

**ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
CIVIC DEVELOPMENT CORPORATION**

MEETING AGENDA

Agenda subject to change

Ernest J. LaBaff Industrial Building, 19 Commerce Lane, Suite 1, Canton, New York 13617

September 9, 2026

Call to Order

Roll Call

Public Notice September 4, 2026

Public Comment

Approval of August 4, 20261
Minutes

Financial Report June 2026 2-4

Committee Reports

Staff Report Patrick Kelly

Old Business

New Business Accepting the FY2027 Tentative Budget.....5-6

Executive Session

Adjournment

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**ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
CIVIC DEVELOPMENT CORPORATION**

Meeting of August 4, 2026

CALL TO ORDER: Chairman Staples calls the meeting to order at 2:00 PM in the main conference room at the Ernest J. LaBaff Industrial Building, Canton.

ROLL CALL:

Staples Present
LaBaff Absent
Blevins Present
Hall Present

McMahon Present
Morrill Absent
Reagen Present

A quorum is recognized.

Staff present: Bob Ahlfeld, Kimberly Gilbert, Patrick Kelly, Marijean Remington, and Lori Sibley

PUBLIC NOTICE: Public notifications sent July 30, 2026, to, at a minimum: newspapers designated for the publication of local laws and other matters required by law to be published; additional local media sources and websites.

PUBLIC COMMENT: Andy Gardner (Watertown Daily Times) attends via Zoom and has no comment.

APPROVAL OF MINUTES: Motion to accept the minutes of the June 11, 2026 meeting by Mr. Blevins, seconded by Mr. McMahon. The motion is approved unanimously.

FINANCIAL REPORTS:

Mrs. Gilbert notes the refund in retainer costs for legal fees from McDonald Hopkins in the *April 2026* financial report. She highlights the interest income and additional banking fees in the *May 2026* financial report. Mr. Blevins/Mr. McMahon motion/second to accept the April and May 2026 financial reports. The motion is approved unanimously.

COMMITTEE REPORTS: Mr. Blevins motions to continue with the same slate of officers at this time until the Nominating Committee meets and recommends a slate of offices for approval. Mr. Reagen seconded the motion. The motion was approved unanimously.

STAFF REPORT: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

OLD BUSINESS: None

ADJOURNMENT: A motion to adjourn is made by Mr. Blevins seconded by Mr. McMahon. The meeting adjourns at 2:04 PM by unanimous vote.

Mr. Ernest LaBaff, Secretary

St. Lawrence County Industrial Development Agency
Civic Development Corporation
Highlights
June 2026

Revenue

Interest Income-Banking	<u>3.03</u>	\$3.03
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Expenses

-General Operating Expenses	<u>0.00</u>	
	Net Income	\$3.03

St. Lawrence County IDA Civic Development Corp.
Balance Sheet
As of June 30, 2026

