

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

Notice of Board Meeting

Date: October 23, 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

The Jefferson County Local Development Corporation will hold its Board Meeting on **Thursday, November 6, 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
Ryan Piche
Justin S. Miller, Esq.
Stephen Maier, Esq.
Media

Jefferson County Local Development Corporation
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BOARD MEETING AGENDA
Thursday, November 6, 2025 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – October 2, 2025**
- V. Treasurer’s Report – October 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
October 2, 2025**

DRAFT

The Jefferson County Local 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., W. Edward Walldroff, William Johnson, Lisa L'Huillier, Charles Capone, David Converse, Rob Aiken
Zoom: Paul Warneck, Dr. Dawn M. Robinson, Dr. Gregory A. Gardner

Excused: John Condino

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:** 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 September 4, 2025 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Mr. Walldroff. All in favor. Carried.
- V. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending September 30, 2025. A motion was made by Mr. Aiken to accept the financial report as presented, seconded by Dr. Robinson. All in favor. Carried.
- VI. Committee Reports:**
 - a. Finance Committee**
 - i. Proposed Budget for 2026** – Mr. Aiken said the Finance Committee reviewed the preliminary budget for 2026. He said there were some questions regarding the health insurance line item that was due to changes in staffing. Mr. Eaton said the health insurance number last year was \$71,000 but indicated it should have been \$120,000 because the formula was incorrect. He said the real difference from last year to this year is approximately \$10,000.

A motion was made by Ms. L'Huillier to adopt the budget as presented, seconded by Mr. Warneck. Discussion ensued. Mr. Aiken asked if the labor number went up or if there are any new hires throughout the course of next year that should be anticipated. Mr. Weir said there will be a new hire towards the end of this year. Mr. Aiken asked if there is an allowance for an overlap for training. Mr. Weir said he didn't know if we included an overlap but anticipates a 6-to-8-week overlap.

All in favor. Carried.

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

LEDRON, JEFF

VII. Council Reports:

- a. **Ag** – Mr. Matteson reported on the following:
 - Dairy Workforce Focus Group – will get the group together for a meeting this month.
 - Annual Ag Conference and Dairy Parade – will pull the committees together to start planning for next year.
 - Hatchery – talking with our hatchery contacts for the potential that they might want to build a new site and encourage them to stay in New York State.
- b. **Manufacturing** – Mr. Weir announced that Manufacturing Day will be held on October 16th for 9th and 10th graders. Ms. Stephenson said there will be 13 manufacturers, approximately 600 students, and 24 tours.
- c. **Marketing** – Mr. Weir reported on the following:
 - Strategic Development Specialists – will be touring the Micron site with Onondaga leadership later this month.
 - Jefferson Leadership Institute (JLI) – Mr. Matteson reported that he is one of the facilitators for the first day which was held last Friday for leadership training. He said there are 24 participants and indicated that Agriculture Day will be on October 10th. He said they will take a bus to the following locations: Great Lakes Cheese, Zoar Farms, Lucki 7 Livestock, the Soil and Water Conservation District, North Harbor Dairy, and the Ag Park.

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 was one business reimbursement last month. She said there will be activity in Round 1 for the Hounsfield Sewer (JCIDA) this month.

IX. Counsel: None.

X. New Business:

1. **ARPA Small Business Productivity Improvement Grant Program Recommendations** –
 - Boathouse Marine, LLC \$10,000
A motion was made by Mr. Aiken to approve the recommendation, seconded by Mr. Walldroff. All in favor. Carried.
 - Spoken Expressions LLC \$6,644.64
A motion was made by Mr. Aiken to approve the recommendation, seconded by Mr. Walldroff. All in favor. Carried.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Ms. L'Huillier, seconded by Mr. Aiken. All in favor. The meeting was adjourned at 8:20 a.m.

