

Jefferson County Civic Facility Development Corporation
800 Starbuck Avenue, Suite 800
Watertown, New York 13601
Telephone: (315) 782-5865 or (800) 553-4111 Facsimile (315) 782-7915

Notice of Board Meeting

Date: April 17, 2025

To: Hon. William W. 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 Civic Facility Development Corporation will hold its board meeting on **Thursday, May 1, 2025 at 8:45 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=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 V. Eaton
Jay Matteson
Robin Stephenson
Dr. Gregory A. Gardner
Rob Aiken
Dawn Robinson
Charles Capone
Justin S. Miller, Esq.
Stephen Maier, Esq.
Media

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BOARD MEETING AGENDA

Thursday, May 1, 2025 – 8:45 a.m.

- I. Call to Order**
- II. Minutes – April 3, 2025**
- III. Treasurer’s Report – April 30, 2025**
- IV. Committee Reports**
- V. Unfinished Business**
- VI. New Business**
- VII. Adjournment**

**Jefferson County Civic Facility Development Corporation
Board Meeting Minutes
April 3, 2025**

The Jefferson County Civic Facility Development Corporation held its board meeting on Thursday, April 3, 2025 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: None

Absent: None

Also Present: Marshall Weir, Jay Matteson, Lyle Eaton, Peggy Sampson, Robin Stephenson, Ryan Piche (Jefferson County Administrator), Rob Aiken
Zoom: Stephen Maier, Esq. (Harris Beach), Dawn Robinson

- I. Call to Order:** Chairman Aliasso called the meeting to order at 9:24 a.m.
- II. Minutes:** Minutes of the annual meeting held on January 9, 2025 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Mr. Walldroff. Minutes of the special meeting held on March 20, 2025 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Mr. Johnson. All in favor. Carried.
- III. Treasurer's Report:** Mr. Warneck reviewed the financials for the income statement and balance sheet for the periods ending January 31, 2025, February 28, 2025, and March 31, 2025. He reported that all of the annual bond fees were collected. A motion was made by Mr. Warneck to accept the financial reports as presented, seconded by Mr. Condino. All in favor. Carried.
- IV. Committee Reports:** None.
- V. Unfinished Business:** None.
- VI. New Business:** None.
- VII. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Walldroff, seconded by Mr. Condino. All in favor. The meeting was adjourned at 9:26 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON CO CIVIC FACILITY DEV CORP
Income Statement
For the Four Months Ending April 30, 2025

	Current Month		Year to Date	
Revenues				
Fee Income	\$ 0.00	0.00	\$ 0.00	0.00
Interest Income	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Finance Charge Income	0.00	0.00	0.00	0.00
Shipping Charges Reimbursed	0.00	0.00	0.00	0.00
Fee Discounts	0.00	0.00	0.00	0.00
Total Revenues	0.00	0.00	0.00	0.00
Cost of Sales				
Cost of Sales	0.00	0.00	0.00	0.00
Cost of Sales-Salaries and Wag	0.00	0.00	0.00	0.00
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	0.00	0.00	0.00	0.00
Expenses				
Advertising Expense	0.00	0.00	0.00	0.00
Bad Debt Expense	0.00	0.00	0.00	0.00
Bank Charges	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00
Dues and Subscriptions Exp	0.00	0.00	0.00	0.00
Insurance Expense	0.00	0.00	0.00	0.00
Interest Expense	0.00	0.00	0.00	0.00
Legal and Professional Expense	0.00	0.00	0.00	0.00
Licenses Expense	0.00	0.00	0.00	0.00
Maintenance Expense	0.00	0.00	0.00	0.00
Meals and Entertainment Exp	0.00	0.00	0.00	0.00
Office Expense	0.00	0.00	0.00	0.00
Postage Expense	0.00	0.00	0.00	0.00
Rent or Lease Expense	0.00	0.00	0.00	0.00
Repairs Expense	0.00	0.00	0.00	0.00
Supplies Expense	0.00	0.00	0.00	0.00
Telephone Expense	0.00	0.00	0.00	0.00
Travel Expense	0.00	0.00	0.00	0.00
Wages Expense	0.00	0.00	0.00	0.00
Utilities Expense	0.00	0.00	0.00	0.00
Other Expense	0.00	0.00	0.00	0.00
Transfer Cash	0.00	0.00	0.00	0.00
Purchase Disc-Expense Items	0.00	0.00	0.00	0.00
Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00
Total Expenses	0.00	0.00	0.00	0.00
Net Income	\$ 0.00	0.00	\$ 0.00	0.00

JEFFERSON CO CIVIC FACILITY DEV CORP

Balance Sheet

April 30, 2025

ASSETS

Current Assets		
Regular Checking Account	\$	<u>30,976.22</u>
Total Current Assets		30,976.22
Property and Equipment		<u> </u>
Total Property and Equipment		0.00
Other Assets		<u> </u>
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>30,976.22</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		<u> </u>
Total Current Liabilities		0.00
Long-Term Liabilities		<u> </u>
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		0.00
Capital		
Retained Earnings	\$	30,976.22
Net Income		<u>0.00</u>
Total Capital		<u>30,976.22</u>
Total Liabilities & Capital	\$	<u><u>30,976.22</u></u>

JEFFERSON CO CIVIC FACILITY DEV CORP

Aged Receivables

As of Apr 30, 2025

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
Report Total						

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JEFFERSON CO CIVIC FACILITY DEV CORP
Cash Receipts Journal
For the Period From Apr 1, 2025 to Apr 30, 2025

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
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This report contains no data.

JEFFERSON CO CIVIC FACILITY DEV CORP
Aged Payables
As of Apr 30, 2025

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

Vendor ID	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
Vendor						
Contact						
Telephone 1						
Report Total						

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JEFFERSON CO CIVIC FACILITY DEV CORP
Cash Disbursements Journal
For the Period From Apr 1, 2025 to Apr 30, 2025

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
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This report contains no data.

Jefferson County Civic Facility Develop. Corp.
 800 Starbuck Avenue, Suite 800
 Watertown, NY 13601
 (315-782-5865)

2025 Board Attendance

Name	Jan	Feb	6-Mar	20-Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Aliasso, Robert	P	No Mtg.	No Mtg.	P	P								
Condino, John	P	No Mtg.	No Mtg.	P	P								
Converse, David	P	No Mtg.	No Mtg.	P	P								
Johnson, William	P	No Mtg.	No Mtg.	P	P								
L'Huillier, Lisa	P	No Mtg.	No Mtg.	P	P								
Walldroff, W. Edward	P	No Mtg.	No Mtg.	A	P								
Warneck, Paul	P	No Mtg.	No Mtg.	P	P								
Totals:	7	-	-	6	7								
P - Present													
E - Excused													
A - Absent													