

## Notice of Board Meeting

**Date:** October 19, 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, November 2, 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](http://www.jcida.com).

**Zoom:**  
<https://us02web.zoom.us/j/84355250468?pwd=R0t4VjRPdGJBZDJrL2JQYVVVjKytDdz09>  
Meeting ID: 843 5525 0468  
Passcode: 011440  
1-929-205-6099 US (New York)

Please confirm your attendance with Peggy Sampson [pssampson@jcida.com](mailto:pssampson@jcida.com) at your earliest convenience.

pss

c: David Zembiec, CEO  
Marshall Weir  
Lyle Eaton  
Jay Matteson  
Joy Nuffer  
Robin Stephenson  
Justin Miller, Esq.  
Media

**BOARD MEETING AGENDA**  
**Thursday, November 2, 2023 – 8:00 a.m.**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – October 5, 2023**
- V. Treasurer’s Report – October 31, 2023**
- VI. Committee Reports**
- VII. Council Reports**
  - a. Jefferson County Agricultural Development**
  - b. Manufacturing**
  - c. Marketing**
- VIII. Unfinished Business**
  - 1. ARPA Funds Report (Round One)**
  - 2. ARPA Funds Report (Round Two)**
- IX. Counsel**
- X. New Business**
  - 1. Small Business Productivity Improvement Grant Recommendations (ARPA)**
  - 2. Tourism Product Enhancement Grant Recommendations (ARPA)**
- XI. Adjournment**

**Jefferson County Local Development Corporation  
Board Meeting Minutes  
October 5, 2023**

**DRAFT**

The Jefferson County Local Development Corporation held their board meeting on Thursday, October 5, 2023 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** Paul Warneck, Christine Powers, David Converse, W. Edward Walldroff, John Condino, Rob Aiken, William Johnson

**Zoom:** Gregory Gardner, Robert E. Aliasso, Jr.

**Excused:** Kent Burto, Lisa L'Huillier

**Absent:** None

**Also Present:**

**Zoom:** Justin Miller, Esq. (Harris Beach), Craig Fox (Watertown Daily Times)

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

**I. Call to Order:** Vice Chairman Walldroff called the meeting to order at 8:00 a.m.

**II. Pledge of Allegiance**

**III. Privilege of the Floor:** Guests were invited to speak. No one spoke.

**IV. Minutes:** Minutes of the meeting held September 7, 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 September 30, 2023. He said that the net income from month to month is up over \$28,000 and noted that the balance sheet is down from the previous month. The DiPrinzio loans are one month behind. A motion was made by Mr. Aiken to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.

**VI. Committee Reports:**

**a. Finance Committee**

**i.** Proposed Budget for 2024 – The Finance Committee recommended approval of the proposed budget. A motion was made by Mr. Warneck to approve the budget as presented, seconded by Ms. Powers. All in favor.

**VII. Council Reports:**

**a. Ag –** Mr. Matteson said that he has been rolling out the second round of the food resiliency grant program and anticipates applications coming in soon. He said that the Ag Council will hold a meeting next Tuesday to explore options for next year's Ag Development Conference.

Mr. Matteson announced that the JLI Ag day will be held in November. He said that he spoke to the JCC Intro. to Business class recently.

Mr. Warneck noted that there was a solar data dump on the ORES website relating to the Boralex project. He said that he will send the information to Mr. Matteson to review.

- b. **Manufacturing** – Mr. Zembiec announced that this year’s Manufacturing Day will be held on October 19<sup>th</sup>. He said there are 21 schools and 20 manufacturers participating between the three counties.
- c. **Marketing** – Mr. Weir pointed out the new tagline sign in the back of the room “Grow with Jefferson County, NY”. He said that we are starting to use it and will determine how to roll it out. A news release will be sent out today. Mr. Weir said that Mr. Matteson and Ms. Stephenson took the initiative on the design and layout and worked with a local company.

Mr. Matteson said that he facilitated the JLI kickoff weekend event last month. He said that during their analysis they said there needs to be a better job of marketing with a vision/action item. Mr. Matteson said that he unveiled the tagline to them and received a great response. He said that he may try to bring in the JLI class to get their feedback for rolling it out.

**VIII. Unfinished Business:**

- 1. **ARPA Funds Report (Round One)** – An updated spreadsheet showing the grant fund activity was provided in the board packet. There is currently \$98,788.80 of uncommitted funds left within the various programs. Ms. Nuffer said that she is working on finalizing round one grants and noted that the amount of uncommitted funds is higher this month because an applicant decided not to proceed with a \$50,000 grant.

**IX. Counsel:** None.

**X. New Business:**

- 1. **Small Business Productivity Improvement Grant Recommendations (ARPA)** – The Committee recommended the following grant recommendations:

GWNC Chamber of Commerce	\$7,084
Netto Construction Corp.	\$10,000
The Mustard Seed Natural Foods Store Inc.	\$10,000
The Evergreen Day Spa	<u>\$10,000</u>
Total	\$37,084.00

A motion was made by Mr. Warneck to approve the recommendations, seconded by Mr. Converse. All in favor. Carried.

