

Notice of Board Meeting

Date: August 21, 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

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The Jefferson County Local Development Corporation will hold its Board Meeting on **Thursday, September 5, 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.

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 at your earliest convenience.

pss

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

BOARD MEETING AGENDA
Thursday, September 5, 2024 – 8:00 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**
- VII. Council Reports**
 - a. Jefferson County Agricultural Development**
 - b. Manufacturing**
 - c. Marketing**
- VIII. Unfinished Business**
 - 1. ARPA Fund Reports (Round One and Two)**
- IX. Counsel**
- X. New Business**
 - 1. Board Resignation**
- XI. Adjournment**

**Jefferson County Local Development Corporation
Board Meeting Minutes
August 1, 2024**

DRAFT

The Jefferson County Local Development Corporation held its board meeting on Thursday, August 1, 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, Kent Burto, Christine Powers
Zoom: Robert E. Aliasso, Jr. (8:40 a.m.)

Excused: Gregory Gardner

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:** Vice Chairman Johnson 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 27, 2024 were presented. A motion to approve the minutes as presented was made by Mr. Condino, seconded by Mr. Burto. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending July 31, 2024. He noted that the only real change this past month relates to the ARPA grant disbursements. A motion was made by Ms. Powers to accept the financial report as presented, seconded by Ms. L’Huillier. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**

- a. Ag –** Mr. Matteson updated the board on the following items:

Mr. Matteson said that the agricultural industry has been battling the weather recently.

Upcoming meetings:

Mr. Matteson said that Commissioner Richard Ball will be in town tomorrow to tour the CWT Farms facility, and that Congresswoman Claudia Tenney will be in town next week to hold a manufacturers' roundtable discussion.

Food Resiliency Grants:

Mr. Matteson indicated that there are two outstanding grant projects from Round 1 and noted that one will be wrapping up their project shortly. He said that we will be talking about the possibility of Round 3 or doing something else with the extra money left over.

Ag Council:

Mr. Matteson said the next meeting will be held in two weeks.

Ms. Powers asked Mr. Matteson what he has heard about small family farms. Mr. Matteson said he hears that they are a challenge. He did say that there is an uptick in small operations that are diversified and indicated that he is excited for what he is seeing.

Mr. Warneck asked if USDA inspection is required for poultry. Mr. Matteson said there is if the operation is above a certain size. He said the USDA stamp helps consumers feel better about what they are buying.

Farm Bureau

Mr. Matteson said that he helped Farm Bureau create a proactive messaging effort for agriculture. He said the group's first effort will be a meeting with Katie Malinowski to talk about the Lake Ontario National Marine Sanctuary and the positive things agriculture has contributed to that sanctuary over the years.

- b. **Manufacturing** – Mr. Weir reported that they are working on the agenda for the fall Jeff-Lewis Manufacturing Alliance that will be held in October.

Mr. Walldroff mentioned workforce development and transit manufacturing. He said to look at potential build-outs and expansions coupled with the labor force. He said there is a big component of it that is going to capture immigrant labor pools especially when you look at what NYS is proposing for relocating the people. He is wondering who is going to help these people integrate into a potential migrant workforce (i.e. a clearing house that can match them up). Mr. Weir said it's unclear to him who will be pushing that, but he guesses that there will be some guidance and believes that the Workplace will have a role. Mr. Aiken said that the state is working on how to get the migrant workers through the system. He said that the NYS DOL Deputy Commissioner visited our area and talked specifically about it and said that Mr. Matteson was a part of that meeting. Mr. Matteson said that he will follow up on the asylum seeker program that they are putting in place and the temporary worker status of these people. He said they brought the Deputy Commissioner back up to Jefferson County for relationship building and brought her to tour the CWT Farms facility and Old McDonald's Farm.

Ms. Stephenson said that she is working on scheduling with schools for Manufacturing Day that will be held in October.

- c. **Marketing** – Mr. Weir said that we continue to advertise with our marketing campaigns and reported that he spoke at Noon Rotary yesterday.

