

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

Notice of Board Meeting

Date: August 21, 2024

To: William Johnson
David Converse
W. Edward Walldroff
Paul Warneck
Lisa L'Huillier
John Condino

From: Chairman Robert Aliasso

Re: Notice of Board of Directors' Meeting

=====

The Jefferson County Industrial Development Agency will hold its Board Meeting on **Thursday, September 5, 2024 at 8:30 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

The live stream link will be available at 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 at your earliest convenience.

pss

c: Marshall Weir, CEO
Lyle Eaton
Jay Matteson
Robin Stephenson
Christine Powers
Greg Gardner
Kent Burto
Rob Aiken
Justin S. Miller, Esq.
Joseph V. Frateschi, Esq.
Media

BOARD MEETING AGENDA
Thursday, September 5, 2024 - 8:30 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – August 1, 2024**
- V. Treasurer’s Report – August 31, 2024**
- VI. Committee Reports**
 - a. Alternative Energy Ad Hoc Committee**
 - b. Loan Review Committee**
 - i. Resolution No. 09.05.2024.01 for 242 Washington Street LLC**
- VII. Unfinished Business**
- VIII. New Business**
 - 1. Business Complex Infrastructure Bid**
- IX. Counsel**
- X. Adjournment**

**Jefferson County Industrial Development Agency
Board Meeting Minutes
August 1, 2024**

DRAFT

The Jefferson County Industrial Development Agency held its board meeting on Thursday, August 1, 2024 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: None

Absent: None

Also Present: Rob Aiken, Christine Powers
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 8:43 a.m.
- II. Privilege of the Floor:** No one spoke.
- III. Minutes:** Minutes of the meeting held June 27, 2024 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Ms. L'Huillier. Minutes of the special meeting held July 8, 2024 were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Mr. Condino. All in favor. Carried.
- IV. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending July 31, 2024. He reported that the PILOTs/Lease leaseback fee revenue is still below what was budgeted.

Mr. Warneck said that he noticed that Hale's Bus Garage LLC and Three Mile Bay Ventures, LLC (TMBV) fees are overdue. Mr. Eaton said that the Hale's project is closing this week. Mr. Warneck acknowledged the arrangement for letting the TMBV fee be paid by the end of this calendar year; however, he pointed out they have already enjoyed the benefit of the sales tax exemption and wanted to know what happens if they don't pay that fee. He said that he is concerned with letting those types of fees go past closing. He said that he understands the reason, but in the future, we need to collect those fees at the time of closing. Ms. Powers suggested creating a payment schedule since they may not have the extra cash at the onset of starting the business. Mr. Warneck agreed that an arrangement could be made but said that it should occur before closing. Mr. Eaton said that the owner indicated that they have a few weddings scheduled this fall and some next year.

Mr. Warneck reviewed the delinquent accounts. After discussion, a motion was made by Mr. Johnson to accept the financial statement as presented, seconded by Mr. Walldroff. All in favor. Carried.

V. Committee Reports:

- a. Alternative Energy** – Mr. Warneck said the committee has not met. Mr. Johnson mentioned a developer in Lyme that is proposing a 150MW solar project that has the Town of Lyme in an uproar.

Mr. Walldroff said that the upcoming resolutions provided some very valuable statistical information on build-out costs. Mr. Warneck said that it would be nice if we could find out what the transfer costs are to see what these projects are really worth.

VI. Unfinished Business: None.

VII. New Business:

1. **NYS Comptroller's Follow-up Audit** – Chairman Aliasso said that there was a pre-meeting the other day. Mr. Weir said that there are several auditors on-site as a follow-up to the 2020 audit that was conducted. He said that they are reviewing the corrective action plan to make sure that we are adhering to that plan. He expects them to be on-site for approximately 10 days. At the conclusion, they will issue a letter for their findings, but there will not be any further response required by the board or staff.

VIII. Counsel:

1. **Authorizing Resolution No. 08.01.2024.01 for OYA Robinson Road LLC** – Attorney Miller provided background. He said that OYA is selling a large part of its NY portfolio. He said this is a standard request and indicated that an application supplement was also provided which includes the MIPA purchase price.