**2. Incumbent Worker Training Grant Recommendations (ARPA) – The Committee recommended the following grant recommendations:**

Arc Jefferson-St. Lawrence	\$20,000
Platinum Property Services of NNY	\$560
Metalcraft Marine US	\$2,364
North American Tapes	\$20,000
Indian River Lakes Conservancy	\$5,000
Total	\$47,924.00

A motion was made by Mr. Aiken to approve the recommendations, seconded by Mr. Condino. All in favor. Carried.

**3. Tourism Product Enhancement Grant Recommendations (ARPA) – The Committee recommended the following grant recommendations:**

Quality Inn and Suites	\$25,000
Royal Inn Motel	\$4,000
1000 Islands Campground	\$4,963
Hilton Garden Inn	\$25,000
Holiday Inn Express	\$25,000
K's Motel	\$25,000
C-Way Resort	\$17,175
Boathouse Marine	\$22,500
Hideaway Cottages	\$25,000
West Winds Motel & Cottages	\$25,000
Old McDonald's Farm	\$24,000
Carnegie Bay Marina	\$25,000
River Yoga, LLC	\$20,000
Dry Hill Ski Area	\$25,000
Total	\$292,638.00

A motion was made by Mr. Condino to approve the recommendations, seconded by Ms. Powers. Discussion ensued. Mr. Weir said that he is pleased with the all the new projects. He said the committee declined a few requests and tabled a few requests for projects that didn't fit the program criteria.

Mr. Johnson thought the program was intended for mom/pop businesses versus chain hotels. Mr. Weir said there is a higher match, an employee limit and indicated that the applicants in this recommendation have local investment with local ownership.

Ms. Powers asked if there is follow-up on projects. Mr. Weir said that we requested before and after photos for the rental property program and indicated that Mr. Matteson visited each of the food resiliency projects.

All in favor. Carried.

4. **Contract with CAPC for Childcare (ARPA)** – A grant agreement with CAPC to support the child care sector in Jefferson County. The LDC will provide a grant of \$73,000 to the CAPC from the County ARPA fund. The agreement will be in effect through December 31, 2024. Mr. Zembiec said the funds will allow CAPC to purchase software for daycare providers. He noted that Round 2 was awarded \$100,000 and indicated that the remaining \$27,000 will go toward the JCC training cohort. A motion was made by Mr. Warneck to approve the grant agreement, seconded by Mr. Aiken. All in favor. Carried.

- XI. **Adjournment:** With no further business before the board, a motion to adjourn was made by Ms. Powers, seconded by Mr. Condino. All in favor. The meeting adjourned at 8:30 a.m.

Respectfully submitted,  
*Peggy Sampson*

**JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**  
**Income Statement for the Ten Month Period Ending October 31, 2023**

Prepared by Joy Nuffer, October 25, 2023

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
<b>Revenues</b>					
Admin Fees	\$ 707,275.00	589,395.80	\$ 58,939.58	58,939.58	117,879.20
JC Grant Marketing	275,400.00	229,550.00	23,000.00	22,950.00	45,850.00
JC Grant Ag Program	138,720.00	125,000.00	12,500.00	12,500.00	13,720.00
RLF Interest Income	23,000.00	7,797.83	742.13	470.65	15,202.17
Grant Income Federal	0.00	676,771.01	66,650.04	20,161.18	(676,771.01)
Interest Income	1,400.00	2,776.32	0.00	313.21	(1,376.32)
Late Fee	0.00	295.27	32.34	10.78	(295.27)
Miscellaneous Income	500.00	3,414.65	0.00	0.00	(2,914.65)
AG Conference	0.00	1,000.00	0.00	0.00	(1,000.00)
<b>Total Revenues</b>	<b>1,146,295.00</b>	<b>1,636,000.88</b>	<b>161,864.09</b>	<b>115,345.40</b>	<b>(489,705.88)</b>
<b>Expenses</b>					
Salaries	589,450.13	466,499.00	44,364.88	44,364.88	122,951.13
Benefits	242,031.33	184,065.74	18,632.95	18,433.19	57,965.59
<b>Operations</b>					
Marketing Program	354,848.00	270,714.45	28,274.33	29,271.61	84,133.55
AG Program	221,165.00	187,974.83	16,821.04	18,129.53	33,190.17
Office Expense	12,000.00	7,734.00	872.15	231.96	4,266.00
Payroll Processing	3,600.00	3,576.05	319.80	319.80	23.95
Office Rent	18,000.00	15,186.12	1,534.74	1,516.82	2,813.88
Project Loan Rent	55,942.00	46,618.70	4,661.87	4,661.87	9,323.30
Office Cleaning	10,900.00	9,642.95	1,007.56	1,007.56	1,257.05
Telephone	7,000.00	5,748.65	376.82	518.68	1,251.35
Equipment Rental	4,100.00	3,461.90	346.19	346.19	638.10
Equipment Maintenance	3,000.00	1,387.51	156.01	0.00	1,612.49
System Maintenance	1,000.00	5,761.80	595.35	595.35	(4,761.80)
System Security	0.00	395.52	0.00	0.00	(395.52)
Electric Service	5,500.00	3,737.22	0.00	445.47	1,762.78
Gas Service	3,500.00	1,531.08	0.00	26.26	1,968.92
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	4,542.42	0.00	213.40	3,457.58
Staff Training & Seminars	4,000.00	2,865.00	0.00	0.00	1,135.00
Depreciation F&F	17,000.00	13,611.80	1,361.18	1,361.18	3,388.20
Dues & Publications	15,000.00	4,276.16	275.00	0.00	10,723.84
Commercial Insurance	9,100.00	2,400.28	390.54	285.54	6,699.72
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	676,771.01	66,650.04	20,161.18	(676,771.01)
Covid Grant	10,000.00	5,000.00	0.00	0.00	5,000.00
Reallocated Program Expenses	(465,840.00)	(396,047.39)	(39,133.37)	(39,133.36)	(69,792.61)
Miscellaneous - Unrestricted	500.00	0.00	0.00	0.00	500.00
<b>Total Operations</b>	<b>1,147,296.46</b>	<b>1,542,184.10</b>	<b>147,507.08</b>	<b>102,757.11</b>	<b>(394,887.64)</b>
Total Revenue	1,146,295.00	1,636,000.88	161,864.09	115,345.40	(489,705.88)
Total Expenses	1,147,296.46	1,542,184.10	147,507.08	102,757.11	(394,887.64)
<b>Net Income Over Expenditures</b>	<b>\$ (1,001.46)</b>	<b>93,816.78</b>	<b>\$ 14,357.01</b>	<b>12,588.29</b>	<b>(94,818.24)</b>