Respectfully submitted,
Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Income Statement for the Ten Month Period Ending October 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	377,930.00	\$ 37,883.00	37,783.00	75,469.00
JC Grant Marketing	280,000.00	233,333.30	23,333.33	23,333.33	46,666.70
JC Grant Ag Program	150,000.00	125,000.00	12,500.00	12,500.00	25,000.00
RLF Interest Income	4,000.00	3,178.86	246.03	214.73	821.14
Grant Income Federal	750,000.00	89,384.55	10,000.00	9,861.00	660,615.45
Interest Income	3,000.00	2,760.11	0.00	294.08	239.89
Miscellaneous Income	1,000.00	49,500.00	0.00	0.00	(48,500.00)
Dairy Parade	0.00	6,650.00	0.00	0.00	(6,650.00)
Total Revenues	1,641,399.00	887,736.82	83,962.36	83,986.14	753,662.18
Expenses					
Salaries	484,785.00	382,120.75	36,742.38	36,742.38	102,664.25
Benefits	165,540.00	161,290.73	15,686.75	15,907.98	4,249.27
Operations					
Marketing Program	218,294.00	153,621.84	13,257.19	20,617.19	64,672.16
AG Program	206,830.00	166,749.39	19,100.16	13,850.17	40,080.61
Office Expense	10,000.00	3,361.47	0.00	491.47	6,638.53
Payroll Processing	5,000.00	3,851.50	341.50	341.50	1,148.50
Office Rent	18,500.00	34,797.98	4,764.33	4,764.33	(16,297.98)
Project Loan Rent	18,648.00	18,647.48	0.00	0.00	0.52
Office Cleaning	12,000.00	10,611.00	997.47	1,079.86	1,389.00
Telephone	7,000.00	4,621.24	318.30	470.80	2,378.76
Equipment Rental	3,500.00	3,260.16	334.17	325.11	239.84
Equipment Maintenance	1,000.00	1,176.26	0.00	0.00	(176.26)
System Maintenance	7,200.00	8,847.50	655.25	655.25	(1,647.50)
System Security	0.00	461.40	0.00	0.00	(461.40)
Electric Service	5,000.00	4,727.45	0.00	395.46	272.55
Gas Service	3,000.00	1,482.75	0.00	29.01	1,517.25
Business Support	5,000.00	11,200.00	5,000.00	0.00	(6,200.00)
Workforce Development	2,500.00	2,500.00	0.00	0.00	0.00
Travel/Promotion/Meals	10,000.00	10,188.20	0.00	1,602.64	(188.20)
Staff Training & Seminars	6,000.00	0.00	0.00	0.00	6,000.00
Depreciation F&F	10,005.00	391.60	39.16	39.16	9,613.40
Dues & Publications	0.00	4,423.00	175.00	0.00	(4,423.00)
Commercial Insurance	3,550.00	5,774.31	0.00	250.00	(2,224.31)
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	58,981.30	0.00	13,500.00	(58,981.30)
Fees Expense	0.00	20.00	0.00	0.00	(20.00)
Grants Expense Federal	750,000.00	137,562.78	10,396.90	9,861.00	612,437.22
Grant Expense YMCA	0.00	1,129.24	0.00	0.00	(1,129.24)
Reallocated Program Expenses	(335,953.00)	(273,362.49)	(26,366.35)	(26,366.36)	(62,590.51)
Miscellaneous - Unrestricted	3,000.00	0.00	0.00	0.00	3,000.00
Total Operations	1,641,399.00	935,189.84	81,442.21	94,556.95	706,209.16
Total Revenue	1,641,399.00	887,736.82	83,962.36	83,986.14	753,662.18
Total Expenses	1,641,399.00	935,189.84	81,442.21	94,556.95	706,209.16
Net Income Over Expenditures	\$ 0.00	(47,453.02)	\$ 2,520.15	(10,570.81)	47,453.02