Paul Smith joined the meeting at 9:01 a.m.

Attorney Miller said we were given details about the buyer, Aggreko. He said that OYA is getting out of these projects as the early development arm and Aggreko is coming in as owner of the project for its useful life.

Chairman Aliasso asked to have a comparison of what was approved initially and what it actually cost. Attorney Miller said a side-by-side comparison can be done. He noted that the \$2,000 fee per the policy was collected.

Mr. Warneck said that Attorney Miller mentioned MIPA, but he did not see the numbers in the packet. Attorney Miller said that he would send the updated information.

Chairman Aliasso read the purpose of the resolution. A motion was made by Mr. Converse to approve the resolution, seconded by Ms. L'Huillier. Roll call vote. Mr. Aliasso – Yea, Mr. Johnson – Yea, Mr. Warneck – Yea, Mr. Walldroff – Yea, Mr. Condino – Yea, Ms. L'Huillier – Yea, and Mr. Converse – Yea. Carried.

2. **Authorizing Resolution No. 08.01.2024.02 for OYA Wayside Drive LLC** – Chairman Aliasso read the purpose of the resolution. A motion was made by Mr. Converse to approve the resolution, seconded by Mr. Condino. Roll call vote. Mr. Aliasso – Yea, Mr. Johnson – Yea, Mr. Warneck – Yea, Mr. Walldroff – Yea, Mr. Condino – Yea, Ms. L'Huillier – Yea, and Mr. Converse – Yea. Carried.

3. **Authorizing Resolution No. 08.01.2024.03 for Clayton Harbor Hotel, LLC (Cell Tower Lease Approval)** – Attorney Miller provided background information. He said the IDA entered into a lease lease-back agreement with the hotel. He said the hotel was approached by Verizon because of the ‘dead area’ up there in Clayton for cellular communications. He said that the hotel entered into negotiations to put an antenna on the roof of the hotel and the IDA has to give consent. He said that we worked with them along the way to coincide with their planning approvals because we didn’t want to get ahead of the SEQR process, which just occurred last week or so. Attorney Miller said the original project approval did not include cellular communications towers so as part of the consent to the sublease and installation and improvement, we made it clear that the assessor will establish a separate sub-tax parcel for the improvements which will generate full tax outside of the PILOT and will be paid by the owner of the building.

Chairman Aliasso read the purpose of the resolution. A motion was made by Mr. Converse to approve the resolution, seconded by Mr. Condino. Mr. Walldroff asked if it went through the planning board with no problems. Ms. Powers said yes. Roll call vote. Mr. Aliasso – Yea, Mr. Johnson – Yea, Mr. Warneck – Yea, Mr. Walldroff – Yea, Mr. Condino – Yea, Ms. L’Huillier – Yea, and Mr. Converse – Yea. Carried.

- IX. **Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Condino, seconded by Mr. Walldroff. All in favor. The meeting was adjourned at 9:14 a.m.

Respectfully submitted,
Peggy Sampson

JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY
 Prepared by Lyle Eaton, UNRECONCILED
Income Statement for the Eight Month Period Ending August 31, 2024

