

## Notice of Board Meeting

**Date:** July 18, 2024

**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 its Board Meeting on **Thursday, August 1, 2024 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=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](mailto:pssampson@jcida.com) at your earliest convenience.

pss

c: Marshall Weir, CEO  
Jay Matteson  
Lyle Eaton  
Robin Stephenson  
Justin S. Miller, Esq.  
Joseph V. Frateschi, Esq.  
Media

**BOARD MEETING AGENDA**  
**Thursday, August 1, 2024 – 8:00 a.m.**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – June 27, 2024**
- V. Treasurer’s Report – July 31, 2024**
- VI. Committee Reports**
- VII. Council Reports**
  - a. Jefferson County Agricultural Development**
  - b. Manufacturing**
  - c. Marketing**
- VIII. Unfinished Business**
  - 1. ARPA Fund Reports (Rounds One and Two)**
- IX. Counsel**
- X. New Business**
  - 1. ARPA Small Business Productivity Improvement Grant Recommendations**
  - 2. ARPA Tourism Grant Recommendation**
- XI. Adjournment**

**Jefferson County Local Development Corporation  
Board Meeting Minutes  
June 27, 2024**

**DRAFT**

The Jefferson County Local Development Corporation held its board meeting on Thursday, June 27, 2024 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** W. Edward Walldroff, John Condino, William Johnson, Rob Aiken, David Converse, Paul Warneck, Lisa L'Huillier, Robert E. Aliasso, Jr., Kent Burto

**Excused:** Gregory Gardner, Christine Powers

**Absent:** None

**Also Present:** Zoom: Justin Miller, Esq. (Harris Beach)

**Staff Present:** Marshall Weir, Jay Matteson, Lyle Eaton, Peggy Sampson, Robin Stephenson

- 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:** No one spoke.
- IV. Minutes:** Minutes of the meeting held June 6, 2024 were presented. A motion to approve the minutes as presented was made by Mr. Aiken, seconded by Mr. Warneck. All in favor. Carried.
- V. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending June 30, 2024. He reported that all loans are current. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Mr. Condino. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**

**a. Ag –**

Mr. Matteson congratulated Ms. L'Huillier on becoming the vice president of the noon rotary yesterday.

**Ag Council:**

Mr. Matteson asked the board to consider an ag council appointment for the FFA student representative. He said he recently met with Daphne Cronk, a student at South Jefferson School and is the district president who represents 16 chapters. Mr. Aiken suggested that the district president should always fill the FFA student representative seat; board members agreed. A motion was made by Mr. Warneck to appoint the district president, currently Daphne Cronk, as the FFA student representative, seconded by Mr. Aiken. All in favor. Carried.

Food Resiliency Grants:

Maplewood Sweets – Mr. Matteson reported that the grant provided to Maplewood Sweets has created a business partnership and an impact on 10 other maple businesses within Jefferson County. He said that Maplewood Sweets accepts the sap from those other businesses to boil and bottle for them.

Cedar Dell Angus Meats – Mr. Matteson said that he recently visited the business. He said the appearance has improved and indicated that they are working towards a USDA certification.

**b. Manufacturing** – No report.

**c. Marketing** – Mr. Weir mentioned a meeting he attended last week that was hosted jointly by the NYS DOL and Empire State Development at the Antique Boat Museum. He said that we assisted in getting the word out and indicated that there were over 50 attendees.

Mr. Matteson mentioned that he will be meeting with the Assistant Commissioner of the NYS DOL to tour the CWT Farms facility and North Harbor Dairy.

**VIII. Unfinished Business:**

- 1. ARPA Funds Report (Round One)** – An updated spreadsheet showing the grant fund activity was provided in the board packet. Ms. Stephenson said that she will be working on the inactive grants, which will free up some of the funds that can go to those on a waiting list.
- 2. ARPA Funds Report (Round Two)** – A spreadsheet showing the grant fund activity was provided in the board packet. Mr. Weir said that there are no grants to approve this month, but indicated that staff is working on reimbursements.

**IX. Counsel:** None.

**X. New Business:** None.

**XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Converse, seconded by Ms. L'Huillier. All in favor. The meeting was adjourned at 8:23 a.m.

