ST. LAWRENCE COUNTY
FINANCE COMMITTEE AGENDA
MR. BEN HULL, CHAIR
MONDAY, MAY 19, 2025
BOARD ROOM AND LIVE VIA YOUTUBE
5:30 PM

RUTH A. DOYLE
County Administrator

DAVID FORSYTHE
Chair, Board of Legislators

1. **CALL TO ORDER AND APPROVAL OF AGENDA**

2. **APPROVAL OF MINUTES –** April 28, 2025

3. **CHAMBER OF COMMERCE ANNUAL UPDATE AND MARKETING PLAN FOR 2025 – EXECUTIVE DIRECTOR BEN DIXON & DIRECTOR OF TOURISM TIFFANI AMO**

4. **CHAMBER OF COMMERCE – BEN DIXON**
   A. Modifying the 2025 Budget for the County Administrator's Office for Special Project Funding to the Chamber of Commerce for Tourism Promotion (Res) (Info)

5. **TREASURER – RENEE COLE**
   A. Adopting Mortgage Tax Report (Res)

6. **REAL PROPERTY – BRUCE GREEN**
   A. Authorization to Create and Fill an Additional Coordinator of Real Property Tax III Position in the Real Property Tax Services (Res)

7. **HIGHWAY – DON CHAMBERS**
   A. Modifying the 2025 Budget for the Highway Department for the Sale of Salt to Local Municipalities (Res)
   B. Presentation on Conceptual Capital Project for the Construction of a new Facility for Highway Administration & Maintenance – Patrick Currier, Architect, C & S Engineers (Discussion)
   C. Authorizing the Chair to Sign an Agreement with C & S Engineers for Professional Engineering Services for the Highway Administration and Maintenance Facility and Modifying the 2025 Budget for the Highway Department and Authorization to Open a Capital Project for this Purpose (Res) (Info)

8. **SOLID WASTE – DON CHAMBERS**
   A. Transfer Station Status Update (Discussion)

9. **AMERICAN RESCUE PLAN ACT (ARPA) UPDATE**
   A. Broadband Update (Discussion)
   B. Utility Projects Update (Discussion)
   C. Projects Administered by the SLC IDA

10. **LEGISLATOR – JOHN BURKE**
    A. Resolution Supporting the Continuation of Federal Funding for HeadStart (Res)

11. **LEGISLATOR – JIM REAGEN**
    A. Authorizing the Personnel Officer to Waive Correction Officer Civil Service Exam Fees with the Upcoming Exam for St. Lawrence County Correction Officers (Res)

12. **OLD/NEW BUSINESS**
    A. Authorization to Abolish a Secretary I and Create and Fill an Administrative Assistant Position in Veterans' Services (Res)

13. **COUNTY ADMINISTRATOR'S REPORT – RUTH DOYLE**
    A. Authorizing the Chair to Sign a Contract with ENI Mechanicals for the Installation of a Generator at the Human Services Center (Res)

14. **COMMITTEE REPORTS**
    A. Cornell Cooperative Extension Board (Denesha)
    B. Fish and Wildlife Management Board, Region 6 (Sheridan)
    C. Fisheries Advisory Board (Terminelli)
    D. Gouverneur Fair Board (Smithers)
    E. Highway Committee (Smithers)
    F. Industrial Development Agency (Reagen)
    G. Recreational and Trails Advisory Board (Perkins/Webster)
    H. River Valley Redevelopment Agency (RVRDA) (Forsythe)
    I. Chamber of Commerce (Webster)
    J. Soil & Water Conservation District Board of Directors (Burke/Fay)
    K. Solid Waste Committee (Smithers)
    L. Ad Hoc Committees (Active)

15. **EXECUTIVE SESSION**

16. **ADJOURNMENT** – If there is no further business.

June 2, 2025

Finance Committee: 5-19-2025

RESOLUTION NO.

MODIFYING THE 2025 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE FOR SPECIAL PROJECT FUNDING TO THE CHAMBER OF COMMERCE FOR TOURISM PROMOTION

By Mr. Hull, Chair, Finance Committee
Co-Sponsored by Mr. Webster, District 11

WHEREAS, residents and visitors to the visitor center inquire about local souvenirs and unique merchandise to commemorate their visit and experience in St. Lawrence County, and

WHEREAS, a line of branded merchandise specifically designed by St. Lawrence County artists will promote tourism brand for the County as well as supporting and promoting the local talent and artistry of the region, and

WHEREAS, stocking this type of inventory and providing merchandise sales on-site at the Visit STLC Visitor Center as well as online will generate a direct tourism-driven revenue stream to offset costs, which could potentially provide options to continue improving the investment in the visitor center to make it more sustainable for the County, and

WHEREAS, revenue generation through exclusively licensed merchandise can extend beyond a single physical location to be sold not only at the Visit STLC Visitor Center, but at other locations throughout the County as well as other retail locations, and

WHEREAS, it is requested by the Chamber of Commerce that the County provide $15,000 for tourism promotion purposes specifically related to establishing a line of exclusively branded and locally designed promotional merchandise to be sold in the Visit STLC visitor center and online,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the County Administrator's Office for special project funding for tourism promotion purposes related to the design, production, and sales of exclusively licensed merchandise to be sold at the Visit STLC visitor center, and

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	$15,000

INCREASE APPROPRIATIONS:

B1064104 465CC	B Partner Agency - COC	$15,000

BE IT FURTHER RESOLVED that any of the funds remaining be rolled over to future years until fully spent and that the Board of Legislators will be provided updates on progress with this Special Project by the end of 2025.

St. Lawrence County Chamber of Commerce
101 Main Street, 1st Floor, Canton, NY 13617
315-386-4000
www.VisitSTLC.com

The St. Lawrence County Chamber of Commerce is a 501(c)6 nonprofit, equal opportunity provider, employer, and lender.

STLC TOURISM REPORT

MAY 19th, 2025

The following information is being provided to the St. Lawrence County Board of Legislators at the May 19th, 2025 Finance Committee meeting in complement of the STLC Chamber of Commerce Tourism Promotion Presentation.

Life Undiscovered
ST.LAWRENCECOUNTY

ST. LAWRENCE COUNTY CHAMBER OF COMMERCE

Ben Dixon, Executive Director

Tif Amo, Director of Tourism

Kathryn Puleo, Tourism & Events Manager

Laura Pearson, Community Coordinator & Business Specialist

Abigail Wilhelm, Community Coordinator & Communications Specialist

Amanda Gordon, Office & Finance Manager

INVESTING IN OUR TOURISM ECONOMY

What Does Tourism Mean to St. Lawrence County?

St. Lawrence County residents enjoy many amenities and an enriched quality of life that simply wouldn't be possible in a community our size without the financial support of visitors. Lively arts and cultural facilities, diverse dining establishments, museums, attractions, and unique retail shopping and recreational opportunities rely on visitor patronage to survive and flourish. *(Summary Courtesy of New York State Tourism Industry Association)*

*Were it not for tourism-generated state and local taxes, **the average household in the region would have to pay an additional $476 (up from $464 in 2022)** to maintain the same level of government revenue.

**Source: 2023 Tourism Economics Report*

TOURISM PROMOTION AGENT RETURN ON INVESTMENT

****A $1 investment in destination promotion generates $10 or more in visitor spending.** ***Source: February 2024 Research Study - Destination Promotion: A Catalyst for Community Vitality - Tourism Economics, Destinations International*

2024 Total STLC TPA Expenditures: $362,320

(see 2024 P&L for details) **Does NOT include Administrative / Staff Expenses*

$3,623,205 ROI

St. Lawrence County Tourism Promotion Agent

RETURN ON INVESTMENT

VISITOR SPENDING IN ST. LAWRENCE COUNTY

Why is it Important to Attract Out-of-County Visitors?

Visitors to St. Lawrence County spend money at our local businesses. ***For every $10 in visitor spending, an average of $1.20 in direct, indirect, and induced state and local tax revenues are generated.** These increased state and local tax revenues reduce the tax burden on NYS residents. **Source: 2023 Tourism Economics Report*

2023 VISITOR SPENDING AT LOCAL STLC BUSINESSES

***Source:** (NYSTIA: Empire State Development, I LOVE NEW YORK & Tourism Economics)*

2023 Total Spending: $166,000,000

(up from $159,000,000 in 2022)

Spending included:

$33,000,000 spent on Lodging / Accommodations

$3,000,000 spent on Recreation / Entertainment

$38,000,000 spent on Food & Beverage

$19,000,000 spent on Retail Goods and Services

$4,000,000 spent on Local Transportation

$68,000,000 spent on Vacation Property / Second Homes

2023 Visitor Spending in STLC Generated:

$11,000,000 in COUNTY TAX REVENUE, reducing the tax burden on local households

$57,000,000 in LOCAL EMPLOYMENT INCOME supported by visitor spending

Source: *(NYSTIA: Empire State Development, I LOVE NEW YORK & Tourism Economics)*

REGIONAL GROWTH

Visitor Spend Amounts in $ millions	2019	2020	2021	2022	2023	2023 Growth
Total	$575	$424	$576	$693	$725	4.7%
Jefferson	$273	$202	$280	$322	$331	2.8%
Oswego	$170	$121	$160	$212	$228	7.5%
Saint Lawrence	$131	$102	$136	$159	$166	4.7%

State Taxes Amounts in $ thousands	2019	2020	2021	2022	2023	2023 Growth
Total	$31,512	$26,096	$33,659	$36,602	$38,234	4.5%
Jefferson	$14,971	$12,417	$16,370	$17,006	$17,440	2.6%
Oswego	$9,338	$7,420	$9,336	$11,213	$12,031	7.3%
Saint Lawrence	$7,203	$6,259	$7,952	$8,382	$8,762	4.5%

Local Taxes Amounts in $ thousands	2019	2020	2021	2022	2023	2023 Growth
Total	$37,099	$34,964	$43,990	$46,518	$47,374	1.8%
Jefferson	$18,173	$17,100	$21,497	$22,751	$22,791	0.2%
Oswego	$10,046	$9,352	$11,818	$13,013	$13,629	4.7%
Saint Lawrence	$8,880	$8,512	$10,675	$10,753	$10,953	1.9%

Source: Tourism Economics

NEW YORK STATE TOURISM LANDSCAPE

TOURISM®

It's Everybody's Business!

What does Tourism mean to New York State?

And why do we say, 'It's Everybody's Business!'?

Tourism Affects Every Community & Every Resident in New York State

Tourism is a New York State Success Story [1]

NYS Tourism is BIG BUSINESS! Tourism has grown to be New York's third largest private sector industry, generating **$88.1B in Direct Sales, $136.7B in Total Economic Impact**, and **$10.8B in Tax Revenues** for state and local government *(approx. $1,420 per New York State household)*. Tourism spending created **$28.3B in Direct Labor Income** [1].

