

Notice of Board Meeting

Date: June 29, 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, July 13, 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=R0t4VjRPdGJBZDJrL2JQYVVjKytDdz09>
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, July 13, 2023 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – June 1, 2023**
- V. Treasurer’s Report – June 30, 2023**
- VI. Committee Reports**
- VII. Council Reports**
 - a. Jefferson County Agricultural Development**
 - 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
June 1, 2023**

DRAFT

The Jefferson County Local Development Corporation held their board meeting on Thursday, June 1, 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, John Condino, William Johnson, Rob Aiken

Excused: None

Absent: None

Also Present:

Zoom: Justin Miller, Esq. (Harris Beach)

Staff Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, 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 May 4, 2023 were presented. A motion to approve the minutes as presented was made by Mr. Gardner, seconded by Ms. Powers. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending May 31, 2023. He said that there are two loans in arrears, but noted that it is a timing issue. A motion was made by Mr. Burto to accept the financial report as presented, seconded by Mr. Aiken. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag – Mr. Matteson provided the following updates:**
 - Dairy Parade – The parade will be held tomorrow at 7 p.m. Mr. Matteson said that it might be the largest parade in his 20-year history with 64 entries. He said that the Northern Blend Chorus will perform in front of the judging panel before the parade begins. He also said that he received some entries from the Armed Forces parade which was canceled due to the weather.
 - Watertown Rapids – Mr. Matteson said that ‘Ag night’ will be held on June 10th.
 - Food Resiliency Grants – Mr. Matteson said that he has started the planning process for the second round of grants while working to finish up the first-round projects.

Jefferson County Local Development Corporation
Board Meeting Minutes
June 1, 2023

DRAFT

- b. **Manufacturing** – Mr. Zembiec said that Jain Irrigation officially issued their warn notice, but will keep their employees until August/September. He said a job fair will be scheduled for this fall, but he noted that he has started receiving calls from local manufacturers looking to hire Jain’s employees. Mr. Aiken mentioned the space that Jain occupies at the Watertown Industrial Center. He said that space was recently renovated and hopes that it can be filled quickly.

Tours at MetalCraft Marine and EZ Stak are scheduled after the board meetings today.

Mr. Zembiec said that the acquisition of Renzi Brothers by US Foods will not change their expansion plans. He will check the status of the acquisition to determine if a new application will be needed on their pending project.

- c. **Marketing** – Mr. Weir reported that he recently attended the NYS EDC annual meeting in Cooperstown. He said they discussed employee housing, regulatory items and exporting. He noted that we recently hosted an export program on May 18th at the Hilton Garden Inn which included participants from SBA, US Commerce and Bay Brokerage. He said that he found the exporting conversation interesting and helpful to the attendees.

Mr. Weir said that Ms. Stephenson continues to have a good ‘open rate’ on the newsletter.

VIII. Unfinished Business:

- 1. **ARPA Funds Report** – An updated spreadsheet showing the grant fund activity was provided in the board packet. There is currently \$52,357.32 uncommitted funds left within the various programs. Ms. Nuffer said that she will be contacting some of the grant recipients that have not returned some of their paperwork to see if they are still interested in completing their projects. Mr. Aiken asked how much time we give the recipient. Mr. Weir said 18 months.

Mr. Matteson reported on one of the grant recipients. He said that Euro Farms from Rodman, NY wanted to purchase equipment to process chickens. He talked with them recently and learned that they are selling at the farmer’s market. He said that is exactly the purpose of the grant.

IX. Counsel: None.

X. New Business:

July Board Meeting – Mr. Zembiec asked if there will be a quorum at the July 6th board meeting since it falls close to the 4th of July holiday. Board members agreed to move the meeting to July 13, 2023.

- XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Condino. All in favor. The meeting adjourned at 8:28 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION

Income Statement for the Six Month Period Ending June 30, 2023

Prepared by Joy Nuffer, July 6, 2023

UNRECONCILED

| | Current Year Budget | Year-to-Date Total | Current Month | Previous Month | Balance Remaining |
|-------------------------------------|---------------------------|-----------------------|---------------------|-------------------|----------------------|
| Revenues | | | | | |
| Admin Fees | \$ 707,275.00 | 353,637.48 | \$ 58,939.58 | 58,939.58 | 353,637.52 |
| JC Grant Marketing | 275,400.00 | 137,700.00 | 22,950.00 | 22,950.00 | 137,700.00 |
| JC Grant Ag Program | 138,720.00 | 75,000.00 | 12,500.00 | 12,500.00 | 63,720.00 |
| RLF Interest Income | 23,000.00 | 5,052.14 | 953.68 | 615.69 | 17,947.86 |
| Grant Income Federal | 0.00 | 428,927.37 | 42,678.52 | 18,478.90 | (428,927.37) |
| Interest Income | 1,400.00 | 1,514.87 | 0.00 | 314.34 | (114.87) |
| Late Fee | 0.00 | 231.81 | 21.56 | 70.11 | (231.81) |
| Miscellaneous Income | 500.00 | 3,364.65 | 3,000.00 | 0.00 | (2,864.65) |
| AG Conference | 0.00 | 1,000.00 | 0.00 | 0.00 | (1,000.00) |
| Total Revenues | 1,146,295.00 | 1,006,428.32 | 141,043.34 | 113,868.62 | 139,866.68 |
| Expenses | | | | | |
| Salaries | 589,450.13 | 266,857.04 | 44,364.88 | 44,364.88 | 322,593.09 |
| Benefits | 242,031.33 | 109,820.02 | 17,147.84 | 17,015.89 | 132,211.31 |
| Operations | | | | | |
| Marketing Program | 354,848.00 | 155,346.45 | 23,354.32 | 25,246.23 | 199,501.55 |
| AG Program | 221,165.00 | 113,598.32 | 17,681.79 | 18,543.91 | 107,566.68 |
| Office Expense | 12,000.00 | 4,083.55 | 330.82 | 867.39 | 7,916.45 |
| Payroll Processing | 3,600.00 | 2,136.95 | 319.80 | 301.30 | 1,463.05 |
| Office Rent | 18,000.00 | 9,100.92 | 1,516.82 | 1,516.82 | 8,899.08 |
| Project Loan Rent | 55,942.00 | 27,971.22 | 4,661.87 | 4,661.87 | 27,970.78 |
| Office Cleaning | 10,900.00 | 5,541.43 | 936.28 | 1,055.95 | 5,358.57 |
| Telephone | 7,000.00 | 3,011.55 | 369.40 | 487.35 | 3,988.45 |
| Equipment Rental | 4,100.00 | 2,077.14 | 346.19 | 346.19 | 2,022.86 |
| Equipment Maintenance | 3,000.00 | 196.00 | 0.00 | 0.00 | 2,804.00 |
| System Maintenance | 1,000.00 | 3,380.40 | 595.35 | 595.35 | (2,380.40) |
| Electric Service | 5,500.00 | 1,924.23 | 0.00 | 311.71 | 3,575.77 |
| Gas Service | 3,500.00 | 1,416.59 | 0.00 | 79.07 | 2,083.41 |
| Business Support | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| Manufacturers Comm. Expense | 0.00 | 729.30 | 0.00 | 0.00 | (729.30) |
| Workforce Development | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| Travel/Promotion/Meals | 8,000.00 | 2,740.98 | 0.00 | 473.47 | 5,259.02 |
| Staff Training & Seminars | 4,000.00 | 1,440.00 | 0.00 | 555.00 | 2,560.00 |
| Depreciation F&F | 17,000.00 | 8,167.08 | 1,361.18 | 1,361.18 | 8,832.92 |
| Dues & Publications | 15,000.00 | 3,332.00 | 286.00 | 546.00 | 11,668.00 |
| Commercial Insurance | 9,100.00 | 1,153.12 | 0.00 | 18.00 | 7,946.88 |
| 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 | 14,000.00 | 0.00 | 0.00 | (6,000.00) |
| Grants Expense Federal | 0.00 | 428,927.37 | 42,678.52 | 18,478.90 | (428,927.37) |
| Covid Grant | 10,000.00 | 5,000.00 | 0.00 | 2,500.00 | 5,000.00 |
| Reallocated Program Expenses | (465,840.00) | (235,802.89) | (38,594.12) | (38,594.11) | (230,037.11) |
| Miscellaneous - Unrestricted | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| Total Operations | 1,147,296.46 | 936,148.77 | 117,356.94 | 100,732.35 | 211,147.69 |
| Total Revenue | 1,146,295.00 | 1,006,428.32 | 141,043.34 | 113,868.62 | 139,866.68 |
| Total Expenses | 1,147,296.46 | 936,148.77 | 117,356.94 | 100,732.35 | 211,147.69 |
| Net Income Over Expenditures | \$ (1,001.46) | 70,279.55 | \$ 23,686.40 | 13,136.27 | (71,281.01) |

