

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

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**Notice of Board Meeting**

**Date:** August 21, 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, September 4, 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](http://www.jcida.com).

**Zoom:**  
<https://us02web.zoom.us/j/84355250468?pwd=R0t4VjRPdGJBZDJrL2JQYVVjKytDdz09>  
Meeting ID: 843 5525 0468  
Passcode: 011440  
1-929-205-6099 US (New York)

Please confirm your attendance with Peggy Sampson [pssampson@jcida.com](mailto:pssampson@jcida.com) at your earliest convenience.

pss

c: Marshall Weir, CEO  
Lyle Eaton  
Jay Matteson  
Robin Stephenson  
Ryan Piche  
Justin S. Miller, Esq.  
Stephen Maier, Esq.  
Media

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**BOARD MEETING AGENDA**  
**Thursday, September 4, 2025 – 8:00 a.m.**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – August 7, 2025**
- V. Treasurer’s Report – August 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**
- XI. Adjournment**

**Jefferson County Local Development Corporation  
Board Meeting Minutes  
August 7, 2025**

**DRAFT**

The Jefferson County Local Development Corporation held its board meeting on Thursday, August 7, 2025, in the board room at 800 Starbuck Avenue, Watertown, NY.

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

**Excused:** Dr. Gregory A. Gardner

**Absent:** None

**Also Present:**

Zoom: Justin Miller, Esq. (Harris Beach), Craig Fox (Watertown Daily Times)

**Staff Present:** Marshall Weir, Jay Matteson, 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 July 10, 2025 were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Mr. Condino. All in favor. Carried.
- V. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending July 31, 2025. He said everything is in order with expectations and the revenue is down a little bit, and the expenses are up a little bit but not enough to worry about and the balance sheet is keeping with expectations also. A motion was made by Mr. Aiken to accept the financial report as presented, seconded by Mr. Warneck. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
  - a. Ag –** Mr. Matteson said we are in the process of starting the Jefferson-Lewis Dairy Workforce Focus Group which consists of approximately 22 members ranging from dairy farmers, dairy processors up through to the governor's office. He said this is in response to the challenges that the dairy industry and all other industries are encountering as far as maintaining and finding a workforce. He said the group plans to look at programs that already exist and look at what other efforts are needed to retain and grow the employment base in dairy. He said the first meeting included Alex Walsh (Northeast Dairy Processor Association) who did a presentation on the growth in dairy processing statewide. He said Cheryl Mayforth also spoke about where we are with the current workforce. He said the next meeting will take the conversations that started after the baseline presentations of 'what is the picture out there?' and 'where can we have the most impact with the focus group?'. He said it is a fluid effort, and the most important thing is to position our dairy industry as best we can for the potential for growth. He said it is a critical issue to address.

**Jefferson County Local Development Corporation  
Board Meeting Minutes  
August 7, 2025**

**DRAFT**

- b. **Marketing – (Micron)** Mr. Weir said the Building Trades fishing trip was an outstanding day and the guests loved it and caught a ton of fish. He thanked Chairman Aliasso for his help in deploying the guests on the boats. He said there were a number of people working with the boat captains to schedule another trip.

Ryan Piche joined the meeting.

- c. **Manufacturing** – Mr. Weir reported that Metalcraft Marine is moving into their new facility at the Corporate Park.

Mr. Weir said the Manufacturers Alliance meeting was held last month which included some of the political folks and was sponsored by Knowlton's. He said it was a great event that generated a lot of feedback, and it was set up so the political folks could listen to issues that manufacturers are facing. He said there was also a benefit of the political folks telling the manufacturers what is on the table for potential legislation that could affect them. Mr. Walldroff said that he expected to see more manufacturers in attendance. Mr. Weir said there were 43 people, which included agency people as well as the manufacturers. Mr. Matteson said it was not a lack of effort by our office and we see that across every sector of the economy.

Other –

Mr. Matteson announced that Amanda Freund, a Connecticut dairy farmer and entrepreneur that created CowPots and appeared on Shark Tank, will speak at the Jefferson County Farm Bureau three county annual meeting that will be held on October 16<sup>th</sup> in Rodman, NY.