Respectfully submitted,

*Peggy Sampson*

**JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION****Income Statement for the Seven Month Period Ending July 31, 2024**

Prepared by Lyle Eaton

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
<b>Revenues</b>					
Admin Fees	\$ 713,694.00	416,325.00	\$ 59,475.00	59,475.00	297,369.00
JC Grant Marketing	275,400.00	163,333.31	23,333.33	23,333.33	112,066.69
JC Grant Ag Program	150,000.00	100,000.00	25,000.00	12,500.00	50,000.00
RLF Interest Income	10,000.00	3,891.87	442.46	345.28	6,108.13
Grant Income Federal	1,380,000.00	694,242.00	78,770.04	95,413.28	685,758.00
Interest Income	2,000.00	2,172.63	0.00	357.07	(172.63)
Late Fee	0.00	139.68	0.00	21.56	(139.68)
Miscellaneous Income	1,000.00	20,674.61	0.00	2,737.04	(19,674.61)
AG Conference	0.00	10,800.00	0.00	0.00	(10,800.00)
Dairy Parade	0.00	1,000.00	0.00	1,000.00	(1,000.00)
<b>Total Revenues</b>	<b>2,532,094.00</b>	<b>1,412,579.10</b>	<b>187,020.83</b>	<b>195,182.56</b>	<b>1,119,514.90</b>
<b>Expenses</b>					
Salaries	605,581.00	312,412.88	35,865.38	43,543.64	293,168.12
Benefits	252,275.00	135,338.43	14,783.68	18,272.23	116,936.57
<b>Operations</b>					
Marketing Program	332,478.00	189,730.18	23,016.30	33,381.71	142,747.82
AG Program	238,680.00	136,587.86	17,683.40	18,941.46	102,092.14
Office Expense	10,000.00	6,597.75	112.72	422.17	3,402.25
Payroll Processing	4,000.00	3,109.99	330.40	339.30	890.01
Office Rent	18,202.00	10,743.18	1,534.74	1,534.74	7,458.82
Project Loan Rent	55,942.00	32,633.09	4,661.87	4,661.87	23,308.91
Office Cleaning	12,000.00	6,923.36	940.56	940.56	5,076.64
Telephone	7,000.00	3,574.49	371.84	841.37	3,425.51
Equipment Rental	4,100.00	2,423.33	692.38	0.00	1,676.67
Equipment Maintenance	1,500.00	316.00	0.00	198.00	1,184.00
System Maintenance	7,200.00	4,165.45	595.35	593.35	3,034.55
Electric Service	5,000.00	2,365.17	0.00	441.73	2,634.83
Gas Service	3,500.00	1,132.22	0.00	26.26	2,367.78
Business Support	5,000.00	0.00	0.00	0.00	5,000.00
Workforce Development	2,500.00	0.00	0.00	0.00	2,500.00
Travel/Promotion/Meals	8,000.00	6,531.66	0.00	0.00	1,468.34
Staff Training & Seminars	4,500.00	2,868.79	0.00	0.00	1,631.21
Depreciation F&F	12,484.00	9,066.23	1,300.77	1,300.77	3,417.77
Dues & Publications	10,000.00	3,951.00	0.00	143.00	6,049.00
Commercial Insurance	3,500.00	1,993.11	279.87	285.54	1,506.89
Legal Unrestricted	1,000.00	0.00	0.00	0.00	1,000.00
Accounting & Auditing	18,000.00	14,550.00	0.00	0.00	3,450.00
Grants Expense Federal	1,380,000.00	727,427.84	103,955.88	103,413.28	652,572.16
Covid Grant	10,000.00	0.00	0.00	0.00	10,000.00
Reallocated Program Expenses	(480,848.00)	(280,088.71)	(39,631.54)	(39,439.60)	(200,759.29)
Miscellaneous - Unrestricted	500.00	0.00	0.00	0.00	500.00
<b>Total Operations</b>	<b>2,532,094.00</b>	<b>1,334,353.30</b>	<b>166,493.60</b>	<b>189,841.38</b>	<b>1,197,740.70</b>
<b>Total Revenue</b>	<b>2,532,094.00</b>	<b>1,412,579.10</b>	<b>187,020.83</b>	<b>195,182.56</b>	<b>1,119,514.90</b>
<b>Total Expenses</b>	<b>2,532,094.00</b>	<b>1,334,353.30</b>	<b>166,493.60</b>	<b>189,841.38</b>	<b>1,197,740.70</b>
<b>Net Income Over Expenditures</b>	<b>\$ 0.00</b>	<b>78,225.80</b>	<b>\$ 20,527.23</b>	<b>5,341.18</b>	<b>(78,225.80)</b>