	Current Year Budget	Year-to-Dat e Total	Current Month	Previous Month	Balance Remaining
Revenues					
Application & Process Fees	\$ 12,000.00	54,352.00	\$ 0.00	20,500.00	(42,352.00)
Bond Admin Fee	3,000.00	3,000.00	0.00	0.00	0.00
PILOT/Sale Leaseback Fees	1,079,306.00	0.00	0.00	0.00	1,079,306.00
Fee Income - RLF Program	43,422.00	28,948.00	3,618.50	3,618.50	14,474.00
Fee Income - Micro Program	24,087.00	16,058.00	2,007.25	2,007.25	8,029.00
Grant Income - Federal ARPA	0.00	292,000.00	0.00	0.00	(292,000.00)
Interest Income	500.00	153.13	0.00	22.29	346.87
Interest Income - RLF Program	40,000.00	36,581.43	2,582.30	3,462.00	3,418.57
Late Payment Penalty RLF	0.00	32.50	0.00	0.00	(32.50)
Interest Income - Micro Prog.	5,000.00	4,481.95	532.35	455.31	518.05
Late Payment Penalty - Micro	700.00	178.03	0.00	0.00	521.97
Miscellaneous Income	5,000.00	1,186.20	0.00	0.00	3,813.80
YMCA Income	0.00	15,976.30	0.00	0.00	(15,976.30)
Total Revenues	1,213,015.00	452,947.54	8,740.40	30,065.35	760,067.46
Operations					
Advertising Expense	0.00	495.91	0.00	495.91	(495.91)
Office Expense	2,000.00	1,296.96	0.00	334.78	703.04
Admin Services Exp	713,694.00	475,800.00	59,475.00	59,475.00	237,894.00
Depreciation Expense - Siding	16,296.00	10,863.68	1,357.96	1,357.96	5,432.32
D&O Insurance	16,500.00	10,674.00	1,334.25	1,334.25	5,826.00
Commercial Insurance	8,500.00	6,494.80	811.85	811.85	2,005.20
FTZ Expense	1,250.00	0.00	0.00	0.00	1,250.00
Legal- Retainer	18,000.00	12,000.00	1,500.00	1,500.00	6,000.00
Legal - Unrestricted	5,000.00	7,843.13	5,443.13	0.00	(2,843.13)
Legal YMCA	1,000.00	0.00	0.00	0.00	1,000.00
Accounting & Auditing	23,000.00	18,300.00	0.00	0.00	4,700.00
Coffeen Park Taxes	2,500.00	2,361.69	0.00	0.00	138.31
Airport Park Taxes	1,100.00	1,100.61	0.00	0.00	(0.61)
Deferit Expense	0.00	7,773.50	2,923.00	0.00	(7,773.50)
Fees Expense	500.00	115.20	0.00	0.00	384.80
Grant Expense - Federal ARPA	0.00	292,000.00	0.00	0.00	(292,000.00)
Bad Debt--RLF	190,000.00	0.00	0.00	0.00	190,000.00
Bad Debt--Micro	35,000.00	0.00	0.00	0.00	35,000.00
RLF Program Expense	43,422.00	28,948.00	3,618.50	3,618.50	14,474.00
Microenterprise Program Exp	24,087.00	16,058.00	2,007.25	2,007.25	8,029.00
RLF Audit Expense	800.00	0.00	0.00	0.00	800.00
Building Depreciation- 146 Ars	109,166.00	71,149.04	8,893.63	8,893.63	38,016.96
146 Arsenal Gas	0.00	796.93	0.00	0.00	(796.93)
Miscellaneous - Unrestricted	1,200.00	0.00	0.00	0.00	1,200.00
Total Operations	1,213,015.00	964,071.45	87,364.57	79,829.13	248,943.55
Total Revenue	1,213,015.00	452,947.54	8,740.40	30,065.35	760,067.46
Total Expenses	1,213,015.00	964,071.45	87,364.57	79,829.13	248,943.55
Net Income Over Expenditures	\$ 0.00	(511,123.91)	\$ (78,624.17)	(49,763.78)	511,123.91