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

Prepared by Lyle Eaton, October 29, 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	5,000.00	5,000.00	0.00	(4,500.00)
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	0.00	(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	250.00	250.00	0.00	750.00
Local Food Guide	800.00	800.00	0.00	0.00	0.00
Salary Overhead	113,400.00	94,126.12	8,556.92	8,556.92	19,273.88
FICA Overhead	6,804.00	5,477.92	496.84	496.85	1,326.08
Medicare Overhead	1,588.00	1,281.13	116.20	116.20	306.87
Health/Dental Ins Overhead	3,931.00	0.00	0.00	0.00	3,931.00
Retirement Overhead	10,206.00	5,647.62	513.42	513.42	4,558.38
Indirect Labor Allocation	45,905.00	38,254.40	3,825.44	3,825.44	7,650.60
Non Labor Allocated Overhead	4,096.00	3,413.40	341.34	341.34	682.60
Total Operations	206,830.00	166,749.39	19,100.16	13,850.17	40,080.61

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

Prepared by Lyle Eaton, October 29, 2025

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 46,600.00	18,207.52	\$ 741.00	8,101.00	28,392.48
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	125,161.90	12,516.19	12,516.19	25,032.10
Total Operations	218,294.00	153,621.84	13,257.19	20,617.19	64,672.16

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Manuf. & Business Support Expense Statement for the Ten Month Period Ending October 31, 2025
 Prepared by Lyle Eaton, October 29, 2025

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Business Support	\$ 5,000.00	11,200.00	\$ 5,000.00	0.00	(6,200.00)
Workforce Development	2,500.00	2,500.00	0.00	0.00	0.00
Total Operations	7,500.00	13,700.00	5,000.00	0.00	(6,200.00)

Jefferson County Local Development Corp
Balance Sheet

ASSETS JCLDC		9/30/2025	10/31/2025
Current Assets			
General Checking	\$	19,775.37	\$ 127,375.54
Savings Account		1,482,368.36	1,282,490.78
RLF Savings		2,060,214.26	563,639.57
RLF Loans Receivable		94,639.03	1,592,131.41
COVID Accounts Receivable		4,896.01	4,896.01
Clayton Loans Receivable		3,464.02	3,464.02
Miscellaneous Recievable		399,230.40	437,013.40
Allowance for Credit Losses		(7,500.00)	(7,500.00)
LHI Records Storage		87,029.51	87,029.51
Prepaid Expense		1,027.59	1,027.59
Total Current Assets	\$	4,145,144.55	\$ 4,091,567.83
Property and Equipment			
Accumulated Depreciation		(109,710.64)	(109,749.80)
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>4,362,204.80</u>	<u>4,308,588.92</u>

LIABILITIES AND CAPITAL

	9/30/2025	10/31/2025
Current Liabilities		
Accounts Payable - Unrestr	\$ 64.00	\$ 6,931.48
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	77,072.26	77,072.26
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	119,611.65
JC Grant-Marketing	70,000.07	46,666.74
JC Grant AG Program	37,500.00	25,000.00

Jefferson County Local Development Corp
Balance Sheet

Total Current Liabilities	799,746.42	760,780.57
Long-Term Liabilities		
LT Lease Liability	<u>170,130.00</u>	170,130.00
Total Liabilities	<u>\$ 969,876.42</u>	<u>\$ 930,910.57</u>
Total Liabilities		
Capital		
General Fund Bal - Unrestrict.	3,425,131.37	3,425,131.37
Net Income	<u>(32,802.99)</u>	(47,453.02)
Total Capital	<u>3,392,328.38</u>	3,377,678.35
Total Liabilities & Capital	<u><u>4,362,204.80</u></u>	<u><u>4,308,588.92</u></u>

Jefferson County Local Development Corp
Balance Sheet
October 31, 2025

ASSETS

Current Assets		
General Checking	\$	127,375.54
Savings Account		1,282,490.78
RLF Savings		563,639.57
RLF Loans Receivable		1,592,131.41
COVID Accounts Receivable		4,896.01
Clayton Loans Receivable		3,464.02
Miscellaneous Recievable		437,013.40
Allowance for Credit Losses		(7,500.00)
LHI Records Storage		87,029.51
Prepaid Expense		1,027.59
Total Current Assets		4,091,567.83
Property and Equipment		
Accumulated Depreciation		(109,749.80)
Total Property and Equipment		(109,749.80)
Other Assets		
Furniture & Fixtures		79,247.89
ROU Lease Asset		247,523.00
Total Other Assets		326,770.89
Total Assets	\$	<u><u>4,308,588.92</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$	6,931.48
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		77,072.26
ARPA Food Production-Round 2		269,808.66
ARPA Childcare Grant-Round 2		30,000.00
ARPA Food Processing-Round 2		119,611.65
JC Grant-Marketing		46,666.74
JC Grant Agriculture Program		25,000.00
Total Current Liabilities		760,780.57
Long-Term Liabilities		
LT Lease Liability		170,130.00
Total Long-Term Liabilities		170,130.00
Total Liabilities		930,910.57
Capital		
General Fund Bal - Unrestrict.		3,425,131.37
Net Income		(47,453.02)
Total Capital		<u><u>3,377,678.35</u></u>

