

Notice of Board Meeting

Date: July 24, 2025

To: W. Edward Walldroff
David Converse
Dr. Gregory A. Gardner
Paul Warneck
Hon. William W. Johnson
Lisa L'Huillier
Robert Aiken
John Condino
Dr. Dawn M. Robinson
Charles Capone

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, August 7, 2025 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=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
Justin S. Miller, Esq.
Stephen Maier, Esq.
Media

BOARD MEETING AGENDA
Thursday, August 7, 2025 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – July 10, 2025**
- V. Treasurer’s Report – July 31, 2025**
- 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. ARPA Food Resiliency Grant Program Recommendation**
- XI. Adjournment**

**Jefferson County Local Development Corporation
Board Meeting Minutes
July 10, 2025**

DRAFT

The Jefferson County Local Development Corporation held its board meeting on Thursday, July 10, 2025, in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., W. Edward Walldroff, Paul Warneck, William Johnson, Dr. Gregory A. Gardner, Lisa L'Huillier, Charles Capone, John Condino, David Converse, Rob Aiken

Excused: Dr. Dawn M. Robinson

Absent: None

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

Staff Present: Marshall Weir, 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 on June 5, 2025 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Mr. Johnson. All in favor. Carried.
- V. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending June 30, 2025. He said you can see where we stand when checking the year-to-date versus the budget amounts six months into the year. He said we are going to be short on the office rent line. Mr. Eaton said the construction of the office project loan was the offset which we were paying for WICLDC and now we have to pay it to WICLDC in rent. A motion was made by Dr. Gardner to accept the financial report as presented, seconded by Mr. Aiken. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag – No report.**

Mr. Aiken asked if Mr. Matteson would have discussed the dairy plant. Mr. Weir said that he would have discussed the impacts on agriculture in NNY.

Mr. Walldroff said that one thing that offsets that potential project from others is that they aren't seemingly relying heavily on incentives from Empire State Development. Chairman Aliasso said that we don't have a project application in front of us that shows funding sources.

- b. **Manufacturing** – Ms. Stephenson mentioned the upcoming alliance meeting that will be held on July 24th. She said Assemblyman Scott Gray, Assemblyman Ken Blankenbush, NYS Senator Mark Walczyk and NYSEDC Executive Director Ryan Silva will be attending. She said they are pushing out registration right now and indicated that she will send out the link to board members that would like to attend.
- c. **Marketing** – Mr. Weir reported on the following items:
 - **Micron outreach** – Mr. Weir said the fishing trip for the trades union will be held on July 20th in Henderson, NY followed by a shore dinner which is sponsored by RBC Wealth Management. He said it has been well received and noted that there will be 12 charter boats. Mr. Walldroff asked who will pay for the event. Mr. Weir said that we will use our marketing dollars as well as a sponsor. Chairman Aliasso said that he and Mr. Weir will welcome the group in the morning.

Mr. Weir said that he will be meeting with the consultant at JCC next week.
 - **Nuclear event** – Mr. Weir said that he attended the event that was hosted by Assemblyman Scott Gray which was held in Alexandria Bay, NY.
 - **Marketing** – Mr. Weir said we continue to market with our typical campaigns.

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 there has not been a lot of activity because it is summer and businesses are busy. She said that she will be reaching out to grant recipients.

IX. Counsel: None.

X. New Business: None.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Aiken, seconded by Dr. Gardner. All in favor. The meeting was adjourned at 8:08 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Income Statement for the Seven Month Period Ending July 31, 2025**