**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 she is reaching out to grant recipients and noted that one recipient completed their project last month.

**IX. Counsel: None.**

**X. New Business:**

- 1. **ARPA Food Resiliency Grant Recommendation** – A grant request of \$10,000 to increase their value-added production of maple syrup confections. Mr. Matteson said they plan to do more business with local schools. The total project cost is \$11,598.94. A motion was made by Ms. L'Huillier, seconded by Dr. Robinson. All in favor. Carried.

**XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Condino, seconded by Mr. Converse. All in favor. The meeting was adjourned at 8:24 a.m.

Respectfully submitted,

*Peggy Sampson*

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

Prepared by Lyle Eaton

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
<b>Revenues</b>					
Admin Fees	\$ 453,399.00	302,264.00	\$ 37,783.00	37,783.00	151,135.00
JC Grant Marketing	280,000.00	186,666.64	23,333.33	23,333.33	93,333.36
JC Grant Ag Program	150,000.00	100,000.00	12,500.00	12,500.00	50,000.00
RLF Interest Income	4,000.00	2,718.10	257.44	263.95	1,281.90
Grant Income Federal	750,000.00	69,523.55	10,000.00	4,343.93	680,476.45
Interest Income	3,000.00	2,161.26	0.00	315.11	838.74
Miscellaneous Income	1,000.00	49,500.00	0.00	0.00	(48,500.00)
Dairy Parade	0.00	6,650.00	0.00	500.00	(6,650.00)
<b>Total Revenues</b>	<b>1,641,399.00</b>	<b>719,483.55</b>	<b>83,873.77</b>	<b>79,039.32</b>	<b>921,915.45</b>
<b>Expenses</b>					
Salaries	484,785.00	308,635.99	36,742.38	55,113.57	176,149.01
Benefits	165,540.00	129,696.00	15,718.40	18,670.12	35,844.00
<b>Operations</b>					
Marketing Program	218,294.00	119,487.46	13,657.19	13,847.71	98,806.54
AG Program	206,830.00	133,799.06	13,851.89	18,981.95	73,030.94
Office Expense	10,000.00	2,430.97	74.13	271.39	7,569.03
Payroll Processing	5,000.00	3,168.50	341.50	512.25	1,831.50
Office Rent	18,500.00	25,269.32	4,764.33	4,764.33	(6,769.32)
Project Loan Rent	18,648.00	18,647.48	0.00	0.00	0.52
Office Cleaning	12,000.00	8,509.46	1,079.86	1,162.29	3,490.54
Telephone	7,000.00	3,733.89	371.75	470.02	3,266.11
Equipment Rental	3,500.00	2,600.88	325.11	325.11	899.12
Equipment Maintenance	1,000.00	1,176.26	92.56	92.56	(176.26)
System Maintenance	7,200.00	7,537.00	655.25	655.25	(337.00)
System Security	0.00	461.40	461.40	0.00	(461.40)
Electric Service	5,000.00	3,731.00	0.00	767.37	1,269.00
Gas Service	3,000.00	1,427.48	0.00	26.26	1,572.52
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	7,614.44	1,139.67	695.82	2,385.56
Staff Training & Seminars	6,000.00	0.00	0.00	0.00	6,000.00
Depreciation F&F	10,005.00	313.28	39.16	39.16	9,691.72
Dues & Publications	0.00	3,663.00	0.00	0.00	(3,663.00)
Commercial Insurance	3,550.00	5,524.31	175.34	3,669.81	(1,974.31)
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	45,481.30	0.00	15,160.00	(45,481.30)
Fees Expense	0.00	20.00	0.00	20.00	(20.00)
Grants Expense Federal	750,000.00	117,304.88	10,000.00	4,343.93	632,695.12
Grant Expense YMCA	0.00	1,129.24	0.00	0.00	(1,129.24)
Reallocated Program Expenses	(335,953.00)	(220,629.78)	(26,368.08)	(31,210.64)	(115,323.22)
Miscellaneous - Unrestricted	3,000.00	0.00	0.00	0.00	3,000.00
<b>Total Operations</b>	<b>1,641,399.00</b>	<b>756,185.82</b>	<b>73,121.84</b>	<b>108,378.26</b>	<b>885,213.18</b>
Total Revenue	1,641,399.00	719,483.55	83,873.77	79,039.32	921,915.45
Total Expenses	1,641,399.00	756,185.82	73,121.84	108,378.26	885,213.18
<b>Net Income Over Expenditures</b>	<b>\$ 0.00</b>	<b>(36,702.27)</b>	<b>\$ 10,751.93</b>	<b>(29,338.94)</b>	<b>36,702.27</b>