VIII. Unfinished Business:

1. **ARPA Fund Reports (Round One and Two)** – Updated spreadsheets showing the grant fund activities were provided in the board packet. Ms. Stephenson said that we are getting a really good handle on the grants. She pointed out that we do have some excess funds from Round 1 that we are going to pull into Round 2 and start another push or another round to get more of the grant funds out. She said that we over-allocated for the Small Business and Food Processing, but we knew we were over-allocating because we knew we had excess money in Round 1, so its washing itself out. She said that we still have a list of inquiries that we will reach out to.

Mr. Weir said that the issue is in some cases that people have the grant award, but then don't do anything with it, but he would like to get some paperwork from them if they are going to pass on the grant so that we can assign it to someone else. Ms. Powers asked if there is an expiration period. Mr. Weir said yes, and indicated that it is at the end of this year. Mr. Matteson asked Mr. Johnson if all of the money has to be used/gone/spent completely by that deadline or does it mean that we have to have it allocated for a project. Mr. Johnson said that he believes its allocation.

Ms. Powers asked what the agency's intake is for the administrative burden. Mr. Weir said the only administrative fee that we have taken was for the single audit. Mr. Matteson said that we have prided ourselves on the money that comes in is going out the door to the taxpayers. Ms. Powers thinks it should be something that is considered in the future. Ms. Stephenson agreed because it is a lot of administrative work to make sure everything runs smoothly. Mr. Matteson said that Ms. Stephenson has been a godsend on this to get a good handle on exactly where things are and gets help from Peggy and Lyle.

IX. Counsel: None.

X. New Business:

1. ARPA Small Business Productivity Improvement Grant Reimbursements – The committee made the following recommendations:

Focal Point Custom Framing	\$10,000 (Round 1)
Detail This LLC	\$6,113.60 (Round 2)

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

2. ARPA Tourism Grant Recommendation – The committee recommended a \$20,000 Tourism ARPA Grant to Holly Bayou LLC to replace windows, doors, and boiler at the rental property. Ms. Powers indicated that she googled the business, and it came up that they are based out of Texas. Mr. Weir said that the owner told him multiple times that they are indeed out of Clayton. Mr. Weir said that he visited the site in Clayton and learned that they are originally from Massachusetts so the whole Texas thing is confusing to him.

Mr. Aliasso joined the meeting via zoom at 8:40 a.m.

Mr. Weir said that it is a rental property above a business. Mr. Warneck asked if they use it as an Airbnb. Mr. Weir believes that he tries to rent it for months at a time and they do advertise on Airbnb. Mr. Warneck asked if it fits under the tourism grant because it's a rental. Mr. Weir said that the whole Texas thing has concerned him for a while and wondered if it shouldn't be tabled. A motion was made by Mr. Warneck to table the recommendation for reconsideration, seconded by Mr. Condino. All in favor. Carried.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Aiken, seconded by Mr. Walldroff. All in favor. The meeting was adjourned at 8:43 a.m.

Respectfully submitted,
Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Income Statement for the Eight Month Period Ending August 31, 2024