Visitor Spending is Worth $240 Million!!! per Day to New York State Businesses!

- **$29.4M on LODGING**
- **$22.2M in FOOD & BEVERAGE**
- **$15.1M on RETAIL goods and services**
- **$12.8M on LOCAL TRANSPORTATION**
- **$8.6M on RECREATION**

These expenditures generated, on average, $29.6M daily in state and local tax revenue!

State & Local Tourism Budgets are an INVESTMENT in Tax Revenue Growth[2]

- A $1 investment in destination promotion generates $10 or more in visitor spending. For every $10 in visitor spending, an average of $1.20 in direct, indirect, and induced state and local tax revenues are generated. These increased state and local tax revenues reduce the tax burden on NYS residents.
- Spur job/payroll growth for NYS residents and support local businesses and communities.
- Visitor spending growth enhances local amenities and improve quality of life and pride of place.

Tourism is Not the Goal... It is the Means to an End

Tourism growth drives economic growth! The visitor economy drives job creation,small business success, community revitalization,increased local and state tax revenues, all resulting in improved standard of living, quality of life and pride of place for New York State communities and residents. The multitude of waystourism growth benefits ourstate, our local communities, businesses, and residents is a great and largely untold story.

New York State TOURISM® Industry Association

Sources:

1. *Empire State Development, I LOVE NEW YORK & Tourism Economics*
2. *February 2024 Research Study - Destination Promotion: A Catalyst for Community Vitality - Tourism Economics, Destinations International*

provided courtesy of https://www.nystia.org | Created by https://www.corporatecomm.com

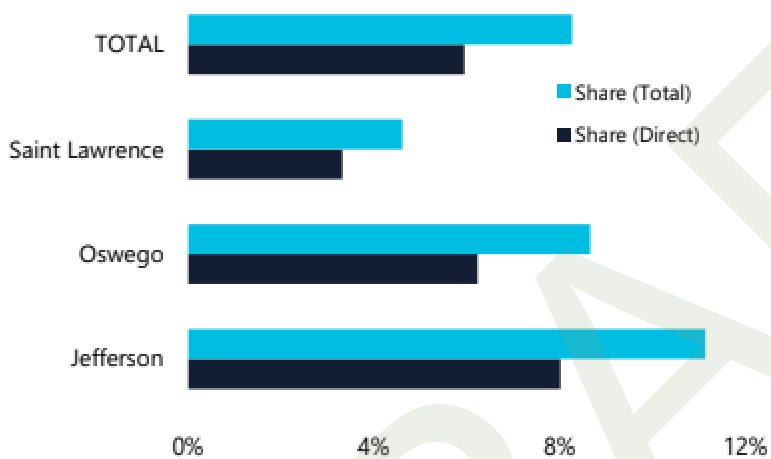
ECONOMIC DEVELOPMENT VIA TOURISM

Tourism Employment

In 2023, total tourism-generated direct and induced employment registered 1,597 jobs, with direct employment in tourism accounting for 3.3% of all jobs in the county.

Tourism-Generated Employment

Share of economy



Source: Tourism Economics

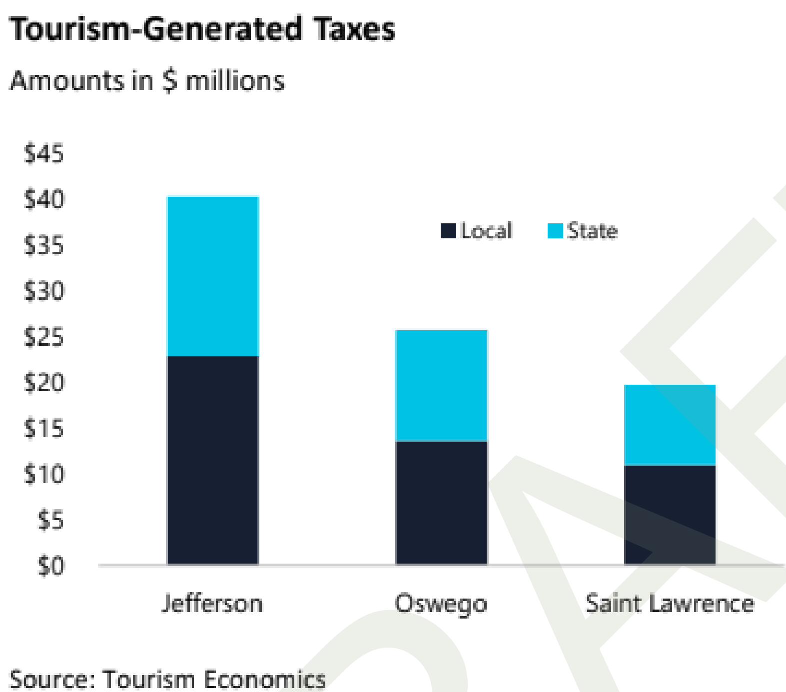
Tourism-Generated Employment

Amounts in number of jobs and share of economy

	Direct	Total (Direct, Indir., Induced)	Share (Direct)	Share (Total)
Total	6,314	8,768	6.0%	8.3%
Jefferson	3,185	4,423	8.0%	11.1%
Oswego	1,979	2,748	6.2%	8.7%
Saint Lawrence	1,150	1,597	3.3%	4.6%

Tourism Generated Taxes

Tourism in St. Lawrence County generated $19.7 million in state and local taxes in 2023. Sales, property, and hotel bed taxes contributed to local taxes.



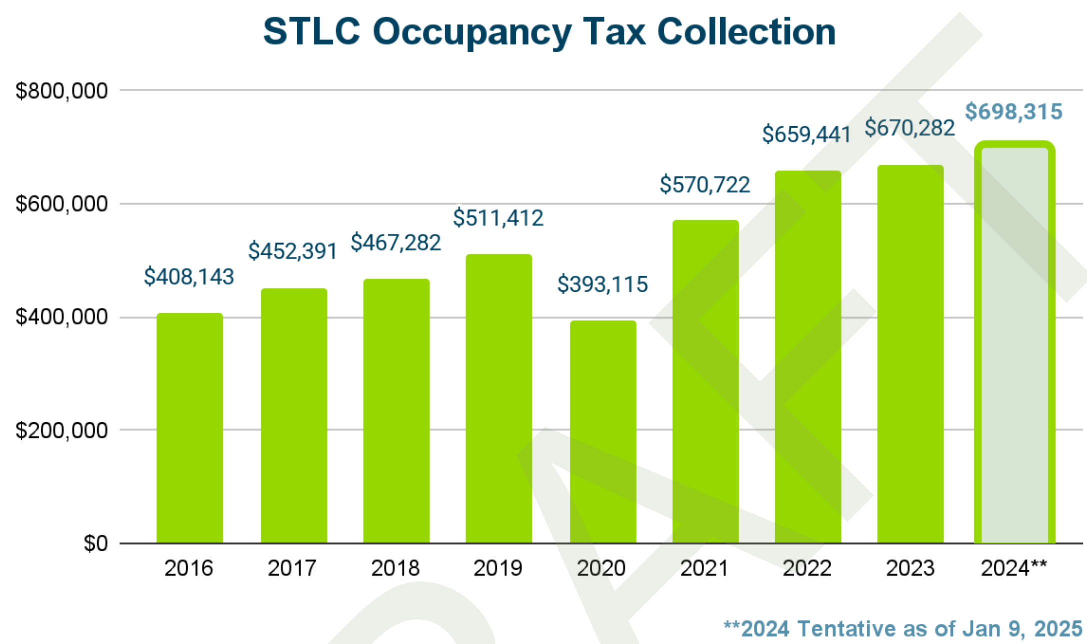
Tourism-Generated Taxes
Amounts in $ thousands

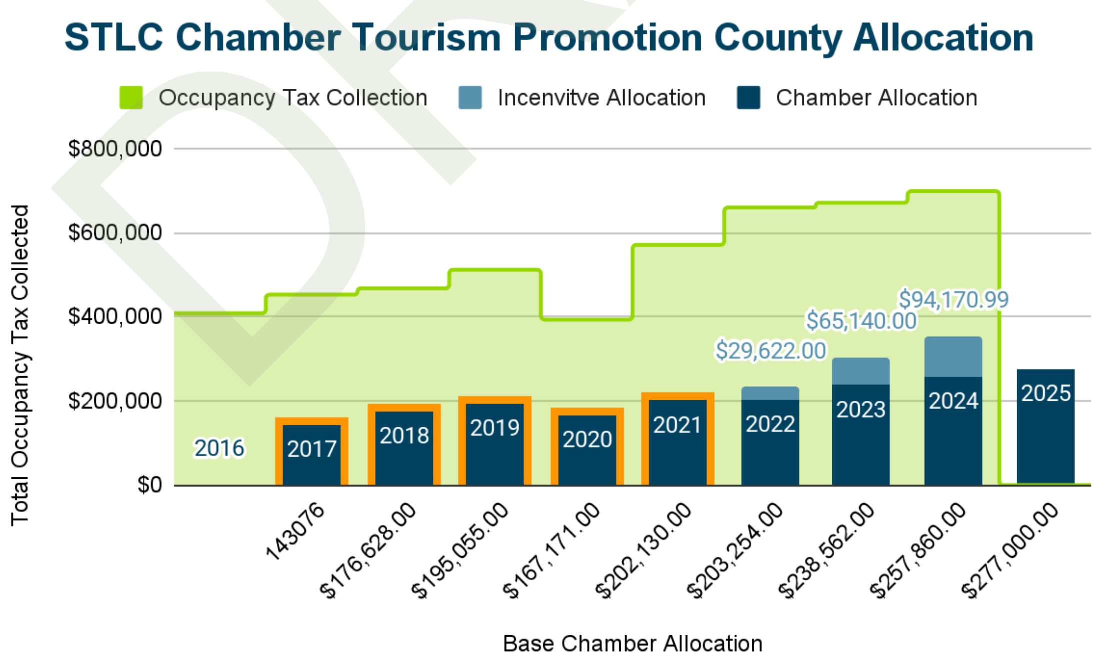
	Local Taxes	State Taxes	Total	Regional Share	Tax Savings per Household
Total	$47,374	$38,234	$85,607	100.0%	$636
Jefferson	$22,791	$17,440	$40,232	47.0%	$873
Oswego	$13,629	$12,031	$25,660	30.0%	$544
Saint Lawrence	$10,953	$8,762	$19,716	23.0%	$476

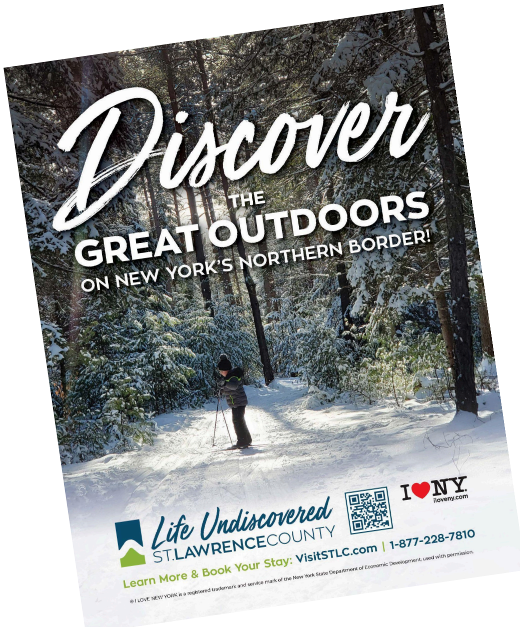
Source: Tourism Economics

Overnight Occupancy Taxes

Occupancy tax collections have continued to increase year over year.





