPPING CENTER		6,342.56
		<hr/>
BROTHERTON STEVEN BROTHERTON	2252	4,344.43
		<hr/>
BROTHERTON STEVEN BROTHERTON		4,344.43
		<hr/>
CCTI COLLEENS CHERRY TREE INN	2238	6,669.47
		<hr/>
CCTI COLLEENS CHERRY TREE INN		6,669.47
		<hr/>
CORNELIA LAURIE A. CORNELIA	2240	6,333.03
		<hr/>
CORNELIA LAURIE A. CORNELIA		6,333.03
		<hr/>
DEMAR AMY S. DEMAR	2237	6,496.97
		<hr/>
DEMAR AMY S. DEMAR		6,496.97
		<hr/>
ELMER KATHLEEN ELMER	2253	6,515.26
		<hr/>

**Jefferson County Local Development Corp
 COVID Aged Receivables
 As of Apr 30, 2023**

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/C	Amount Due
ELMER KATHLEEN ELMER		6,515.26
FIELD FIELD OF DREAMS, LLC	2267	7,246.09
FIELD FIELD OF DREAMS, LLC		7,246.09
GOULD ROBERT L. GOULD	2234	6,342.56
GOULD ROBERT L. GOULD		6,342.56
GRAPES BUSTED GRAPES,LLC	2250	6,433.93
GRAPES BUSTED GRAPES,LLC		6,433.93
HERMAN BONNIE HERMAN	2235	6,342.56
HERMAN BONNIE HERMAN		6,342.56
MILLER GAIL W. MILLER	2236	6,342.56
MILLER GAIL W. MILLER		6,342.56

**Jefferson County Local Development Corp
 COVID Aged Receivables
 As of Apr 30, 2023**

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/C	Amount Due
MORGIA MORGIA MASONRY	2264	6,505.99
MORGIA MORGIA MASONRY		6,505.99
NORTH BRANCH NORTH BRANCH FARMS	2262	6,505.95
NORTH BRANCH NORTH BRANCH FARMS		6,505.95
NORTHERN NORTHERN COMMERCIAL CLEANING	2263	6,472.43
NORTHERN NORTHERN COMMERCIAL CLEANING		6,472.43
PAINFULL PAINFULL ACRES	2255	3,005.28
PAINFULL PAINFULL ACRES		3,005.28
RHODES RHODES GREENHOUSES, INC	2261	6,505.99
RHODES RHODES GREENHOUSES, INC		6,505.99
SAMPSON-MELISSA MELISSA SAMPSON	2254	6,831.62

**Jefferson County Local Development Corp
 COVID Aged Receivables
 As of Apr 30, 2023**

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/C	Amount Due
SAMPSON-MELISSA MELISSA SAMPSON		6,831.62
SKINNER SCOTT P. SKINNER	2248	6,178.33
SKINNER SCOTT P. SKINNER		6,178.33
TILLSON ALISHA TILLSON	2249	6,014.49
TILLSON ALISHA TILLSON		6,014.49
WILLS GREG WILLS	2246	6,342.56
WILLS GREG WILLS		6,342.56
ZERO ZERO DOCK STREET, LLC	2280	6,669.01
ZERO ZERO DOCK STREET, LLC		6,669.01
Report Total		130,441.07

**Jefferson County Local Development Corp
Clayton Loans Aged Receivables
As of Apr 30, 2023**

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/C	Amount Due
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN	2309	3,968.58
		<hr/> 3,968.58
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN		
		<hr/> 3,968.58
DIPRINZIO MARKET DIPRINZIO'S MARKET	2310	3,968.58
		<hr/> 3,968.58
DIPRINZIO MARKET DIPRINZIO'S MARKET		
		<hr/> 7,937.16
Report Total		