Prepared by Lyle Eaton

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 453,399.00	264,481.00	\$ 37,783.00	37,783.00	188,918.00
JC Grant Marketing	280,000.00	163,333.31	23,333.33	23,333.33	116,666.69
JC Grant Ag Program	150,000.00	75,000.00	0.00	12,500.00	75,000.00
RLF Interest Income	4,000.00	2,460.66	263.95	303.49	1,539.34
Grant Income Federal	750,000.00	59,523.55	4,343.93	0.00	690,476.45
Interest Income	3,000.00	1,846.15	0.00	306.27	1,153.85
Miscellaneous Income	1,000.00	49,500.00	0.00	1,500.00	(48,500.00)
Dairy Parade	0.00	6,650.00	500.00	3,550.00	(6,650.00)
Total Revenues	1,641,399.00	622,794.67	66,224.21	79,276.09	1,018,604.33
Expenses					
Salaries	484,785.00	271,893.61	55,113.57	36,742.38	212,891.39
Benefits	165,540.00	113,977.60	18,670.12	15,613.16	51,562.40
Operations					
Marketing Program	218,294.00	105,643.27	13,660.71	19,112.18	112,650.73
AG Program	206,830.00	119,947.17	18,981.95	20,580.70	86,882.83
Office Expense	10,000.00	2,137.71	52.26	327.15	7,862.29
Payroll Processing	5,000.00	2,827.00	512.25	341.50	2,173.00
Office Rent	18,500.00	20,504.99	4,764.33	4,764.33	(2,004.99)
Project Loan Rent	18,648.00	18,647.48	0.00	0.00	0.52
Office Cleaning	12,000.00	7,429.60	1,162.29	997.43	4,570.40
Telephone	7,000.00	3,263.89	371.77	465.51	3,736.11
Equipment Rental	3,500.00	2,275.77	325.11	325.11	1,224.23
Equipment Maintenance	1,000.00	1,083.70	92.56	92.56	(83.70)
System Maintenance	7,200.00	6,881.75	655.25	655.25	318.25
Electric Service	5,000.00	2,963.63	0.00	539.92	2,036.37
Gas Service	3,000.00	1,401.22	0.00	38.97	1,598.78
Business Support	5,000.00	6,200.00	0.00	0.00	(1,200.00)
Workforce Development	2,500.00	2,500.00	0.00	0.00	0.00
Travel/Promotion/Meals	10,000.00	5,087.99	33.01	196.70	4,912.01
Staff Training & Seminars	6,000.00	0.00	0.00	0.00	6,000.00
Depreciation F&F	10,005.00	274.12	39.16	39.16	9,730.88
Dues & Publications	0.00	3,663.00	0.00	643.00	(3,663.00)
Commercial Insurance	3,550.00	5,348.97	3,669.81	279.86	(1,798.97)
Legal Unrestricted	1,000.00	0.00	0.00	0.00	1,000.00
Accounting & Auditing	20,000.00	15,805.00	0.00	0.00	4,195.00
Consultants	0.00	948.00	0.00	0.00	(948.00)
STRATEGIC CONSULTING	0.00	39,481.30	9,160.00	15,321.30	(39,481.30)
Grants Expense Federal	750,000.00	107,304.88	4,343.93	0.00	642,695.12
Grant Expense YMCA	0.00	1,129.24	0.00	0.00	(1,129.24)
Reallocated Program Expenses	(335,953.00)	(194,261.70)	(31,210.64)	(26,368.09)	(141,691.30)
Miscellaneous - Unrestricted	3,000.00	0.00	0.00	0.00	3,000.00
Total Operations	1,641,399.00	674,359.19	100,397.44	90,708.08	967,039.81
Total Revenue	1,641,399.00	622,794.67	66,224.21	79,276.09	1,018,604.33
Total Expenses	1,641,399.00	674,359.19	100,397.44	90,708.08	967,039.81
Net Income Over Expenditures	\$ 0.00	(51,564.52)	\$ (34,173.23)	(11,431.99)	51,564.52

For Internal Use Only

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Marketing Program Expense Statement for the Seven Month Period Ending July 31, 2025**

Prepared by Lyle Eaton, July 28, 2025

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 46,600.00	7,777.52	\$ 1,144.52	1,241.00	38,822.48
Canadian Marketing	10,000.00	0.00	0.00	0.00	10,000.00
Printed Material	1,000.00	0.00	0.00	0.00	1,000.00
Seminars Workshops Publicatio	2,500.00	0.00	0.00	0.00	2,500.00
Travel/Meals/Promotion	3,000.00	0.00	0.00	0.00	3,000.00
Workforce Development	0.00	2,322.43	0.00	0.00	(2,322.43)
Web Site Dev & Promo Design	0.00	429.99	0.00	354.99	(429.99)
Events Sponsorship	0.00	7,500.00	0.00	5,000.00	(7,500.00)
Drum Country Business	5,000.00	0.00	0.00	0.00	5,000.00
Allocated Overhead	150,194.00	87,613.33	12,516.19	12,516.19	62,580.67
Total Operations	218,294.00	105,643.27	13,660.71	19,112.18	112,650.73