JCIDA BALANCE SHEET

<u>Current Assets</u>	<u>8/31/2024</u>	<u>7/30/2024</u>
General Checking	\$ 1,098,483.15	\$ 1,202,840.85
Savings Account	258,887.02	258,864.73
PILOT Checking	140,000.00	23,295.11
Microenterprise Account	114,878.80	111,386.54
City Loan Account	37,886.89	287,884.46
Revolving Loan Fund Account	2,045,700.86	2,039,872.39
PILOT Monies Receivable	29,408.97	42,403.20
Miscellaneous Receivable	71,540.80	95,790.80
RLF Loans Receivable	2,272,648.43	2,273,594.55
Microenterprise Loans Rec.	105,410.00	108,369.91
Watertown Economic Growth	250,000.00	0.00
Allowance for Bad Debt-RLF	(190,000.00)	(190,000.00)
Allow. for Bad Debts-MICRO	(35,000.00)	(35,000.00)
Prepaid Expense	2,596.34	4,742.44
Total Current Assets	<u>6,202,441.26</u>	<u>\$ 6,335,430.57</u>
<u>Property and Equipment</u>		
Accum Depr - Building	(1,265,125.16)	(1,256,231.53)
Accum Depr. Equipment	(52,269.66)	(52,269.66)
Accumulated Depreciation Sidin	(54,318.40)	(52,960.44)
Total Property and Equipment	(1,371,713.22)	(1,361,461.63)
<u>Other Assets</u>		
IT Server	6,050.00	6,050.00
Equipment	13,366.00	13,366.00
Corp. Park Improvements	209,995.14	209,995.14
Airport Property	884,326.02	884,326.02
Intangible Asset	53,195.00	53,195.00
WIP Airport	415,241.87	413,244.37
WIP Intersection	244,973.52	244,973.52
Woolworth Building	505,000.00	505,000.00
Rail Siding CCIP	244,434.00	244,434.00
Land 146 Arsenal	126,577.50	126,577.50
146 Ars Building Improvements	3,264,556.08	3,264,556.08
Total Other Assets	5,967,715.13	<u>5,965,717.63</u>
Total Assets	<u><u>\$ 10,798,443.17</u></u>	<u><u>\$ 10,939,686.57</u></u>

JCIDA BALANCE SHEET

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable - Unrestrict	\$ 60,464.37	\$ 117,037.53
PILOT Monies Payable	169,408.97	42,403.20
RLF Loan Payable	700,000.00	700,000.00
Due HUD - RLF Interest	688.84	513.79
Due HUD - MICRO Interest	3.57	2.62
Due HUD - CITY Loan Interest	9.59	7.16
ARPA Airport Sewer	916,000.00	916,000.00
Car Freshner Signage	11,000.00	11,000.00
Total Current Liabilities	\$ 1,857,575.34	\$ 1,786,964.30

Long-Term Liabilities

Due NYS/IAP L.T.	180,159.78	180,159.78
Total Long-Term Liabilities	180,159.78	180,159.78

Total Liabilities	2,037,735.12	1,967,124.08
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Capital

General Fund Bal - Unrestrict.	3,704,602.38	3,704,602.38
Fund Bal - RLF Restricted	4,109,139.27	4,109,139.27
Fund Bal - Micro Restricted	190,659.76	190,659.76
Fund Bal - City Restricted	287,870.22	287,870.22
Cap. Impr. Convergys	979,560.33	979,560.33
Net Income	(511,123.91)	(433,951.12)
Total Capital	8,760,708.05	8,837,880.84

Total Liabilities & Capital	10,798,443.17	10,805,004.92
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Jefferson County IDA
Balance Sheet
August 31, 2024

ASSETS

Current Assets		
General Checking	\$	1,098,483.15
Savings Account		258,887.02
PILOT Checking Account		140,000.00
Microenterprise Account		114,878.80
City Loan Account		37,886.89
Revolving Loan Fund Account		2,045,700.86
PILOT Monies Receivable		29,408.97
Miscellaneous Receivable		71,540.80
RLF Loans Receivable		2,272,648.43
Microenterprise Loans Rec.		105,410.00
Watn. Economic Growth Fund Rec		250,000.00
Allowance for Bad Debt-RLF		(190,000.00)
Allow. for Bad Debts-MICRO		(35,000.00)
Prepaid Expense		2,596.34
		6,202,441.26
Total Current Assets		
Property and Equipment		
Accum Depr - Building	(1,265,125.16)	
Accum Depr. Equipment	(52,269.66)	
Accumulated Depreciation Sidin	(54,318.40)	
		(1,371,713.22)
Total Property and Equipment		
Other Assets		
IT Server	6,050.00	
Equipment	13,366.00	
Corp. Park Improvements	209,995.14	
Airport Property	884,326.02	
Intangible Asset	53,195.00	
WIP Airport	415,241.87	
WIP Intersection	244,973.52	
Woolworth Building	505,000.00	
Rail Siding CCIP	244,434.00	
Land 146 Arsenal	126,577.50	
146 Ars Building Improvements	3,264,556.08	
		5,967,715.13
Total Other Assets		
Total Assets	\$	10,798,443.17