Prepared by Lyle Eaton

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 713,694.00	475,800.00	\$ 59,475.00	59,475.00	237,894.00
JC Grant Marketing	275,400.00	186,666.64	23,333.33	23,333.33	88,733.36
JC Grant Ag Program	150,000.00	125,000.00	25,000.00	25,000.00	25,000.00
RLF Interest Income	10,000.00	4,671.15	706.25	515.49	5,328.85
Grant Income Federal	1,380,000.00	882,420.51	154,992.67	111,955.88	497,579.49
Interest Income	2,000.00	2,526.76	0.00	354.13	(526.76)
Late Fee	0.00	139.68	0.00	0.00	(139.68)
Miscellaneous Income	1,000.00	20,674.61	0.00	0.00	(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	0.00	(1,000.00)
Total Revenues	2,532,094.00	1,709,699.35	263,507.25	220,633.83	822,394.65
Expenses					
Salaries	605,581.00	365,685.95	53,273.07	35,865.38	239,895.05
Benefits	252,275.00	151,009.83	15,671.40	14,783.68	101,265.17
Operations					
Marketing Program	332,478.00	214,955.07	22,672.14	24,319.05	117,522.93
AG Program	238,680.00	158,897.61	22,309.75	17,683.40	79,782.39
Office Expense	10,000.00	7,003.73	265.41	253.29	2,996.27
Payroll Processing	4,000.00	3,592.24	482.25	330.40	407.76
Office Rent	18,202.00	12,328.32	1,585.14	1,534.74	5,873.68
Project Loan Rent	55,942.00	37,294.96	4,661.87	4,661.87	18,647.04
Office Cleaning	12,000.00	8,014.94	1,016.12	1,016.02	3,985.06
Telephone	7,000.00	4,042.27	369.56	470.06	2,957.73
Equipment Rental	4,100.00	2,769.52	346.19	692.38	1,330.48
Equipment Maintenance	1,500.00	1,102.50	0.00	786.50	397.50
System Maintenance	7,200.00	4,760.80	595.35	595.35	2,439.20
System Security	0.00	431.16	431.16	0.00	(431.16)
Electric Service	5,000.00	2,940.01	0.00	574.84	2,059.99
Gas Service	3,500.00	1,158.48	0.00	26.26	2,341.52
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	10,850.80	1,378.57	376.93	(2,850.80)
Staff Training & Seminars	4,500.00	2,868.79	0.00	0.00	1,631.21
Depreciation, F&F	12,484.00	10,367.00	1,300.77	1,300.77	2,117.00
Dues & Publications	10,000.00	3,951.00	0.00	0.00	6,049.00
Commercial Insurance	3,500.00	1,922.28	104.52	104.52	1,577.72
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	901,281.52	173,853.68	103,955.88	478,718.48
Interim Interest New office	0.00	7,701.79	7,701.79	0.00	(7,701.79)
Covid Grant	10,000.00	0.00	0.00	0.00	10,000.00
Reallocated Program Expenses	(480,848.00)	(324,163.02)	(44,074.31)	(39,631.54)	(156,684.98)
Miscellaneous - Unrestricted	500.00	0.00	0.00	0.00	500.00
Total Operations	2,532,094.00	1,605,317.55	263,944.43	169,699.78	926,776.45
Total Revenue	2,532,094.00	1,709,699.35	263,507.25	220,633.83	822,394.65
Total Expenses	2,532,094.00	1,605,317.55	263,944.43	169,699.78	926,776.45
Net Income Over Expenditures	\$ 0.00	104,381.80	\$ (437.18)	50,934.05	(104,381.80)

For Internal Use Only

Jefferson County Local Development Corp
Balance Sheet

ASSETS

	8/31/2024	7/31/2024
Current Assets		
General Checking	\$ 105,688.39	\$ 154,704.31
Savings Account	2,000,444.51	2,000,263.64
RLF Savings	1,974,446.99	2,064,631.63
RLF Loans Receivable	126,140.29	130,125.36
COVID Accounts Receivable	60,673.35	64,573.10
Clayton Loans Receivable	3,464.02	4,442.02
Miscellaneous Recievable	59,475.00	119,950.00
Allowance for Credit Losses	(40,000.00)	(40,000.00)
LHI Records Storage	87,029.51	87,029.51
Prepaid Expense	3,489.33	5,636.33
 Total Current Assets	 \$ 4,380,851.39	 \$ 4,591,355.90
 Property and Equipment		
Accumulated Depreciation	(104,194.12)	(101,592.58)
 Other Assets		
Furniture & Fixtures	79,247.89	79,247.89
ROU Lease Asset	151,711.00	151,711.00
Total Other Assets	230,958.89	230,958.89
 Total Assets	 4,507,616.16	 4,720,722.21

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$ 225.91	\$ 1,316.10
ST Lease Liability	10,398.00	10,398.00
ARPA Food Grant	106,004.88	106,004.88
ARPA Child Care Grant	35,594.86	109,558.90
ARPA Small Business & Training	87,795.36	97,795.36
ARPA Rental Property Deferred	80,477.01	94,586.33
ARPA Tourism Grant-Round 2	169,459.98	266,590.10
ARPA Sm Bus & Training-Round 2	52,978.40	59,060.80
ARPA Food Production-Round 2	304,227.37	366,439.87
ARPA Childcare Grant-Round 2	8,270.01	8,270.01
ARPA Food Processing-Round 2	44,370.52	76,701.15