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**AG Program Expense Statement for the Seven Month Period Ending July 31, 2025**

Prepared by Lyle Eaton, July 28, 2025

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
AG Annual Meeting	\$ 5,000.00	1,999.50	\$ 0.00	0.00	3,000.50
AG Office Expense	1,000.00	0.00	0.00	0.00	1,000.00
AG Advertising	2,000.00	0.00	0.00	0.00	2,000.00
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	500.00	0.00	0.00	0.00	500.00
AG Subscriptions	200.00	0.00	0.00	0.00	200.00
AG Travel/Meals/Lodging	4,000.00	828.80	0.00	828.80	3,171.20
Dairy Parade	0.00	9,670.50	287.50	5,900.00	(9,670.50)
AG Web Site Development	5,000.00	0.00	0.00	0.00	5,000.00
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
Local Food Guide	800.00	800.00	0.00	0.00	0.00
Salary Overhead	113,400.00	68,455.36	12,835.38	8,556.92	44,944.64
FICA Overhead	6,804.00	3,985.98	747.37	498.25	2,818.02
Medicare Overhead	1,588.00	932.21	174.79	116.53	655.79
Health/Dental Ins Overhead	3,931.00	0.00	0.00	0.00	3,931.00
Retirement Overhead	10,206.00	4,107.36	770.13	513.42	6,098.64
Indirect Labor Allocation	45,905.00	26,778.08	3,825.44	3,825.44	19,126.92
Non Labor Allocated Overhead	4,096.00	2,389.38	341.34	341.34	1,706.62
Total Operations	206,830.00	119,947.17	18,981.95	20,580.70	86,882.83

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Manuf. & Business Support Expense Statement for the Seven Month Period Ending July 31, 2025**

Prepared by Lyle Eaton, July 28, 2025

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Business Support	\$ 5,000.00	6,200.00	\$ 0.00	0.00	(1,200.00)
Workforce Development	<u>2,500.00</u>	<u>2,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Operations	<u>7,500.00</u>	<u>8,700.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,200.00)</u>

Jefferson County Local Development Corp
Balance Sheet

ASSETS JCLDC	6/30/25 ^{**}	7/31/2025
Current Assets		
General Checking	\$ 75,794.06	\$ 109,285.35
Savings Account	1,631,959.16	1,482,095.17
RLF Savings	2,043,956.67	2,046,880.58
RLF Loans Receivable	101,449.06	98,959.36
COVID Accounts Receivable	6,881.90	5,381.90
Clayton Loans Receivable	3,464.02	3,464.02
Miscellaneous Recievable	293,590.00	331,373.00
Allowance for Credit Losses	(7,500.00)	(7,500.00)
LHI Records Storage	87,029.51	87,029.51
Prepaid Expense	1,563.39	1,295.49
 Total Current Assets	 \$ 4,238,187.77	 \$ 4,158,264.38
 Property and Equipment		
Accumulated Depreciation	(109,593.16)	(109,632.32)
 Other Assets		
Furniture & Fixtures	79,247.89	79,247.89
ROU Lease Asset	247,523.00	247,523.00
Total Other Assets	326,770.89	326,770.89
 Total Assets	 4,455,365.50	 4,375,402.95

LIABILITIES AND CAPITAL

	6/30/25 ^{**}	7/31/2025
Current Liabilities		
Accounts Payable - Unrestr	\$ 5,901.00	\$ 2,996.02
Grants Payable YMCA	51,233.00	51,233.00
ST Lease Liability	49,948.00	49,948.00
ARPA Child Care Grant	8,056.46	8,056.46
ARPA Tourism Grant-Round 2	76,452.32	76,452.32
ARPA Sm Bus & Training-Round 2	101,277.19	96,933.26
ARPA Food Production-Round 2	269,808.66	269,808.66
ARPA Child Care Round 2	30,000.00	30,000.00
ARPA Food Production-Round 2	129,611.65	129,611.65
JC Grant-Marketing	140,000.06	116,666.73
JC Grant AG Program		