For Inte-5-I Use Only

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

Prepared by Lyle Eaton, August 26, 2025

UNRECONCILED

	<b>Current Year Budget</b>	<b>Year-to-Date Total</b>	<b>Current Month</b>	<b>Previous Month</b>	<b>Balance Remaining</b>
<b>Operations</b>					
Advertising Expense	\$ 46,600.00	9,105.52	\$ 1,141.00	1,331.52	37,494.48
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	0.00	(429.99)
Events Sponsorship	0.00	7,500.00	0.00	0.00	(7,500.00)
Drum Country Business	5,000.00	0.00	0.00	0.00	5,000.00
Allocated Overhead	150,194.00	100,129.52	12,516.19	12,516.19	50,064.48
<b>Total Operations</b>	<b>218,294.00</b>	<b>119,487.46</b>	<b>13,657.19</b>	<b>13,847.71</b>	<b>98,806.54</b>

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

Prepared by Lyle Eaton, August 26, 2025

UNRECONCILED

	<b>Current Year Budget</b>	<b>Year-to-Date Total</b>	<b>Current Month</b>	<b>Previous Month</b>	<b>Balance Remaining</b>
<b>Operations</b>					
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	0.00	3,171.20
Dairy Parade	0.00	9,670.50	0.00	287.50	(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	77,012.28	8,556.92	12,835.38	36,387.72
FICA Overhead	6,804.00	4,484.23	498.25	747.37	2,319.77
Medicare Overhead	1,588.00	1,048.73	116.52	174.79	539.27
Health/Dental Ins Overhead	3,931.00	0.00	0.00	0.00	3,931.00
Retirement Overhead	10,206.00	4,620.78	513.42	770.13	5,585.22
Indirect Labor Allocation	45,905.00	30,603.52	3,825.44	3,825.44	15,301.48
Non Labor Allocated Overhead	4,096.00	2,730.72	341.34	341.34	1,365.28
<b>Total Operations</b>	<b>206,830.00</b>	<b>133,799.06</b>	<b>13,851.89</b>	<b>18,981.95</b>	<b>73,030.94</b>

**JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**  
**Manuf. & Business Support Expense Statement for the Eight Month Period Ending August 31, 2025**  
Prepared by Lyle Eaton, August 26, 2025

**UNRECONCILED**

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
<b>Operations</b>					
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
<b>Total Operations</b>	<b>7,500.00</b>	<b>8,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(1,200.00)</b>



Jefferson County Local Development Corp  
Balance Sheet

ASSETS JCLDC	7/31/2025	8/31/2025
Current Assets		
General Checking	\$ 109,285.35	\$ 99,833.76
Savings Account	1,482,095.17	1,482,235.71
RLF Savings	2,046,880.58	2,049,808.80
RLF Loans Receivable	98,959.36	7,908.60
COVID Accounts Receivable	5,381.90	96,463.15
Clayton Loans Receivable	3,464.02	5,181.90
Miscellaneous Recievable	331,373.00	3,464.02
Allowance for Credit Losses	(7,500.00)	361,447.40
LHI Records Storage	87,029.51	(7,500.00)
Prepaid Expense	1,295.49	87,029.51
		1027.59
Total Current Assets	\$ 4,158,264.38	\$ 4,186,900.44
Property and Equipment		
Accumulated Depreciation	(109,632.32)	(109,671.48)
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	<u>4,375,402.95</u>	<u>4,403,999.85</u>