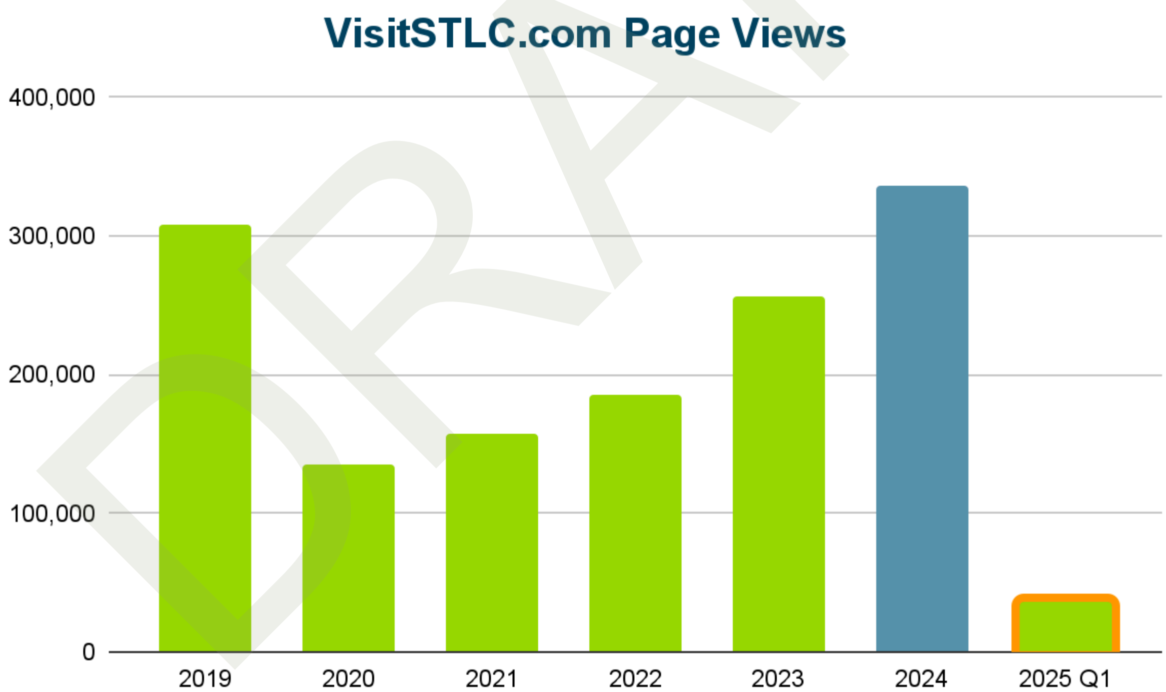


TOURISM MARKETING AND PROMOTION

Website Traffic Increasing

*In 2024, VisitSTLC.com had approximately **336,949 Page Views** (up from 255,937 Page Views in 2023)*

Source: Google Analytics



Printed Collateral Distribution

This data comes from a new form of tracking that we began in 2024 in order to monitor our printed material outreach for year over year comparisons.

2024 Collateral Distribution Details						
Collateral	**STLC Team Distro**	**Chambermaster**	**Individual Requests**	**Travel Guide Leads PRINT**	**Travel Guide Leads DIGITIAL**	**TOTAL**
Visitor & Relocation Guides	6,763	40	161	360	241	**7,565**
Anglers Guides	2,578	19	60	0	0	**2,657**
Waterfall Guides	2,353	40	102	0	0	**2,495**
STLC Trails RC	3,015	25	182	0	0	**3,222**
Summer RC	105	0	20	0	0	**125**
Winter/Weekend Getaway RC	6,050	0	20	0	0	**6,070**
Totality RC	3,000	0	0	0	0	**3,000**
ATV/UTV Maps	6,763	0	98	0	0	**6,861**
Snowmobile Map - CLM	0	0	60	0	0	**60**
Snowmobile Brochures - SLCSA	0	0	60	0	0	**60**
TOTALS:	**30,627**	**124**	**763**	**360**	**241**	**32,115**

Percentage of Distro Methods:	Drop Off STAFF	Drop Off AMBASS.	Pick Up	Bulk Mail	Event	TOTAL
Based off 52 Bulk Distros	50%	4%	21%	4%	21%	100%

NOTEBALE DISTRO LOCATIONS	TG	AG	WFG	Trail RC	TOTAL PCS
Eisenhower Seaway Visitor Center	2,006	1,350	1,000	1,150	**5,506**
Best Western University Inn Canton	472	0	0	0	**472**
Tradeshows	440	450	130	800	**1,820**
Alcoa	500	500	500	500	**2,000**

UNITED STATES

STATE	ABBR.	CM	IND.	TG Leads	TOTALS
Alabama	AL			8	**8**
Alaska	AK				**0**
Arizona	AZ		2	6	**8**
Arkansas	AR		2	7	**9**
California	CA			25	**25**
Colorado	CO	1		6	**7**
Connecticut	CT	1	6	6	**13**
Delaware	DE		1	3	**4**
Florida	FL		6	31	**37**
Georgia	GA			7	**7**
Hawaii	HI		1		**1**
Idaho	ID			2	**2**
Illinois	IL	2	1	24	**27**
Indiana	IN		1	30	**31**
Iowa	IA		1	3	**4**
Kansas	KS			9	**9**
Kentucky	KY	2	1	6	**9**
Louisiana	LA		2	13	**15**
Maine	ME			5	**5**
Maryland	MD	1	6	14	**21**
Massachusetts	MA	3	3	9	**15**
Michigan	MI		7	23	**30**
Minnesota	MN			12	**12**
Mississippi	MS			4	**4**
Missouri	MO	2	3	15	**20**
Montana	MT		1	2	**3**
Nebraska	NE			4	**4**
Nevada	NV			4	**4**
New Hampshire	NH		4	4	**8**
New Jersey	NJ	5	11	15	**31**
New Mexico	NM			2	**2**
New York	NY	44	153	58	**255**
North Carolina	NC		4	17	**21**
North Dakota	ND			1	**1**
Ohio	OH	2	3	30	**35**
Oklahoma	OK			6	**6**
Oregon	OR			5	**5**
Pennsylvania	PA	6	15	45	**66**
Rhode Island	RI	1	2	4	**7**
South Carolina	SC	1	1	10	**12**
South Dakota	SD				**0**
Tennessee	TN	1		14	**15**
Texas	TX			33	**33**
Utah	UT	1		5	**6**
Vermont	VT		3	1	**4**
Virginia	VA	1	2	17	**20**
Washington	WA		2	6	**8**
Washington DC	DC				**0**
West Virginia	WV			10	**10**
Wisconsin	WI	1	1	12	**14**
Wyoming	WY			1	**1**
				TOTAL	**894**

CANADA

PROVIDENCE + TERRITORIES	ABBR.	CM	IND.	TG Leads
Alberta	AB			4
British Columbia	BC			
Manitoba	MB			3
New Brunswick	NB			
Newfoundland and Labrador	NF			
Northwest Territories	NT			
Nova Scotia	NS			2
Ontario	ON		6	14
Prince Edward Island	PE			
Quebec	QC		1	3
Saskatchewan	SK			1
Yukon	YT			
	TOTALS:	**0**	**7**	**27**

OTHER

COUNTRY	-	CM	IND.	TGL
The Netherlands	-	1		
Poland	-		1	
	TOTALS:	**1**	**1**	**0**

STLC GRANT FUNDING SUMMARY

Updated March 13th, 2025

2024 Leveraged Funds Summary

With the County's 2024 investment of $257,860 for tourism promotion to the St. Lawrence County Chamber of Commerce, as the designated Tourism Promotion Agent, **approximately $186,999 worth of funding was secured and/or leveraged in 2024.** This approximation takes into account grant project durations and disbursements to identify the specific amount of funding utilized or secured in 2024 only.

CURRENT 2025 STLC GRANT PROJECTS

New York State Department of Economic Development Matching Funds

2025: $54,604 (ongoing deadline spend)
Completion: EOY 2025

This funding is application based and provided only to official Tourism Promotion Agencies for the purpose of marketing destinations in order to increase the number of visitors and the level of spending across New York State. The Program's priorities are to reach new market areas and expand current programs that have the potential to result in new or sustainable overnight visitation with an emphasis on marketing initiatives that target consumer and business travelers from 50+ miles and/or overnight visitation. This funding is restricted to expenses that meet specific criteria designated by the Matching Funds program guidelines.

SLC Industrial Development Agency American Rescue Plan Act Award

2023 - 2024 - 2025: $150,000 (ongoing deadline spend)
Completion: September 2025

Out-of-Area Destination Marketing - This project includes the addition of a lodging booking platform on www.VisitSTLC.com that enables visitors to easily see the variety of lodging opportunities, rates, features and availability right on the VisitSTLC.com site. The platform combines hotels with smaller properties and vacation rentals to present the variety of opportunities across the County, while pushing increased business to our tourism partners. Tracking and data is available through this platform for us to better understand trends and opportunities. Ongoing marketing campaigns drive visitors to 'book now'. A Canadian-specific campaign utilizes rack cards and printed materials to further engage visitors from out-of-county markets in driving distance.

NYS Economic Development Agency (EDA) Tourism Partner Sub-Award

2023 - 2024 - 2025: $175,000 (all costs contracted out in advance)
Completion: September 2025

Sport Tourism Development Initiative - This project sought to hire a consultant and partner with Sports ETA to provide an action-oriented plan for short and long term tourism event economic development, positioning the County to attract and coordinate events and re-engage those who canceled and have not yet returned since the pandemic closed venues and limited the ability to travel and/or play. The focus is on sport and recreation tourism offerings that are a fit for the culture and resources of the community (human, financial, natural and community capacity). This opportunity seeks to leverage built and natural resources, with sport management and business programs at local universities, to better develop a workforce and industry around sporting events. The project includes action planning, conference attendance and marketing.