Jefferson County Local Development Corp
Balance Sheet

Total Current Liabilities	862,288.34	831,706.10
Long-Term Liabilities		
LT Lease Liability	<u>170,130.00</u>	170,130.00
Total Liabilities	<u>\$ 1,032,418.34</u>	<u>\$ 1,001,836.10</u>
Total Liabilities		
Capital		
General Fund Bal - Unrestrict.	3,425,131.37	3,425,131.37
Net Income	<u>(2,809.21)</u>	(51,564.52)
Total Capital	3,422,322.16	3,373,566.85
Total Liabilities & Capital	<u><u>4,454,740.50</u></u>	<u><u>4,375,402.95</u></u>

Jefferson County Local Development Corp
Balance Sheet
July 31, 2025

ASSETS

Current Assets		
General Checking	\$	109,285.35
Savings Account		1,482,095.17
RLF Savings		2,046,880.58
RLF Loans Receivable		98,959.36
COVID Accounts Receivable		5,381.90
Clayton Loans Receivable		3,464.02
Miscellaneous Recievable		331,373.00
Allowance for Credit Losses		(7,500.00)
LHI Records Storage		87,029.51
Prepaid Expense		1,295.49
		4,158,264.38
Total Current Assets		
Property and Equipment		
Accumulated Depreciation		(109,632.32)
		(109,632.32)
Total Property and Equipment		
Other Assets		
Furniture & Fixtures		79,247.89
ROU Lease Asset		247,523.00
		326,770.89
Total Other Assets		
		\$ 4,375,402.95

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$	2,996.02
Grants Payable YMCA		51,233.00
ST Lease Liability		49,948.00
ARPA Child Care Grant		8,056.46
ARPA Tourism Grant-Round 2		76,452.32
ARPA Sm Bus & Training-Round 2		96,933.26
ARPA Food Production-Round 2		269,808.66
ARPA Childcare Grant-Round 2		30,000.00
ARPA Food Processing-Round 2		129,611.65
JC Grant-Marketing		116,666.73
		831,706.10
Total Current Liabilities		
Long-Term Liabilities		
LT Lease Liability		170,130.00
		170,130.00
Total Long-Term Liabilities		
		1,001,836.10
Total Liabilities		
Capital		
General Fund Bal - Unrestrict.		3,425,131.37
Net Income		(51,564.52)
		3,373,566.85
Total Capital		
		\$ 4,375,402.95

**Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Jul 1, 2025 to Jul 31, 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
7/3/25	430101 100001	68839	DAIRY PARADE CORNELL COOPERATIVE	500.00	500.00
7/3/25	122250 100001	335245	Invoice: 2413 ROYAL BANK OF CANADA	1,500.00	1,500.00
7/3/25	122025 407501 112501	75143	Invoice: 2242 interest CLAYTON ISLAND TOURS	198.97	177.84 21.13
7/10/25	122025 407501 112501	4632	Invoice: 1907 INTEREST WICLDC	1,109.20	938.33 170.87
7/17/25	122025 407501 112501	5500	Invoice: 2086 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	698.27 28.46
7/17/25	122025 407501 112501	005768	Invoice: 2344 INTEREST CLAYTON YACHT CLUB, INC.	718.75	675.26 43.49
				<u>4,753.65</u>	<u>4,753.65</u>

**Jefferson County Local Development Corp
Aged Receivables
As of Jul 31, 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
JCIDA JEFF COUNTY IDA	ADMIN12				59,475.00 37,783.00 37,783.00 37,783.00 37,783.00 37,783.00	59,475.00 37,783.00 37,783.00 37,783.00 37,783.00 37,783.00
		37,783.00	37,783.00			37,783.00
JCIDA JEFF COUNTY IDA		37,783.00	37,783.00		248,390.00	323,956.00
WISE CHOICE WISE CHOICE CUTS, LL	2407				7,708.60	7,708.60
WISE CHOICE WISE CHOICE CUTS, LL					7,708.60	7,708.60
Report Total		37,783.00	37,783.00		256,098.60	331,664.60