LIABILITIES AND CAPITAL	7/31/2025	8/31/2025
Current Liabilities		
Accounts Payable - Unrestr	\$ 2,996.02	\$ 64.00
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	96,933.26	86,933.26
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	116,666.73	93,333.40
JC Grant AG Program		50,000.00

Jefferson County Local Development Corp  
Balance Sheet

Total Current Liabilities	831,706.10	845,440.75
Long-Term Liabilities		
LT Lease Liability	<u>170,130.00</u>	170,130.00
Total Liabilities	<u>\$ 1,001,836.10</u>	<u>\$ 1,015,570.75</u>
Total Liabilities		
Capital		
General Fund Bal - Unrestrict.	3,425,131.37	3,425,131.37
Net Income	<u>(51,564.52)</u>	(36,702.27)
Total Capital	<u>3,373,566.85</u>	3,388,429.10
Total Liabilities & Capital	<u><u>4,375,402.95</u></u>	<u><u>4,403,999.85</u></u>

Jefferson County Local Development Corp  
Balance Sheet  
August 31, 2025

ASSETS

Current Assets		
General Checking	\$	99,833.76
Savings Account		1,482,235.71
RLF Savings		2,049,808.80
RLF Checking		7,908.60
RLF Loans Receivable		96,463.15
COVID Accounts Receivable		5,181.90
Clayton Loans Receivable		3,464.02
Miscellaneous Recievable		361,447.40
Allowance for Credit Losses		(7,500.00)
LHI Records Storage		87,029.51
Prepaid Expense		1,027.59
		<hr/>
Total Current Assets		4,186,900.44
Property and Equipment		
Accumulated Depreciation		(109,671.48)
		<hr/>
Total Property and Equipment		(109,671.48)
Other Assets		
Furniture & Fixtures		79,247.89
ROU Lease Asset		247,523.00
		<hr/>
Total Other Assets		326,770.89
		<hr/>
Total Assets	\$	<u><u>4,403,999.85</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$	64.00
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		86,933.26
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		93,333.40
JC Grant Agriculture Program		50,000.00
		<hr/>
Total Current Liabilities		845,440.75
Long-Term Liabilities		
LT Lease Liability		170,130.00
		<hr/>
Total Long-Term Liabilities		170,130.00
		<hr/>
Total Liabilities		1,015,570.75
Capital		
General Fund Bal - Unrestrict.		3,425,131.37
Net Income		(36,702.27)
		<hr/>
Total Capital		3,388,429.10

Unaudited - For Informational Purposes Only

Jefferson County Local Development Corp  
Balance Sheet  
August 31, 2025

Total Liabilities & Capital	\$ 4,403,999.85
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**Jefferson County Local Development Corp**  
**Cash Receipts Journal**  
**For the Period From Aug 1, 2025 to Aug 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
8/14/25	122025	1977	Invoice: 2242		178.58
	407501		INTEREST		20.39
	112501		CLAYTON ISLAND TOURS	198.97	
8/14/25	122025	4654	Invoice: 1907		940.68
	407501		INTEREST		168.52
	112501		WICLDC	1,109.20	
8/14/25	122025	5524	Invoice: 2086		700.01
	407501		INTEREST		26.72
	112501		JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	
8/28/25	122025	5831	Invoice: 2344		676.94
	407501		INTEREST		41.81
	112501		CLAYTON YACHT CLUB, INC.	718.75	
				<u>2,753.65</u>	<u>2,753.65</u>

**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Aug 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	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
					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	286,173.00	361,739.00
Report Total		37,783.00		37,783.00	286,173.00	361,739.00