For Internal Use Only

## JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION

## AG Program Expense Statement for the Ten Month Period Ending October 31, 2023

Prepared by Joy Nuffer, October 25, 2023

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
<b>Operations</b>					
AG Annual Meeting	\$ 5,000.00	4,581.10	\$ 0.00	0.00	418.90
AG Office Expense	1,000.00	152.41	0.00	0.00	847.59
AG Advertising	4,000.00	4,135.63	0.00	1,000.00	(135.63)
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	3,007.21	0.00	308.50	992.79
Dairy Parade	0.00	2,024.47	0.00	0.00	(2,024.47)
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	82,596.80	7,508.80	7,508.80	16,913.20
FICA Overhead	5,971.00	4,817.13	435.91	435.91	1,153.87
Medicare Overhead	1,393.00	1,126.59	101.95	101.94	266.41
Health/Dental Ins Overhead	21,740.00	28,853.65	3,266.44	3,266.44	(7,113.65)
Retirement Overhead	8,956.00	4,955.72	450.52	450.52	4,000.28
Indirect Labor Allocation	55,253.00	46,044.20	4,604.42	4,604.42	9,208.80
Non Labor Allocated Overhead	5,442.00	4,530.00	453.00	453.00	912.00
<b>Total Operations</b>	<b>221,165.00</b>	<b>187,974.83</b>	<b>16,821.04</b>	<b>18,129.53</b>	<b>33,190.17</b>



**JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**

**Manuf. & Business Support Expense Statement for the Ten Month Period Ending October 31, 2023**

Prepared by Joy Nuffer, October 25, 2023

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
<b>Operations</b>					
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
<b>Total Operations</b>	<b>7,500.00</b>	<b>729.30</b>	<b>0.00</b>	<b>0.00</b>	<b>6,770.70</b>

**JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION****Marketing Program Expense Statement for the Ten Month Period Ending October 31, 2023**

Prepared by Joy Nuffer, October 25, 2023

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
<b>Operations</b>					
Advertising Expense	\$ 46,600.00	21,648.76	\$ 962.00	4,173.36	24,951.24
Canadian Marketing	10,000.00	0.00	0.00	0.00	10,000.00
Printed Material	1,000.00	2,496.68	0.00	565.66	(1,496.68)
Seminars Workshops Publicatio	2,500.00	360.00	0.00	0.00	2,140.00
Travel/Meals/Promotion	3,000.00	3,426.99	0.00	2,135.58	(426.99)
Workforce Development	0.00	3,000.00	0.00	0.00	(3,000.00)
Public Relations	3,000.00	0.00	0.00	0.00	3,000.00
Web Site Dev & Promo Design	5,000.00	2,454.22	0.00	84.68	2,545.78
Events Sponsorship	11,000.00	4,204.50	0.00	0.00	6,795.50
FDRLO MEMBERSHIP	0.00	5,000.00	5,000.00	0.00	(5,000.00)
Drum Country Business	5,000.00	5,000.00	0.00	0.00	0.00
Allocated Overhead	267,748.00	223,123.30	22,312.33	22,312.33	44,624.70
<b>Total Operations</b>	<b>354,848.00</b>	<b>270,714.45</b>	<b>28,274.33</b>	<b>29,271.61</b>	<b>84,133.55</b>