For Intern-5-Jse Only

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION

AG Program Expense Statement for the Six Month Period Ending June 30, 2023

Prepared by Joy Nuffer, July 6, 2023

UNRECONCILED

| | Current Year Budget | Year-to-Date Total | Current Month | Previous Month | Balance Remaining |
|------------------------------|---------------------------|-----------------------|------------------|-------------------|----------------------|
| Operations | | | | | |
| AG Annual Meeting | \$ 5,000.00 | 4,581.10 | \$ 0.00 | 750.00 | 418.90 |
| AG Office Expense | 1,000.00 | 106.92 | 0.00 | 0.00 | 893.08 |
| AG Advertising | 4,000.00 | 1,735.63 | 0.00 | 1,035.63 | 2,264.37 |
| 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 | 2,300.30 | 0.00 | 80.96 | 1,699.70 |
| Dairy Parade | 0.00 | 1,795.54 | 1,400.00 | 395.54 | (1,795.54) |
| 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 | 48,807.20 | 7,508.80 | 7,508.80 | 50,702.80 |
| FICA Overhead | 5,971.00 | 2,851.40 | 438.68 | 438.66 | 3,119.60 |
| Medicare Overhead | 1,393.00 | 666.86 | 102.59 | 102.60 | 726.14 |
| Health/Dental Ins Overhead | 21,740.00 | 16,330.55 | 2,723.78 | 2,723.78 | 5,409.45 |
| Retirement Overhead | 8,956.00 | 2,928.38 | 450.52 | 450.52 | 6,027.62 |
| Indirect Labor Allocation | 55,253.00 | 27,626.52 | 4,604.42 | 4,604.42 | 27,626.48 |
| Non Labor Allocated Overhead | 5,442.00 | 2,718.00 | 453.00 | 453.00 | 2,724.00 |
| Total Operations | 221,165.00 | 113,598.32 | 17,681.79 | 18,543.91 | 107,566.68 |

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION

Manuf. & Business Support Expense Statement for the Six Month Period Ending June 30, 2023

Prepared by Joy Nuffer, July 6, 2023

UNRECONCILED

| | 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 | 0.00 | (729.30) |
| Workforce Development | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| Total Operations | <u>7,500.00</u> | <u>729.30</u> | <u>0.00</u> | <u>0.00</u> | <u>6,770.70</u> |

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Marketing Program Expense Statement for the Six Month Period Ending June 30, 2023**

Prepared by Joy Nuffer, July 6, 2023

UNRECONCILED

| | Current Year Budget | Year-to-Date Total | Current Month | Previous Month | Balance Remaining |
|-------------------------------|---------------------------|-----------------------|------------------|-------------------|----------------------|
| Operations | | | | | |
| Advertising Expense | \$ 46,600.00 | 9,506.75 | \$ 612.00 | 2,229.40 | 37,093.25 |
| Canadian Marketing | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 |
| Printed Material | 1,000.00 | 1,021.02 | 0.00 | 0.00 | (21.02) |
| Seminars Workshops Publicatio | 2,500.00 | 360.00 | 0.00 | 0.00 | 2,140.00 |
| Travel/Meals/Promotion | 3,000.00 | 505.21 | 0.00 | 0.00 | 2,494.79 |
| Public Relations | 3,000.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| Web Site Dev & Promo Design | 5,000.00 | 1,874.99 | 429.99 | 0.00 | 3,125.01 |
| Events Sponsorship | 11,000.00 | 3,204.50 | 0.00 | 704.50 | 7,795.50 |
| Drum Country Business | 5,000.00 | 5,000.00 | 0.00 | 0.00 | 0.00 |
| Allocated Overhead | 267,748.00 | 133,873.98 | 22,312.33 | 22,312.33 | 133,874.02 |
| Total Operations | 354,848.00 | 155,346.45 | 23,354.32 | 25,246.23 | 199,501.55 |