**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Aug 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
<i>RLF</i>						
CANZONIER JAY CANZONIER D/B/A N	2086				9,986.09	9,986.09
CANZONIER JAY CANZONIER D/B/A					9,986.09	9,986.09
CLAYTON ISLAND CLAYTON ISLAND TOUR	2242				4,714.67	4,714.67
CLAYTON ISLAND CLAYTON ISLAND TOUR					4,714.67	4,714.67
CLAYTON YACHT CLAYTON YACHT CLUB,	2344				16,045.36	16,045.36
CLAYTON YACHT CLAYTON YACHT CLUB,					16,045.36	16,045.36
WIC WICLDC	1907				65,717.03	65,717.03
WIC WICLDC					65,717.03	65,717.03
<b>Report Total</b>					<b>96,463.15</b>	<b>96,463.15</b>

**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Aug 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
<i>COVID</i>						
GRAPES BUSTED GRAPES,LLC	2250				3,601.28	3,601.28
GRAPES BUSTED GRAPES,LLC					3,601.28	3,601.28
HERMAN BONNIE HERMAN	2235 2408				-30.38 30.38	-30.38 30.38
HERMAN BONNIE HERMAN						
PAINFULL PAINFULL ACRES	2255				1,580.62	1,580.62
PAINFULL PAINFULL ACRES					1,580.62	1,580.62
SKINNER SCOTT P. SKINNER	2248 2409				-30.62 30.62	-30.62 30.62
SKINNER SCOTT P. SKINNER						
TILLSON ALISHA TILLSON	2249 2410				-204.59 204.59	-204.59 204.59
TILLSON ALISHA TILLSON						
Report Total					5,181.90	5,181.90



**Jefferson County Local Development Corp**  
**Aged Receivables**  
**As of Aug 31, 2025**

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

Customer ID	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
Customer						
Bill To Contact						
Telephone 1	CLAYTON					

DIPRINZIO KITCHEN	2309				1,732.01	1,732.01
DIPRINZIO'S KITCHEN						

DIPRINZIO KITCHEN					1,732.01	1,732.01
DIPRINZIO'S KITCHEN						

DIPRINZIO MARKET	2310				1,732.01	1,732.01
DIPRINZIO'S MARKET						

DIPRINZIO MARKET					1,732.01	1,732.01
DIPRINZIO'S MARKET						

Report Total					3,464.02	3,464.02
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**Jefferson County Local Development Corp**  
**Cash Disbursements Journal**  
**For the Period From Aug 1, 2025 to Aug 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
8/1/25	7783	200001 100001	Invoice: 94350 DAVIS VISION	55.23	55.23
8/1/25	7784	200001 100001	Invoice: 1868461 DOYLE SECURITY SYSTEMS, INC	461.40	461.40
8/1/25	7785	200001 200001 200001 100001	Invoice: 8125 Invoice: 812025 Invoice: 81251 EXCELLUS BC/BS	429.19 10,879.62 507.28	11,816.09
8/1/25	7786	200001 100001	Invoice: 470002 THE HARTFORD	493.82	493.82
8/1/25	7787	200001 100001	Invoice: RENEWAL JOHNSON NEWSPAPER CORP	403.52	403.52
8/1/25	7788	200001 100001	Invoice: 234281 NBC WATERTOWN	1,000.00	1,000.00
8/1/25	7789	200001 100001	Invoice: 28649 NNY ONLINE	655.25	655.25
8/1/25	7790	200001 100001	Invoice: 2552 STRATEGIC DEVELOPMENT SPECIALISTS	6,000.00	6,000.00
8/1/25	7791	200001 100001	Invoice: 7/31/25 UNITED WAY OF NNY	64.00	64.00
8/1/25	7792	200001 100001	Invoice: 19883 WPBS	741.00	741.00
8/1/25	7793	200001 100001	Invoice: 134712 WRVO	400.00	400.00
8/1/25	7794	200001 100001	Invoice: 4005399-1 WWNY	500.00	500.00
8/1/25	7795	200001 100001	Invoice: DAIRY25 WWTI	287.50	287.50
8/1/25	7796	200001 100001	Invoice: 625 KEY BANK	723.97	723.97
8/1/25	7797	200001 100001	Invoice: 72025 KEY BANK	662.81	662.81
8/6/25	7798	710701 100001	ANNUAL MILEAGE MARSHALL WEIR	1,139.67	1,139.67
8/12/25	7799	200001 100001	Invoice: 334398 BLUE MOUNTAIN SPRING WATER, INC.	8.00	8.00
8/12/25	7800	200001 100001	Invoice: 72872025 CINTAS	82.43	82.43
8/12/25	7801	200001	Invoice: 72	26.26	