Jefferson County Local Development Corp
Balance Sheet

JC Grant-Marketing	300,333.36	347,000.02
JC Grant AG Program	<u>25,000.00</u>	
Total Current Liabilities	\$ 1,225,135.66	\$ 1,543,721.52
Long-Term Liabilities		
LT Lease Liability	<u>191,680.00</u>	191,680.00
Total Liabilities	<u>\$ 1,416,815.66</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>104,381.80</u>	81,405.61
Total Capital	3,090,800.50	3,067,824.31
Total Liabilities & Capital	<u><u>4,507,616.16</u></u>	<u><u>4,803,225.83</u></u>

Jefferson County Local Development Corp
Balance Sheet
August 31, 2024
ASSETS

Current Assets		
General Checking	\$	105,688.39
Savings Account		2,000,444.51
RLF Savings		1,974,446.99
RLF Loans Receivable		126,140.29
COVID Accounts Receivable		60,673.35
Clayton Loans Receivable		3,464.02
Miscellaneous Recievable		59,475.00
Allowance for Credit Losses		(40,000.00)
LHI Records Storage		87,029.51
Prepaid Expense		3,489.33
		4,380,851.39
Total Current Assets		
Property and Equipment		
Accumulated Depreciation		(104,194.12)
		(104,194.12)
Total Property and Equipment		
Other Assets		
Furniture & Fixtures		79,247.89
ROU Lease Asset		151,711.00
		230,958.89
Total Other Assets		
Total Assets		\$ 4,507,616.16

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$	225.91
ST Lease Liability		10,398.00
ARPA Food Grant		106,004.88
ARPA Child Care Grant		35,594.86
ARPA Small Business & Training		87,795.36
ARPA Rental Property Deferred		80,477.01
ARPA Tourism Grant-Round 2		169,459.98
ARPA Sm Bus & Training-Round 2		52,978.40
ARPA Food Production-Round 2		304,227.37
ARPA Childcare Grant-Round 2		8,270.01
ARPA Food Processing-Round 2		44,370.52
JC Grant-Marketing		300,333.36
JC Grant Agriculture Program		25,000.00
		1,225,135.66
Total Current Liabilities		
Long-Term Liabilities		
LT Lease Liability		191,680.00
		191,680.00
Total Long-Term Liabilities		
Total Liabilities		1,416,815.66
Capital		
General Fund Bal - Unrestrict.		2,986,418.70
Net Income		104,381.80
		3,090,800.50
Total Capital		
Total Liabilities & Capital		\$ 4,507,616.16

Unaudited - For Management Purposes Only

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

Prepared by Lyle Eaton, August 28, 2024

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 46,600.00	23,512.11	\$ 674.00	2,370.91	23,087.89
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	0.00	2,438.43
Web Site Dev & Promo Design	0.00	1,663.07	50.00	0.00	(1,663.07)
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	175,585.12	21,948.14	21,948.14	87,792.88
Total Operations	332,478.00	214,955.07	22,672.14	24,319.05	117,522.93

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Manuf. & Business Support Expense Statement for the Eight Month Period Ending August 31, 2024**

Prepared by Lyle Eaton, August 28, 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	<u>7,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,500.00</u>

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

Prepared by Lyle Eaton, August 28, 2024

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
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	459.82	183.58	0.00	3,540.18
Dairy Parade	0.00	1,450.00	0.00	0.00	(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	72,846.20	12,461.55	8,307.70	29,648.80
FICA Overhead	6,150.00	4,233.68	724.24	485.40	1,916.32
Medicare Overhead	1,435.00	990.17	169.38	113.53	444.83
Health/Dental Ins Overhead	35,358.00	25,338.71	2,923.51	3,178.51	10,019.29
Retirement Overhead	9,225.00	4,370.74	747.69	498.46	4,854.26
Indirect Labor Allocation	55,540.00	37,026.96	4,628.37	4,628.37	18,513.04
Non Labor Allocated Overhead	5,577.00	3,771.44	471.43	471.43	1,805.56
Total Operations	238,680.00	158,897.61	22,309.75	17,683.40	79,782.39

