

Jefferson County Industrial Development Agency

800 Starbuck Avenue, Suite 800

Watertown, New York 13601

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

www.jcida.com

TO: **JCIDA Finance Committee**
Paul Warneck, Chair
David Converse
Christine Powers
Rob Aiken
Rob Aliasso

FROM: David Zembiec, CEO

DATE: September 5, 2023

SUBJECT: **JCIDA Finance Committee Meeting Notice**

A JCIDA Finance Committee meeting has been scheduled for **Tuesday, September 12, 2023 at 1:30 p.m.**

The purpose of the meeting is to review the preliminary budget for 2024.

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

Thank you.

pss

c: Marshall Weir
Lyle Eaton
Joy Nuffer
Jay Matteson
Robin Stephenson
W. Edward Walldroff
William Johnson
Lisa L'Huillier
Kent Burto
Greg Gardner
John Condino
Media

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JCIDA FINANCE COMMITTEE MEETING

Tuesday, September 12, 2023

1:30 p.m.

AGENDA

- I. Call to Order**
- II. Bad Debt Allowances**
- III. Preliminary Budget for 2024**
- IV. Adjournment**

JCIDA BAD- DEBT ANALYSIS FOR CYE 12/31/2023

RLF				Write		
YEAR	RLF A/R	ALLOWANCE	A/R %	Off	A/R %	
2000	4,009,073	92,583	2.3%	0	0.0%	
2001	3,677,202	76,488	2.1%	16,095	0.4%	
2002	4,249,715	45,779	1.1%	26,589	0.6%	
2003	3,953,806	800,056	20.2%	58,749	1.5%	
2004	3,615,513	599,619	16.6%	207,754	5.7%	
2005	1,993,408	599,619	30.1%	0	0.0%	
2006	2,273,016	51,564	2.3%	177,300	7.8%	
2007	2,167,299	51,328	2.4%	198,871	9.2%	
2008	2,735,031	62,771	2.3%	0	0.0%	
2009	2,933,429	58,705	2.0%	0	0.0%	
2010	3,563,547	71,271	2.0%	0	0.0%	
2011	2,736,580	54,732	2.0%	301,705	11.0%	
2012	3,212,762	64,255	2.0%	0	0.0%	
2013	3,212,917	64,255	2.0%	218,271	6.8%	
2014	3,085,744	277,717	9.0%	0	0.0%	
2015	2,647,180	193,978	7.3%	350,000	13.2%	
2016	1,962,438	160,664	8.2%	0	0.0%	
2017	1,460,570	196,244	13.4%	0	0.0%	
2018	886,360	196,244	22.1%	196,120	22.1% (22.1/3=7.37)	
2019	648,000	275,325	42.5%	0	0.0%	
2020	730,814	275,325	37.7%	0	0.0%	
2021	725,097	190,000	26.2%	0	0.0%	0
2022	2,324,535	190,000	8.2%	0	0.0%	
2023	2,516,204	190,000	7.6%	162,582	6.5% RBM	

Recommend keeping the allowance at \$190,000. for CYE 2023

Based on the three year average write-offs, the percentage would be 2% .

JCIDA BAD- DEBT

MICRO

YEAR	MICRO A/R	ALLOWANCE	A/R %	Write Off	A/R %	
2000	435,906	50,000	11.5%	52,327	12.0%	
2001	385,453	50,000	13.0%	0	0.0%	
2002	319,472	33,607	10.5%	16,393	5.1%	
2003	265,968	10,210	3.8%	0	0.0%	
2004	288,520	10,210	3.5%	0	0.0%	
2005	331,934	10,210	3.1%	27,011	8.1%	
2006	380,045	7,600	2.0%	0	0.0%	
2007	384,461	7,689	2.0%	14,079	3.7%	
2008	420,952	8,965	2.1%	9,154	2.2%	
2009	586,742	11,735	2.0%	48,197	8.2%	
2010	593,631	11,735	2.0%	0	0.0%	
2011	498,306	9,966	2.0%	42,021	8.4%	
2012	454,100	9,082	2.0%	55,543	12.2%	
2013	458,341	9,100	2.0%	54,720	11.9%	
2014	400,318	44,035	11.0%	12,500	3.1%	
2015	306,455	41,770	13.6%	0	0.0%	
2016	191,646	62	0.0%	53,147	27.7%	
2017	169,617	22,000	13.0%	0	0.0%	
2018	258,145	22,000	8.5%	20,453	7.9%	11.88%
2019	410,000	30,642	7.5%	0	0.0%	2.64%
2020	256,308	30,642	12.0%	31,269	12.2%	6.71%
2021	202,225	30,642	15.2%	0	0.0%	
2022	142,290	52,647	37.0%	52,647	37.0%	Std Mach-
2023	152,720	52,647	34.5%	6,867	4.5%	14% Avg Sarahs

Recommendation

The three year average write-off methodology results in a 14% allowance for bad debt (\$21,380.). Based on a review of the Accounts performance, I would recommend the 2023 Micro allowance be adjusted to \$35,000.

Jefferson County Industrial Development Agency

1/1/2024 to 12/31/2024 Budget

Approved : Finance Comm.