For Internal Use Only

**JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION****AG Program Expense Statement for the Seven Month Period Ending July 31, 2024**

Prepared by Lyle Eaton, July 24, 2024

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
<b>Operations</b>					
AG Annual Meeting	\$ 5,000.00	6,052.58	\$ 0.00	0.00	(1,052.58)
AG Office Expense	2,000.00	1,730.01	0.00	0.00	269.99
AG Advertising	3,000.00	377.30	0.00	0.00	2,622.70
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	250.00	0.00	0.00	(50.00)
AG Travel/Meals/Lodging	4,000.00	276.24	0.00	0.00	3,723.76
Dairy Parade	0.00	1,450.00	0.00	1,450.00	(1,450.00)
AG Web Site Development	2,000.00	0.00	0.00	0.00	2,000.00
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
Local Food Guide	800.00	0.00	0.00	0.00	800.00
Salary Overhead	102,495.00	60,384.65	8,307.70	8,307.70	42,110.35
FICA Overhead	6,150.00	3,509.44	485.40	485.41	2,640.56
Medicare Overhead	1,435.00	820.79	113.53	113.53	614.21
Health/Dental Ins Overhead	35,358.00	22,415.20	3,178.51	2,986.56	12,942.80
Retirement Overhead	9,225.00	3,623.05	498.46	498.46	5,601.95
Indirect Labor Allocation	55,540.00	32,398.59	4,628.37	4,628.37	23,141.41
Non Labor Allocated Overhead	5,577.00	3,300.01	471.43	471.43	2,276.99
<b>Total Operations</b>	<b>238,680.00</b>	<b>136,587.86</b>	<b>17,683.40</b>	<b>18,941.46</b>	<b>102,092.14</b>

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION

Manuf. & Business Support Expense Statement for the Seven Month Period Ending July 31, 2024

Prepared by Lyle Eaton, July 24, 2024

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
Workforce Development	2,500.00	0.00	0.00	0.00	2,500.00
Total Operations	7,500.00	0.00	0.00	0.00	7,500.00

**JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION****Marketing Program Expense Statement for the Seven Month Period Ending July 31, 2024**

Prepared by Lyle Eaton, July 24, 2024

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
<b>Operations</b>					
Advertising Expense	\$ 46,600.00	20,285.36	\$ 1,068.16	10,625.10	26,314.64
Canadian Marketing	5,000.00	0.00	0.00	0.00	5,000.00
Printed Material	2,000.00	0.00	0.00	0.00	2,000.00
Marketing Consultant	5,000.00	0.00	0.00	0.00	5,000.00
Seminars Workshops Publicatio	2,500.00	0.00	0.00	0.00	2,500.00
Manufactures Comm.	0.00	583.20	0.00	0.00	(583.20)
Travel/Meals/Promotion	3,000.00	561.57	0.00	378.48	2,438.43
Web Site Dev & Promo Design	0.00	1,613.07	0.00	429.99	(1,613.07)
Events Sponsorship	0.00	8,050.00	0.00	0.00	(8,050.00)
Drum Country Business	5,000.00	5,000.00	0.00	0.00	0.00
Allocated Overhead	263,378.00	153,636.98	21,948.14	21,948.14	109,741.02
<b>Total Operations</b>	<b>332,478.00</b>	<b>189,730.18</b>	<b>23,016.30</b>	<b>33,381.71</b>	<b>142,747.82</b>