**Jefferson County Local Development Corp
Aged 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/C	Amount Due
<i>RLE</i> CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS	2086	18,272.01
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS		18,272.01
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	6,809.42
CLAYTON ISLAND CLAYTON ISLAND TOURS		6,809.42
CLAYTON YACHT CLAYTON YACHT CLUB, INC.	2344	24,058.20
CLAYTON YACHT CLAYTON YACHT CLUB, INC.		24,058.20
WIC WICLDC	1907	77,000.66
WIC WICLDC		77,000.66
Report Total		126,140.29

Jefferson County Local Development Corp
Aged 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
AUBREYS AUBREYS SHOPPING C	2241				3,671.48	3,671.48
AUBREYS AUBREYS SHOPPING C					3,671.48	3,671.48
CCTI COLLEENS CHERRY TR	2238				3,842.03	3,842.03
CCTI COLLEENS CHERRY TR					3,842.03	3,842.03
CORNELIA LAURIE A. CORNELIA	2240				3,832.04	3,832.04
CORNELIA LAURIE A. CORNELIA					3,832.04	3,832.04
GRAPES BUSTED GRAPES,LLC	2250				3,991.25	3,991.25
GRAPES BUSTED GRAPES,LLC					3,991.25	3,991.25
HEARING SOLUTIONS HEARING SOLUTIONS	2237				2,500.00	2,500.00
HEARING SOLUTIONS HEARING SOLUTIONS					2,500.00	2,500.00
HERMAN BONNIE HERMAN	2235				3,672.17	3,672.17

COVIP

**Jefferson County Local Development Corp
Aged 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
HERMAN BONNIE HERMAN					3,672.17	3,672.17
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				4,010.39	4,010.39
MORGIA MORGIA MASONRY					4,010.39	4,010.39
NORTH BRANCH NORTH BRANCH FARMS	2262				3,841.53	3,841.53
NORTH BRANCH NORTH BRANCH FARMS					3,841.53	3,841.53
NORTHERN NORTHERN COMMERCIAL	2263				3,798.21	3,798.21
NORTHERN NORTHERN COMMERCIAL					3,798.21	3,798.21
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 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
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				3,500.99	3,500.99
SKINNER SCOTT P. SKINNER					3,500.99	3,500.99
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				4,011.23	4,011.23
ZERO ZERO DOCK STREET, L					4,011.23	4,011.23
Report Total					60,673.35	60,673.35

**Jefferson County Local Development Corp
Aged 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
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN	2309				1,732.01	1,732.01
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN					1,732.01	1,732.01
DIPRINZIO MARKET DIPRINZIO'S MARKET	2310				1,732.01	1,732.01
DIPRINZIO MARKET DIPRINZIO'S MARKET					1,732.01	1,732.01
Report Total					3,464.02	3,464.02

**Jefferson County Local Development Corp
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 ID Vendor Contact Telephone 1	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
JCLDC JCLDC	COBB COVID	89.84				89.84
		<hr/>				<hr/>
JCLDC JCLDC		89.84				89.84
		<hr/>				<hr/>
PROSHRED PROSHRED SECURITY	1519030 1408338	24.21 22.01				24.21 22.01
		<hr/>				<hr/>
PROSHRED PROSHRED SECURITY		46.22				46.22
		<hr/>				<hr/>
SHLDC SACKETS HARBOR LDC	COBB COVID	89.85				89.85
		<hr/>				<hr/>
SHLDC SACKETS HARBOR LD		89.85				89.85
		<hr/>				<hr/>
Report Total		225.91				225.91
		<hr/> <hr/>				<hr/> <hr/>