Jefferson County Local Development Corp  
Balance Sheet  
October 31, 2023

ASSETS

Current Assets		
General Checking	\$	1,691,811.93
Savings Account		1,767,622.13
RLF Savings		2,005,581.04
RLF Loans Receivable		150,939.74
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		104,025.88
Clayton Loans Receivable		6,972.46
Miscellaneous Recievable		301,697.90
Due YMCA		400,000.00
LHI Records Storage		87,029.51
Prepaid Expense		3,283.72
		<hr/>
Total Current Assets		6,531,464.31
Property and Equipment		
Accumulated Depreciation		(92,299.76)
		<hr/>
Total Property and Equipment		(92,299.76)
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>6,691,516.44</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Grants Payable YMCA	\$	400,000.00
ST Lease Liability		1,358.00
401k Loan Payment		123.13
ARPA Food Grant		108,803.88
ARPA Child Care Grant		249,944.20
ARPA Small Business & Training		161,054.82
ARPA Rental Property Deferred		118,460.84
ARPA Tourism Grant-Round 2		500,000.00
ARPA Sm Bus & Training-Round 2		170,000.00
ARPA Food Grant-Round 2		600,000.00
ARPA Childcare Grant-Round 2		100,000.00
JC Grant-Marketing		253,000.00
JC Grant Agriculture Program		25,000.00
Deferred Mkt. Grant European		12,500.00
		<hr/>
Total Current Liabilities		2,700,244.87
Long-Term Liabilities		
LT Lease Liability		202,078.00
		<hr/>
Total Long-Term Liabilities		202,078.00
		<hr/>
Total Liabilities		2,902,322.87
Capital		
General Fund Bal - Unrestrict.		3,695,376.79
Net Income		93,816.78

Unaudited - For Mar-11 -ent Purposes Only

Jefferson County Local Development Corp  
Balance Sheet  
October 31, 2023

Total Capital	<hr/>	3,789,193.57
Total Liabilities & Capital	\$	<u>6,691,516.44</u>

**Jefferson County Local Development Corp**

**Receivables**

**As of October 31, 2023**

<b>Customer</b>	<b>Orig Loan</b>	<b>Balance</b>	<b>Issued</b>	<b>Maturity</b>	<b>Terms</b>	<b>Status</b>	<b>Payment</b>
JAY CANZONIER	100,000.00	24,989.80	4/26/17	7/1/2026	3%- 84 Months	Current	726.73
CLAYTON ISLAND TOURS	40,000.00	8,476.93	4/29/20	5/1/2026	5%-73 Months	Current	198.97
CLAYTON YACHT CLUB	40,000.00	30,554.57	8/4/21	8/1/2027	3%-73 Months	Current	718.75
DIPRINZIO'S KITCHEN	5,000.00	3,486.23	1/22/21	2/1/2027	3%, 60 Months	30 Days	89.84
DIPRINZIO'S MARKET	5,000.00	3,486.23	1/22/21	2/1/2027	3%, 60 Months	30 Days	89.84
WICLDC	200,000.00	86,918.44	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	0.00	9/10/18	10/1/2023	3.5% 60 Months	Completed	1,784.29
<b>Report Total</b>		<b>157,912.20</b>					

**Jefferson County Local Development Corp  
RLF Aged Receivables  
As of Oct 31, 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	Invo	Amount Due
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS	208	24,989.80
<hr/> CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS		24,989.80
CLAYTON ISLAND CLAYTON ISLAND TOURS	224	8,476.93
<hr/> CLAYTON ISLAND CLAYTON ISLAND TOURS		8,476.93
CLAYTON YACHT CLAYTON YACHT CLUB, INC.	234	30,554.57
<hr/> CLAYTON YACHT CLAYTON YACHT CLUB, INC.		30,554.57
WIC WICLDC	190	86,918.44
<hr/> WIC WICLDC		86,918.44
<b>Report Total</b>		<b>150,939.74</b>

**Jefferson County Local Development Corp**  
**Clayton Loans Aged Receivables**  
**As of Oct 31, 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	Amount Due
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN	2309	3,486.23
		3,486.23
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN		
		3,486.23
DIPRINZIO MARKET DIPRINZIO'S MARKET	2310	3,486.23
		3,486.23
DIPRINZIO MARKET DIPRINZIO'S MARKET		
		3,486.23
<b>Report Total</b>		<b>6,972.46</b>

**Jefferson County Local Development Corp  
 COVID Loan Aged Receivables  
 As of Oct 31, 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	5,353.40
<b>AUBREYS AUBREYS SHOPPING CENTER</b>		<b>5,353.40</b>
BROTHERTON STEVEN BROTHERTON	2252	3,393.98
<b>BROTHERTON STEVEN BROTHERTON</b>		<b>3,393.98</b>
CCTI COLLEENS CHERRY TREE INN	2238	5,618.13
<b>CCTI COLLEENS CHERRY TREE INN</b>		<b>5,618.13</b>
CORNELIA LAURIE A. CORNELIA	2240	5,343.87
<b>CORNELIA LAURIE A. CORNELIA</b>		<b>5,343.87</b>
ELMER KATHLEEN ELMER	2253	5,526.70
<b>ELMER KATHLEEN ELMER</b>		<b>5,526.70</b>
GOULD ROBERT L. GOULD	2234	5,353.40