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Apr 1, 2023 to Apr 30, 2023

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
4/5/23	122250 407501 112501	5261	Invoice: 2262 4/23 INTEREST NORTH BRANCH FARMS	179.69	163.02 16.67
4/5/23	122025 407501 112501	5260	Invoice: 2086 4/23 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	652.75 73.98
4/5/23	122250 407501 112501	1175	Invoice: 2263 4/23 INTEREST NORTHERN COMMERCIAL CLEANING	180.00	163.42 16.58
4/5/23	122250 407501 112501	0010000034	Invoice: 2253 4/23 INTEREST KATHLEEN ELMER	180.00	163.33 16.67
4/5/23	122025 407501 112501	0000995042	Invoice: 2242 4/23 INTEREST CLAYTON ISLAND TOURS	198.97	158.95 40.02
4/5/23	122255 407501 412502 112501	2073	Invoice: 2309 3/23 INTEREST 3/23 LATE FEE DIPRINZIO'S KITCHEN	95.23	79.69 10.15 5.39
4/5/23	122255 407501 412502 112501	2074	Invoice: 2310 3/23 INTEREST 3/23 LATE FEE DIPRINZIO'S MARKET	95.23	79.69 10.15 5.39
4/5/23	122250 407501 112501	7108	Invoice: 2235 4/23 INTEREST BONNIE HERMAN	179.69	163.43 16.26
4/5/23	122250 407501 112501	1271	Invoice: 2238 1/23 & 2/23 INTEREST COLLEENS CHERRY TREE INN	489.07	454.51 34.56
4/5/23	122250 407501 112501	2562	Invoice: 2241 4/23 INTEREST AUBREYS SHOPPING CENTER	179.69	163.43 16.26
4/5/23	122250 407501 412502 112501	2174	Invoice: 2237 3/23 INTEREST 3/23 LATE AMY S. DEMAR	190.47	163.02 16.67 10.78
4/5/23	122250 407501 112501	1040	Invoice: 2249 4/23, 5/23 & 6/23 INTEREST ALISHA TILLSON	539.07	491.50 47.57
4/5/23	122250 407501 112501	0007000343	Invoice: 2245 4/23 INTEREST MICHAEL NORTHROP	179.69	163.43 16.26
4/5/23	125001 100001	7921	Invoice: 2385 JEFF COUNTY IDA	58,939.58	58,939.58
4/13/23	122250 721901	3371	Inv: 245 MIC-19- NORTHROP	2,500.00	2,500.00

**Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Apr 1, 2023 to Apr 30, 2023**

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
4/13/23	122250 112501	3371	Invoice: 2245 MICHAEL NORTROP	3,842.56	3,842.56
4/13/23	122250 407501 112501	1664	Invoice: 2236 3/23 & 4/23 INTEREST GAIL W. MILLER	359.38	326.45 32.93
4/13/23	122250 407501 112501	1565	Invoice: 2234 4/23 INTEREST ROBERT L. GOULD	179.69	163.43 16.26
4/13/23	122250 407501 112501	1822	Invoice: 2250 3/23 INTEREST BUSTED GRAPES,LLC	300.00	283.33 16.67
4/13/23	125001 100001	9898	Invoice: 2394 LEWIS COUNTY IDA	364.65	364.65
4/13/23	122025 407501 112501	165862	Invoice: RLF LOAN 4/23 INTEREST WICLDC	1,784.29	1,748.28 36.01
4/19/23	122025 407501 112501	4133	Invoice: 1907 3/23 INTEREST WICLDC	1,109.20	874.97 234.23
4/19/23	122250 407501 112501	0000080086	Invoice: 2280 4/23 INTEREST ZERO DOCK STREET, LLC	179.69	162.61 17.08
4/19/23	122250 407501 112501	6623	Invoice: 2255 6/23 INTEREST PAINFULL ACRES	89.50	81.79 7.71
4/19/23	122250 407501 112501	2533	Invoice: 2261 4/23 INTEREST RHODES GREENHOUSES, INC	179.69	163.02 16.67
4/19/23	202501 202401 100001	19718	DUE SHLDC DUE JCLDC PAINFULL ACRES	179.00	89.50 89.50
4/27/23	122025 407501 112501	4135	Invoice: 1907 4/23 INTEREST WICLDC	1,109.20	877.16 232.04
4/27/23	122025 407501 112501	5213	Invoice: 2344 5/23 INTEREST CLAYTON YACHT CLUB, INC.	718.75	631.23 87.52
4/27/23	122250 407501 112501	6595	Invoice: 2252 4/24 INTEREST STEVEN BROTHERTON	200.00	188.67 11.33
4/27/23	122250 407501 112501	53462	Invoice: 2248 5/23 INTEREST SCOTT P. SKINNER	179.69	163.83 15.86
				75,628.40	75,628.40

Jefferson County Local Development Corp
Cash Disbursements Journal
For the Period From Apr 1, 2023 to Apr 30, 2023

