

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: September 17, 2026

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, October 1, 2026 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
Jay Matteson
Dorena Kimball
Rob Aiken
Dr. Dawn Robinson
Charles Capone
Ryan Piche
Justin S. Miller, Esq.
Stephen Maier, Esq.
Media

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BOARD MEETING AGENDA

Thursday, October 1, 2026 – 8:45 a.m.

- I. Call to Order**
- II. Minutes – September 3, 2026**
- III. Treasurer's Reports – September 30, 2026**
- IV. Committee Reports**
 - a. Finance Committee**
 - i. Proposed Budget for 2027**
- V. Unfinished Business**
- VI. New Business**
- VII. Adjournment**

**Jefferson County Civic Facility Development Corporation
Board Meeting Minutes
September 3, 2026**

DRAFT

The Jefferson County Civic Facility Development Corporation held its board meeting on Thursday, September 3, 2026, in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: None

Absent: None

Also Present: Marshall Weir, Jay Matteson, Peggy Sampson, Rob Aiken, Ryan Piche (Jefferson County Administrator)

Zoom: Justin Miller, Esq. (Harris Beach), Craig Fox (Watertown Daily Times), Zach Jackson (7 News)

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:46 a.m.
- II. Minutes:** Minutes of the meeting held on June 4, 2026, were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Mr. Walldroff. All in favor, except for Chairman Aliasso who abstained because he was absent. Carried.
- III. Treasurer's Report:** Chairman Aliasso reviewed the financials for the income statement and balance sheet for the period ending August 31, 2026. He said \$1,000 was expensed for Legal/Professional and the balance in the checking account is \$39,726.22. A motion was made by Mr. Johnson to accept the financial report as presented, seconded by Mr. Converse. All in favor. Carried.
- IV. Committee Reports:**
 - a. Loan Review Committee** – Chairman Aliasso said he is abstaining from discussion and voting because he is on a Samaritan committee; however, he will continue to chair the meeting.

Mr. Condino said the committee reviewed the request from Samaritan Senior Village, Inc. to reissue the bond. He said there is a fee associated with the request; there was a request from SSV to waive the fee; however, the committee and management declined the request.

Attorney Miller provided background information. The original bond transaction was in 2012 and modified in 2021 with a reissuance. They have returned with an application for an additional reissuance that will need to occur on October 1st which coincides with the bond payment date. They are lowering their interest rate and also modifying the way that interest accrues on a tax-exempt bond, switching from a "Cost of Funds" rate to a SOFR "Secured Overnight Financing Rate" index. The change of the interest rates requires the FDC to reissue the bond which is undertaken through a series of amendments to the bond documents and then reissuance of that piece of paper for their bank (M&T) to hold for the remainder of the bond term.

Jefferson County Civic Facility Development Corporation
Board Meeting Minutes
September 3, 2026

DRAFT

Attorney Miller said the application and fee schedule includes a .25% administrative fee for reissuances. In this case the bond series is approximately \$18,565,946 (the current balance) which is an administrative fee of \$46,414.87; they requested a waiver but through the loan committee and management's recommendation, the standard fee will apply. The authorizing resolution authorizes the CEO to execute the amendment documents later this month.

Authorizing Resolution No. 09.03.2026.01 for Samaritan Senior Village, Inc. Project – 2026 Bond Reissuance – A motion was made by Mr. Johnson to approve the resolution, seconded by Mr. Warneck.

Roll call:

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

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. Warneck. All in favor. The meeting was adjourned at 8:53 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON CO CIVIC FACILITY DEV CORP
Income Statement
For the Nine Months Ending September 30, 2026