**Jefferson County Local Development Corp  
 COVID Loan Aged Receivables  
 As of Oct 31, 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
GOULD ROBERT L. GOULD		5,353.40
GRAPES BUSTED GRAPES,LLC	2250	5,282.89
GRAPES BUSTED GRAPES,LLC		5,282.89
HEARING SOLUTIONS HEARING SOLUTIONS	2237	5,510.27
HEARING SOLUTIONS HEARING SOLUTIONS		5,510.27
HERMAN BONNIE HERMAN	2235	5,353.40
HERMAN BONNIE HERMAN		5,353.40
MILLER GAIL W. MILLER	2236	5,353.40
MILLER GAIL W. MILLER		5,353.40
MORGIA MORGIA MASONRY	2264	5,519.29
MORGIA MORGIA MASONRY		5,519.29

**Jefferson County Local Development Corp  
 COVID Loan Aged Receivables  
 As of Oct 31, 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	5,519.25
NORTH BRANCH NORTH BRANCH FARMS		5,519.25
NORTHERN NORTHERN COMMERCIAL CLEANING	2263	5,483.31
NORTHERN NORTHERN COMMERCIAL CLEANING		5,483.31
PAINFULL PAINFULL ACRES	2255	2,675.79
PAINFULL PAINFULL ACRES		2,675.79
RHODES RHODES GREENHOUSES, INC	2261	5,519.29
RHODES RHODES GREENHOUSES, INC		5,519.29
SAMPSON-MELISSA MELISSA SAMPSON	2254	6,307.31
SAMPSON-MELISSA MELISSA SAMPSON		6,307.31
SKINNER SCOTT P. SKINNER	2248	5,186.69

**Jefferson County Local Development Corp  
 COVID Loan Aged Receivables  
 As of Oct 31, 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		5,186.69
TILLSON ALISHA TILLSON	2249	5,020.37
TILLSON ALISHA TILLSON		5,020.37
WILLS GREG WILLS	2246	5,020.37
WILLS GREG WILLS		5,020.37
ZERO ZERO DOCK STREET, LLC	2280	5,684.77
ZERO ZERO DOCK STREET, LLC		5,684.77
<b>Report Total</b>		<b>104,025.88</b>

**Jefferson County Local Development Corp  
Miscellaneous Aged Receivables  
As of Oct 31, 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	Amount Due
JCIDA JEFF COUNTY IDA	2387 2388 2389 2390 2391	58,939.58 58,939.58 58,939.58 58,939.58 58,939.58
JCIDA JEFF COUNTY IDA		<b>294,697.90</b>
National Grid EURO N GRID EURO GRANT 4373	2152	7,000.00
National Grid EURO N GRID EURO GRANT 4373		<b>7,000.00</b>
<b>Report Total</b>		<b>301,697.90</b>

**Jefferson County Local Development Corp  
Cash Receipts Journal  
For the Period From Oct 1, 2023 to Oct 31, 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
10/5/23	122025 407501 112501	0000995051	Invoice: 2242 10/23 INTEREST CLAYTON ISLAND TOURS	198.97	162.97 36.00
10/5/23	122250 407501 112501	1185	Invoice: 2263 10/23 INTEREST NORTHERN COMMERCIAL CLEANING	180.00	165.88 14.12
10/5/23	122250 407501 112501	1043	Invoice: 2249 10/23, 11/23, 12/23 INTEREST ALISHA TILLSON	539.07	498.92 40.15
10/5/23	122250 407501 112501	7377	Invoice: 2235 10/23 INTEREST BONNIE HERMAN	179.69	165.89 13.80
10/5/23	122250 407501 112501	6298	Invoice: 2252 INTEREST STEVEN BROTHERTON	200.00	191.04 8.96
10/5/23	122250 407501 112501	1869	Invoice: 2250 10/23 INTEREST BUSTED GRAPES,LLC	251.28	242.48 8.80
10/5/23	122250 407501 112501	4047	Invoice: 2236 9/23 & 10/23 INTEREST GAIL W. MILLER	359.38	331.37 28.01
10/12/23	240008  240007  240009 240010 100001	ACH	ARPA ROUND 2-SMALL BUSINESS PRODUCTIVITY ARPA ROUND 2-TOURISM ENHANCEMENT ARPA ROUND 2-FOOD ARPA ROUND 2-CHILDCARE JEFFERSON COUNTY TREASURER	1,380,000.00	180,000.00 500,000.00 600,000.00 100,000.00
10/12/23	122025 407501 112501	166250	Invoice: RLF LOAN 8/23, 9/23, 10/23 INTEREST WICLDC	5,352.87	5,321.91 30.96
10/12/23	122250 407501 112501	5302	Invoice: 2262 10/23 INTEREST NORTH BRANCH FARMS	179.69	165.48 14.21
10/12/23	122250 407501 112501	4542	Invoice: 2264 10/23 INTEREST MORGIA MASONRY	179.69	165.48 14.21
10/12/23	122250 407501 412502 112501	4100	Invoice: 2254 5/23 & 6/23 INTEREST 5/23 & 6/23 LATE FEE MELISSA SAMPSON	252.36	198.68 32.12 21.56
10/12/23	122250 407501 112501	2716	Invoice: 2261 10/23 INTEREST RHODES GREENHOUSES, INC	179.69	165.48 14.21
10/12/23	122250 407501 112501	00100000054	Invoice: 2253 10/23 INTEREST KATHLEEN ELMER	180.00	165.79 14.21
10/12/23	122250 407501	0000080141	Invoice: 2280 10/23 INTE		165.07 14.62