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
4/3/23	6591	200001 100001	Invoice: ARPA RENTAL #1 D. DEON dba ASSUREBUILT HOME INSPECTION	3,165.41	3,165.41
4/3/23	6592	200001 100001	Invoice: 2058 ATLAS INTEGRATED	285.00	285.00
4/3/23	6593	200001 100001	Invoice: 70123489 DAVIS VISION	88.13	88.13
4/3/23	6594	200001 100001	Invoice: 000034709611 EXCELLUS BC/BS	12,016.52	12,016.52
4/3/23	6595	200001 100001	Invoice: 6514 FORT DRUM REGIONAL LIAISON ORGANIZATION	5,000.00	5,000.00
4/3/23	6596	200001 100001	Invoice: 4566 HILTON GARDEN INN	729.30	729.30
4/3/23	6597	200001 100001	Invoice: 26978 NNY ONLINE	595.35	595.35
4/3/23	6598	200001 100001	Invoice: 18977 NORTHERN COMPUTERS	49.00	49.00
4/3/23	6599	200001 100001	Invoice: 1137108 PROSHRED SECURITY	23.77	23.77
4/3/23	6600	200001 100001	Invoice: 6931 WICLDC	1,516.82	1,516.82
4/3/23	6601	200001 100001	Invoice: 2023-4 WATERTOWN LOCAL DEVELOPMENT CORPORATION	4,661.87	4,661.87
4/3/23	6602	200001 100001	Invoice: 34584214 EXCELLUS BC/BS	620.77	620.77
4/3/23	6603	200001 100001	Invoice: 000034691488 EXCELLUS BC/BS	409.04	409.04
4/6/23	6604	200001 100001	Invoice: 3/23 WATER BLUE MOUNTAIN SPRING WATER, INC.	45.80	45.80
4/6/23	6605	200001 100001	Invoice: 4151398720 CINTAS	63.65	63.65
4/6/23	6606	200001 100001	Invoice: 012193664595 THE HARTFORD	341.81	341.81
4/6/23	6607	200001 200001 100001	Invoice: 69035-3/23 Invoice: 01046-3/23 NATIONAL GRID	379.08 353.81	732.89
4/6/23	6608	200001 100001	Invoice: 20084 SYNTELA CONFERENCING INC.	4.41	4.41
4/6/23	6609	200001 100001	Invoice: 9930809209 VERIZON WIRELESS	124.88	124.88
4/12/23	6610	200001 100001	Invoice: 21607? BOWERS & C-21 -ANY CPAS, P L C	12,000.00	12,000.00

Jefferson County Local Development Corp
Cash Disbursements Journal
For the Period From Apr 1, 2023 to Apr 30, 2023

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
			PLLC		
4/12/23	6611	200001 100001	Invoice: 4/6/23 COMMUNITY ACTION PLANNING COUNCIL	53,670.63	53,670.63
4/12/23	6612	200001 200001 200001 100001	Invoice: ZEMBIEC-3/23 Invoice: WEIR-3/23 Invoice: MATTESON-3/23 KEY BANK	984.87 441.87 142.71	1,569.45
4/12/23	6613	200001 100001	Invoice: 4/13/23 RBC WEALTH MANAGEMENT	3,284.34	3,284.34
4/12/23	6614	200001 100001	Invoice: 760013616 SPECTRUM REACH	452.05	452.05
4/12/23	6615	200001 100001	Invoice: ARPA RENTAL GRANT TRACY A. STROCK	10,000.00	10,000.00
4/12/23	6616	200001 100001	Invoice: 4/13/23 UNITED WAY OF NNY	127.00	127.00
4/12/23	6617	200001 100001	Invoice: 237533613 WB MASON CO INC.	109.45	109.45
4/12/23	6618	200001 100001	Invoice: 18834 WPBS	612.00	612.00
4/12/23	6619	200001 100001	Invoice: 131136 WRVO	320.00	320.00
4/14/23	6620	200001 100001	Invoice: ARPA RENTAL JAMES HUFFMAN	3,308.69	3,308.69
4/18/23	6621	200001 100001	Invoice: 41527 CINTAS	63.65	63.65
4/18/23	6622	200001 100001	Invoice: AG-2023 HILTON GARDEN INN	3,748.60	3,748.60
4/18/23	6623	200001 100001	Invoice: 6/23 PAINFULL JCLDC	89.50	89.50
4/18/23	6624	200001 100001	Invoice: 858 NORTHERN COMMERCIAL CLEANING	865.00	865.00
4/18/23	6625	200001 100001	Invoice: 7001 RIVERSIDE MEDIA LLC	1,196.02	1,196.02
4/18/23	6626	200001 100001	Invoice: 4/23 OFFICE SAM'S CLUB	21.25	21.25
4/18/23	6628	200001 100001	Invoice: 6/23 PAINFULL SACKETS HARBOR LDC	89.50	89.50
4/26/23	6636	200001 100001	Invoice: 230318-MAPLE SACKETS HARBOR PHOTOGRAPHIC IMAGING LLC	500.00	500.00
4/27/23	6629	200001 100001	Invoice: ARPA RENTAL#2 D. DEON dba ***JREBUILT HOME INSPE-22-N	2,723.58	2,723.58