Jefferson County Local Development Corp
Balance Sheet
June 30, 2023

ASSETS

| | | |
|------------------------------|----|----------------------------|
| Current Assets | | |
| General Checking | \$ | 638,855.54 |
| Savings Account | | 1,692,031.31 |
| RLF Savings | | 1,970,727.20 |
| RLF Loans Receivable | | 168,283.47 |
| N Grid Mkt Grant European | | 12,500.00 |
| COVID Accounts Receivable | | 117,251.29 |
| Clayton Loans Receivable | | 7,777.38 |
| Miscellaneous Recievable | | 65,939.58 |
| Due YMCA | | 400,000.00 |
| LHI Records Storage | | 87,029.51 |
| Prepaid Expense | | 999.40 |
| | | <hr/> |
| Total Current Assets | | 5,161,394.68 |
| Property and Equipment | | |
| Accumulated Depreciation | | (86,855.04) |
| | | <hr/> |
| Total Property and Equipment | | (86,855.04) |
| 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>5,326,891.53</u></u> |

LIABILITIES AND CAPITAL

| | | |
|--------------------------------|----|----------------------------|
| Current Liabilities | | |
| Accounts Payable - Unrestr | \$ | 341.81 |
| Grants Payable YMCA | | 400,000.00 |
| ST Lease Liability | | 1,358.00 |
| ARPA Food Grant | | 138,988.76 |
| ARPA Child Care Grant | | 353,731.83 |
| ARPA Small Business & Training | | 193,768.13 |
| ARPA Rental Property Deferred | | 189,618.66 |
| JC Grant-Marketing | | 68,850.00 |
| Deferred Mkt. Grant European | | 12,500.00 |
| | | <hr/> |
| Total Current Liabilities | | 1,359,157.19 |
| Long-Term Liabilities | | |
| LT Lease Liability | | 202,078.00 |
| | | <hr/> |
| Total Long-Term Liabilities | | 202,078.00 |
| | | <hr/> |
| Total Liabilities | | 1,561,235.19 |
| Capital | | |
| General Fund Bal - Unrestrict. | | 3,695,376.79 |
| Net Income | | 70,279.55 |
| | | <hr/> |
| Total Capital | | 3,765,656.34 |
| | | <hr/> |
| Total Liabilities & Capital | \$ | <u><u>5,326,891.53</u></u> |

Jefferson County Local Development Corp

Receivables

As of June 30, 2023

| Customer | Orig Loan | Balance | Issued | Maturity | Terms | Status | Payment |
|----------------------|------------------|-------------------|---------------|-----------------|----------------|---------------|----------------|
| JAY CANZONIER | 100,000.00 | 27,630.30 | 4/26/17 | 7/1/2026 | 3%- 84 Months | Current | 726.73 |
| CLAYTON ISLAND TOURS | 40,000.00 | 9,124.76 | 4/29/20 | 5/1/2026 | 5%-73 Months | Current | 198.97 |
| CLAYTON YACHT CLUB | 40,000.00 | 33,108.04 | 8/4/21 | 8/1/2027 | 3%-73 Months | Current | 718.75 |
| DIPRINZIO'S KITCHEN | 5,000.00 | 3,888.69 | 1/22/21 | 2/1/2027 | 3%, 60 Months | 60 Days | 89.84 |
| DIPRINZIO'S MARKET | 5,000.00 | 3,888.69 | 1/22/21 | 2/1/2027 | 3%, 60 Months | 60 Days | 89.84 |
| WICLDC | 200,000.00 | 89,576.02 | 12/1/10 | 1/1/2031 | 3%, 240 Months | Current | 1,109.20 |
| WICLDC-JAIN | 98,082.50 | 8,844.02 | 9/10/18 | 10/1/2023 | 3.5% 60 Months | Current | 1,784.29 |
| Report Total | | 176,060.52 | | | | | |
| | | | | | | | |
| | | | | | | | |