NYS Economic Development Agency (EDA) Tourism Partner Sub-Award

2023 - 2024 - 2025: $75,000 (all costs contracted out in advance)
Completion: September 2025

New York's Northern Gateway - International Marketing Campaign - Combining data (mobile, vacation rental, STR, Google analytics, social media), the media strategy is designed to attract Canadian visitors back to St. Lawrence County. A digital campaign highlights four seasons of recreation and cultural activities and unique lodging opportunities. The goal is to establish St. Lawrence County as the premier 'weekend away' for ease of access and family-friendly experiences and to reinforce the concept of St. Lawrence County as the Northern Gateway to New York State with two international bridges.

SLC Industrial Development Agency American Rescue Plan Act Award

2024-2025: $10,000 (ongoing deadline spend)
Completion: June 2025

USA Rack Card Suite - This project will create a rack card suite that complements the Canadian suite developed alongside the Out-of-Area Destination Marketing scope.

SLC Industrial Development Agency American Rescue Plan Act Award

2024-2025: $10,000 (ongoing deadline spend)
Completion: June 2025

Trade Show Support and Participation - This project provides support for trade show attendance, particularly for display materials and registration costs for tourism partners who travel to promote St. Lawrence County at relevant trade show events.

RECENTLY COMPLETED & REIMBURSED

New YorkState - Empire State Development (ESD) Market NY Grant

2021 - 2022 - 2023: $126,324.65
Completion: 2023 / Reporting Due July 2024

Waddington Bassmaster Working Capital Project - This project seeks to ‘activate tourism as a driver to diversify our economy’ (NCREDC), embracing the traditional industries while supporting the new tourism economy. The goal of the project is to support a full schedule of fishing events over two summers to the degree that prospective business development can see consistent demand for their rooms, tables and rentals. Target results include supporting an increase in sales and occupancy tax that will lead to increased property and income tax collection along with added jobs in the tourism industry, as well as leveraging the opportunity for tourism-scale (majority of anglers from outside of the County) catch and release fishing events to increase economic impact and visitor attraction. The project will revitalize communities (focus on Black Lake, Ogdensburg, Waddington and Massena) through increased sport fishing destination development, which will entice new and existing residents to embrace their community assets, while driving business and visitation that will enable a workforce and sustainable economy for people who want to live, work and raise a family in St. Lawrence County.

St. Lawrence County Chamber of Commerce

2024 Tourism Budget (EOY Final)

2024 INCOME	2024 Projected	2024 Adjusted	2024 Actuals	
Unrestricted Income				
St. Lawrence County (non-matching funds) Allocation	$278,000.00	$203,361.00	$203,361.00	*257,860 Total with MF*
Tourism Dinner	$2,900.00	$2,900.00	$3,000.00	
Travel Guide Ads	$2,500.00	$2,500.00	$7,222.00	
Other Tourism Events	$5,000.00	$800.00	$2,872.50	*Strictly BASS income*
Visitor Center Revenue	$1,000.00	$1,000.00	$3,758.04	*Majority from Totality*
Unrestricted Income Total	**$289,400.00**	**$210,561.00**	**$220,213.54**	
Restricted Income				
St. Lawrence County Matching Funds Allocation	$52,000.00	$54,499.00	$54,499.00	
New York State Matching Funds Allocation	$52,000.00	$54,499.00	$54,499.00	
EDA Sub-Award	$84,000.00	$125,000.00	$62,500.00	*INSTALLMENTS = $62,500 each*
SLC ARPA*	$50,000.00	$50,000.00	$50,000.00	*$150k over 3 years*
Restricted Income Total	**$238,000.00**	**$283,998.00**	**$221,498.00**	
Total INCOME Budget	**$527,400.00**	**$494,559.00**	**$441,711.54**	

2024 ACCOUNTS RECIEVABLE				
2022 NNYEDF - NYPA PP	$67,000.00	$67,000.00	$106,018.00	*Reimbursement for funds already spent*
2023 Market NY Fishing Events	$92,000.00	$0.00	$0.00	*125k? - Reimbursement for funds already spent*
Accounts Recievable Total	**$159,000.00**	**$67,000.00**	**$106,018.00**	

2024 EXPENSES	2024 Proposed	2024 Adjusted	2024 Actuals	
Unrestricted Expenses				
Administration				***TRANSFERRED TO CHAMBER FROM TOURISM***
Tourism Payroll Expenses	$180,000.00	$180,000.00	$187,510.59	*See attached 2024 Tourism Payroll and Shared Cost*
Visitor Center + Tourism Operations	13,300	12,300	29,120.25	*detailed expense breakdown*
	$180,000.00	**$180,000.00**	**$216,630.84**	*Not reflected in 2024 Quickbooks*
Advertising & Promotion				
Advertising (print / digital / social)	$31,200.00	$31,161.00	**See Attached Quickbooks Report**	
Content Development / Photography	$10,000.00	$5,000.00		
Print / Reproduction				
Collateral (map / brochures)	$10,000.00	$10,000.00		
Distribution	$5,000.00	$5,000.00		

Research Contracts	$0.00	$0.00	
Website	$0.00	$0.00	
Outside Services / Misc Grant Fees & Match	$10,000.00	$10,000.00	
Branded County Merchandise		$1,000.00	
Equipment & Supplies		$2,000.00	
Trade Show Display/Travel	$4,000.00	$4,000.00	
Total	**$66,200.00**	**$68,161.00**	
Tourism Development Activities			
Tourism Dinner	$2,900.00	$2,900.00	
Association / Membership Fees	$1,000.00	$1,000.00	
Event Productions	$5,000.00	$5,000.00	
MarketNY Fishing Investment	$10,000.00	$15,500.00	
Software			*Moved from Administration*
Tourism Training		$2,000.00	*Moved from Administration*
Industry Meetings & Networking	$3,000.00	$3,000.00	
Other Tourism events	$0.00	$0.00	
Total	**$21,900.00**	**$29,400.00**	
UNRESTRICTED Expenses Total	**$268,100.00**	**$277,561.00**	*$277,561.00*
Restricted Expenses			
Matching Funds			
Regional Contributions			
1000 Islands Tourism Council/ADK Regional Tourism Council	$29,000.00	$21,974.00	
TISW Region Expenses	$0.00		
Total	**$29,000.00**	**$21,974.00**	
Research	$0.00	$7,050.00	
Total	**$0.00**	**$7,050.00**	
Advertising			
Print Advertising	$23,000.00	$23,000.00	
Digital & Social Advertising	$26,000.00	$21,000.00	
Out of Home Advertising	$0.00	$1,000.00	
Total	**$49,000.00**	**$44,000.00**	
Collateral			

SEE ATTACHED 2024 QUICKBOOKS EXPENSE REPORT

County Maps, Visitors Guides, Rack Cards & Guides	$5,000.00	$12,024.00	**SEE ATTACHED 2024 QUICKBOOKS EXPENSE REPORT**	
Total	**$5,000.00**	**$12,024.00**		
Distribution of Collateral				
Distribution/Info Centers/ Postage	$4,500.00	$4,500.00		
Total	**$4,500.00**	**$4,500.00**		
Website Development and Maintenance				
VisitSTLC.com, STLCtrails.com & Fishcap.net	$5,000.00	$10,950.00		
Content Development, Photography, Video Assets	$5,000.00	$5,000.00		
Total	**$10,000.00**	**$15,950.00**		
Promotional Travel				
I Love NY & Regional Tourism/Media Meetings	$500.00	$500.00		
Trade Show Fees	$6,000.00	$3,000.00		
Total	**$6,500.00**	**$3,500.00**		
Matching Funds Total	**$104,000.00**	**$108,998.00**		*$108,998.00*
Tourism Destination Special Projects				
EDA Sport Tourism Strategy & Marketing	$84,000.00	$125,000.00		
Canadian Marketing (ARPA)	$20,000.00	$20,000.00		
Booking Platform (RIPE / ARPA)	$30,000.00	$30,000.00		
MarketNY Fishing				
Total	**$134,000.00**	**$175,000.00**		
RESTRICTED Expenses Total	**$238,000.00**	**$283,998.00**		*$283,998.00*
2024 Total EXPENSE Budget	**$506,100.00**	**$561,559.00**		*$561,559.00*

St Lawrence County Chamber of Commerce INC

Budget vs. Actual Expenses 2024

January - December 2024

In 2024, Tourism Payroll and Cost-Shared Visitor Center Operations costs were paid through the chamber. Tourism covered 50% of these costs through reimbursement of funds through 3 direct bank transfers that are not reflected in the Tourism section of the Quickbooks report.

In 2025, Tourism Payroll and Cost-Shared Visitor Center Operations line items have been included in the Tourism side of the budget to be more transparently reflected in all standard reports. The 2025 portion of the Cost-Shared budget has been calculated based on actual expenses in 2024.

*Tourism Payroll + Cost-Shared Visitor Center and Tourism Operations Expenses
TOTAL 2024 Transfers from Tourism to Chamber: **$216,630.84**

**Detailed 2024 Breakdown of Categories and Expenses is attached*

	ACTUAL	BUDGET	REMAINING
Tourism*			
Non Matching Funds Tourism			
Advertising & Promotion			
Advertising (print/digital/social)	6,921.75	31,100.00	24,178.25
Collateral Design & Printing	11,377.03	11,500.00	122.97
Collateral Distribution	256.87	5,000.00	4,743.13
Content Development		5,000.00	5,000.00
Equipment & Supplies	1,637.22	4,000.00	2,362.78
Trade Show Participation	10,998.94	10,000.00	-998.94
Visitor's Center	84.24	1,000.00	915.76
Website	584.58	500.00	-84.58
Total Advertising & Promotion	**31,860.63**	**68,100.00**	**36,239.37**
Tourism Development	17.20		-17.20
Association Dues & Conference Fees	2,435.98	3,000.00	564.02
Event Productions	2,983.52	5,000.00	2,016.48
Industry Meetings & Travel	3,292.89	3,000.00	-292.89
Software	4,915.05	5,000.00	84.95
Tourism Dinner	3,348.06	2,900.00	-448.06
Training & Education	159.00	500.00	341.00
Total Tourism Development	**17,151.70**	**19,400.00**	**2,248.30**
Tourism Events & Special Projects			
250th Celebration			
Branded Merchandise		1,000.00	1,000.00
Branding Marketing Materials		1,000.00	1,000.00
Collateral Design, Print, Distribution		7,000.00	7,000.00
Digital, Social, and Print Advertising		2,480.00	2,480.00
Logo + Landing Page	250.00	1,520.00	1,270.00
Tradeshows & Event Tabling		2,000.00	2,000.00
Total 250th Celebration	**250.00**	**15,000.00**	**14,750.00**