Jefferson County Local Development Corp  
Balance Sheet

ASSETS

	<u>7/31/2024</u>	<u>6/30/2024</u>
Current Assets		
General Checking	\$ 154,704.31	\$ 142,654.84
Savings Account	2,000,263.64	2,100,078.07
RLF Savings	2,064,631.63	2,059,819.52
RLF Loans Receivable	130,125.36	132,534.26
COVID Accounts Receivable	64,573.10	66,351.90
Clayton Loans Receivable	4,442.02	4,442.02
Miscellaneous Recievable	119,950.00	119,950.00
Allowance for Credit Losses	(40,000.00)	(40,000.00)
LHI Records Storage	87,029.51	87,029.51
Prepaid Expense	<u>5,636.33</u>	999.40
Total Current Assets	\$ 4,591,355.90	\$ 4,673,859.52
Property and Equipment		
Accumulated Depreciation	<u>(102,893.35)</u>	(101,592.58)
Other Assets		
Furniture & Fixtures	79,247.89	79,247.89
ROU Lease Asset	<u>151,711.00</u>	151,711.00
Total Other Assets	230,958.89	230,958.89
Total Assets	<u><u>4,719,421.44</u></u>	<u><u>4,803,225.83</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$ 1,675.35	\$ 1,316.10
ST Lease Liability	10,398.00	10,398.00
ARPA Food Grant	86,004.88	106,004.88
ARPA Child Care Grant	109,558.90	109,558.90
ARPA Small Business & Training	97,795.36	97,795.36
ARPA Rental Property Deferred	84,586.33	94,586.33
ARPA Tourism Grant-Round 2	257,063.32	266,590.10
ARPA Sm Bus & Training-Round 2	59,060.80	59,060.80
ARPA Food Production-Round 2	347,897.37	366,439.87
ARPA Childcare Grant-Round 2	8,270.01	8,270.01
ARPA Food Processing-Round 2	27,119.93	76,701.15

Jefferson County Local Development Corp  
Balance Sheet

JC Grant-Marketing	323,666.69	347,000.02
JC Grant AG Program	<u>50,000.00</u>	
Total Current Liabilities	\$ 1,463,096.94	\$ 1,543,721.52
Long-Term Liabilities		
LT Lease Liability	<u>191,680.00</u>	191,680.00
Total Liabilities	<u>\$ 1,654,776.94</u>	<u>\$ 1,735,401.52</u>
Total Liabilities		
Capital		
General Fund Bal - Unrestrict.	2,986,418.70	2,986,418.70
Net Income	<u>78,225.80</u>	81,405.61
Total Capital	3,064,644.50	3,067,824.31
Total Liabilities & Capital	<u><u>4,719,421.44</u></u>	<u><u>4,803,225.83</u></u>

Jefferson County Local Development Corp  
Balance Sheet  
July 31, 2024

ASSETS

Current Assets		
General Checking	\$	154,704.31
Savings Account		2,000,263.64
RLF Savings		2,064,631.63
RLF Loans Receivable		130,125.36
COVID Accounts Receivable		64,573.10
Clayton Loans Receivable		4,442.02
Miscellaneous Recievable		119,950.00
Allowance for Credit Losses		(40,000.00)
LHI Records Storage		87,029.51
Prepaid Expense		5,636.33
		<hr/>
Total Current Assets		4,591,355.90
Property and Equipment		
Accumulated Depreciation		(102,893.35)
		<hr/>
Total Property and Equipment		(102,893.35)
Other Assets		
Furniture & Fixtures		79,247.89
ROU Lease Asset		151,711.00
		<hr/>
Total Other Assets		230,958.89
		<hr/>
Total Assets	\$	<u><u>4,719,421.44</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$	1,675.35
ST Lease Liability		10,398.00
ARPA Food Grant		86,004.88
ARPA Child Care Grant		109,558.90
ARPA Small Business & Training		97,795.36
ARPA Rental Property Deferred		84,586.33
ARPA Tourism Grant-Round 2		257,063.32
ARPA Sm Bus & Training-Round 2		59,060.80
ARPA Food Production-Round 2		347,897.37
ARPA Childcare Grant-Round 2		8,270.01
ARPA Food Processing-Round 2		27,119.93
JC Grant-Marketing		323,666.69
JC Grant Agriculture Program		50,000.00
		<hr/>
Total Current Liabilities		1,463,096.94
Long-Term Liabilities		
LT Lease Liability		191,680.00
		<hr/>
Total Long-Term Liabilities		191,680.00
		<hr/>
Total Liabilities		1,654,776.94
Capital		
General Fund Bal - Unrestrict.		2,986,418.70
Net Income		78,225.80
		<hr/>