Jefferson County Local Development Corp
RLF Aged Receivables
As of Jun 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 | 27,630.30 |
| | | 27,630.30 |
| CLAYTON ISLAND CLAYTON ISLAND TOURS | 2242 | 9,124.76 |
| | | 9,124.76 |
| CLAYTON YACHT CLAYTON YACHT CLUB, INC. | 2344 | 33,108.04 |
| | | 33,108.04 |
| WIC WICLDC | 1907 RLF LOAN | 89,576.35 8,844.02 |
| | | 98,420.37 |
| Report Total | | 168,283.47 |

Jefferson County Local Development Corp
Clayton Loan Aged Receivables
As of Jun 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 | 3,888.69 |
| | | 3,888.69 |
| DIPRINZIO MARKET DIPRINZIO'S MARKET | 2310 | 3,888.69 |
| | | 3,888.69 |
| Report Total | | 7,777.38 |

Jefferson County Local Development Corp
COVID Loan Aged Receivables
As of Jun 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 | 6,014.49 |
| AUBREYS AUBREYS SHOPPING CENTER | | 6,014.49 |
| BROTHERTON STEVEN BROTHERTON | 2252 | 4,155.29 |
| BROTHERTON STEVEN BROTHERTON | | 4,155.29 |
| CCTI COLLEENS CHERRY TREE INN | 2238 | 6,179.19 |
| CCTI COLLEENS CHERRY TREE INN | | 6,179.19 |
| CORNELIA LAURIE A. CORNELIA | 2240 | 6,004.96 |
| CORNELIA LAURIE A. CORNELIA | | 6,004.96 |
| DEMAR AMY S. DEMAR | 2237 | 6,169.71 |
| DEMAR AMY S. DEMAR | | 6,169.71 |
| ELMER KATHLEEN ELMER | 2253 | 6,187.38 |

**Jefferson County Local Development Corp
 COVID Loan Aged Receivables
 As of Jun 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 | | 6,187.38 |
| GOULD ROBERT L. GOULD | 2234 | 6,014.49 |
| GOULD ROBERT L. GOULD | | 6,014.49 |
| GRAPES BUSTED GRAPES,LLC | 2250 | 6,250.19 |
| GRAPES BUSTED GRAPES,LLC | | 6,250.19 |
| HERMAN BONNIE HERMAN | 2235 | 6,014.49 |
| HERMAN BONNIE HERMAN | | 6,014.49 |
| MILLER GAIL W. MILLER | 2236 | 6,014.49 |
| MILLER GAIL W. MILLER | | 6,014.49 |
| MORGIA MORGIA MASONRY | 2264 | 6,178.73 |
| MORGIA MORGIA MASONRY | | 6,178.73 |

Jefferson County Local Development Corp
COVID Loan Aged Receivables
As of Jun 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 |
|---|-----------|------------|
| NORTH BRANCH NORTH BRANCH FARMS | 2262 | 6,178.69 |
| NORTH BRANCH NORTH BRANCH FARMS | | 6,178.69 |
| NORTHERN NORTHERN COMMERCIAL CLEANING | 2263 | 6,144.37 |
| NORTHERN NORTHERN COMMERCIAL CLEANING | | 6,144.37 |
| PAINFULL PAINFULL ACRES | 2255 | 2,840.75 |
| PAINFULL PAINFULL ACRES | | 2,840.75 |
| RHODES RHODES GREENHOUSES, INC | 2261 | 6,178.73 |
| RHODES RHODES GREENHOUSES, INC | | 6,178.73 |
| SAMPSON-MELISSA MELISSA SAMPSON | 2254 | 6,669.01 |
| SAMPSON-MELISSA MELISSA SAMPSON | | 6,669.01 |
| SKINNER SCOTT P. SKINNER | 2248 | 5,849.44 |

**Jefferson County Local Development Corp
 COVID Loan Aged Receivables
 As of Jun 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 |
|---|-----------|-------------------|
| SKINNER SCOTT P. SKINNER | | 5,849.44 |
| TILLSON ALISHA TILLSON | 2249 | 6,014.49 |
| TILLSON ALISHA TILLSON | | 6,014.49 |
| WILLS GREG WILLS | 2246 | 5,849.84 |
| WILLS GREG WILLS | | 5,849.84 |
| ZERO ZERO DOCK STREET, LLC | 2280 | 6,342.56 |
| ZERO ZERO DOCK STREET, LLC | | 6,342.56 |
| Report Total | | 117,251.29 |