**Jefferson County Local Development Corp
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	7323	200001 100001	Invoice: 658873 CINTAS	75.46	75.46
8/1/24	7325	200001 200001 200001 100001	Invoice: 659301 Invoice: 798293 Invoice: 792581 EXCELLUS BC/BS	307.82 9,979.28 409.04	10,696.14
8/1/24	7326	200001 100001	Invoice: 213537 THE HARTFORD	296.14	296.14
8/1/24	7327	200001 100001	Invoice: 6312 INTREPID BROADCASTING OF WATERTOWN	500.00	500.00
8/1/24	7328	200001 100001	Invoice: RENEWAL 12 MOS JOHNSON NEWSPAPER CORP	394.16	394.16
8/1/24	7330	200001 100001	Invoice: 72024 JAY MATTESON	376.93	376.93
8/1/24	7331	200001 100001	Invoice: 27839 NNY ONLINE	595.35	595.35
8/1/24	7332	200001 200001 100001	Invoice: 19689 Invoice: 19688 NORTHERN COMPUTERS	137.50 649.00	786.50
8/1/24	7333	200001 100001	Invoice: 1488037 PROSHRED SECURITY	24.21	24.21
8/1/24	7334	200001 100001	Invoice: 8/1/24 RBC WEALTH MANAGEMENT	2,280.29	2,280.29
8/1/24	7335	200001 100001	Invoice: 39963 SPECTRUM REACH	935.00	935.00
8/1/24	7336	200001 100001	Invoice: 8/1/24 UNITED WAY OF NNY	79.00	79.00
8/1/24	7337	200001 100001	Invoice: 601211 WELLS FARGO FINANCIAL SERVICES	346.19	346.19
8/1/24	7338	200001 100001	Invoice: LOAN-8 WATERTOWN LOCAL DEVELOPMENT CORPORATION	4,661.87	4,661.87
8/1/24	7339	200001 100001	Invoice: 3564065-1 WNYF	120.00	120.00
8/1/24	7340	200001 200001 100001	Invoice: 3593186-1 Invoice: 2564052-1 WWNY	50.00 580.00	630.00

**Jefferson County Local Development Corp
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
8/3/24	7342	200001 100001	Invoice: 65534 DAVIS VISION	88.13	88.13
8/3/24	7343	200001 100001	Invoice: 62024-6 KEY BANK	2,563.64	2,563.64
8/5/24	7344	200001 100001	Invoice: GROEN ARPA BENJAMIN GROEN	1,321.91	1,321.91
8/5/24	7345	200001 100001	Invoice: CHILD CARE ARPA COMMUNITY ACTION PLANNING COUNCIL	73,964.04	73,964.04
8/5/24	7346	200001 100001	Invoice: ARPA GRANT HOLIDAY INN EXPRESS	25,000.00	25,000.00
8/12/24	7347	200001 100001	Invoice: 73124 BLUE MOUNTAIN SPRING WATER, INC.	19.95	19.95
8/12/24	7348	200001 100001	Invoice: 148357 CINTAS	75.56	75.56
8/12/24	7349	200001 100001	Invoice: 1677014 DOYLE SECURITY SYSTEMS, INC	431.16	431.16
8/12/24	7350	200001 200001 100001	Invoice: 01046 Invoice: 724 NATIONAL GRID	574.84 26.26	601.10
8/12/24	7351	200001 100001	Invoice: 7671 RIVERSIDE MEDIA LLC	50.00	50.00
8/12/24	7352	200001 100001	Invoice: 749500 VERIZON WIRELESS	98.22	98.22
8/12/24	7353	200001 100001	Invoice: 7234 WICLDC	1,534.74	1,534.74
8/23/24	7356	717001 100001	ARPA PRODUCTIVITY GRANT DETAIL THIS	6,082.40	6,082.40
8/23/24	7357	717001 100001	ARPA TOURISM GRANT OLD MCDONALD'S FARM	13,957.50	13,957.50
8/23/24	7358	717001 100001	ARPA TOURISM GRANT ANGEL ROCK COTTAGES	25,000.00	25,000.00