ASSETS

Current Assets

Checking/Savings

200 · Checking Account

200-A · NBT - Checking 124,893.99

200-B · Key Bank 8,506.11

200-C · Community Bank 4,792.19

Total 200 · Checking Account 138,192.29

201 · CivicDevFund - Restricted

201-A · NBT - Civic Dev Fund 30,647.71

201-C · Community Bank - Civic Dev Fund 5,000.00

Total 201 · CivicDevFund - Restricted 35,647.71

Total Checking/Savings 173,840.00

Total Current Assets 173,840.00

TOTAL ASSETS 173,840.00

LIABILITIES & EQUITY

Equity

Unrestricted 33,682.00

Unrestricted - Board Designated 135,618.16

Net Income 4,539.84

Total Equity 173,840.00

TOTAL LIABILITIES & EQUITY 173,840.00

**St. Lawrence County IDA
Civic Development Corporation
Budget Report**

	2026 Budget	June-26	YTD	Balance
Income				
2400 · Late Fees Received	0.00	0.00	0.00	0.00
2409B · Interest Income - Banking	300.00	3.03	33.84	266.16
2409L · Interest Income - Loans	950.00	0.00	0.00	950.00
2499 · Miscellaneous Income	0.00	0.00	0.00	0.00
	1,250.00	3.03	33.84	1,216.16
Expenditures				
6460411 · Insurance Expense	0.00	0.00	0.00	0.00
6460420 · Office Supplies Expense	100.00	0.00	0.00	100.00
6460426 · IT/Cyber Expenses	500.00	0.00	0.00	500.00
6460432 · Legal Expense Other	5,000.00	0.00	(4,506.00)	9,506.00
6460433 · Legal Expense-Retainer	3,750.00	0.00	0.00	3,750.00
6460434 · Accounting Expense	7,156.00	0.00	0.00	7,156.00
6460450 · Project Development Expense	50.00	0.00	0.00	50.00
6460499 · Miscellaneous Expense	250.00	0.00	0.00	250.00
6460503 · Salary Stipend Expense	12,410.00	0.00	0.00	12,410.00
Total IDA CDC Operating Expenditures	29,216.00	0.00	(4,506.00)	33,722.00
Total Revenue	1,250.00	3.03	33.84	1,216.16
Total Expenditures	29,216.00	0.00	(4,506.00)	33,722.00
Net Income	(27,966.00)	3.03	4,539.84	(32,505.84)

ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
CIVIC DEVELOPMENT CORPORATION
Resolution No. CDC-26-09-xx
September 9, 2026

ACCEPTING FY2027 TENTATIVE BUDGET

WHEREAS, the St. Lawrence County Industrial Development Agency –Civic Development Corporation (the “SLCIDA-CDC”) has caused to be prepared a Fiscal Year 2027 Tentative Budget, and

WHEREAS, the Tentative Budget has been made available to Board members, for review prior to the September 9, 2026 meeting,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Industrial Development Agency – Civic Development Corporation does hereby accept the Tentative Budget as proposed, including modifications and amendments as may be reflected in the minutes of this meeting, and

BE IT FURTHER RESOLVED that the SLCIDA-CDC shall cause to have copies of the Tentative Budget forwarded to the St. Lawrence County Clerk and to the Legislature of St. Lawrence County and to do all other things as may be required by statute, and

BE IT FURTHER RESOLVED that the SLCIDA-CDC will consider comments on the Tentative Budget at the next meeting that is scheduled at least 20 days from the date of this resolution and may modify the Budget based on those comments or on other information that may come to the attention of the SLCIDA-CDC.

Move:				
Second:				
VOTE	AYE	NAY	ABSTAIN	ABSENT
Blevins				
Hall				
LaBaff				
McMahon				
Morrill				
Reagen				
Staples				

I HEREBY CERTIFY that I have compared this copy of this Resolution with the original record in this office, and that the same is a correct transcript thereof and of the whole of said original record.

/s/

Lori Sibley

September 9, 2026

	2025 Actual	2026 Budget	YTD 06/30/2026	2027 Budget
OPERATING REVENUE				
2400 · Late Fees Received	25	0	0	0
2409B · Interest Income - Banking	49	300	34	300
2409L · Interest Income - Loans	51	950	0	0
2415 · Project/Bond Fees	156,250	100	0	100
TOTAL OPERATING REVENUES	156,375	1,350	34	400
GENERAL OPERATING EXPENSES				
6460411 · Insurance Expense	650	0	0	900
6460420 · Office Supply Expense	0	100	0	100
6460426 · IT/Cyber Expense	199	500	0	5,000
6460432 · Legal Expense	15,265	5,000	(4,506)	5,000
6460433 · Legal Expense - Retainer	0	3,750	0	3,750
6460434 · Accounting Expense	6,906	7,156	0	6,813
6460450 · Project Development Expense	0	50	0	50
6460499 · Miscellaneous Expense	0	250	0	250
6460503 · Salary Stipend	11,907	12,410	0	12,070
TOTAL GENERAL OPERATING EXPENSES	34,928	29,216	(4,506)	33,933
TOTAL REVENUES	156,375	1,350	34	400
TOTAL EXPENSES	34,928	29,216	(4,506)	33,933
NET INCOME	121,447	(27,866)	4,540	(33,533)