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Jun 1, 2023 to Jun 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 |
|---------|----------------------------|-----------------|---|------------|------------------|
| 6/1/23 | 122250 407501 112501 | 8794 | Invoice: 2240 6/23 INTEREST LAURIE A. CORNELIA | 179.69 | 164.24 15.45 |
| 6/1/23 | 122250 407501 112501 | 1137 | Invoice: 2263 6/23 INTEREST NORTHERN COMMERCIAL CLEANING | 180.00 | 164.23 15.77 |
| 6/1/23 | 122250 407501 112501 | 6218 | Invoice: 2252 5/24 INTEREST STEVEN BROTHERTON | 200.00 | 189.14 10.86 |
| 6/1/23 | 122250 407501 112501 | 1307 | Invoice: 2238 3/23 INTEREST COLLEENS CHERRY TREE INN | 179.69 | 163.02 16.67 |
| 6/8/23 | 122025 407501 112501 | 0000995044 | Invoice: 2242 6/23 INTEREST CLAYTON ISLAND TOURS | 198.97 | 160.28 38.69 |
| 6/8/23 | 122025 407501 112501 | 5272 | Invoice: 2086 6/23 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS | 726.73 | 656.01 70.72 |
| 6/8/23 | 122250 407501 112501 | 80107 | Invoice: 2280 6/23 INTEREST ZERO DOCK STREET, LLC | 179.69 | 163.43 16.26 |
| 6/8/23 | 122250 407501 112501 | 2680 | Invoice: 2241 6/23 INTEREST AUBREYS SHOPPING CENTER | 179.69 | 164.24 15.45 |
| 6/8/23 | 122250 407501 112501 | 5273 | Invoice: 2262 6/23 INTEREST NORTH BRANCH FARMS | 179.69 | 163.83 15.86 |
| 6/8/23 | 122250 407501 112501 | 1343 | Invoice: 2238 4/23 INTEREST COLLEENS CHERRY TREE INN | 179.69 | 163.43 16.26 |
| 6/8/23 | 122250 407501 112501 | 7175 | Invoice: 2235 6/23 INTEREST BONNIE HERMAN | 179.69 | 164.24 15.45 |
| 6/15/23 | 122250 407501 112501 | 1583 | Invoice: 2234 6/23 INTEREST ROBERT L. GOULD | 179.69 | 164.24 15.45 |
| 6/15/23 | 122025 407501 112501 | 4169 | Invoice: 1907 5/23 INTEREST WICLDC | 1,109.20 | 879.35 229.85 |
| 6/15/23 | 122025 407501 112501 | 4177 | Invoice: 1907 6/23 INTEREST WICLDC | 1,109.20 | 881.55 227.65 |
| 6/15/23 | 122250 407501 112501 | 2624 | Invoice: 2261 6/23 INTEREST RF-17-3 GREENHOUSES, INC | 179.69 | 163.83 15.86 |

**Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Jun 1, 2023 to Jun 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 |
|---------|--------------------------------------|-----------------|---|------------------|--------------------------|
| 6/15/23 | 122250 407501 112501 | 2175 | Invoice: 2236 6/23 INTEREST GAIL W. MILLER | 179.69 | 164.24 15.45 |
| 6/15/23 | 122250 407501 112501 | 0010000043 | Invoice: 2253 6/23 INTEREST KATHLEEN ELMER | 180.00 | 164.14 15.86 |
| 6/15/23 | 122250 407501 112501 | 1829 | Invoice: 2250 4/23 INTEREST BUSTED GRAPES,LLC | 200.00 | 183.74 16.26 |
| 6/15/23 | 122250 407501 112501 | 4433 | Invoice: 2264 6/23 INTEREST MORGIA MASONRY | 179.69 | 163.83 15.86 |
| 6/22/23 | 122025 407501 112501 | 5282 | Invoice: 2344 7/23 INTEREST CLAYTON YACHT CLUB, INC. | 718.75 | 634.39 84.36 |
| 6/22/23 | 122250 407501 112501 | 2212 | Invoice: 2248 7/23 INTEREST SCOTT P. SKINNER | 179.69 | 164.65 15.04 |
| 6/22/23 | 122250 407501 112501 | 3017 | Invoice: 2238 5/23 INTEREST COLLEENS CHERRY TREE INN | 179.00 | 163.83 15.17 |
| 6/22/23 | 122250 407501 412502 112501 | 2212 | Invoice: 2237 4/23 & 5/23 INTEREST 4/23 & 5/23 LATE FEE AMY S. DEMAR | 380.94 | 327.26 32.12 21.56 |
| 6/28/23 | 425001 100001 | 6717 | ARPA SINGLE AUDIT REIMBURSEMENT JCLDC | 3,000.00 | 3,000.00 |
| 6/28/23 | 202401 202501 100001 | 19772 | DUE RLF DUE SHLDC PAINFULL ACRES | 179.69 | 89.85 89.84 |
| 6/28/23 | 122250 407501 112501 | 6724 | Invoice: 2255 8/23 INTEREST PAINFULL ACRES | 89.85 | 82.54 7.31 |
| | | | | 10,608.61 | 10,608.61 |