**Jefferson County Local Development Corp
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
8/23/24	7359	717001	ARPA RENTAL	4,109.32	
		100001	PROPERTY GRANT STEPHEN MCGOWAN		4,109.32
8/23/24	7377	717001	ARPA FOOD	5,557.50	
		100001	PRODUCTION DAWN NIER		5,557.50
8/27/24	7360	200001	Invoice: 613834	50.71	
		100001	ADVANCED BUSINESS SYSTEMS		50.71
8/27/24	7361	200001	Invoice: 530387	75.56	
		100001	CINTAS		75.56
8/27/24	7362	200001	Invoice: 160633	5.00	
		100001	DAVIS VISION		5.00
8/27/24	7363	200001	Invoice: 345180	168.48	
		100001	FP MAILING SOLUTIONS		168.48
8/27/24	7364	200001	Invoice: 73124	1,378.57	
		100001	KEY BANK		1,378.57
8/27/24	7365	200001	Invoice: MILEAGE	183.58	
		100001	JAY MATTESON		183.58
8/27/24	7366	200001	Invoice: 1096	865.00	
		100001	NORTHERN COMMERCIAL CLEANING		865.00
8/27/24	7368	200001	Invoice: 82724	96.41	
		100001	SAM'S CLUB/SYNCHRONY BANK		96.41
8/27/24	7369	200001	Invoice: 30082	367.75	
		200001	Invoice: 30083	935.00	
		100001	SPECTRUM REACH		1,302.75
8/27/24	7371	200001	Invoice: 982482	346.19	
		100001	WELLS FARGO FINANCIAL SERVICES		346.19
8/27/24	7372	200001	Invoice: 65582	369.56	
		100001	WESTELCOM		369.56
8/27/24	7373	200001	Invoice: +25089	50.40	
		100001	WICLDC		50.40
8/27/24	7374	200001	Invoice: 19482	674.00	
		100001	WPBS		674.00
8/28/24	7375	200001	Invoice: 08/15/24	79.00	
		200001	Invoice: 8/29/24	79.00	
		100001	UNITED WAY OF NNY		158.00
8/28/24	7376	200001	Invoice: 0_21_24	2,280.29	

Jefferson County Local Development Corp
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
		200001 100001	Invoice: 8/29/24 RBC WEALTH MANAGEMENT	2,280.29	4,560.58
8/30/24	7378	717001 100001	ARPA CHILD CARE GRANT JEFFERSON COMMUNITY COLLEGE	18,861.01	18,861.01
8/30/24	7379	717002 100001	ARPA GRANT ZOAR TAPATREE CO	7,701.79	7,701.79
	Total			<u>220,100.00</u>	<u>220,100.00</u>

Jefferson County Local Development Corp 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 Ref	Line Description	Debit Amnt	Credit Amnt
8/1/24	125001 100001	8117	Invoice: ADMIN6 JEFF COUNTY IDA	59,475.00	59,475.00
8/1/24	122250 407501 112501	1608	Invoice: 2238 INTEREST COLLEENS CHERRY TREE INN	179.69	169.66 10.03
8/1/24	122250 407501 112501	2371	Invoice: 2237 INTEREST HEARING SOLUTIONS	900.00	846.21 53.79
8/8/24	122250 407501 112501	1246	Invoice: 2263 IN TEREST NORTHERN COMMERCIAL CLEANING	180.00	172.07 7.93
8/8/24	122250 407501 112501	80211	Invoice: 2280 INTEREST ZERO DOCK STREET, LLC	179.69	169.24 10.45
8/8/24	122025 407501 112501	995071	Invoice: 2242 INTEREST CLAYTON ISLAND TOURS	198.97	169.89 29.08
8/8/24	122255 407501 112501	0288	Invoice: 2310 INTEREST DIPRINZIO'S MARKET	500.00	489.00 11.00
8/8/24	122255 407501 112501	0289	Invoice: 2309 INTEREST DIPRINZIO'S KITCHEN	500.00	489.00 11.00
8/8/24	122250 407501 112501	7788	Invoice: 2235 INTEREST BONNIE HERMAN	179.69	170.09 9.60
8/15/24	125001 100001	508	Invoice: 2404 THE CHEESE STORE OF NNY	1,000.00	1,000.00
8/15/24	122025 407501 112501	4432	Invoice: 1907 INTEREST WICLDC	1,109.20	910.64 198.56
8/15/24	122025 407501 112501	5409	Invoice: 2086 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	679.35 47.38
8/15/24	122250 407501 112501	0184	Invoice: 2264 INTEREST MORGIA MASONRY	179.69	169.66 10.03
8/15/24	122250 407501 112501	3593	Invoice: 2241 INTEREST AUBREYS SHOPPING CENTER	179.69	170.09 9.60
8/15/24	122250 407501 112501	5409	Invoice: 2262 INTEREST NORTH BRANCH FARMS	179.69	169.66 10.03
8/15/24	122250 407501	1970	Invoice: 2250 INTEREST		189.52 10.48