	Current Month		Year to Date	
Revenues				
Fee Income	\$ 2,500.00	100.00	\$ 2,500.00	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	2,500.00	100.00	2,500.00	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	2,500.00	100.00	2,500.00	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	1,000.00	40.00
Licenses Expense	0.00	0.00	0.00	0.00
Maintenance Expense	0.00	0.00	0.00	0.00
Meals and Entertainment Exp	0.00	0.00	0.00	0.00
Office Expense	0.00	0.00	0.00	0.00
Postage Expense	0.00	0.00	0.00	0.00
Rent or Lease Expense	0.00	0.00	0.00	0.00
Repairs Expense	0.00	0.00	0.00	0.00
Supplies Expense	0.00	0.00	0.00	0.00
Telephone Expense	0.00	0.00	0.00	0.00
Travel Expense	0.00	0.00	0.00	0.00
Wages Expense	0.00	0.00	0.00	0.00
Utilities Expense	0.00	0.00	0.00	0.00
Other Expense	0.00	0.00	0.00	0.00
Transfer Cash	0.00	0.00	0.00	0.00
Purchase Disc-Expense Items	0.00	0.00	0.00	0.00
Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00
Total Expenses	0.00	0.00	1,000.00	40.00
Net Income	\$ 2,500.00	100.00	\$ 1,500.00	60.00

JEFFERSON CO CIVIC FACILITY DEV CORP

Balance Sheet
September 30, 2026

ASSETS

Current Assets		
Regular Checking Account	\$	<u>42,226.22</u>
Total Current Assets		42,226.22
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>42,226.22</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	\$	40,726.22	
Net Income		<u>1,500.00</u>	
Total Capital			<u>42,226.22</u>
Total Liabilities & Capital	\$		<u><u>42,226.22</u></u>

**Jefferson County Civic Facility Development Corporation
Finance Committee Meeting
September 22, 2026**

The Jefferson County Civic Facility Development Corporation held a finance committee meeting on Tuesday, September 22, 2026, in the board room, 800 Starbuck Avenue, Watertown, NY.

Present: Charles Capone, Rob Aiken, David Converse
Zoom: Paul Warneck, Chair

Absent: Rob Aliasso

Others Present: Marshall Weir (CEO), Dorena Kimball (CFO), Jay Matteson, Peggy Sampson, W. Edward Walldroff
Zoom: John Condino

I. Call to Order: Mr. Aiken called the meeting to order at 8:25 a.m.

II. Preliminary Budget for 2027:

Ms. Kimball reviewed the preliminary budget for 2027. She said the only revenue is from our annual processing fees for the three active projects and a \$1,000 expense for the tax return.

The total revenue for 2027 is \$11,250 and the total expense for 2027 is \$1,000 for a net of \$10,250.

After review and discussion, Mr. Aiken made a motion to move the proposed budget to the full board for consideration, seconded by Mr. Capone.

III. Other

- a. Review of the Audit and Finance Committee Charter** – No changes were made to the current policy. A motion was made by Mr. Aiken to forward the policy to the Governance Committee for review, seconded by Mr. Capone. All in favor.

IV. Adjournment: With no further business before the committee, Mr. Aiken made a motion to adjourn the meeting, seconded by Mr. Capone. The meeting was adjourned at 8:28 a.m.

Respectfully submitted,
Peggy Sampson

Jefferson County Civic Facility Development Corp.**1/1/27- 12/31/27 Budget**

Finance Approval-

Board Approval -

2027**Revenue**

Application Fees		JCC	2,250
Annual Processing Fee	11,250	SSV	3,000
Misc Income	-	SMC	6,000
Total	\$ 11,250		\$ 11,250

Expenses

Office Expense	-	
Travel	-	
Dues & Publications	-	
Insurance	-	
Legal	-	
Auditing	1,000	Tax Return
Consultants	-	
Fees	-	
Grants- Transfer JCIDA	-	

Total Expenses 1,000**Revenue** 11,250
Expenses 1,000**Net** \$ 10,250

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2026 Board Attendance

Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Aliasso, Robert	P	No Mtg.	P	No Mtg.	No Mtg.	E	No Mtg.	No Mtg.	P			
Condino, John	P	No Mtg.	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	P			
Converse, David	E	No Mtg.	E	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	P			
Johnson, William	P	No Mtg.	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	P			
L'Huillier, Lisa	P	No Mtg.	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	P			
Walldroff, W. Edward	E	No Mtg.	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	P			
Warneck, Paul	P	No Mtg.	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	P			
Totals:	5	-	6	-	-	6	-	-	7			
P - Present												
E - Excused												
A - Absent												