Jefferson County Local Development Corp
Check Register
For the Period From Jun 1, 2023 to Jun 30, 2023

Filter Criteria includes: Report order is by Date.

| Check # | Date | Payee | Cash Account | Amount |
|---------|---------|---|--------------|-----------|
| 6680 | 6/1/23 | CINTAS | 100001 | 63.65 |
| 6681 | 6/1/23 | DAVIS VISION | 100001 | 88.13 |
| 6682 | 6/1/23 | EXCELLUS BC/BS | 100001 | 409.04 |
| 6683 | 6/1/23 | FP MAILING SOLUTIONS | 100001 | 156.00 |
| 6684 | 6/1/23 | JOHN ALLEN SANITATION | 100001 | 300.00 |
| 6685 | 6/1/23 | NNY ONLINE | 100001 | 595.35 |
| 6686 | 6/1/23 | PROSHRED SECURITY | 100001 | 23.77 |
| 6687 | 6/1/23 | SACKETS HARBOR PHOTOGRAPHIC IMAGING L | 100001 | 500.00 |
| 6689 | 6/1/23 | WATERTOWN LOCAL DEVELOPMENT CORPOR | 100001 | 4,661.87 |
| 6690 | 6/1/23 | EXCELLUS BC/BS | 100001 | 12,016.52 |
| 6691 | 6/1/23 | EXCELLUS BC/BS | 100001 | 620.77 |
| 6692 | 6/1/23 | STRYKER SALES, LLC | 100001 | 226.10 |
| 6693 | 6/2/23 | HUTCHINSON'S BOAT WORKS | 100001 | 3,044.04 |
| 6694 | 6/8/23 | BLUE MOUNTAIN SPRING WATER, INC. | 100001 | 45.80 |
| 6695 | 6/8/23 | D. DEON dba ASSUREBUILT HOME INSPECTION | 100001 | 3,151.74 |
| 6696 | 6/8/23 | JP VOYTKO | 100001 | 400.00 |
| 6697 | 6/8/23 | KEY BANK | 100001 | 1,174.37 |
| 6698 | 6/8/23 | NATIONAL GRID | 100001 | 390.78 |
| 6699 | 6/8/23 | RBC WEALTH MANAGEMENT | 100001 | 3,284.34 |
| 6700 | 6/8/23 | UNITED WAY OF NNY | 100001 | 127.00 |
| 6701 | 6/8/23 | VERIZON WIRELESS | 100001 | 113.04 |
| 6702 | 6/8/23 | WICLDC | 100001 | 1,516.82 |
| 6703 | 6/8/23 | WPBS | 100001 | 612.00 |
| 6704 | 6/9/23 | CHURCHILL FARMS HONEY | 100001 | 7,522.61 |
| 6705 | 6/9/23 | SACKETS HARBOR PHOTOGRAPHIC IMAGING L | 100001 | 1,000.00 |
| 6706 | 6/9/23 | WRVO | 100001 | 200.00 |
| 6707 | 6/14/23 | CINTAS | 100001 | 71.28 |
| 6708 | 6/14/23 | SAM'S CLUB | 100001 | 166.46 |
| 6709 | 6/14/23 | WB MASON CO INC. | 100001 | 164.36 |
| 6716 | 6/20/23 | PARKER R. SMITH | 100001 | 10,000.00 |
| 6710 | 6/22/23 | NORTHERN COMMERCIAL CLEANING | 100001 | 865.00 |
| 6711 | 6/22/23 | RBC WEALTH MANAGEMENT | 100001 | 3,284.34 |

