

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: October 23, 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

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The Jefferson County Civic Facility Development Corporation will hold its board meeting on **Thursday, November 6, 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
Dr. Dawn M. Robinson
Charles Capone
Ryan Piche
Justin S. Miller, Esq.
Stephen Maier, Esq.
Media

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BOARD MEETING AGENDA
Thursday, November 6, 2025 – 8:45 a.m.

- I. Call to Order**
- II. Minutes – October 2, 2025**
- III. Treasurer’s Report – October 31, 2025**
- IV. Committee Reports**
- V. Unfinished Business**
- VI. New Business**
- VII. Adjournment**

**Jefferson County Civic Facility Development Corporation
Board Meeting Minutes
October 2, 2025**

DRAFT

The Jefferson County Civic Facility Development Corporation held its board meeting on Thursday, October 2, 2025 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: John Condino

Absent: None

Also Present: Marshall Weir, Jay Matteson, Lyle Eaton, Peggy Sampson, Robin Stephenson
Zoom: Justin Miller, Esq. (Harris Beach)

- I. Call to Order:** Chairman Aliasso called the meeting to order at 9:35 a.m.
- II. Minutes:** Minutes of the meeting held on September 4, 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 period ending September 30, 2025. A motion was made by Mr. Warneck to accept the financial reports as presented, seconded by Mr. Converse. All in favor. Carried.
- IV. Committee Reports:**
 - 1. Finance Committee**
 - a. Proposed Budget for 2026** – The Finance Committee recommended approval of the proposed budget. The budgeted revenue is \$10,250 for annual processing fees for the 3 active projects and a \$1,000 expense for a tax return for a net of \$9,250. A motion was made by Mr. Converse to adopt the budget, seconded by Ms. L'Huillier. All in favor. Carried.
- 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. Johnson, seconded by Mr. Converse. All in favor. The meeting was adjourned at 9:36 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON CO CIVIC FACILITY DEV CORP
Income Statement
For the Ten Months Ending October 31, 2025

	Current Month		Year to Date	
Revenues				
Fee Income	\$ 0.00	0.00	\$ 10,750.00	100.00
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	10,750.00	100.00
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	10,750.00	100.00
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	1,000.00	9.30
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	1,000.00	9.30
Net Income	\$ 0.00	0.00	\$ 9,750.00	90.70

JEFFERSON CO CIVIC FACILITY DEV CORP

Balance Sheet
October 31, 2025

ASSETS

Current Assets		
Regular Checking Account	\$	32,976.22
Accounts Receivable		<u>7,750.00</u>
Total Current Assets		40,726.22
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>40,726.22</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>9,750.00</u>
Total Capital		<u>40,726.22</u>
Total Liabilities & Capital	\$	<u><u>40,726.22</u></u>

JEFFERSON CO CIVIC FACILITY DEV CORP
Aged Receivables
As of Oct 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
JCC FSA JEFFERSON FSA AUXIL	147	2,250.00				2,250.00
JCC FSA JEFFERSON FSA AUXIL		2,250.00				2,250.00
SAMARITAN SAMARITAN MEDICAL C	149	5,500.00				5,500.00
SAMARITAN SAMARITAN MEDICAL C		5,500.00				5,500.00
Report Total		7,750.00				7,750.00

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	P	No Mtg.	No Mtg.	No Mtg.	P	P		
Condino, John	P	No Mtg.	No Mtg.	P	P	P	No Mtg.	No Mtg.	No Mtg.	P	E		
Converse, David	P	No Mtg.	No Mtg.	P	P	E	No Mtg.	No Mtg.	No Mtg.	P	P		
Johnson, William	P	No Mtg.	No Mtg.	P	P	P	No Mtg.	No Mtg.	No Mtg.	P	P		
L'Huillier, Lisa	P	No Mtg.	No Mtg.	P	P	P	No Mtg.	No Mtg.	No Mtg.	P	P		
Walldroff, W. Edward	P	No Mtg.	No Mtg.	A	P	P	No Mtg.	No Mtg.	No Mtg.	P	P		
Warneck, Paul	P	No Mtg.	No Mtg.	P	P	P	No Mtg.	No Mtg.	No Mtg.	P	P		
Totals:	7	-	-	6	7	6	-	-	-	7	6		
P - Present													
E - Excused													
A - Absent													