Unaudited - For Internal Use Only

Jefferson County Local Development Corp
Balance Sheet
October 31, 2025

Total Liabilities & Capital	\$ <u>4,308,588.92</u>
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Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Oct 1, 2025 to Oct 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
10/9/25	122025 407501 112501	265351	Invoice: 2242 INTEREST CLAYTON ISLAND TOURS	198.97	180.07 18.90
10/9/25	122025 100001	4691	Invoice: 2415 WLDC	100.00	100.00
10/9/25	122025 407501 112501	4689	Invoice: 1907 INTEREST WICLDC	1,109.20	945.39 163.81
10/9/25	122025 407501 112501	5872	Invoice: 2344 interest CLAYTON YACHT CLUB, INC.	718.75	678.64 40.11
10/16/25	202401 202501 100001	20034	DUE JCLDC COVID DUE SHLDC PAINFULL ACRES	179.69	89.84 89.85
10/23/25	122025 407501 112501	5521	Invoice: 2086 interest JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	703.52 23.21
				<u>3,033.34</u>	<u>3,033.34</u>

Jefferson County Local Development 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
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
		37,783.00				37,783.00
JCIDA JEFF COUNTY IDA		37,783.00	37,783.00		361,739.00	437,305.00
Report Total		37,783.00	37,783.00		361,739.00	437,305.00

Jefferson County Local Development 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
CANZONIER JAY CANZONIER D/B/A N	2086				8,580.81	8,580.81
CANZONIER JAY CANZONIER D/B/A					8,580.81	8,580.81
CLAYTON ISLAND CLAYTON ISLAND TOUR	2242				4,355.27	4,355.27
CLAYTON ISLAND CLAYTON ISLAND TOUR					4,355.27	4,355.27
CLAYTON YACHT CLAYTON YACHT CLUB,	2344				15,366.72	15,366.72
CLAYTON YACHT CLAYTON YACHT CLUB,					15,366.72	15,366.72
JCIDA JEFF COUNTY IDA	2414	1,500,000.00				1,500,000.00
JCIDA JEFF COUNTY IDA		1,500,000.00				1,500,000.00
WIC WICLDC	1907				63,828.61	63,828.61
WIC WICLDC					63,828.61	63,828.61
Report Total		1,500,000.00			92,131.41	1,592,131.41

Jefferson County Local Development 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
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
Cash Disbursements Journal
For the Period From Oct 1, 2025 to Oct 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
10/1/25	7843	200001 100001	Invoice: 906097 CINTAS	82.47	82.47
10/1/25	7844	200001 100001	Invoice: 98988 DAVIS VISION	55.23	55.23
10/1/25	7845	200001 200001 200001 100001	Invoice: 1025 Invoice: 10125 Invoice: 10125M EXCELLUS BC/BS	11,370.90 429.19 507.28	12,307.37
10/1/25	7846	200001 100001	Invoice: 936164 THE HARTFORD	246.18	246.18
10/1/25	7847	200001 100001	Invoice: 28873 NNY ONLINE	655.25	655.25
10/1/25	7848	200001 100001	Invoice: 93025 NORTHERN COMMERCIAL CLEANING	915.00	915.00
10/1/25	7849	200001 100001	Invoice: 9/25/25 UNITED WAY OF NNY	64.00	64.00
10/1/25	7850	200001 100001	Invoice: 7524 WICLDC	4,764.33	4,764.33
10/1/25	7851	200001 100001	RLF LOAN JEFFERSON COUNTY IDA	1,500,000.00	1,500,000.00
10/2/25	7852	717001 100001	ARPA FOOD PROCESSING GRANT WINDSWEPT HONEY & APIARY	10,000.00	10,000.00
10/13/25	7853	200001 100001	Invoice: 7034 ADVOCATE DRUM (FDRLO)	5,000.00	5,000.00
10/13/25	7854	200001 200001 100001	Invoice: 529282 Invoice: 93025 BLUE MOUNTAIN SPRING WATER, INC.	11.95 19.95	31.90
10/13/25	7855	200001 100001	Invoice: 919131 CINTAS	82.43	82.43
10/13/25	7856	200001 100001	Invoice: 92625 LIBERTY MUTUAL INSURANCE	250.00	250.00
10/13/25	7857	200001 100001	Invoice: 1568IN LIFETIME BENEFIT SOLUTIONS, INC.	275.00	275.00
10/13/25	7858	200001 200001 100001	Invoice: 92525G Invoice: 925E NATIONAL GRID	29.01 395.46	424.47