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestrict	\$	60,464.37
PILOT Monies Payable		169,408.97
RLF Loan Payable		700,000.00
Due HUD - RLF Interest		688.84
Due HUD - MICRO Interest		3.57
Due HUD - CITY Loan Interest		9.59
ARPA Airport Sewer		916,000.00
Car Freshner Signage		11,000.00
		1,857,575.34
Total Current Liabilities		
Long-Term Liabilities		

Jefferson County IDA
Balance Sheet
August 31, 2024

Due NYS/IAP L.T.	180,159.78	
Total Long-Term Liabilities		180,159.78
Total Liabilities		2,037,735.12
Capital		
General Fund Bal - Unrestrict.	3,704,602.38	
Fund Bal - RLF Restricted	4,109,139.27	
Fund Bal - Micro Restricted	190,659.76	
Fund Bal - City Restricted	287,870.22	
Cap. Impr. Convergys	979,560.33	
Net Income	(511,123.91)	
Total Capital		8,760,708.05
Total Liabilities & Capital		\$ 10,798,443.17

Jefferson County IDA
General Checking Cash Receipts Journal
For the Period From Aug 1, 2024 to Aug 31, 2024

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction	Line Description	Debit Amnt	Credit Amnt
8/1/24	125001 100001	8898	Invoice: 3944 HALE'S BUS GARAGE, LLC	3,750.00	3,750.00
8/8/24	200001 100001	1271	Invoice: MICRO ADMIN24-5 JEFFERSON COUNTY INDUSTRIAL	2,007.25	2,007.25
8/29/24	207005 205602 100001	19927	DUS JCIDA MICRO DUE SHLDC PAINFULL ACRES	989.37	565.35 424.02
				6,746.62	6,746.62

Jefferson County Industrial Development Agency

MICRO Loan Fund Receivables

August 31, 2024

Recipient	Date Issued	Loan Amount	Current Balance	Payment Amount	Current Status	Purpose of Loan
Colleens Cherry Tree inn	5/1/2019	\$40,000.00	20,013.96	\$250.60	Current	Expand Restaurant - Ice Ceram Shop
Clayton Island Tours	3/31/2023	\$40,000.00	30,474.89	\$773.31	Current	Working Capital
Painfull Acres	3/1/2018	\$40,000.00	8,289.07	\$565.35	3 Months	Amish Furniture Store
Pink Kettle	2/23/2022	\$24,800.00	13,583.69	\$468.01	Current	Retail Beverages
Taste of Design	4/1/2007	\$40,000.00	9,010.67	\$277.54	Current	Coffee Shop
Therartpy	7/1/2021	\$10,102.00	4,172.70	\$190.64	Current	Art Therapy
Willowbrook	7/28/2021	\$40,000.00	19,865.02	\$754.85	Current	Purchase Golf Club
Total MICRO Receivables		234,902.00	105,410.00	3,280.30	-	

Jefferson County Industrial Development Agency
 Revolving Loan Fund Receivables
 August 31, 2024

	Recipient	Date Issued	Loan Amount	Current Balance	Payment Amount	Current Status
1	Convall	07/13/22	850,000.00	850,000.00	2,625.00	Current
2	JCIDA	08/01/21	2,000,000.00	700,000.00	0.00	Current
3	LCO Destiny	02/06/23	250,000.00	207,045.62	2,438.52	2 Months
4	Marzano Excavating	01/01/24	120,000.00	117,067.91	1,012.60	Current
5	Three Mile Bay Ventures	01/01/24	250,000.00	250,000.00	1,250.00	Current
6	Sackets Harbor Brew Pub	April-24	150,000.00	148,444.90	1,265.79	Current
	Total RLF Receivables		3,620,000.00	2,272,558.43	8,591.91	-