**Jefferson County Local Development Corp  
Cash Receipts Journal  
For the Period From Oct 1, 2023 to Oct 31, 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
	112501		ZERO DOCK STREET, LLC	179.69	
10/12/23	122250 407501 112501	8828	Invoice: 2240 10/23 INTEREST LAURIE A. CORNELIA	179.69	165.89 13.80
10/12/23	122255 407501 412502 112501	0200	Invoice: 2309 9/23 INTEREST 9/23 LATE DIPRINZIO'S KITCHEN	95.23	80.90 8.94 5.39
10/12/23	122255 407501 412502 112501	0200	Invoice: 2310 9/23 INTEREST 9/23 LATE FEE DIPRINZIO'S MARKET	95.23	80.90 8.94 5.39
10/12/23	122250 407501 112501	1490	Invoice: 2238 8/23 & 9/23 INTEREST COLLEENS CHERRY TREE INN	261.00	232.17 28.83
10/12/23	122025 407501 112501	5303	Invoice: 2086 10/23 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	662.60 64.13
10/26/23	260200 100001	0102526-EFT	2023-2024 JEFFERSON COUNTY MARKETING SUBSITY JEFFERSON COUNTY TREASURER	276,000.00	276,000.00
10/26/23	202401 202501 100001	19809	DUE JCLDC RLF DUE SHLDC PAINFULL ACRES	179.00	89.50 89.50
10/26/23	122250 407501 112501	6903	Invoice: 2255 10/23 INTEREST PAINFULL ACRES	89.50	82.58 6.92
10/26/23	122025 407501 112501	5415	Invoice: 2344 11/23 INTEREST CLAYTON YACHT CLUB, INC.	718.75	640.76 77.99
10/26/23	122025 407501 112501	4272	Invoice: 1907 9/23 INTEREST WICLDC	1,109.20	888.18 221.02
10/26/23	122250 407501 112501	55053	Invoice: 2248 11/23 INTEREST SCOTT P. SKINNER	179.69	166.31 13.38
10/26/23	122250 407501 112501	2983	Invoice: 2241 10/23 INTEREST AUBREYS SHOPPING CENTER	179.69	165.89 13.80
				<u>1,668,226.09</u>	<u>1,668,226.09</u>

**Jefferson County Local Development Corp  
Check Register  
For the Period From Oct 1, 2023 to Oct 31, 2023**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
6860	10/2/23	DAVIS VISION	100001	88.13
6861	10/2/23	EXCELLUS BC/BS	100001	409.04
6862	10/2/23	THE HARTFORD	100001	336.90
6863	10/2/23	INKWELL GRAPHICS	100001	536.50
6864	10/2/23	NNY ONLINE	100001	595.35
6865	10/2/23	SACKETS HARBOR PHOTOGRAPHIC IMAGING LLC	100001	1,000.00
6866	10/2/23	THOUSAND ISLANDS WINERY, LLC	100001	4,785.14
6867	10/2/23	WICLDC	100001	1,534.74
6868	10/2/23	WATERTOWN LOCAL DEVELOPMENT CORPORATION	100001	4,661.87
6869	10/2/23	EXCELLUS BC/BS	100001	620.77
6870	10/2/23	EXCELLUS BC/BS	100001	13,305.84
6871	10/2/23	LIFETIME BENEFIT SOLUTIONS,INC.	100001	275.00
6872	10/2/23	NATIONAL GRID	100001	471.73
6873	10/2/23	VERIZON WIRELESS	100001	124.80
6874	10/2/23	WRVO	100001	160.00
6875	10/10/23	CHURCHILL FARMS HONEY	100001	1,477.39
6876	10/10/23	CINTAS	100001	71.28
6877	10/10/23	KEY BANK	100001	2,401.12
6878	10/10/23	JAY MATTESON	100001	205.02
6879	10/10/23	WATERTOWN ROTARY CLUB	100001	350.00
6880	10/10/23	SPECTRUM REACH	100001	1,424.50
6881	10/10/23	STRYKER SALES, LLC	100001	115.95
6882	10/10/23	SYNTELA CONFERENCING INC.	100001	4.78
6883	10/12/23	RBC WEALTH MANAGEMENT	100001	3,462.61
6884	10/12/23	UNITED WAY OF NNY	100001	127.00
6885	10/12/23	WPBS	100001	612.00
6886	10/18/23	CINTAS	100001	71.28
6887	10/18/23	COUGHLIN PRINTING	100001	258.60
6888	10/18/23	FORT DRUM REGIONAL LIAISON ORGANIZATION	100001	5,000.00
6890	10/18/23	THE MUSTARD SEED	100001	10,000.00
6891	10/18/23	NATIONAL PEN	100001	575.90
6892	10/18/23	NORTHERN COMMERCIAL CL FANING	100001	865.00