Jefferson County Local Development Corp
Check Register
For the Period From Jun 1, 2023 to Jun 30, 2023

Filter Criteria includes: Report order is by Date.

| Check # | Date | Payee | Cash Account | Amount |
|--------------|---------|--------------------------------|--------------|-------------------------|
| 6712 | 6/22/23 | WATERTOWN ROTARY CLUB | 100001 | 143.00 |
| 6713 | 6/22/23 | SPECTRUM REACH | 100001 | 1,417.40 |
| 6714 | 6/22/23 | UNITED WAY OF NNY | 100001 | 127.00 |
| 6715 | 6/22/23 | WESTELCOM | 100001 | 369.40 |
| 6717 | 6/27/23 | JCLDC | 100001 | 3,000.00 |
| 6718 | 6/27/23 | NYS DEPT OF LABOR-UNEMPLOYMENT | 100001 | 131.95 |
| 6719 | 6/27/23 | RIVERSIDE MEDIA LLC | 100001 | 429.99 |
| 6720 | 6/27/23 | WATERTOWN ROTARY CLUB | 100001 | 143.00 |
| 6721 | 6/27/23 | SACKETS HARBOR LDC | 100001 | 89.84 |
| 6722 | 6/27/23 | TERENCE A. STROCK | 100001 | 4,428.00 |
| 6723 | 6/27/23 | WELLS FARGO FINANCIAL SERVICES | 100001 | 346.19 |
| 6724 | 6/27/23 | JCLDC | 100001 | 89.85 |
| 6725 | 6/28/23 | BARRY KUKOWSKI | 100001 | 7,765.06 |
| 6726 | 6/28/23 | RIVERSIDE FARM NY LLC | 100001 | 3,767.07 |
| Total | | | | <u>79,042.93</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 |
| May-23 | \$0.00 | \$11,278.90 | \$0.00 | \$7,200.00 | \$0.00 | \$0.00 | \$2,126,785.90 |
| June-23 | \$0.00 | \$6,044.04 | \$11,289.68 | \$25,344.80 | \$0.00 | \$0.00 | \$2,084,107.38 |
| Total YTD Expenditures | \$455,268.17 | \$231,231.87 | \$261,011.24 | \$235,381.34 | \$1,000,000.00 | \$292,000.00 | \$2,474,892.62 |
| Balance of Grant | \$353,731.83 | \$193,768.13 | \$138,988.76 | \$189,618.66 | \$0.00 | \$1,208,000.00 | \$2,084,107.38 |
| Uncommitted Balance | \$0.00 | \$27,464.54 | \$82.51 | \$5,400.00 | \$0.00 | \$0.00 | |
| Excess Funds (Approved by board but did not take full award to date) | \$0.00 | \$6,233.36 | \$605.10 | \$11,672.45 | \$0.00 | \$0.00 | |
| Full Uncommitted Balance | \$0.00 | \$33,697.90 | \$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 | P | P | | | | | | |
| Aliasso, Robert | P | P | Zoom | P | P | P | | | | | | |
| Burto, Kent | E | Zoom | P | P | P | P | | | | | | |
| Condino, John | P | P | P | E | P | P | | | | | | |
| Converse, David | P | P | P | P | P | P | | | | | | |
| Gardner, Gregory | Zoom | P | Zoom | P | P | P | | | | | | |
| Johnson, William | E | P | P | E | P | P | | | | | | |
| L'Huillier, Lisa | P | P | P | P | P | P | | | | | | |
| Powers, Christine | P | P | P | P | P | P | | | | | | |
| Walldroff, W. Edward | P | P | P | P | P | P | | | | | | |
| Warneck, Paul | P | P | P | P | P | P | | | | | | |
| Totals: | 8 | 9 | 9 | 8 | 11 | 11 | | | | | | |
| P - Present | | | | | | | | | | | | |
| E - Excused | | | | | | | | | | | | |
| A - Absent | | | | | | | | | | | | |