**Jefferson County Local Development Corp**  
**Cash Disbursements Journal**  
**For the Period From Aug 1, 2025 to Aug 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
		200001 100001	Invoice: 725E NATIONAL GRID	767.37	793.63
8/12/25	7803	200001 100001	Invoice: AUGUST 14, 2025 UNITED WAY OF NNY	64.00	64.00
8/12/25	7804	200001 100001	Invoice: 251087 VERIZON BUSINESS	98.25	98.25
8/12/25	7805	200001 100001	Invoice: 5254757 VITAL RECORDS CONTROL	24.21	24.21
8/12/25	7806	200001 100001	Invoice: 66895 WB MASON CO INC.	186.92	186.92
8/12/25	7807	200001 100001	Invoice: 323406 WELLS FARGO FINANCIAL SERVICES	325.11	325.11
8/12/25	7808	200001 100001	Invoice: 7245 WESTELCOM	371.75	371.75
8/12/25	7809	200001 100001	Invoice: 7499 WICLDC	4,764.33	4,764.33
8/12/25	7810	200001 100001	Invoice: 19926 WPBS	741.00	741.00
8/19/25	7811	200001 100001	Invoice: 426088 CINTAS	82.43	82.43
8/19/25	7812	200001 100001	Invoice: 1105 NATURALLY LEWIS, INC.	187.00	187.00
8/19/25	7813	200001 100001	Invoice: 83025CLESNING NORTHERN COMMERCIAL CLEANING	915.00	915.00
8/19/25	7814	200001 100001	Invoice: 825 SAM'S CLUB/SYNCHRONY BANK	74.13	74.13
8/25/25	7816	717001 100001	ARPA SMALL BUS GRANT GREGGS PLUMBING AND DRAIN	10,000.00	10,000.00
<b>Total</b>				<b>44,122.45</b>	<b>44,122.45</b>

**Jefferson County Local Development Corp**  
**Aged Payables**  
**As of Aug 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
UNITED UNITED WAY OF NNY	8/28/25	64.00				64.00
UNITED UNITED WAY OF NNY		64.00				64.00
Report Total		64.00				64.00

# **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
August-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
Report Prepared by Robin Stephenson - Director of Business Development							
* 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	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
August-25	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$592,805.89
Total Expenditures	\$99,207.18	\$224,131.93	\$423,547.68	\$106,434.84	\$230,191.34	\$1,083,512.97
Balance of Grant Not Disbursed	\$30,000.00	\$86,933.26	\$76,452.32	\$129,611.65	\$269,808.66	\$592,805.89
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	\$254,507.53
* Round 1 Rental Combined with Small Business Productivity						
Report Prepared by Robin Stephenson - Director of Business Development						

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	P				
Aliasso, Robert	P	P	P	P	P	P	P	P	P				
Capone, Charles	P	P	P	P	E	P	P	P	P				
Condino, John	P	P	P	P	P	P	P	P	P				
Converse, David	P	P	P	P	P	E	P	P	P				
Gardner, Gregory	P	P	P	P	P	P	P	P	E				
Johnson, William	P	P	P	P	P	P	P	P	P				
L'Huillier, Lisa	P	P	P	P	P	P	P	P	P				
Robinson, Dawn	P	P	P	P	P	P	E	E	P				
Walldroff, W. Edward	P	P	P	A	P	P	P	P	P				
Warneck, Paul	P	P	P	P	P	P	P	P	P				
<b>Totals:</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>10</b>	<b>10</b>				
P - Present													
E - Excused													
A - Absent													