St Lawrence County Chamber of Commerce INC

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - December 2024

	ACTUAL	BUDGET	REMAINING
BASS & Fishing		15,500.00	15,500.00
Advertising & Media	3,387.62		-3,387.62
Entertainment Component	1,600.00		-1,600.00
Host Fees	4,500.00		-4,500.00
Tournament Logistics	3,608.46		-3,608.46
Total BASS & Fishing	**13,096.08**	**15,500.00**	**2,403.92**
Total Tourism Events & Special Projects	**13,346.08**	**30,500.00**	**17,153.92**
Total Non Matching Funds Tourism	**62,358.41**	**118,000.00**	**55,641.59**
Restricted			
Destination Special Projects			
ARPA Booking Platform	30,000.00	30,000.00	0.00
ARPA Canadian Mktg	16,936.95	20,000.00	3,063.05
Geo Digital Marketing	1,047.51		-1,047.51
Total ARPA Canadian Mktg	**17,984.46**	**20,000.00**	**2,015.54**
EDA Sports Tourism & Canadian Marketing	141,364.29	125,000.00	-16,364.29
Total Destination Special Projects	**189,348.75**	**175,000.00**	**-14,348.75**
Matching Funds Expense			
Advertising- Digital & Social	10,927.55	21,000.00	10,072.45
Advertising- Out of Home	1,000.00	1,000.00	0.00
Advertising- Print	28,524.00	23,000.00	-5,524.00
Audio/Visual	10,050.00	5,000.00	-5,050.00
Collateral	11,246.96	12,024.00	777.04
Mailing, Distribution, and Info Centers	2,532.34	4,500.00	1,967.66
Promotional Travel ILNY and Regional Tourism MTGs	130.00	500.00	370.00
Regional Contributions		0.00	0.00
ARTC	16,000.00	16,000.00	0.00
TISW	5,974.02	5,974.02	0.00
Total Regional Contributions	**21,974.02**	**21,974.02**	**0.00**
Research	7,050.00	7,000.00	-50.00
Trade Shows	3,084.90	3,000.00	-84.90
Website Dev. & Maintenance	14,093.66	10,000.00	-4,093.66
Total Matching Funds Expense	**110,613.43**	**108,998.02**	**-1,615.41**
Total Restricted	**299,962.18**	**283,998.02**	**-15,964.16**
Total Tourism*	**362,320.59**	**401,998.02**	**39,677.43**

St. Lawrence County
Chamber of Commerce - TPA
2024 Tourism Payroll and Shared Costs

Tourism Payroll Expenses	2024 Actual		
Salary / Wages:	138,841.06		*Director of Tourism, Destination Manager, and 50% of Finance & Office Manager*
Payroll Taxes:	14,422.95		
STD:	348.24		
LTD:	472.56		
Life:	686.40		
PFMLA:	439.34		
Workers Comp:	630.24		
Health	30,170.10		
Vision:	94.20		
Dental:	1,405.50		
Tourism Payroll Expense TOTAL	**187,510.59**		

Other Overhead and Shared Costs:	2024 Actual		
Item	**Total / Base**	**50% Cost-share**	*Base amounts do NOT include expenses associated with Ogdensburg and Massena locations*
Auditing	8,250.00	4,125.00	
Insurance	8,563.86	4,281.93	*Umbrella, Liability, Directors & Officers (This is higher to cover tourism-related events liability)*
Lease, utilities, storage	17,299.52	8,649.76	
Phone	2,025.90	1,012.95	
Internet	1,043.44	521.72	
Tech and Business Support	6,157.70	3,078.85	*ABS Tech*
Subscriptions	599.40	299.70	*ACCE, Zoom, SLVHRMA*
Software	6,310.62	3,155.31	Quickbooks, Constant Contact, Adobe,Trello
Equipment & Supplies	5,039.17	2,519.59	*Copier, Router, Misc. supplies*
Postage Meter	716.48	358.24	
Housecleaning and Maintenance	2,234.40	1,117.20	
Cost-Share TOTAL	58,240.49	**29,120.25**	

Payroll + Shared TOTAL	216,630.84	*Transferred from Tourism bank account to Chamber bank account*

St. Lawrence County Chamber of Commerce

2025 Tourism Budget (ed. February 2025)

	County Admins	Board-Approved	*calculated with 2024 actuals*
2025 INCOME	**2025 Proposed (9.24)**	**2025 Adj. (2.14.25)**	
Unrestricted Income			
St. Lawrence County (non-matching funds) Allocation	$210,000.00	$223,296.00	*Total with MF: $277,900*
Tourism Dinner	$2,800.00	$3,000.00	*based on 2024 actual income*
Travel Guide Ad Sales	$6,000.00	$0.00	*zero income due to cycle change, missing advertising period (ads to be sold in 2025 but payment will be 2026)*
Visitor Center Revenue	$1,000.00	$1,000.00	
ARPA Tradeshow Reimbursement		$10,000.00	*from ARPA/IDA grant spent 2024*
250th Carryforward		$14,750.00	*$250 spent in 2024 - money not yet recieved from county*
2024 NMF Carryforward		$63,000.00	*2024 bank balance less $5k reconciliation estimate for remaining 2024 expenses and less remaining ARPA + EDA monies*
Unrestricted Income Total	**$219,800.00**	**$315,046.00**	
Restricted Income			
St. Lawrence County Matching Funds Allocation	$52,000.00	$54,604.00	*ILNY MF Program*
New York State Matching Funds Allocation	$52,000.00	$54,604.00	*ILNY MF Program*
EDA Sub-Award	$125,000.00	$125,000.00	*Sport tourism + Canadian Marketing - this will be actual income but budget is less due to "overspend" in 2024 due to delayed disbursement process*
ARPA Rack Card Award / Reimbursement		$10,000.00	*from ARPA/IDA grant to be reimbursed after 2025 completion*
SLC ARPA Carry Forward Balance	$50,000.00	$61,050.38	*Calculated 2023/2024 spends and budget remaining - ARPA is for Canadian campaigns (rack cards + dist etc + streaming tv etc) & Ripe*
Restricted Income Total	**$279,000.00**	**$305,258.38**	
Total INCOME Budget	**$498,800.00**	**$620,304.38**	

2025 ACCOUNTS RECIEVABLE			
2023 Market NY Reimbursement	$63,162.00	$126,324.65	*deposited 2/18/2025*
Accounts Recievable Total	**$63,162.00**	**$126,324.65**	

2025 EXPENSES	**2025 Proposed (9.24)**	**2025 Adj. (2.20.25)**	
Unrestricted Expenses			
***Administration**			**see detailed breakdown as separate attachment*
Tourism Payroll Expenses	$197,568.00	$197,499.09	*2.5 full time equivalent salary + payroll expenses --- Calculated based on 2024 actuals and 2025 escalation considerations*
Visitor Center + Tourism Operations	$44,932.00	$29,970.72	*Calculated based on 2024 actuals and 2025 escalation considerations at 50% cost-share with Chamber*
2024 Reconciliation		$15,030.84	*Remaining administrative draw for 2024 actuals*
Total	**$242,500.00**	**$242,500.65**	*amount to be transferred to Chamber General Fund in 2025*
Administration Contingency		**$44,000.00**	*standard contingency at 10% of budget*

Advertising and Promotions			
Advertising (print / digital / social)	$15,462.00	$35,320.00	*Non-MF advertising placements*
Collateral Design & Printing	$4,000.00	$18,800.00	*2024 top up (at full cost with $4,800 CF) + 2025 Visitor Guides*
Collateral Distribution	$1,000.00	$8,000.00	*Non-MF items = Non-MF distribution*
Content Development	$5,000.00	$15,000.00	photography, video, written (about $5k carryforward - MF covered what
Equipment & Supplies	$1,000.00	$3,000.00	*non-shared, tourism-specific supplies*
Trade Show Participation	$3,000.00	$10,000.00	*for TPA + tourism partners*
Visitors Center	$1,000.00	$3,000.00	*CF from 2024 - visitor center improvements, design branded county merchandise*
Website	$0.00	$2,000.00	*matching funds covers most of this*
Total	**$30,462.00**	**$95,120.00**	
Tourism Development			
Association Dues & Conference Fees	$1,000.00	$3,000.00	
Event Productions	$2,000.00	$5,000.00	*for TPA/chamber + tourism partners*
Industry Meetings & Travel	$2,000.00	$5,000.00	
Software	$3,000.00	$3,000.00	
Tourism Dinner	$3,000.00	$4,000.00	
Training & Education	$500.00	$2,000.00	*for TPA/chamber staff + tourism partners*
Total	**$4,000.00**	**$22,000.00**	
Project Contingency Monies			*Funds to leverage new + incoming opportunities*
2025 Opportunities		**$10,000.00**	*for upcoming opportunities*
BASS + Fishing Events			*"All Angles" to promote BASS, Carp, MLF*
Advertising & Media		$1,500.00	
Entertainment Component		$500.00	
BASS Host Fees		$6,000.00	
Other Host Fees		$3,000.00	
Tournament Logistics		$2,000.00	
Total		**$13,000.00**	*reinvesting $3k in BASS income from 2024*
County Special Projects			*County Special Project Funding with "Incentive Monies"*
250th Promotion			resolution passed by BOL in August 2024
Branded Merchandise		$1,000.00	
Branding Marketing Materials		$1,000.00	
Collateral Design, Print, Distribution		$7,000.00	*for TPA/chamber + tourism partners*
Digital, Social, & Print Advertising		$2,480.00	
Logo + Landing Page		$1,270.00	
Tradeshows & Event Tabling		$2,000.00	*for TPA/chamber + tourism partners*
Total		**$14,750.00**	

			Adj. Income Total
UNRESTRICTED Expenses Total	**$276,962.00**	**$441,370.65**	*$441,370.65*
Restricted Expenses			
NYS Matching Funds			
County Matching Funds			
Advertising - Digital & Social	$20,000.00	$20,000.00	*Digital publications + Paid FB promotions*
Advertising - Print	$25,000.00	$30,206.00	*Magazines, Newspapers etc*
Advertising - Out of Home	$1,000.00	$1,000.00	*Billboards, Airport Kiosks etc*
Audio Visual	$7,500.00	$11,000.00	*Photography & Video Projects*
Branded Merch (Displays)		$1,000.00	*Give aways for tradeshows - NOT FOR RESALE*
Collateral	$8,000.00	$5,000.00	*County Maps, Waterfall Guides, Rack Cards*
Mailing, Distribution, & Info Centers	$4,500.00	$4,700.00	*Distribution/Info Centers/ Postage/1-800 telephone*
Research	$7,000.00	$0.00	*ROVE Data - OPT OUT FOR 2025*
Travel Shows	$4,000.00	$3,000.00	*Space rentals (registration), displays & more*
Website Development & Maintenance	$5,000.00	$5,000.00	*VisitSTLC.com + STLCtrails.com Maintenance, Domain Registrations, Hosting, Content Dev, Photography, Video*
Total	**$82,000.00**	**$80,906.00**	
Regional Matching Funds			*Shifting more funding to 1000 Islands for asset promotion*
ADK Regional Tourism Council	$16,000.00	$14,151.00	
1000 Islands Tourism Council	$6,000.00	$14,151.00	
Total	**$22,000.00**	**$28,302.00**	
			Adj. Income Total
NYS Matching Funds Total	**$104,000.00**	**$109,208.00**	*$109,208.00*
Grant Projects			
ARPA Destination Marketing			
ARPA Booking Platform (RIPE)	$30,000.00	$22,500.00	*calculation from ACTUAL remaining balance - Sept 2025 finish*
ARPA Canadian Marketing	$20,000.00	$38,550.38	*calculation from ACTUAL remaining balance - Sept 2025 finish*
Total		**$61,050.38**	*$61,050.38*
ARPA USA Rack Card Suite		**$10,000.00**	*Design, print, distribution*
EDA Sub-Awards	$125,000.00		
EDA Canadian Marketing		$19,350.00	*calculation from ACTUAL remaining balance - Sept 2025 Finish*
EDA Sport Tourism		$89,285.71	*calculation from ACTUAL remaining balance - Sept 2025 Finish*
EDA 2024 Reimbursement to Unrestricted		$16,364.29	*pre-spend in 2024 EDA to result in 2025 reimbursement*
		$125,000.00	
			Adj. Income Total
RESTRICTED Expenses Total	**$279,000.00**	**$305,258.38**	*$305,258.38*
			Adj. Income Total
2025 Total EXPENSE Budget	**$555,962.00**	**$746,629.03**	*$620,304.38*