**Jefferson County Local Development Corp  
Check Register  
For the Period From Oct 1, 2023 to Oct 31, 2023**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
6893	10/18/23	SAM'S CLUB	100001	356.60
6894	10/18/23	GWNC CHAMBER OF COMMERCE	100001	275.00
6895	10/18/23	WESTELCOM	100001	372.04
6896	10/19/23	JEFFERSON COUNTY CLERK	100001	141.00
6897	10/19/23	LIBERTY MUTUAL INSURANCE	100001	105.00
6903	10/25/23	JCLDC	100001	89.50
6904	10/25/23	SACKETS HARBOR LDC	100001	89.50
6898	10/26/23	ADVANCED BUSINESS SYSTEMS	100001	156.01
6899	10/26/23	COMMUNITY ACTION PLANNING COUNCIL	100001	50,387.51
6900	10/26/23	RBC WEALTH MANAGEMENT	100001	3,819.15
6901	10/26/23	UNITED WAY OF NNY	100001	127.00
6902	10/26/23	WELLS FARGO FINANCIAL SERVICES	100001	346.19
<b>Total</b>				<b><u>112,192.7</u></b>



**ARPA Grant Funds from Jefferson County-Round 1-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
July-23	\$3,363.98	\$8,928.17	\$0.00	\$0.00	\$0.00	\$0.00	\$2,071,815.23
August-23	\$50,036.14	\$19,000.00	\$21,493.75	\$58,210.38	\$0.00	\$0.00	\$1,923,074.96
September-23	\$0.00	\$0.00	\$7,213.74	\$12,947.44	\$0.00	\$0.00	\$1,902,913.78
October-23	\$50,387.51	\$4,785.14	\$1,477.39	\$0.00	\$0.00	\$0.00	\$1,846,263.74
<b>Total Expenditures</b>	\$559,055.80	\$263,945.18	\$291,196.12	\$306,539.16	\$1,000,000.00	\$292,000.00	\$2,712,736.26
<b>Balance of Grant</b>	\$249,944.20	\$161,054.82	\$108,803.88	\$118,460.84	\$0.00	\$1,208,000.00	\$1,846,263.74
<b>Uncommitted Balance</b>	\$0.00	\$18,833.34	\$82.51	\$5,400.00	\$0.00	\$0.00	
<b>Excess Funds (Approved by board but did not take full award)</b>	\$0.00	\$11,384.72	\$51,203.78	\$41,884.45	\$0.00	\$0.00	
<b>Full Uncommitted Balance</b>	\$0.00	\$30,218.06	\$51,286.29	\$47,284.45	\$0.00	\$0.00	
<i>Report Prepared by Joy Nuffer-Finance Assistant</i>							

## ARPA Grant Funds from Jefferson County-Round 2-Status-Expenditures

Month	Child Care	Small Business Productivity	Tourism Enhancement	Local Foods Resiliency-Processing & Production	Total Grants Running Balance
Total Available	\$100,000.00	\$180,000.00	\$500,000.00	\$600,000.00	\$1,380,000.00
October-23		\$10,000.00			\$1,370,000.00
<b>Total Expenditures</b>	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
<b>Balance of Grant</b>	\$100,000.00	\$170,000.00	\$500,000.00	\$600,000.00	\$1,370,000.00
<i>Report Prepared by Joy Nuffer-Finance Assistant</i>					

Small Business Productivity Grant (ARPA Round 2)  
November 2, 2023

	Business Name	Total Project	Total Requested	Details of Project	Committee Recommendation
1.	Fit Food Catering	\$10,673.93	\$8,540	Volcan Convection Oven, Reach In Refrigerator	\$8,540
2.	Shedlight Organics Farm and Greenhouse	\$11,000	\$8,800	2 Door Sliding Cooler, Green Monster Rolling Greenhouse Carts x 10	\$8,800
3.	Cowcalls, Inc	\$10,690	\$8,552	I am requesting the funds to purchase a battery operated PowerFloat, a piece of equipment to float (file) horses and donkeys' teeth as they continually grow throughout their life. The system is battery operated which will make the unit very portable and able to go to farms without electricity. The package that I would like to purchase includes the UltraLite Cordless PowerFloat with attachments such as battery, extra floats and carrying case, shipping and tax.	\$8,552
4.	The Animal Doctors	\$25,000	\$10,000	We are the only practice in Jefferson County that does some advanced orthopedic repairs (specifically knee/ACL repair) surgeries on dogs. We have an experienced surgeon who offers consultation and surgery for these advanced procedures. Laser therapy is a cornerstone adjunct therapy to speed tissue and bone/joint healing. We also offer it as an adjunct therapy to spine and back injuries when surgery is not an option. As you may know specialty veterinary services at referral hospitals (i.e. Cornell) are becoming cost prohibitive to most pet owners and we can offer them alternatives to keep their pets pain free and get them healing without surgery in most cases. We can also provide post operative care here in Jefferson County for pets that do require surgery. This saves the pet owner the time and cost to travel to these referral centers. In addition, traumatic wounds can be healed relatively quickly with laser therapy started at the time of the injury. We also use the laser to supplement many of our aging pets that see us for alternative therapies like acupuncture and massage to provide arthritis pain management. This model is designed to be more effective in less time and offer new protocols to treat a wider variety of conditions (skin infections (dermatology) , chronic ear allergies and trauma,	\$10,000