**Jefferson County Local Development Corp
Cash Disbursements Journal
For the Period From Jul 1, 2025 to Jul 31, 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
7/1/25	7745	200001 100001	Invoice: 246651 JOHN ALLEN SANITARY SERVICES	300.00	300.00
7/1/25	7746	200001 100001	Invoice: 92016 DAVIS VISION	55.23	55.23
7/1/25	7747	200001 200001 200001 100001	Invoice: 712025 Invoice: 7125 Invoice: 7-2025 EXCELLUS BC/BS	507.28 429.19 10,879.62	11,816.09
7/1/25	7748	200001 100001	Invoice: 86166 THE HARTFORD	246.91	246.91
7/1/25	7749	200001 100001	Invoice: 6-2025 KEY BANK	33.01	33.01
7/1/25	7750	200001 100001	Invoice: 7/3/25 UNITED WAY OF NNY	64.00	64.00
7/1/25	7751	200001 100001	Invoice: 25 DAIRY JAMES P VOYTKO	650.00	650.00
7/3/25	7752	200001 100001	Invoice: 625 BLUE MOUNTAIN SPRING WATER, INC.	8.00	8.00
7/3/25	7753	200001 100001	Invoice: 2520 STRATEGIC DEVELOPMENT SPECIALISTS	15,321.30	15,321.30
7/3/25	7754	200001 100001	Invoice: 734619 VERIZON BUSINESS	98.25	98.25
7/3/25	7755	200001 100001	Invoice: 61925 WRVO	500.00	500.00
7/7/25	7756	200001 200001 100001	Invoice: 78099 Invoice: 71025 STMT CINTAS	82.43 82.43	164.86
7/7/25	7757	200001 100001	Invoice: 25 DAIRY COMMUNITY BROADCASTERS	500.00	500.00
7/7/25	7758	200001 200001 100001	Invoice: 71825 COMM Invoice: 7182025 LIBERTY MUTUAL INSURANCE	2,533.00 2,608.47	5,141.47
7/7/25	7759	200001 200001 100001	Invoice: 62525E Invoice: 625G NATIONAL GRID	539.92 38.97	578.89
7/7/25	7760	200001 100001	Invoice: 517808 VITAL RECORDS CONTROL	188.42	188.42

Jefferson County Local Development Corp
Cash Disbursements Journal
For the Period From Jul 1, 2025 to Jul 31, 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
7/7/25	7761	200001 100001	Invoice: 7464 WICLDC	4,764.33	4,764.33
7/7/25	7762	200001 100001	Invoice: 6984 WINNING PROMOTIONS	2,755.00	2,755.00
7/10/25	7763	715001 100001	MKICRON TREVOR BALDWIN	750.00	750.00
7/10/25	7764	715001 100001	MICRON GENE BOLTON	750.00	750.00
7/10/25	7765	715001 100001	MICRON MATT DICKINSON	750.00	750.00
7/10/25	7766	715001 100001	MICRON SCOTT DURANT	750.00	750.00
7/10/25	7767	715001 100001	MICRON JAY JULIAN	750.00	750.00
7/10/25	7768	715001 100001	MICRON FRED KUCIK	750.00	750.00
7/10/25	7769	715001 100001	MICRON SCOTT LENNOX	750.00	750.00
7/10/25	7770	715001 100001	MICRON MIKE MCCARTHY	750.00	750.00
7/10/25	7771	715001 100001	MICRON BILL ROOT	750.00	750.00
7/10/25	7772	715001 100001	MICRON WILLIAM SAIFF iii	1,500.00	1,500.00
7/10/25	7773	715001 100001	MICRON DAVID ZANGARI	750.00	750.00
7/21/25	7774	200001 100001	Invoice: 1444 NORTHERN COMMERCIAL CLEANING	915.00	915.00
7/21/25	7775	200001 100001	Invoice: 72725 SAM'S CLUB/SYNCHRONY BANK	52.26	52.26
7/21/25	7776	200001 100001	Invoice: July 17, 2025 UNITED WAY OF NNY	64.00	64.00
7/21/25	7777	200001 100001	Invoice: 77683 WELLS FARGO FINANCIAL SERVICES	325.11	325.11
7/21/25	7778	200001 100001	Invoice: 240033 WESTELCOM	371.77	371.77

**Jefferson County Local Development Corp
Cash Disbursements Journal
For the Period From Jul 1, 2025 to Jul 31, 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
7/23/25	7779	200001 100001	Invoice: 544167 CINTAS	82.43	82.43
7/23/25	7780	200001 100001	Invoice: MICRON MARSHALL WEIR	160.00	160.00
7/25/25	7781	717001 100001	SMALL BUSINESS PRODUCTIVITY ARPA GRANT THE SCRUB HUB	4,343.93	4,343.93
	Total			58,500.26	58,500.26