St. Lawrence County Chamber of Commerce
101 Main Street, 1st Floor, Canton, NY 13617
315-386-4000 | www.VisitSTLC.com

STLC VISITOR CENTER MERCHANDISE PROJECT FUNDING REQUEST

Chamber / TPA will develop and produce a suite of branded merchandise for sale and distribution to establish a self-sustainable form of revenue.

STRATEGIC SUMMARY

Tri-Regional Illustrative Concept Design / Branding with Exclusivity License

Concept design & merchandise branding development for visuals that promote the county's 3 identifiable regions, including the Seaway, River Valley, and Adirondack Foothills. **The exclusivity license will ensure that merchandise is unique to the Visit STLC brand and that all usages / inventory sales including 3rd party outlets, will be a direct source of revenue** to contribute to running costs of Visitor Center activities, thereby providing sustainability beyond this initial investment. **Quote based on local rates.*

Postcard Design and Delivery with Exclusivity License

Chamber / TPA will create a postcard suite to reflect prominent marketing initiatives and relevant promotional aspects including seasonal and activity based themes as well as geographical and illustrative options, including the tri-regional concept. **Quote based on local rates.*

Merchandise Stock + Sales Display Items

Merchandise stock may include: Stickers / Magnets, Postcards, Drinkware, Posters, Keychains, Tote Bags, Umbrellas, Flags / Pendants (NOT APPAREL - focus will be on items that are often requested and more versatile for sales / stocking purposes)

Visitor Center Signage

Chamber TPA will manage the removal and replacement of old exterior signage with updated branding and verbiage to more visibly designate the main Canton location as a Visitor Center. **Currently Seeking Code Enforcement Criteria.*

Promotional Campaign Ad Design & Placements

Chamber TPA will execute a promotional campaign to market new merchandise, including print and digital marketing campaigns and on the VisitSTLC.com website.

Inventory Management, Sales Transactions & Financial Accounting

Chamber TPA staff will administer all aspects of merchandise sales and transactions, including restocking inventory, selling items to visitors on-site, and handling the bookkeeping.

PHASE ONE **BUDGET SUMMARY**

Marketing Item	Description	2025 BUDGET
Tri-Regional Illustrative Branding Design *with Exclusivity License	Design & Delivery by 3rd Party Partner with direction and collaboration with TPA Staff to create design concept for Seaway, River Valley, ADK foothills	**$7,500**
Postcard Design & Production *with Exclusivity License	Design & Production by 3rd Party Partner with direction from TPA Staff to create design concept for Seaway, River Valley, ADK foothills	**$2,500**
Merchandise Stock	Purchase of branded merchandise quantities	**$5,000**
Visitor Center Signage	Exterior Sign Production & Installation	**$1,000**
Promotional Management	Management of promotional campaign to launch	**TPA STAFF**
Paid Social Ad Spend	Facebook / Instagram Paid Promotions	**$500**
Paid Social Ad Design	STLC In-House	**TPA STAFF**
Social Ad Execution	Execution & Management of Social Ad Placement	**TPA STAFF**
Digital Ad Spend	Digital Newspaper Banner	**$500**
Digital Ad Design	Concept by STLC	**TPA STAFF**
Digital Ad Delivery	Delivery by 3rd Party Partner	**$500**
Print / Radio Ad Spend	Newspaper ads to promote merchandise	**$500**
Print / Radio Ad Execution	Execution of Print / Radio ad placement	**TPA STAFF**
Inventory Management	Re-stocking, inventorying merchandise	**TPA STAFF**
Point of Sale Equipment	Point of Sale Device for transactions	**$1,100**
Point of Sale Software	Point of Sale Software for transactions	**$1,200/YR**
Point of Sale Mgmt.	Management of POS System	**TPA STAFF**
Financial Accounting	Accounting services for sales transactions	**TPA STAFF**
	Chamber Investment	**$5,300**
	County Project Proposal	**$15,000**
	TOTAL BUDGET	**$20,300**

St. Lawrence County Chamber of Commerce
101 Main Street, Canton NY 13617
315-386-4000 | www.VisitSTLC.com

The St. Lawrence County Chamber of Commerce is a 501(c)6 nonprofit, equal opportunity provider, employer, and lender.

To: Ruth Doyle and Glenn Webster
From: Ben Dixon, Executive Director, and Tif Amo, Director of Tourism
Date: March 13, 2025
Re: Summary of Organization-wide financials for non-tourism / tourism

On the following three pages, please find a Profit & Loss: Budget v. Actuals for non-tourism revenues and expenses for the Fiscal Year running January 1, 2024, to December 31, 2024. I would like to note the following to inform your review of the report:

- In order to give a clear picture of our tourism and non-tourism-related expenses, this report shows only non-tourism-related expenses, with two exceptions: All salaries, wages, and payroll expenses for both tourism (2.5FTE) and non-tourism (3.5FTE) are included in the Total Salaries & Fringes expense lines. There are, additionally, some operational costs that were shared by the tourism and non-tourism sides of our operation (these cost-shared expenses reflect the efficiencies of a 'shared services' scenario.) *The expenses related to tourism payrolls and the tourism share of operational expenses are balanced out in the profit lines by the $216,630.84 drawn from the tourism checking account to our general Chamber account.*
    - In relation to the draws between tourism and general chamber accounts, I note that this past year we established a separate checking account for unrestricted tourism funds to enable better accounting practices and for greater accountability/transparency in our expenditures.
    - As we move into FY2025, we are reflecting tourism payroll expenses directly to the tourism budget for greater transparency.

- As noted in the comments of the report, our 2024 budget anticipated a growth in membership as a result of the four-chamber mergers. While our membership growth did not reach the projections for the merger feasibility study in this past year, we did see excellent growth in Chamber membership, with 102 new members joining in 2024, bringing our total membership to just over 400 at year's end.

- Also noted in the comments, all revenues and expenses specific to Canton, Ogdensburg, and Massena operations and programming are kept in separate designated checking accounts - one for each of those communities. Community-specific revenues include contracts with the Towns and Villages, special programs (such as gift certificates), and community-specific events. When the Massena building sells, the proceeds will be deposited to the Massena account. Note, however, that wages and associated payroll costs for Community Coordinators to Canton, Ogdensburg, and Massena were expensed to the organizational "Total Salaries & Fringes" line below and are thus not reflected in the merger expense lines. (The Chamber's finance committee is considering whether and how to allocate those expenses to the merger designated accounts going forward.)

- Overall, the net income for FY2024 for our non-tourism operations was negative at -$18,725.84. However, the Board of Directors, at the time of adoption of our FY2024 anticipated a negative net income as a function of the first legally effectuated year of our mergers with the Canton, Massena, and Ogdensburg Chambers of Commerce (The New York State Department of State recognized our mergers as effective on 1/1/24.). The mergers will take some time to achieve profitability and financial sustainability, and you will see that in our FY2025 non-tourism budget, we anticipate a positive net income.

    - It is a useful additional note related to the mergers that the three merging Chambers were already showing signs – to varying degrees – of financial decline and unsustainability. At the time of transfer of cash assets to the STLC Chamber, the Massena combined balance was just over $2,500, Ogdensburg's was just over $700, and Canton's was just over $45,000 (but with declining membership and municipal support).

- In consideration of how the SLC County total FY2024 allocations of $257,860 to the Chamber's tourism and promotion compares to the Chamber's total tourism expenditures and operational expenditures, we share the following ratios:
    - <u>The SLC total allocation was 46% of total tourism expenditures</u> ($257,860 of $561,559).
    - <u>SLC total allocation was 28.5% of the total organizational expenditures</u> (tourism plus non-tourism, $257,860 to $904,431).
    - <u>Total tourism expenditures were 62% of the total organizational expenditures</u> ($561,559 to $904,431)

We are happy to provide any clarifications about these financials and answer any questions you may have.

St Lawrence County Chamber of Commerce INC
FY2024 Budget vs. Actuals
January - December 2024

	Actual	Budget	Total over Budget
INCOME			
47900 Returned Check Charges	**-315.00**		**-315.00**
Administration fees			
CBIT Administration fees	2,000.00		2,000.00
SLLI Administration fees		1,000.00	-1,000.00
Total Administration fees	**$ 2,000.00**	**$ 1,000.00**	**$ 1,000.00**
Events			
Total Annual Dinner Revenue	$ 17,607.50	$ 17,500.00	$ 107.50
Total Annual Membership Breakfast	$ 1,200.00	$ 1,700.00	-$ 500.00
Total Business After Hours	$ 1,133.78	$ 4,900.00	-$ 3,766.22
Total NonProfitConference	$ 950.00	$ 1,500.00	-$ 550.00
Total CF&W Holiday Show	$ 41,382.60	$ 35,300.00	$ 6,082.60
Total CF&W Open Air Market	$ 20,461.00	$ 17,350.00	$ 3,111.00
Total North Country Kids Expo	$ 5,765.00	$ 4,600.00	$ 1,165.00
Total Events	**$ 88,499.88**	**$ 82,850.00**	**$ 5,649.88**
Membership Income			
Enhanced Listing Fee	6,350.00	13,000.00	-6,650.00
Leadership Circle Dues	53,600.00	52,000.00	1,600.00
Membership Dues	81,476.11	90,678.75	-9,202.64
Multi-Business Member Discount	-150.00	-100.00	-50.00
Total Membership	**$ 141,276.11**	**$ 155,578.75**	**-$ 14,302.64**
Merger Revenues			
Canton Revenue			
Total Canton Events	$ 7,197.00	$ 6,160.00	$ 1,037.00
Gift Certificate Revenue / Transfer	2,041.90		2,041.90
Interest		50.00	-50.00
Municipal Contract	11,750.00	10,000.00	1,750.00
Total Canton Revenue	**$ 20,988.90**	**$ 16,210.00**	**$ 4,778.90**
Massena Revenue			
Donations / Other Income	336.24		336.24
Municipal Contract	10,000.00	10,000.00	0.00
Total Massena Revenue	**$ 10,336.24**	**$ 10,000.00**	**$ 336.24**
Ogdensburg Revenue			
Balance Transfer	711.74	900.00	-188.26
Total Ogdensburg Events	$ 8,328.00	$ 17,134.40	-$ 8,806.40
Misc Income	$ 1,186.00	$ 1,245.98	-$ 59.98
Total Ogdensburg Revenue	**$ 10,225.74**	**$ 19,280.38**	**-$ 9,054.64**
Total Merger Revenues	**$ 41,550.88**	**$ 45,490.38**	**-$ 3,939.50**
Misc	**685.00**		**685.00**
Operations			
Credit Card Processing	38.41	175.00	-136.59
Interest Income	112.42	350.00	-237.58
Newsletter inserts		300.00	-300.00

Projected membership revenues included anticipated growth in membership due to mergers.