Jefferson County Local Development Corp
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 Ref	Line Description	Debit Amnt	Credit Amnt
	112501		BUSTED GRAPES,LLC	200.00	
8/21/24	122250 407501 112501	8910	Invoice: 2240 INTEREST LAURIE A. CORNELIA	179.69	169.66 10.03
8/21/24	122025 407501 112501	005562	Invoice: 2344 INTEREST CLAYTON YACHT CLUB, INC.	718.75	656.96 61.79
8/21/24	122025 407501 112501	4433	Invoice: 1907 INTEREST WICLDC	1,109.20	912.91 196.29
8/21/24	140001 100001	01503122500	REFUND OVERPAYMENT LIBERTY MUTUAL	2,076.16	2,076.16
8/29/24	202401 202501 100001	19928	DUE JCLDC COVID DUE SHLDC PAINFULL ACRES	179.69	89.84 89.85
8/29/24	125001 100001	8121	Invoice: ADMIN7 JEFF COUNTY IDA	59,475.00	59,475.00
8/29/24	122250 407501 112501	58496	Invoice: 2248 INTEREST SCOTT P. SKINNER	179.69	170.51 9.18
8/29/24	122250 112501	2385	Invoice: 2237 HEARING SOLUTIONS	1,163.29	1,163.29
				130,949.51	130,949.51

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
August-24	\$90,555.04	\$0.00	\$0.00	\$4,109.32	\$0.00	\$0.00	\$1,209,281.11
Total Expenditures	\$789,996.14	\$337,204.64	\$293,995.12	\$344,522.99	\$1,000,000.00	\$584,000.00	\$3,349,718.85
Balance of Grant	\$19,003.86	\$87,795.36	\$106,004.88	\$80,477.01	\$0.00	\$916,000.00	\$1,209,281.11
Not allocated	\$0.00	\$833.34	\$82.51	\$30,400.00	\$0.00	\$0.00	\$31,315.85
Excess Funds *	\$0.00	\$106,962.02	\$105,922.37	\$50,077.01	\$0.00	\$0.00	\$262,961.40
Full Uncommitted Balance	\$0.00	\$107,795.36	\$106,004.88	\$80,477.01	\$0.00	\$0.00	
<i>Report Prepared by Robin Stephenson - Director of Business Development</i>							

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	\$0.00	\$28,520.84	\$25,322.54	\$38,112.50			\$656,225.59
August-24	\$2,270.01	\$6,082.24	\$63,957.50	\$9,023.70	\$5,557.50			\$569,334.64
Total Expenditures	\$94,000.00	\$127,021.44	\$330,540.02	\$63,331.27	\$195,772.63	\$0.00	\$0.00	\$810,665.36
Balance of Grant	\$6,000.00	\$52,978.56	\$169,459.98	\$36,668.73	\$304,227.37	\$0.00	\$0.00	\$569,334.64
Not allocated	\$0.00	(\$27,477.60)	\$69,002.00	(\$60,843.00)	\$115,385.45			\$96,066.85
Excess Funds	\$0.00	\$80,456.16	\$100,457.98	\$97,511.73	\$188,841.92			\$467,267.79
Round 1 Uncommitted Carryover	\$0.00	\$107,795.36		\$106,004.88		\$80,477.01	\$0.00	
Balance	\$0.00	\$160,773.92	\$169,459.98	\$142,673.61	\$304,227.37	\$80,477.01	\$0.00	
<i>Report Prepared by Robin Stephenson - Director of Business Development</i>								

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	P				
Aliasso, Robert	P	P	P	P	E	E	P	P				
Burto, Kent	P	E	P	P	E	E	P	P				
Condino, John	P	P	P	P	P	P	P	P				
Converse, David	P	E	P	P	P	P	P	P				
Gardner, Gregory	P	P	P	P	P	P	E	E				
Johnson, William	P	P	P	P	P	P	P	P				
L'Huillier, Lisa	P	P	P	P	A	P	P	P				
Powers, Christine	P	P	P	P	E	E	E	P				
Waldroff, W. Edward	P	P	P	P	P	P	P	P				
Warneck, Paul	P	P	E	P	P	P	P	P				
Totals:	11	9	10	11	7	8	9	10				
P - Present												
E - Excused												
A - Absent												