Jefferson County IDA
Watn. Economic Growth Fund
As of Aug 31, 2024

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

Customer	Amount Due
HALE'S BUS GARAGE, LLC	<u>250,000.00</u>
	<u><u>250,000.00</u></u>

**Jefferson County IDA
Miscellaneous Receivables
As of Aug 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
CONVALT	3669				27,486.30	27,486.30
CONVALT ENERGY, LLC	3911				11,230.50	11,230.50
					38,716.80	38,716.80
THREE MILE BAY THREE MILE BAY VENTURES, LLC	7-10-2020				41,400.00	41,400.00
					41,400.00	41,400.00
Report Total					80,116.80	80,116.80

Jefferson County IDA
Cash Disbursements Journal
For the Period From Aug 1, 2024 to Aug 31, 2024

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
8/1/24	8116	200001 100001	Invoice: 72080 FEDERAL EXPRESS CORP.	94.78	94.78
8/1/24	8117	200001 100001	Invoice: ADMIN6 JEFF COUNTY LDC	59,475.00	59,475.00
8/1/24	8118	200001 100001	Invoice: LEGAL JOHNSON NEWSPAPER CORPORATION	495.91	495.91
8/12/24	8119	200001 100001	Invoice: NYAB JEFFERSON COUNTY INDUSTRIAL	4,515.65	4,515.65
8/12/24	8120	200001 100001	Invoice: 24-709 BERNIER, CARR & ASSOCIATES, P.C.	1,997.50	1,997.50
8/27/24	8121	200001 100001	Invoice: ADMIN7 JEFF COUNTY LDC	59,475.00	59,475.00
8/27/24	8122	200001 200001 200001 200001 100001	Invoice: 8986003 Invoice: 8986002 Invoice: 8986004 Invoice: 8986001 HARRIS BEACH	1,500.00 5,443.13 875.00 2,048.00	9,866.13
	Total			135,919.97	135,919.97

**Jefferson County IDA
Unrestricted Aged Payables
As of Aug 31, 2024**

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

Vendor	Invoice/CM #	Date	Net To Pay
JEFFERSON COUNTY INDUSTRIAL	MICRO ADMIN	6/1/24	2,007.25
	RLF ADMIN24-	6/1/24	3,618.50
	MICRO ADMIN	7/1/24	2,007.25
	RLF ADMIN24-	7/1/24	3,618.50
	MICRO ADMIN	8/1/24	2,007.25
	RLF ADMIN24-	8/1/24	3,618.50
	CK19927	8/26/24	565.35
JEFFERSON COUNTY INDUSTRIAL			17,442.60
JEFF COUNTY LDC	ADMIN8	8/1/24	59,475.00
JEFF COUNTY LDC			59,475.00
SACKETS HARBOR LDC	CK 19927	8/26/24	424.02
SACKETS HARBOR LDC			424.02
			77,341.62

**Jefferson County Industrial Development Agency
Loan Review Committee Meeting Minutes
August 28, 2024**

Present: David Converse (Chair), John Condino
Zoom: Rob Aliasso

Excused: Kent Burto, Christine Powers

Also Present: Marshall Weir, Peggy Sampson, Robin Stephenson, Jay Matteson, Paul Warneck

- I. Call to Order:** Chair Converse called the meeting to order at 8:02 a.m.
- II. Pledge of Allegiance**
- III. Loan Application**
 - 1. 242 Washington Street LLC** – A request for a \$250,000 RLF loan to be used as bridge financing to facilitate the completion of significant renovations and improvements to the former Masonic Temple Lodge located at 242 Washington Street, Watertown, NY. The Development Authority of the North Country (DANC), the Watertown Local Development Corporation (WLDC), the JCIDA, and the North Country Alliance (NCA) are being asked to fund \$975,000 in interim financing (\$250,000 from DANC, WLDC and JCIDA and \$225,000 from NCA). DANC will be the lead agency for this participation loan. Owner, Augusta Withington, has used \$984,199 of her own funds to pay for improvements and is in the process of submitting reimbursement paperwork to receive the \$500,000 Restore NY grant. The state will only allow these funds to be disbursed so long as the public financing has been committed to complete the remainder of the project. The JCIDA will be repaid with the proceeds from the DRI grant (\$2.2M) - periodic draws have been approved for this grant. The application fee is waived since DANC already collected the fee.