**Jefferson County Local Development Corp
Aged Payables
As of Jul 31, 2025**

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 315-782-1000	RENEWAL	403.52				403.52
JOHNSON NEWSPAPE JOHNSON NEWSPAPE		403.52				403.52
NBC WATERTOWN NBC WATERTOWN	234281		1,000.00			1,000.00
NBC WATERTOWN NBC WATERTOWN			1,000.00			1,000.00
UNITED UNITED WAY OF NNY	7/31/25	64.00				64.00
UNITED UNITED WAY OF NNY		64.00				64.00
WPBS WPBS	19883	741.00				741.00
WPBS WPBS		741.00				741.00
WWNY WWNY 315-788-3800	4005399-1		500.00			500.00
WWNY WWNY			500.00			500.00
WWTI WWTI	DAIRY25	287.50				287.50

**Jefferson County Local Development Corp
Aged Payables
As of Jul 31, 2025**

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
WWTI WWTI		287.50				287.50
Report Total		1,496.02	1,500.00			2,996.02

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	\$15,797.73	\$2,799.00	\$5,890.68	\$0.00	\$0.00	\$1,714,640.68
March-24	\$0.00	\$1,930.53	\$0.00	\$5,000.00	\$0.00	\$0.00	\$1,707,710.15
April-24	\$70,259.02	\$1,505.66	\$0.00	\$0.00	\$0.00	\$292,000.00	\$1,343,945.47
May-24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,343,945.47
June-24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,343,945.47
July-24	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$1,323,945.47
August-24	\$90,555.04	\$0.00	\$0.00	\$4,109.32	\$0.00	\$0.00	\$1,229,281.11
September-24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,229,281.11
October-24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,229,281.11
November-24	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,219,281.11
December-24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,219,281.11
January-25	\$9,232.45	\$8,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$1,192,048.66
February-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,192,048.66
March-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,192,048.66
April-25	\$1,714.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,190,333.71
May-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,190,333.71
June-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,190,333.71
July-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,190,333.71
Total Expenditures	\$800,943.54	\$335,204.64	\$293,995.12	\$354,522.99	\$1,000,000.00	\$584,000.00	\$3,368,666.29
Balance of Grant	\$8,056.46	\$89,795.36	\$106,004.88	\$70,477.01	\$0.00	\$916,000.00	\$1,190,333.71
Not allocated	\$0.00	\$833.34	\$82.51	\$30,400.00	\$0.00	\$0.00	\$31,315.85
Excess Funds *	\$0.00	\$88,962.02	\$135,963.98	\$40,077.01	\$0.00	\$0.00	\$265,003.01
Full Uncommitted Balance	\$0.00	\$89,795.36	\$136,046.49	\$70,477.01	\$0.00	\$0.00	\$296,318.86
<i>Report Prepared by Robin Stephenson - Director of Business Development</i>							
* excess funds are those contracts that are completed and any left over funds not used							