Approved Board:

Proposed CY 2024 Budget Unrestric	Proposed CY 2024 Budget Restricted	Proposed CY 2024 Budget Total
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Revenue

Application Fees	12,000		12,000
RCI Annual Fee	0		0
Civic Facilities Transfer	0		0
PILOT/ Sale Leaseback	1,079,306		1,079,306
RLF Fees	43,422		43,422
Micro. Fees	24,087		24,087
Bond Admin Fees	3,000		3,000
Convergys City Parking			0
Land Sales (Gain/Loss)			0
Interest Income	500		500
RLF Int.		40,000	40,000
RLF Late Chg		0	0
City Interest		0	0
Micro Interest		5,000	5,000
Micro Late Chg.		700	700
FTZ Fees	0		0
Misc Income	5,000		5,000
Total	1,167,315	45,700	1,213,015

Proposed CY 2024 Budget Unrestric	Proposed CY 2024 Budget Restricted	Proposed CY 2024 Budget Total
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Expenses

Administrative Services	713,694		713,694
RCI Fee Sharing	0		0
Office Expense	2,000		2,000
D&O Insurance	16,500		16,500
Commercial Ins.	8,500		8,500
FTZ Expense	1,250		1,250
Legal YMCA	1,000		1,000
Legal Retainer	18,000		18,000
Legal - Unres	5,000		5,000
Legal - RLF		0	0
Legal - Micro		0	0
Legal Corp Park	0		0
Legal Restructure			0
Auditing	23,000		23,000
CEDS Update	0		0
Consultants	0		0
Corp. Park Taxes	2,500		2,500
Airport Taxes	1,100		1,100
PAAA Exp	0		0
Fees	500		500
AG Park Expenses	0		0
Depreciation Siding CCIP	16,296		16,296
Bad Debt RLF		190,000	190,000
Bad Debt Micro		35,000	35,000
RLF Expense		43,422	43,422
Micro Exp		24,087	24,087
RLF Audit		800	800
Interest			0
146 Arsenal Depreciation	109,166		109,166
Miscellaneous	1,200		1,200
Total	919,706	293,309	1,213,015

Revenue	1,167,315	45,700	1,213,015
Expenses	919,706	293,309	1,213,015
Net	247,609	(247,609)	-

Jefferson County Industrial Development Agency

1/1/2024 to 12/31/2024 Budget

COMPARISON 2023/2024

	Proposed CY 2024 Budget Unrestric	Proposed CY 2024 Budget Restricted	Proposed CY 2024 Budget Total	2023 Budget	2023 Projection
Revenue					
Application Fees	12,000		12,000	12,000	7,102
RCI Annual Fee	0		0		-
Civic Facilities Transfer	0		0		-
PILOT/ Sale Leaseback	1,079,306		1,079,306	1,200,963	82,500
RLF Fees	43,422		43,422	43,422	43,422
Micro. Fees	24,087		24,087	24,087	24,258
Bond Admin Fees	3,000		3,000	3,000	3,000
Convergys City Parking			0		
Land Sales (Gain/Loss)			0		
Interest Income	500		500	1,000	261
RLF Int.		40,000	40,000	32,000	32,697
RLF Late Chg		0	0		-
City Interest		0	0		-
Micro Interest		5,000	5,000	9,000	7,481
Micro Late Chg.		700	700	300	287
YMCA Income	0		0		57,412
Misc Income	5,000		5,000		4,547
Total	1,167,315	45,700	1,213,015	\$ 1,325,772	\$ 262,967

	Proposed CY 2024 Budget Unrestric	Proposed CY 2024 Budget Restricted	Proposed CY 2024 Budget Total	2023 Budget	2023 Projection
Expenses					
Administrative Services	713,694		713,694	707,275	
Public Works Fee	0		0		
Office Expense	2,000		2,000	5,000	
D&O Insurance	16,500		16,500	15,127	
Commercial Ins.	8,500		8,500	29,600	
FTZ Expense	1,250		1,250	1,250	
Legal YMCA	1,000		1,000	10,000	
Legal Retainer	18,000		18,000	18,000	
Legal - Unres	5,000		5,000	40,000	
Legal - RLF		0	0		
Legal - Micro		0	0		
Legal Corp Park	0		0		
Legal Restructure			0		
Auditing	23,000		23,000	15,000	
CEDS Update	0		0		
Consultants	0		0		
Corp. Park Taxes	2,500		2,500	2,000	
Airport Taxes	1,100		1,100	2,000	
PAAA Exp	0		0		
Fees	500		500	1,000	
AG Park Expenses	0		0		
Depreciation Siding CCIP	16,296		16,296		
Bad Debt RLF		190,000	190,000	190,000	
Bad Debt Micro		35,000	35,000	90,000	
RLF Expense		43,422	43,422	43,422	
Micro Exp		24,087	24,087	24,087	
RLF Audit		800	800	800	
Interest			0		
146 Arsenal Depreciation	109,166		109,166	113,404	
Miscellaneous	1,200		1,200	200	
Total	919,706	293,309	1,213,015	\$ 1,308,165	1,260,894

2024 Compared to 2023 Budget 92.7%

2024 Compared to 2023 Projection 96.2%

Revenue	1,167,315	45,700	1,213,015	1,325,772	262,967
Expenses	919,706	293,309	1,213,015	1,308,165	1,260,894
Net	247,609	(247,609)	-	\$ 17,607	\$ (997,927)