Unaudited - For Management Purposes Only

Jefferson County Local Development Corp  
Balance Sheet  
July 31, 2024

Total Capital	3,064,644.50
Total Liabilities & Capital	\$ 4,719,421.44

**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Jul 31, 2024**

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/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
CANZONIER JAY CANZONIER D/B/A N	2086				18,951.36	18,951.36
CANZONIER JAY CANZONIER D/B/A					18,951.36	18,951.36
CLAYTON ISLAND CLAYTON ISLAND TOUR	2242				6,979.31	6,979.31
CLAYTON ISLAND CLAYTON ISLAND TOUR					6,979.31	6,979.31
CLAYTON YACHT CLAYTON YACHT CLUB,	2344				25,370.48	25,370.48
CLAYTON YACHT CLAYTON YACHT CLUB,					25,370.48	25,370.48
WIC WICLDC	1907				78,824.21	78,824.21
WIC WICLDC					78,824.21	78,824.21
<b>Report Total</b>					<b>130,125.36</b>	<b>130,125.36</b>

**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Jul 31, 2024**

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/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN	2309				2,221.01	2,221.01
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN					2,221.01	2,221.01
DIPRINZIO MARKET DIPRINZIO'S MARKET	2310				2,221.01	2,221.01
DIPRINZIO MARKET DIPRINZIO'S MARKET					2,221.01	2,221.01
Report Total					4,442.02	4,442.02

**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Jul 31, 2024**

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/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
AUBREYS AUBREYS SHOPPING C	2241				3,841.57	3,841.57
AUBREYS AUBREYS SHOPPING C					3,841.57	3,841.57
CCTI COLLEENS CHERRY TR	2238				4,011.69	4,011.69
CCTI COLLEENS CHERRY TR					4,011.69	4,011.69
CORNELIA LAURIE A. CORNELIA	2240				4,001.70	4,001.70
CORNELIA LAURIE A. CORNELIA					4,001.70	4,001.70
GRAPES BUSTED GRAPES,LLC	2250				4,180.77	4,180.77
GRAPES BUSTED GRAPES,LLC					4,180.77	4,180.77
HEARING SOLUTIONS HEARING SOLUTIONS	2237				4,509.50	4,509.50
HEARING SOLUTIONS HEARING SOLUTIONS					4,509.50	4,509.50
HERMAN BONNIE HERMAN	2235				3,842.26	3,842.26

**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Jul 31, 2024**

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/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
HERMAN BONNIE HERMAN					3,842.26	3,842.26
MILLER GAIL W. MILLER	2236				4,011.01	4,011.01
MILLER GAIL W. MILLER					4,011.01	4,011.01
MORGIA MORGIA MASONRY	2264				4,180.05	4,180.05
MORGIA MORGIA MASONRY					4,180.05	4,180.05
NORTH BRANCH NORTH BRANCH FARMS	2262				4,011.19	4,011.19
NORTH BRANCH NORTH BRANCH FARMS					4,011.19	4,011.19
NORTHERN NORTHERN COMMERCIAL	2263				3,970.28	3,970.28
NORTHERN NORTHERN COMMERCIAL					3,970.28	3,970.28
PAINFULL PAINFULL ACRES	2255				2,174.77	2,174.77
PAINFULL PAINFULL ACRES					2,174.77	2,174.77



**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Jul 31, 2024**

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/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
SAMPSON-MELISSA MELISSA SAMPSON	2254				6,133.54	6,133.54
SAMPSON-MELISSA MELISSA SAMPSON					6,133.54	6,133.54
SKINNER SCOTT P. SKINNER	2248				3,841.59	3,841.59
SKINNER SCOTT P. SKINNER					3,841.59	3,841.59
TILLSON ALISHA TILLSON	2249				3,671.48	3,671.48
TILLSON ALISHA TILLSON					3,671.48	3,671.48
WILLS GREG WILLS	2246				4,011.23	4,011.23
WILLS GREG WILLS					4,011.23	4,011.23
ZERO ZERO DOCK STREET, LL	2280				4,180.47	4,180.47
ZERO ZERO DOCK STREET, L					4,180.47	4,180.47
<b>Report Total</b>					<b>64,573.10</b>	<b>64,573.10</b>