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
Round 1 Uncommitted Carryover *	\$29,207.18	\$131,065.19	\$0.00	\$136,046.49	\$0.00			\$296,318.86
October-23	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00			\$1,666,318.86
November-23	\$73,000.00	\$18,931.20	\$0.00	\$0.00	\$0.00			\$1,574,387.66
December-23	\$18,729.99	\$18,868.00	\$0.00	\$0.00	\$0.00			\$1,536,789.67
January-24	\$0.00	\$58,140.00	\$19,410.70	\$0.00	\$0.00			\$1,459,238.97
February-24	\$0.00	\$20,000.00	\$12,258.30	\$0.00	\$0.00			\$1,426,980.67
March-24	\$0.00	\$5,000.00	\$94,380.89	\$0.00	\$0.00			\$1,327,599.78
April-24	\$0.00	\$10,000.00	\$39,061.83	\$15,686.18	\$60,427.45			\$1,202,424.32
May-24	\$0.00	\$0.00	\$30,191.03	\$14,873.18	\$37,446.50			\$1,119,913.61
June-24	\$0.00	\$0.00	\$42,758.93	\$8,425.67	\$44,228.68			\$1,024,500.33
July-24	\$0.00	\$0.00	\$28,520.84	\$25,322.54	\$38,112.50			\$932,544.45
August-24	\$2,270.01	\$6,082.40	\$63,957.50	\$9,023.70	\$5,557.50			\$845,653.34
September-24	\$5,207.18	\$0.00	\$24,007.66	\$0.00	\$0.00			\$816,438.50
October-24	\$0.00	\$0.00	\$20,000.00	\$14,990.00	\$19,341.25			\$762,107.25
November-24	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00			\$752,107.25
December-24	\$0.00	\$29,314.73	\$25,000.00	\$8,142.57	\$5,034.91			\$684,615.04
January-25	\$0.00	\$3,451.67	\$24,000.00	\$0.00	\$0.00			\$657,163.37
February-25	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,042.55			\$637,120.82
March-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$637,120.82
April-25	\$0.00	\$20,000.00	\$0.00	\$9,971.00	\$0.00			\$607,149.82
May-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$607,149.82
June-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$607,149.82
July-25	\$0.00	\$4,343.93	\$0.00	\$0.00	\$0.00			\$602,805.89
Total Expenditures	\$99,207.18	\$214,131.93	\$423,547.68	\$106,434.84	\$230,191.34	\$0.00	\$0.00	\$1,073,512.97
Balance of Grant Not Disbursed	\$30,000.00	\$96,933.26	\$76,452.32	\$129,611.65	\$269,808.66	\$0.00	\$0.00	\$602,805.89
Not allocated (will go down as we award new grants)	\$0.00	\$19,666.59	\$44,252.00	\$75,203.49	\$115,385.45			\$254,507.53
Balance	\$0.00	\$19,666.59	\$44,252.00	\$75,203.49	\$115,385.45	\$0.00	\$0.00	\$254,507.53
<i>* Round 1 Rental Combined with Small Business Productivity</i>								
<i>Report Prepared by Robin Stephenson - Director of Business Development</i>								

Jefferson County Local Development Corporation

Jefferson County Food Resiliency Grant Program - Round III

August 7, 2025

Business Name	Total Amount of Project	Funding Recommendation
Sugar Daddies Maple Syrup	Total Project cost: \$11,598.94	\$10,000
Adam Miner/Anthony Barney 7049 State Route 289 Mannsville, NY 13661	Grant funding requested: \$10,000	
	Inkind cash match: \$1,598.94	
		TOTAL \$10,000

Summary of Project:

Currently Sugar Daddies Maple harvests maple sap and contracts with Maplewood Sweets LLC, a previous grant recipient owned by Scott Zehr, to have their sap boiled into syrup. Maplewood Sweets has been bottling the syrup for Sugar Daddies.

Sugar Daddies retails their syrup in several local markets and to the Belleville Henderson School District for use in their school breakfast and lunch programs. They've supplied maple syrup to the school district for 2 years.

Sugar Daddies has applied for a Jefferson County Food Resiliency Grant to purchase equipment to increase their value-added production of maple confections, including maple cream and candy and maple sugars.

Equipment to be purchased:

Candy/Cream machine	\$8,024.00
Cone sugar sifter/hopper	\$1,010.00
Maple Candy Mold popper	\$205.00
Candy coating pans	\$696.00
Candy molds	\$783.00
Pan rack	\$192.94
Sheet Pan case	\$200.40
Shipping costs	<u>\$488.00</u>
Total cost	\$11,598.94

Jefferson County Local Development Corporation
 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
Aiken, Robert	E	P	P	E	P	P	E	P					
Aliasso, Robert	P	P	P	P	P	P	P	P					
Capone, Charles	P	P	P	P	E	P	P	P					
Condino, John	P	P	P	P	P	P	P	P					
Converse, David	P	P	P	P	P	E	P	P					
Gardner, Gregory	P	P	P	P	P	P	P	P					
Johnson, William	P	P	P	P	P	P	P	P					
L'Huilier, Lisa	P	P	P	P	P	P	P	P					
Robinson, Dawn	P	P	P	P	P	P	E	E					
Walldroff, W. Edward	P	P	P	A	P	P	P	P					
Warneck, Paul	P	P	P	P	P	P	P	P					
Totals:	10	11	11	9	10	10	9	10					
P - Present													
E - Excused													
A - Absent													