Other Service Fees	0.00	300.00	-300.00
Health Insurance Reimbursements	$ 74.70	$ 0.00	$ 74.70
Employee Retention Credit	30,916.37		30,916.37
Total Operations	**$ 31,141.90**	**$ 1,125.00**	**$ 30,016.90**
Services	**1,910.00**		**1,910.00**
Tourism Draws for payroll and cost-share	**216,630.84**	**216,630.84**	**0.00**
Total Income / Gross Profit	**$ 523,379.61**	**$ 502,674.97**	**$ 20,704.64**
EXPENSES			
7019 Bank Service Charges	**92.00**		**92.00**
Events*			
Total Annual Dinner	$ 12,484.02	$ 10,000.00	$ 2,484.02
Total Annual Membership Breakfast	$ 1,488.03	$ 1,175.00	$ 313.03
Total Business After Hours	$ 2,020.49	$ 350.00	$ 1,670.49
Total Non Profit Conference	$ 26.26	$ 1,250.00	-$ 1,223.74
Total CF&W Holiday Show	$ 5,094.07	$ 6,800.00	-$ 1,705.93
Total CF&W Open Air Market	$ 4,236.11	$ 4,400.00	-$ 163.89
Total North Country Kids expo	$ 2,679.84	$ 2,900.00	-$ 220.16
Total Events*	**$ 28,028.82**	**$ 26,875.00**	**$ 1,153.82**
Total Membership*	**$ 2,439.26**	**$ 4,250.00**	**-$ 1,810.74**
Operations*			
Advertising	9.99	120.00	-110.01
Bank Charges	815.00	655.00	160.00
CBIT Partner Contract		200.00	-200.00
Credit Card Processing Fees	1,336.94	1,250.00	86.94
Dues & Subscriptions	849.40	1,150.00	-300.60
Finance Charge		50.00	-50.00
Insurance	8,563.86	7,850.00	713.86
Interest Expense		25.00	-25.00
Late Fees	299.60	35.00	264.60
Legal & Professional Fees			
Accountant / Auditor fees	8,250.00	7,000.00	1,250.00
Attorney / legal fees		50.00	-50.00
Total Legal & Professional Fees	$ 8,250.00	$ 7,050.00	$ 1,200.00
Management Services (ABS)	6,157.70	7,000.00	-842.30
Merger Expenses			
Canton Event Expenses	2,988.65	916.45	2,072.20
Canton Gift Certificate Reimbursements	1,215.00	250.00	965.00
Canton Operations	$ 125.26	$ 3,293.00	-$ 3,167.74
Canton Salary, Fringe, and Payroll Expenses		22,146.66	-22,146.66
Total Massena Operations Expenses	$ 12,824.16	$ 17,549.00	-$ 4,724.84
Massena Salary, Fringe, and Payroll Expenses		31,245.00	-31,245.00
Total Ogdensburg Event Expenses	$ 1,502.77	$ 6,119.02	-$ 4,616.25
Total Ogdensburg Operations Expenses	$ 11,469.95	$ 15,805.70	-$ 4,335.75
Ogdensburg Salary, Fringe & Payroll Expenses		31,245.00	-31,245.00
Total Merger Expenses	$ 30,125.79	$ 128,569.83	-$ 98,444.04
Miscellaneous Expense	735.00		735.00
Office Expenses			
100 Equipment	2,326.91	7,500.00	-5,173.09

Note that all revenues and expenses specific to Canton, Ogdensburg, and Massena operations and programming are kept in separate designated accounts - one for each of those communities.

Note that wages and associated payroll costs for Community Coordinators to Canton, Ogdensburg, and were expensed to the organizational "Total Salaries & Fringes" line below, and are thus not reflected in the merger expense lines.

110 Office Supplies	2,712.26	3,200.00	-487.74
Total 120 Postage	$ 1,066.48	$ 1,015.00	$ 51.48
140 Telephone	2,025.90	2,500.00	-474.10
145 Internet Provider	1,043.44	1,000.00	43.44
146 Website	23.17	50.00	-26.83
Total Office Expenses	$ 9,198.16	$ 15,265.00	-$ 6,066.84
Total Office Rental	$ 17,299.52	$ 17,299.52	$ 0.00
Outside Services (Cleaning)	2,234.40	2,250.00	-15.60
Salaries & Fringes			
6560 Payroll Expenses			
Insurance, Disability & PFL	1,111.77	1,017.57	94.20
Insurance, W/Comp	636.00	655.00	-19.00
Payroll-Gross	313,864.70	258,708.76	55,155.94
Taxes, Payroll	26,150.66	23,782.92	2,367.74
Total 6560 Payroll Expenses	$ 341,763.13	$ 284,164.25	$ 57,598.88
Employee Benefits			
Health Insurance	59,245.35	41,732.94	17,512.41
Life and Disability Ins.	6,161.40	2,526.60	3,634.80
Pensions	11,816.44	6,930.00	4,886.44
Total Employee Benefits	$ 77,223.19	$ 51,189.54	$ 26,033.65
Total Salaries & Fringes	$ 418,986.32	$ 335,353.79	$ 83,632.53
Software	6,380.62	1,450.00	4,930.62
Staff Training		500.00	-500.00
Strategic Planning/Integration		500.00	-500.00
Total Travel & Meals	$ 303.07	$ 1,500.00	-$ 1,196.93
Total Operations*	**$ 511,545.37**	**$ 528,073.14**	**-$ 16,527.77**
Total Expenses	**$ 542,105.45**	**$ 559,198.14**	**-$ 17,092.69**
Net Operating Income	**-$ 18,725.84**	**-$ 56,523.17**	**$ 37,797.33**
Net Income	**-$ 18,725.84**	**-$ 56,523.17**	**$ 37,797.33**

Salaries, fringe, and payroll expenses shown here include 2.5FTE for tourism staff. Those tourism-related payroll expenses are offset in the tourism draw reflected above. These figures also include expenses for staffing of merger offices.

St Lawrence County Chamber of Commerce INC
2025 Budget

	FY25 projected	Comments
Income		
47900 Returned Check Charges	-	
Administration fees		
SLLI Admin Fee	1,000.00	
CBIT Administration fees	-	
Total Administration fees	**1,000.00**	
Events		
Total Annual Dinner Revenue	17,600.00	
Total Annual Membership Breakfast	1,200.00	
Total Business After Hours	700.00	
Total NonProfitConference	1,000.00	
Total CF&W Holiday Show	41,000.00	
Total CF&W Open Air Market	20,000.00	
Total North Country Kids Expo'	5,800.00	
Total Events	**87,300.00**	
Membership		
Membership Income		
Enhanced Listing Fee	6,000.00	
Total Leadership Circle	64,500.00	
Membership Dues	80,000.00	
Total Membership Income	**$ 150,500.00**	
Multi-Business Member Discount	(150.00)	
Total Membership	**150,350.00**	
Merger Revenues		
Total Canton Events	6,500.00	
Gift Certificate Revenue / Transfer	1,000.00	
Municipal Contract	11,500.00	
Total Canton Revenue	**19,000.00**	
Massena Revenue		
Municipal Contract	10,000.00	
Massena events	3,000.00	
Total Massena Revenue	**13,000.00**	*Does not reflect potential sale of 16 Church Street (now listed at $98k)*
Ogdensburg Revenue		
Total Ogdensburg Events	7,600.00	
Total Ogdensburg Revenue	**7,600.00**	
Total Merger Revenues	**39,600.00**	
Operations		
Credit Card Processing	25.00	
Interest Income	100.00	
Employee Rention Credit	51,101.44	
Total Operations	51,226.44	
Tourism Operations Cost Share Draw	45,001.56	
Services	-	

Total Income	**$ 374,478.00**	
Gross Profit	**$ 374,478.00**	
Expenses		
7019 Bank Service Charges	**100.00**	
Events*		
Total Annual Dinner	12,950.00	
Total Annual Membership Breakfast	1,700.00	
Total Business After Hours	1,600.00	
Non Profit Conference	500.00	
Total CF&W Holiday Show	4,900.00	
Total CF&W Open Air Market	5,300.00	
Total North Country Kids expo	2,700.00	
Total Events*	**$ 29,650.00**	
Total Membership*	**2,500.00**	
Operations*		
Bank Charges	800.00	
Credit Card Processing Fees	1,300.00	
Dues & Subscriptions	1,250.00	
Insurance	8,750.00	
Late Fees	300.00	
Auditing	10,000.00	
Management Services (Computing / ABS)	6,500.00	
Merger Expenses		
Canton Expenses		
Canton Event Expenses	3,000.00	
Canton Gift Certificate Reimbursements	1,200.00	
Supplies and Misc	150.00	
Total Canton Operations	**$ 4,350.00**	*Does not include salary and fringe (included in Total Salary & Fringe below)*
Massena Operations Expenses	-	
Massena Event Expense	1,000.00	*Springfest*
Building Maintenance	5,200.00	
Mileage	3,100.00	
Supplies	50.00	
Utilities	4,000.00	
Website	125.00	
Total Massena Operations Expenses	**13,475.00**	*Does not include salary and fringe (included in Total Salary & Fringe below). Does not include expenses associated with expanded Massena operations.*
Ogdensburg Expenses		
CarBQue and Event Expenses	1,500.00	
Bank Fees	75.00	
Comms (phone & internet)	1,800.00	
Copier	1,250.00	
Ed & Ed	650.00	
Events Petty Cash	950.00	
Misc	650.00	
Rent	6,000.00	

Supplies	300.00	
Windows	100.00	
Total Ogdensburg Operations Expenses	**$ 13,275.00**	*Does not include salary and fringe (included in Total Salary & Fringe below)*
Total Merger Expenses	**$ 31,100.00**	
Misc Expenses	**$ 750.00**	
Office Expenses		
Equipment	1,000.00	
Office Supplies	3,000.00	
Total Postage	1,200.00	
Telephone	2,250.00	
Internet Provider	1,200.00	
Website	50.00	
Total Office Expenses	**$ 8,700.00**	
Total Office Rental and Heat	$ 17,941.44	
Total Outside Services (Cleaning)	2,234.40	
Total Salaries & Fringes	**$ 240,872.97**	*Reflects 3.5 FTE and per diems. 2.5 FTE included in tourism budget.*
Software	5,728.32	
Total Travel & Meals	300.00	
Total Operations*	**$ 335,777.13**	
Total Expenses	**$ 368,027.13**	
Net Operating Income	**$ 6,450.87**	
Net Income	**$ 6,450.87**	

June 2, 2025

Finance Committee: 5-19-2025

RESOLUTION NO.