Small Business Productivity Grant (ARPA Round 2)  
November 2, 2023

				dental pain and surgical post operative care in conjunction to what we have already been able to offer. We have a Companion Animal Class IV Therapeutic Laser that we use for injuries in small animals specifically back and orthopedic pain as well as wound healing and traumatic injuries. We have use this laser since 2012 and now they are retiring this particular model and we are looking to upgrade to a newer model with new technology to enhance the procedures we already use it for as well as use it for other procedures to expedite healing and offer non-invasive pain management therapies.	
5.	Gill Creative Industries, LLC	\$20,175.00	\$10,000	We are looking to purchase a more efficient and larger printer / cutter to reduce wait time on existing projects. We currently house 1-54" printer / cutter and we are looking to add another printer cutter ( 64" ) to increase speed, productivity, and expand our capabilities printing larger, and we will have the ability to print, or cut on 2 machines simultaneously vs having to wait for one job to finish to start the next, plus the new machine uses the same ink as our existing machine to add efficiency in stocking inks, they will work in either machine. Mimaki CJV-300-160 plus Eco Solvent Dual Head Printer/Cutter, install and basic training	\$10,000
6.	Gill Propeller	\$7,330	\$5,864	A welding machine to upgrade existing equipment to better fabricate more efficiently	\$5,864
7.	Gregg's Plumbing and Draining, Inc.	\$20,000	\$10,000	We are a plumbing and drain cleaning service, who does much work with plumbing and septic work. At times we have a great need for a backhoe, and have to hire it out, wait for a company to come and dig. Gregg is qualified to run a backhoe, and if we had our own, we would certainly be more efficient and productive. We would be purchasing a used backhoe to increase our productivity.	\$10,000
				<b>TOTAL</b>	<b>\$61,756.00</b>

Tourism Grant (ARPA Round 2)  
November 2, 2023

	Business Name	Total Project	Total Requested	Details of Project	Committee recommendation
1.	Angel Rock Cottages, Inc.	\$113,000	\$25,000	We intend to renovate cottage #4 to make it more comfortable and appealing to guests, offering them a first class visitor experience. Heat unit, Windows, Deck railings/stairs, prefinished wood/materials, Labor	\$25,000
2.	Fair Wind Motel and Cottages	\$29,000	\$21,750	All units will have their older TVs replaced with larger flat screen HD TVs. Also, inefficient electric heaters and AC units will be replaced by quieter and more efficient mini split units. Replace 20 TVs with larger LED, Remove AC's and electric heaters in 8 cottages with efficient mini split air conditioner units	\$21,750
3.	Days Inn	\$25,000	\$18,750	We would like to upgrade our tvs. We can switch over to smart tvs and have the ability for the guests to connect to their personal devices to stream their apps. With technology constantly changing people are more prone to be on their devices compared to what's available. We have fiber tvs but lack the smart TV feature whereas if a guest wants to stream they have obstacles to overcome. Most of the time due to security enhancements we have a secured network that needs a password to connect. Sometimes it's difficult to type that in. With the advent of smart tvs I just need internet on my tvs and the guest can stream their apps.	\$18,750
4.	River Wellness	\$32,397	\$24,298	Handicap access ramp, Multi person sauna, 4 Air conditioner2 Outdoor unit to run the mini splits, Salt cave, Keyless entry w/wi-fi access, labor	\$24,298
5.	White Caps Winery	\$24,700	\$18,525	This project will enhance the tourism experience by enabling boaters of both large and small watercraft to visit the winery, experience the farm, buy product, and attend workshops, lectures, and other events held at the facility. Currently due to vacillating water levels, boaters have been excluded from shoreline access, leaving a portion of tourists to the area unable to enjoy one of the unique lake features the county has to offer; this farm is the only winery in this area with waterfront access to it. Fifty foot shorefront dock, two buoys for yachts to anchor, and stone steps to access land to winery.	\$18,525
				<b>Total</b>	<b>\$108,323</b>

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	P	E	P	P		
Aliasso, Robert	P	P	Zoom	P	P	P	P	P	E	P		
Burto, Kent	E	Zoom	P	P	P	P	E	P	P	E		
Condino, John	P	P	P	E	P	P	P	P	P	P		
Converse, David	P	P	P	P	P	P	P	P	P	P		
Gardner, Gregory	Zoom	P	Zoom	P	P	P	P	P	P	P		
Johnson, William	E	P	P	E	P	P	P	P	P	P		
L'Huillier, Lisa	P	P	P	P	P	P	P	P	P	E		
Powers, Christine	P	P	P	P	P	P	P	E	P	P		
Walldroff, W. Edward	P	P	P	P	P	P	P	P	P	P		
Warneck, Paul	P	P	P	P	P	P	P	P	P	P		
<b>Totals:</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>8</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>9</b>	<b>10</b>	<b>9</b>		
P - Present												
E - Excused												
A - Absent												