**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Jul 31, 2024**

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/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
CHEESE STORE THE CHEESE STORE OF	2404		2,000.00			2,000.00
CHEESE STORE THE CHEESE STORE OF			2,000.00			2,000.00
JCIDA JEFF COUNTY IDA	ADMIN6 ADMIN7	59,475.00	59,475.00			59,475.00 59,475.00
JCIDA JEFF COUNTY IDA		59,475.00	59,475.00			118,950.00
Report Total		59,475.00	61,475.00			120,950.00

**Jefferson County Local Development Corp**  
**Cash Receipts Journal**  
**For the Period From Jul 1, 2024 to Jul 31, 2024**

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
7/3/24	202401 202501 100001	179.69	DUE JCLDC COVID DUE SHLDC COVID 4/2024 PAINFULL ACRES	179.69	89.84 89.85
7/3/24	122025 407501 112501	005504	Invoice: 2344 INTEREST CLAYTON YACHT CLUB, INC.	718.75	653.69 65.06
7/3/24	122025 407501 112501	5069	Invoice: 2242 INTEREST CLAYTON ISLAND TOURS	198.97	169.18 29.79
7/11/24	122250 407501 112501	7301	Invoice: 2255 INTEREST PAINFULL ACRES	89.84	83.98 5.86
7/11/24	122250 407501 112501	1245	Invoice: 2263 INTEREST NORTHERN COMMERCIAL CLEANING	180.00	169.97 10.03
7/11/24	122250 407501 112501	7714	Invoice: 2235 INTEREST BONNIE HERMAN	179.69	169.66 10.03
7/11/24	122250 407501 112501	1047	Invoice: 2249 INTEREST ALISHA TILLSON	359.38	339.75 19.63
7/11/24	122250 407501 112501	80206	Invoice: 2280 INTEREST ZERO DOCK STREET, LLC	179.69	168.82 10.87
7/18/24	122025 407501 112501	5396	Invoice: 2086 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	677.66 49.07
7/18/24	122025 407501 112501	4411	Invoice: 1907 INTEREST WICLDC	1,109.20	908.37 200.83
7/18/24	122250 407501 112501	5397	Invoice: 2262 INTEREST NORTH BRANCH FARMS	179.69	169.24 10.45
7/18/24	122250 407501 112501	7000169	Invoice: 2264 INTEREST MORGIA MASONRY	179.60	169.24 10.36
7/18/24	122250 407501 112501	3534	Invoice: 2241 INTEREST AUBREYS SHOPPING CENTER	179.69	169.66 10.03
7/18/24	122250 407501 112501	8903	Invoice: 2240 INTEREST LAURIE A. CORNELIA	179.69	169.24 10.45
				<u>4,640.61</u>	<u>4,640.61</u>

**Jefferson County Local Development Corp**  
**Check Register**  
**For the Period From Jul 1, 2024 to Jul 31, 2024**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
7277	7/1/24	CINTAS	100001	75.56
7278	7/1/24	DAVIS VISION	100001	88.13
7279	7/1/24	EXCELLUS BC/BS	100001	11,135.17
7280	7/1/24	NNY ONLINE	100001	595.35
7281	7/1/24	NYS DEPT OF LABO	100001	116.15
7282	7/1/24	PROSHRED SECURI	100001	24.21
7283	7/1/24	WELLS FARGO FIN	100001	346.19
7284	7/1/24	WATERTOWN LOC	100001	4,661.87
7285	7/2/24	WHITE CAPS WINE	100001	4,875.00
7286	7/2/24	JOHN TINSLEY	100001	10,000.00
7287	7/2/24	NORTHROP FARMS	100001	20,000.00
7289	7/2/24	CEDAR DELL ANGU	100001	10,000.00
7290	7/3/24	THE HARTFORD	100001	296.14
7291	7/3/24	KEY BANK	100001	5,248.68
7292	7/3/24	NORTHERN COMPU	100001	198.00
7293	7/3/24	DIGITAL INSURANC	100001	173.33
7294	7/3/24	RBC WEALTH MAN	100001	2,223.95
7296	7/3/24	UNITED WAY OF NN	100001	79.00
7297	7/3/24	VERIZON WIRELES	100001	93.66
7298	7/3/24	WB MASON CO INC.	100001	35.26
7299	7/3/24	LUCKI 7 LIVESTOCK	100001	18,112.50
7300	7/9/24	BLUE MOUNTAIN S	100001	19.95
7301	7/9/24	JCLDC	100001	89.84
7302	7/9/24	MACNY	100001	568.00
7303	7/9/24	NATIONAL GRID	100001	467.99
7304	7/9/24	SACKETS HARBOR	100001	89.85
7305	7/9/24	STEVENS MEDIA G	100001	1,238.00
7306	7/9/24	JAMES P VOYTKO	100001	650.00
7307	7/9/24	WB MASON CO INC.	100001	15.29
7308	7/9/24	WICLDC	100001	1,534.74
7309	7/9/24	WPBS	100001	674.00
7310	7/10/24	MAPLEWOOD SWE	100001	8,000.00

