

**Jefferson County Local Development Corporation**

800 Starbuck Avenue, Suite 800

Watertown, New York 13601

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

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**TO:** JCLDC Personnel Committee  
Kent Burto, Chair  
W. Edward Walldroff  
Lisa L'Huillier  
David Converse  
Rob Aiken

**FROM:** David J. Zembiec, CEO

**DATE:** December 7, 2023

**SUBJECT:** JCLDC Personnel Committee Meeting Notice

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A JCLDC Personnel Committee meeting has been scheduled for **Friday, December 15, 2023 at 8:30 a.m.**

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

Thank you.

pss

c: Marshall Weir  
Lyle Eaton  
Jay Matteson  
Joy Nuffer  
Robin Stephenson  
Rob Aliasso  
Bill Johnson  
Paul Warneck  
John Condino  
Greg Gardner  
Christine Powers  
Media

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**JCLDC PERSONNEL COMMITTEE MEETING**

**Friday, December 15, 2023**

**8:30 a.m.**

**AGENDA**

- I. Call to Order**
- II. Pension Plan**
  - a. Establish Percentage for Discretionary Contribution for year ending 12/31/23**
- III. Annual CEO Evaluation**
- IV. Adjournment**

**CYE 12/31/2023 401k Discretionary Contribution- JCLDC**

**12/15/2023**

CORRECTED COPY

401k Budget 2023 ( Matching and Discretionary)	\$	53,050	
401k Projected for 2023 ( Matching only)	\$	30,286	
401k Projected under budget			\$ 22,764
Discretionary Budget			<u>\$17,683 ( 3% of Salary Budget)</u>

Approved Personnel Comm  
Approved Board of Directors

Salary and Discretionary Budget \$634,940.

Salary Budget \$589,450. ( 3% = \$17,683 Discretionary )  
Projected Actual \$586,706  
Under Budget for 2023 \$48,234 ( \$634,940. - \$586,706. )