ADOPTING MORTGAGE TAX REPORT

By Mr. Hull, Chair, Finance Committee

NOW, THEREFORE, BE IT RESOLVED that the Mortgage Tax Report as submitted by the County Clerk and the County Treasurer is hereby accepted and the County Treasurer is authorized and directed to issue the amounts as set forth in the report to the various tax districts in this County.

Town/Village	Amount
Brasher	$11,631.46
Canton:	
Village of Canton	8,595.32
Village of Rensselaer	391.05
Town of Canton	30,457.28
Clare	337.16
Clifton	8,345.59
Colton	6,314.49
Dekalb:	
Village of Richville	240.22
Town of Dekalb	6,619.05
DePeyster	1,419.07
Edwards	4,665.51
Fine	6,595.23
Fowler	13,585.40
Gouverneur:	
Village of Gouverneur	6,771.91
Town of Gouverneur	19,538.15
Hammond:	
Village of Hammond	185.07
Town of Hammond	8,423.66
Hermon	3,831.57
Hopkinton	4,706.30
Lawrence	108,053.99
Lisbon	18,375.78
Lousiville:	
Village of West Massena	907.37

Town of Louisville	10,017.73
Macomb	3,507.04
Madrid	5,781.11
Massena:	
Village of Massena	17,588.30
Town of Massena	37,942.28
Town of Morristown	14,331.94
Norfolk:	
Village of Norwood	174.15
Village of Massena	23.87
Town of Norfolk	20,552.00
Ogdensburg	21,901.65
Oswegatchie:	
Village of Heuvelton	853.89
Town of Oswegatchie	16,259.77
Parishville	11,617.48
Piercefield	1,390.63
Pierrepont	14,991.83
Pitcairn	6,917.67
Potsdam:	
Village of Potsdam	9,642.98
Village of Norwood	2,144.08
Town of Potsdam	38,569.84
Rossie	2,635.02
Russell	2,281.61
Stockholm	21,880.68
Waddington:	
Village of Waddington	4,209.20
Town of Waddington	16,160.29
Total	$551,365.67

June 2, 2025

Finance Committee: 5-19-2025

RESOLUTION NO.

AUTHORIZATION TO CREATE AND FILL AN ADDITIONAL COORDINATOR OF REAL PROPERTY TAX III POSITION IN THE REAL PROPERTY TAX SERVICES

By Mr. Hull, Chair, Finance Committee

WHEREAS, the current Coordinator of Real Property Tax Services III, Position No. 108400001, was most recently filled on November 1, 2022 and with the departure of long-tenured staff, the workload has been reviewed with a determination that support for this role would be beneficial to the County, and

WHEREAS, the Coordinator of Real Property Tax Services III is responsible for the maintenance of the RPS V4 database, the tax apportionment for Towns, County, Village, and School tax bills as well as the preparation of actual tax bills, tax rolls, and assessment rolls on an annual basis are included in the responsibilities of this position, and

WHEREAS, additional support and assistance is being requested to be made available to the existing Coordinator position to support operations to carefully review and create accurate assessment rolls, tax rolls, and tax bills for the municipalities of the Countyand provide a back up in the event of absence, and

WHEREAS, it is the request of the Director of Real Property Tax Services that an additional position be created to support this critical function for the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the County Administrator to create and fill a Coordinator of Real Property Tax Services III, Position No. 108400005, in the Real Property Office.

June 2, 2025

Finance Committee: 5-19-2025

RESOLUTION NO.

MODIFYING THE 2025 BUDGET FOR THE HIGHWAY DEPARTMENT FOR THE SALE OF SALT TO LOCAL MUNICIPALITIES

By Mr. Hull, Chair, Finance Committee

WHEREAS, a limited supply of road salt existed due to production challenges encountered by American Rock Salt in meeting overall demand, and

WHEREAS, the Highway Department, in accordance with a binding bid agreement, advocated for the prioritized delivery of salt, and

WHEREAS, substantial volumes of road salt were delivered to various Highway Department facilities, and

WHEREAS, this allowed the Highway Department to alleviate salt shortages in local municipalities through sales, and

WHEREAS, the Highway Department projects an increase in revenue as a result of these salt sales to municipalities,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Highway Department for the sale of salt to local municipalities as follows:

INCREASE APPROPRIATIONS:

HS051444 454WM	H Snow Winter Maintenance Materials	$18,162
HC051424 454WM	H CSR Winter Maintenance Materials	12,108
		$30,270

INCREASE REVENUE:

HG027705 55000	H HSOG Services Other Governments	$30,270

June 2, 2025

Finance Committee: 5-19-2025

RESOLUTION NO.

AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH C & S ENGINEERS FOR PROFESSIONAL ENGINEERING SERVICES FOR THE HIGHWAY ADMINISTRATION AND MAINTENANCE FACILITY AND MODIFYING THE 2025 BUDGET FOR THE HIGHWAY DEPARTMENT AND AUTHORIZATION TO OPEN A CAPITAL PROJECT FOR THIS PURPOSE

By Mr. Hull, Chair, Finance Committee
Co-Sponsored by Mr. Smithers, District 5; Mr. Denesha, District 6; Mr. Lightfoot, District 3; Mr. Webster, District 11; and Ms. Curran, District 15

WHEREAS, the County completed the construction of three outposts beginning in 2021 and completing the capital investment in 2023 with stated goals of updating the facilities, providing indoor storage for the trucks, and reducing truck traffic in the Village of Canton, and

WHEREAS, the Facilities are complete and operational with updated indoor storage much closer to the communities that they serve, and

WHEREAS, there has been a significant reduction in traffic with highway trucks relocated to Russell, Lisbon, and Potsdam Outpost facilities, however they are required to return when routine and unanticipated maintenance is required due to the Maintenance Shop is currently located in Canton, and

WHEREAS, there is an interest to address the deferred maintenance in the remaining facilities and improve operations in Canton by relocating the Maintenance Shop, Administration, Weights & Measures, and to create long needed climate controlled storage for the Sheriff's Office, Emergency Services, and the District Attorney, and

WHEREAS, Resolution No. 391-2023 authorized the Department of Highways to hire C & S Engineers, Inc. for preliminary plans and cost estimates for a new Highway Administration and Maintenance Facility to be located at the Potsdam Outpost, and

WHEREAS, the project scope includes overall site improvements, a new administration building, a new maintenance building, a new cold storage building, an expanded fuel island, and a new weights and measures inspection station, and

WHEREAS, the services provided by C & S Engineers, Inc. will include, but are not limited to, schematic design, design development, construction document preparation, and bid phase assistance,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with C & S Engineers, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Highway Department as follows:

DECREASE UNAPPROPRIATED FUND BALANCE:

01TG0911 50300	Fund Balance, Unreserved, Unappropriated	$960,000

INCREASE APPROPRIATED FUND BALANCE:

01TG0910 50300	Fund Balance, Unreserved, Appropriated	$960,000

INCREASE APPROPRIATIONS:

T6199509 90600	T IFT GF Transfer to CP	$960,000

INCREASE APPROPRIATIONS:

HM651974 430ED POM	Engineering Design	$960,000

INCREASE REVENUE:

T6650319 90100	T IFT CP Transfers from GF	$960,000

BE IT FURTHER RESOLVED that the Treasurer be authorized to open a Capital Project for the Highway Administration and Maintenance Facility.

Finance Committee:

RESOLUTION NO.

BROADBAND UPDATE (DISCUSSION)

By Mr. Hull, Chair, Finance Committee

Finance Committee:

RESOLUTION NO.

UTILITY PROJECTS UPDATE (DISCUSSION)

By Mr. Hull, Chair, Finance Committee

Finance Committee:

RESOLUTION NO.

PROJECTS ADMINISTERED BY THE SLC IDA - PATRICK KELLY, EXECUTIVE DIRECTOR SLC IDA (DISCUSSION)

By Mr. Hull, Chair, Finance Committee

June 2, 2025

Finance Committee: 5-19-2025

RESOLUTION NO.

AUTHORIZATION TO ABOLISH A SECRETARY I AND CREATE AND FILL AN ADMINISTRATIVE ASSISTANT POSITION IN VETERANS' SERVICES

By Mr. Hull, Chair, Finance Committee

WHEREAS, the Veterans Services Office currently consists of two (2) staff members, providing services and representation to over 6,600 veterans plus their beneficiaries residing in St. Lawrence County and the surrounding area, and

WHEREAS, to provide these services, creating the new position of Administrative Assistant will support efforts provided to maximize critical outreach services with uninterrupted representation in the office, thus reaching more Veterans bv connecting them to rightfully earned benefits, and

WHEREAS, the cost of the increase in Budget will be covered by the annual New York State Aid to Localities Grant, which has increased from $10,000 to $25,000 since 2021,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the County Administrator to abolish a Secretary I, Position No. 005100002 and create and fill with Administrative Assistant, in Veterans' Services as follows:

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Director of Veteran Services to fill Position No. 005200018, Administrative Assistant, in Veterans' Services.

Full Board:

RESOLUTION NO.

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH ENI MECHANICALS FOR THE INSTALLATION OF A GENERATOR AT THE HUMAN SERVICES CENTER

By Mr. Hull, Chair, Finance Committee

WHEREAS, Resolution No, 89-2024 authorized the County to install a generator at the Human Services Center, located at 80 State Highway 310, Canton for the purpose of potential hazard mitigation, and

WHEREAS, this resolution authorized $486K for the Project and a competitive bid process is now complete and a recommendation is being made for the contractor to install and test the generator, and

WHEREAS, the County is responsible for a ten (10%) percent match associated with the Project and these funds have been set aside for this purpose, and

WHEREAS, generator power is important to the functions of the Human Services Center, in part due to the location of the Clinics for Public Health and for the Opioid Treatment Program as well as a potential location for residents to receive services in the event of an emergency,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Empire Northeast, Inc. for the installation of the generator to be located at the Human Services Center, 80 State Highway 310, Canton, upon approval of the County Attorney.