Jefferson County Local Development Corp
Cash Disbursements Journal
For the Period From Oct 1, 2025 to Oct 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
10/13/25	7859	200001 100001	Invoice: 2601 STRATEGIC DEVELOPMENT SPECIALISTS	13,500.00	13,500.00
10/13/25	7860	200001 100001	Invoice: October 9, 2025 UNITED WAY OF NNY	64.00	64.00
10/13/25	7861	200001 100001	Invoice: 1875 VERIZON BUSINESS	98.25	98.25
10/13/25	7862	200001 100001	Invoice: 93025 VITAL RECORDS CONTROL	124.57	124.57
10/13/25	7863	200001 100001	Invoice: 19987 WPBS	741.00	741.00
10/13/25	7864	200001 100001	Invoice: 134964 WRVO	160.00	160.00
10/17/25	7866	200001 100001	Invoice: 1474 NORTHERN COMMERCIAL CLEANING	915.00	915.00
10/17/25	7867	200001 100001	Invoice: 1025 SAM'S CLUB/SYNCHRONY BANK	396.90	396.90
10/17/25	7868	200001 100001	Invoice: PAINLESS SACKETS HARBOR LDC	89.85	89.85
10/17/25	7869	200001 100001	Invoice: 8449 WELLS FARGO FINANCIAL SERVICES	334.17	334.17
10/17/25	7870	200001 100001	Invoice: 4445610 WESTELCOM	318.30	318.30
10/20/25	7871	502100 100001	APPLICATION FEE PROJECT #139406 EMPIRE STATE DEVELOPMENT	250.00	250.00
Total				1,552,145.67	1,552,145.67

Jefferson County Local Development Corp
Aged Payables
As of Oct 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
AUSA ASSOCIATION OF THE	2025 RENEWA	175.00				175.00
AUSA ASSOCIATION OF THE		175.00				175.00
HILTON Millennium Development 315-788-1234	STATEMENT	5,000.00				5,000.00
HILTON Millennium Developmen		5,000.00				5,000.00
JCLDC JCLDC	COBB-COVID	89.84				89.84
JCLDC JCLDC		89.84				89.84
KEY BANK KEY BANK 1-888-539-8336	92125		1,602.64			1,602.64
KEY BANK KEY BANK			1,602.64			1,602.64
UNITED UNITED WAY OF NNY	10/23/25	64.00				64.00
UNITED UNITED WAY OF NNY		64.00				64.00
Report Total		5,328.84	1,602.64			6,931.48

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
September-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,190,333.71
October-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$430,492.59	\$759,841.12
Total Expenditures	\$800,943.54	\$335,204.64	\$293,995.12	\$354,522.99	\$1,000,000.00	\$1,014,492.59	\$3,799,158.88
Balance of Grant	\$8,056.46	\$89,795.36	\$106,004.88	\$70,477.01	\$0.00	\$485,507.41	\$759,841.12