**Jefferson County Local Development Corp**  
**Check Register**  
**For the Period From Jul 1, 2024 to Jul 31, 2024**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
7311	7/12/24	SWBG WHOLESALE	100001	10,000.00
7312	7/12/24	DRY HILL SKI AREA	100001	23,645.84
7313	7/22/24	BOWERS & COMPA	100001	250.00
7314	7/22/24	CINTAS	100001	75.56
7315	7/22/24	LIBERTY MUTUAL I	100001	5,058.47
7316	7/22/24	NORTHERN COMME	100001	865.00
7317	7/22/24	RBC WEALTH MAN	100001	2,223.95
7318	7/22/24	SAM'S CLUB/SYNCH	100001	112.72
7319	7/22/24	SPECTRUM REACH	100001	462.00
7320	7/22/24	UNITED WAY OF NN	100001	79.00
7321	7/22/24	WESTELCOM	100001	371.84
7322	7/23/24	EURO FARMS	100001	7,322.54
<b>Total</b>				<b><u>152,192.7</u></b>

**Jefferson County Local Development Corp**  
**Aged Payables**  
**As of Jul 31, 2024**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor Contact Telephone 1	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
JOHNSON NEWSPAPE JOHNSON NEWSPAPE	RENEWAL 12	394.16				394.16
315-782-1000						
JOHNSON NEWSPAPE JOHNSON NEWSPAPE		394.16				394.16
SPECTRUM REACH SPECTRUM REACH	39963		935.00			935.00
SPECTRUM REACH SPECTRUM REACH			935.00			935.00
WELLS FARGO WELLS FARGO FINANC	601211	346.19				346.19
888-652-2271						
WELLS FARGO WELLS FARGO FINANC		346.19				346.19
<b>Report Total</b>		<b>740.35</b>	<b>935.00</b>			<b>1,675.35</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
November-23	\$5,326.45	\$7,188.00	\$0.00	\$12,983.83	\$0.00	\$0.00	\$1,820,765.46
December-23	\$0.00	\$16,837.54	\$0.00	\$0.00	\$0.00	\$0.00	\$1,803,927.92
January-24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,803,927.92
February-24	\$64,799.83	\$35,797.73	\$2,799.00	\$5,890.68	\$0.00	\$0.00	\$1,694,640.68
March-24	\$0.00	\$1,930.53	\$0.00	\$5,000.00	\$0.00	\$0.00	\$1,687,710.15
April-24	\$70,259.02	\$1,505.66	\$0.00	\$0.00	\$0.00	\$292,000.00	\$1,323,945.47
May-24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,323,945.47
June-24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,323,945.47
July-24	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$1,303,945.47
Total Expenditures	\$699,441.10	\$337,204.64	\$293,995.12	\$340,413.67	\$1,000,000.00	\$584,000.00	\$3,255,054.53
Balance of Grant	\$109,558.90	\$87,795.36	\$106,004.88	\$84,586.33	\$0.00	\$916,000.00	\$1,303,945.47
Not allocated	\$0.00	\$10,833.34	\$82.51	\$30,400.00	\$0.00	\$0.00	\$41,315.85
Excess Funds *	\$0.00	\$96,962.02	\$105,922.37	\$54,186.33	\$0.00	\$0.00	\$257,070.72
Full Uncommitted Balance	\$0.00	\$107,795.36	\$106,004.88	\$84,586.33	\$0.00	\$0.00	
Report Prepared by Robin Stephenson - Director of Business Development							