**Jefferson County Local Development Corp
Cash Disbursements Journal
For the Period From Apr 1, 2023 to Apr 30, 2023**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
4/27/23	6630	200001 100001	Invoice: CAREER JAM-2023 JEFFERSON-LEWIS WORKFORCE DEVELOPMENT	2,500.00	2,500.00
4/27/23	6631	200001 100001	Invoice: ARPA FOOD GRANT NEXT GENERATION CREAMERY	10,000.00	10,000.00
4/27/23	6632	200001 100001	Invoice: 4/27/23 RBC WEALTH MANAGEMENT	3,284.34	3,284.34
4/27/23	6633	200001 100001	Invoice: 4/27/23 UNITED WAY OF NNY	127.00	127.00
4/27/23	6634	200001 100001	Invoice: 5024731374 WELLS FARGO FINANCIAL SERVICES	346.19	346.19
4/27/23	6635	200001 100001	Invoice: 42224 WESTELCOM	368.68	368.68
Total				<u>141,851.34</u>	<u>141,851.34</u>

ARPA Grant Funds from Jefferson County-Status-Expenditures

Month	Child Care	Small Business Productivity & Incumbent Worker Training	Local Foods Resiliency	Rental Property Deferred Maintenance	Remediation 146 Arsenal Street	Hounsfield Sewer	Total Grants Running Balance
Total Available	\$809,000.00	\$425,000.00	\$400,000.00	\$425,000.00	\$1,000,000.00	\$1,500,000.00	\$4,559,000.00
April-22	\$67,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,492,000.00
May-22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,492,000.00
June-22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,492,000.00
July-22	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	\$0.00	\$3,492,000.00
August-22	\$125,791.52	\$11,052.00	\$94,928.45	\$0.00	\$0.00	\$0.00	\$3,260,228.03
September-22	\$0.00	\$66,378.93	\$7,722.00	\$34,958.80	\$0.00	\$292,000.00	\$2,859,168.30
October-22	\$15,045.02	\$43,814.69	\$37,176.74	\$41,710.22	\$0.00	\$0.00	\$2,721,421.63
November-22	\$0.00	\$20,233.13	\$10,450.00	\$4,220.00	\$0.00	\$0.00	\$2,686,518.50
December-22	\$102,407.09	\$10,000.00	\$33,459.86	\$27,616.80	\$0.00	\$0.00	\$2,513,034.75
January-23	\$0.00	\$44,596.00	\$12,700.00	\$45,533.04	\$0.00	\$0.00	\$2,410,205.71
February-23	\$91,353.91	\$0.00	\$12,778.26	\$10,000.00	\$0.00	\$0.00	\$2,296,073.54
March-23	\$0.00	\$17,834.18	\$30,506.25	\$19,600.00	\$0.00	\$0.00	\$2,228,133.11
April-23	\$53,670.63	\$0.00	\$10,000.00	\$19,197.68	\$0.00	\$0.00	\$2,145,264.80
Total YTD Expenditures	\$455,268.17	\$213,908.93	\$249,721.56	\$202,836.54	\$1,000,000.00	\$292,000.00	\$2,413,735.20
Balance of Grant	\$353,731.83	\$211,091.07	\$150,278.44	\$222,163.46	\$0.00	\$1,208,000.00	\$2,145,264.80
Uncommitted Balance	\$0.00	\$30,464.54	\$82.51	\$5,400.00	\$0.00	\$0.00	
Excess Funds (Approved by board but did not take full award to date)	\$0.00	\$3,618.75	\$605.10	\$11,672.45	\$0.00	\$0.00	
Full Uncommitted Balance	\$0.00	\$34,083.29	\$687.61	\$17,072.45	\$0.00	\$0.00	
<i>Report Prepared by Joy Nuffer-Finance Assistant</i>							

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

2023 Board Attendance

Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Aiken, Robert	P	E	P	E								
Aliasso, Robert	P	P	Zoom	P								
Burto, Kent	E	Zoom	P	P								
Condino, John	P	P	P	E								
Converse, David	P	P	P	P								
Gardner, Gregory	Zoom	P	Zoom	P								
Johnson, William	E	P	P	E								
L'Huilier, Lisa	P	P	P	P								
Powers, Christine	P	P	P	P								
Walldroff, W. Edward	P	P	P	P								
Warneck, Paul	P	P	P	P								
Totals:	8	9	9	8								
P - Present												
E - Excused												
A - Absent												