Staff reviewed the request and recommended approval of a loan with the same terms as the lead agency: \$250,000 for 36 months at a rate of ½ Wall Street Journal Prime plus 1 set at closing (currently 5.25% as of 8/2/04). Payments will be monthly interest-only payments. There are currently 15 FTE tenant jobs. Collateral will be secured with a first co-proportional position mortgage with DANC, WLDC and NCA on real estate located at 242 Washington Street, Watertown, NY, a personal guaranty of Augusta Withington, and a guaranty of Fourth Coast Inc. The loan will be contingent upon the DRI grant of \$2,200,000 with ESD approval to extend the grant into 2025, and participation by DANC, WLDC, and NCA.

A motion was made by Mr. Condino to send the recommendation to the full board for consideration, seconded by Mr. Aliasso.

**Jefferson County Industrial Development Agency
Loan Review Committee Meeting Minutes
August 28, 2024**

IV. Other/Unfinished Business – None.

- V. Adjournment:** With no further business before the committee, Mr. Condino made a motion to adjourn the meeting, seconded by Mr. Aliasso. The meeting was adjourned at 8:11 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY
Resolution Number 09.05.2024.01

**RESOLUTION FOR AUTHORIZING A
REVOLVING LOAN TO
242 Washington Street LLC**

WHEREAS, 242 Washington Street LLC has requested a Revolving Loan in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) to be used as bridge financing to facilitate the completion of significant renovations and improvements to the former Masonic Temple Lodge located at 242 Washington Street, Watertown, NY, and

WHEREAS, The Development Authority of the North Country (DANC), the Watertown Local Development Corporation (WLDC), the JCIDA, and the North Country Alliance (NCA) are being asked to fund \$975,000 in interim financing (\$250,000 from DANC, WLDC and JCIDA and \$225,000 from NCA). DANC will be the lead agency for this participation loan. Owner, Augusta Withington, has used \$984,199 of her own funds to pay for improvements and is in the process of submitting reimbursement paperwork to receive the \$500,000 Restore NY grant. The state will only allow these funds to be disbursed so long as the public financing has been committed to complete the remainder of the project. The JCIDA will be repaid with the proceeds from the DRI grant (\$2.2M) - periodic draws have been approved for this grant. The application fee is waived since DANC already collected the fee, and

WHEREAS, Staff reviewed the request and recommended approval of a loan with the same terms as the lead agency: \$250,000 for 36 months at a rate of ½ Wall Street Journal Prime plus 1 set at closing (currently 5.25% as of 8/2/04). Payments will be monthly interest-only payments. There are currently 15 FTE tenant jobs. Collateral will be secured with a first co-proportional position mortgage with DANC, WLDC, and NCA on real estate located at 242 Washington Street, Watertown, NY, a personal guaranty of Augusta Withington, and a guaranty of Fourth Coast Inc. The loan will be contingent upon the DRI grant of \$2,200,000 with ESD approval to extend the grant into 2025, and participation by DANC, WLDC, and NCA, and

WHEREAS, on August 28, 2024, the Loan Review Committee of the Jefferson County Industrial Development Agency reviewed the request and recommended approval of the loan and terms to the full Board of Directors, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Industrial Development Agency that it herein approves the request for a Two Hundred Fifty Thousand Dollar (\$250,000) loan to 242 Washington Street LLC with all terms and conditions as set forth in this Resolution, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.

W. Edward Walldroff, Secretary