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

Month	Child Care	Small Business Productivity	Tourism Enhancement	Local Foods Resiliency-Processing	Local Foods Resiliency-Production	Rental Property Round 1	Houndsfield sewer Round 1	Total Grants Running Balance
Total Available	\$100,000.00	\$180,000.00	\$500,000.00	\$100,000.00	\$500,000.00			\$1,380,000.00
October-23	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00			\$1,370,000.00
November-23	\$73,000.00	\$18,931.20	\$0.00	\$0.00	\$0.00			\$1,278,068.80
December-23	\$18,729.99	\$18,868.00	\$0.00	\$0.00	\$0.00			\$1,240,470.81
January-24	\$0.00	\$58,140.00	\$19,410.70	\$0.00	\$0.00			\$1,162,920.11
February-24	\$0.00	\$0.00	\$12,258.30	\$0.00	\$0.00			\$1,150,661.81
March-24	\$0.00	\$5,000.00	\$94,380.89	\$0.00	\$0.00			\$1,051,280.92
April-24	\$0.00	\$10,000.00	\$39,061.83	\$5,686.18	\$70,427.45			\$926,105.46
May-24	\$0.00	\$0.00	\$30,191.03	\$14,873.18	\$37,446.50			\$843,594.75
June-24	\$0.00	\$0.00	\$42,758.93	\$8,425.67	\$44,228.68			\$748,181.47
July-24		\$0.00	\$28,520.84	\$25,322.54	\$38,112.50			\$656,225.59
Total Expenditures	\$91,729.99	\$120,939.20	\$266,582.52	\$54,307.57	\$190,215.13	\$0.00	\$0.00	\$723,774.41
Balance of Grant	\$8,270.01	\$59,060.80	\$233,417.48	\$45,692.43	\$309,784.87	\$0.00	\$0.00	\$656,225.59
Not allocated	\$0.00	(\$21,364.00)	\$69,002.00	(\$60,843.00)	\$115,385.45			\$102,180.45
Excess Funds	\$0.00	\$80,424.80	\$164,415.48	\$106,540.43	\$194,399.42			\$545,780.13
Round 1 Uncommitted Carryover	\$0.00	\$107,795.36		\$106,004.88		\$84,586.33	\$0.00	
Balance	\$0.00	\$166,856.16	\$233,417.48	\$151,702.31	\$309,784.87	\$84,586.33	\$0.00	
Report Prepared by Robin Stephenson - Director of Business Development								



Jefferson County Local Development Corporation  
Small Business Productivity Improvement (ARPA) Round 1

August 1, 2024

Grant recommendations:

Business Name	Summary of Project	Total Project Amount	Funding Recommendation
Focal Point Custom Framing	Purchase a laser engraver	\$13,759	\$10,000

Jefferson County Local Development Corporation

Small Business Productivity Improvement (ARPA) Round 2

August 1, 2024

Grant recommendations:

Business Name	Summary of Project	Total Project Amount	Funding Recommendation
Detail This LLC	Purchase of a 62-inch Graphtec plotter	\$7,642	\$6,113.60

Jefferson County Local Development Corporation

Tourism Grant (ARPA Round 2)

August 1, 2024

Business Name	Details of Project	Total Project Amount	Committee recommendation
Holly Bayou LLC	Windows and door will allow access to the rear deck, seating, and new business from the waterfront. A boiler is needed for more energy efficiency and comfort for customers as the existing windows have no screens and cannot be opened.	\$27,923	\$20,000
	Total		\$20,000

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

2024 Board Attendance

Name	Jan	Feb	Mar	Apr	May	6-Jun	27-Jun	Aug	Sep	Oct	Nov	Dec
Aiken, Robert	P	P	P	P	P	P	P					
Aliasso, Robert	P	P	P	P	E	E	P					
Burto, Kent	P	E	P	P	E	E	P					
Condino, John	P	P	P	P	P	P	P					
Converse, David	P	E	P	P	P	P	P					
Gardner, Gregory	P	P	P	P	P	P	E					
Johnson, William	P	P	P	P	P	P	P					
L'Huillier, Lisa	P	P	P	P	A	P	P					
Powers, Christine	P	P	P	P	E	E	E					
Walldroff, W. Edward	P	P	P	P	P	P	P					
Warneck, Paul	P	P	E	P	P	P	P					
Totals:	11	9	10	11	7	8	9					
P - Present												
E - Excused												
A - Absent												