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
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	\$143,672.58	\$40,077.01	\$0.00	\$0.00	\$272,711.61
Full Uncommitted Balance	\$0.00	\$89,795.36	\$143,755.09	\$70,477.01	\$0.00	\$0.00	\$304,027.46
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	\$143,755.09	\$0.00	\$304,027.46
October-23	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$1,674,027.46
November-23	\$73,000.00	\$18,931.20	\$0.00	\$0.00	\$0.00	\$1,582,096.26
December-23	\$18,729.99	\$18,868.00	\$0.00	\$0.00	\$0.00	\$1,544,498.27
January-24	\$0.00	\$58,140.00	\$19,410.70	\$0.00	\$0.00	\$1,466,947.57
February-24	\$0.00	\$20,000.00	\$12,258.30	\$0.00	\$0.00	\$1,434,689.27
March-24	\$0.00	\$5,000.00	\$94,380.89	\$0.00	\$0.00	\$1,335,308.38
April-24	\$0.00	\$10,000.00	\$39,061.83	\$15,686.18	\$60,427.45	\$1,210,132.92
May-24	\$0.00	\$0.00	\$30,191.03	\$14,873.18	\$37,446.50	\$1,127,622.21
June-24	\$0.00	\$0.00	\$42,758.93	\$8,425.67	\$44,228.68	\$1,032,208.93
July-24	\$0.00	\$0.00	\$28,520.84	\$25,322.54	\$38,112.50	\$940,253.05
August-24	\$2,270.01	\$6,082.40	\$63,957.50	\$9,023.70	\$5,557.50	\$853,361.94
September-24	\$5,207.18	\$0.00	\$24,007.66	\$0.00	\$0.00	\$824,147.10
October-24	\$0.00	\$0.00	\$20,000.00	\$14,990.00	\$19,341.25	\$769,815.85
November-24	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$759,815.85
December-24	\$0.00	\$29,314.73	\$25,000.00	\$8,142.57	\$5,034.91	\$692,323.64
January-25	\$0.00	\$3,451.67	\$24,000.00	\$0.00	\$0.00	\$664,871.97
February-25	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,042.55	\$644,829.42
March-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$644,829.42
April-25	\$0.00	\$20,000.00	\$0.00	\$9,971.00	\$0.00	\$614,858.42
May-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$614,858.42
June-25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$614,858.42
July-25	\$0.00	\$4,343.93	\$0.00	\$0.00	\$0.00	\$610,514.49
August-25	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$600,514.49
September-25	\$0.00	\$9,861.00	\$0.00	\$0.00	\$0.00	\$590,653.49
October-25	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$580,653.49
Total Expenditures	\$99,207.18	\$233,992.93	\$423,547.68	\$116,434.84	\$230,191.34	\$1,103,373.97
Balance of Grant Not Disbursed	\$30,000.00	\$77,072.26	\$76,452.32	\$127,320.25	\$269,808.66	\$580,653.49
Not allocated (will go down as we award new grants)	\$0.00	\$3,021.95	\$44,252.00	\$72,912.09	\$105,385.45	\$225,571.49
Balance	\$0.00	\$3,021.95	\$44,252.00	\$72,912.09	\$105,385.45	\$225,571.49
* 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	P	P		
Aliasso, Robert	P	P	P	P	P	P	P	P	P	P	P		
Capone, Charles	P	P	P	P	E	P	P	P	P	P	P		
Condino, John	P	P	P	P	P	P	P	P	P	P	E		
Converse, David	P	P	P	P	P	E	P	P	P	P	P		
Gardner, Gregory	P	P	P	P	P	P	P	P	E	P	P		
Johnson, William	P	P	P	P	P	P	P	P	P	P	P		
L'Huillier, Lisa	P	P	P	P	P	P	P	P	P	P	P		
Robinson, Dawn	P	P	P	P	P	P	E	E	P	P	P		
Walldroff, W. Edward	P	P	P	A	P	P	P	P	P	P	P		
Warneck, Paul	P	P	P	P	P	P	P	P	P	P	P		
Totals:	10	11	11	9	10	10	9	10	10	11	10		
P - Present													
E - Excused													
A - Absent													