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**Village of Elmira Heights Meeting Room  
January 7, 2020  
7:00 p.m.**

**Present:** T. Amberg, Mayor M. Smith, C. Southard, H. Blish,  
**Absent:**  
**Excused:** G. Patelunas,  
**Staff:** Julie Chevalier, Executive Director, Lisa Novitsky, Program Director

Julie Chevalier, Executive Director, called the meeting to order at 7:48 p.m.

**Board of Director's Meeting Minutes –December 2019:**

Board members reviewed the Meeting Minutes. There were no additions and/or corrections.

T. Amberg, made a motion to accept the Meeting Minutes,  
H. Blish, seconded; motion carried.

**Financial Statements ending December 2019:**

Board members reviewed the Financial Statements. There were no additions and/or corrections.

H. Blish, made a motion to accept the Financial Statements as presented,  
C. Southard, seconded; motion carried.

**Approve Audit of Expenditures: Audit # 2020-0107 Dated 1-7-2020 Checks #1503 and 359**

Board members reviewed the Expenditures. There were no additions and/or corrections.

C. Southard, made a motion to approve the Audit of Expenditures as presented,  
H. Blish, seconded; motion carried.

**Urban Renewal Agency Report – January 2020:**

Board members reviewed the Agency Report. There were no additions and/or corrections.

H. Blish, made a motion to accept the Urban Renewal Agency Report as presented,  
C. Southard, seconded; motion carried

**Economic Development**

**Pierce Landing**

The Graham's hired a new architect and revised their plans to accommodate an additional business on the first floor. There will now be three businesses on the main floor. The owners have been



authorized by Empire State Development to be the General Contractor. As previously authorized by the Board, a loan in the amount of \$100,000.00 will be issued to the Graham's. Julie has the closing scheduled for January 10, 2020. Payments will begin in February. A Note and Mortgage will be filed with the County Clerk for 228 Oakwood Ave. to secure the loan for the next ten years or sooner, if the loan is paid off.

**Feasibility Study Status with ESD**

Julie was contacted by ESD that the project cannot begin until final authorization has been made by the ESD Board of Directors. Project Manager, Sarah Grose submitted documentation to be completed, which it was and returned.

**Audit 2018-19 Completion Status**

Rick McNeally has completed our Audit. We are waiting for completion of the Village Audit, in order to receive our bound copy.

**NYS HOME Application Submission**

Julie submitted a HOME grant just for the Village of Elmira Heights in the amount of \$300,000

**NYS Main Street Award/Contract**

CPI was awarded a NYMS grant for 14<sup>th</sup> St. in the Village. The contract has been received and Julie will get the required documents put together and submit everything to the Office of Community Renewal.

**Recognition of Persons Addressing the Agency:**

None

**Remarks:**

Habitat for Humanity is looking to purchase land on Lynwood Ave. No purchase offer has been submitted at this time.

The Griswold's building is going on the market.

**Next Meeting:**

The next meeting will be held on February 4, 2020 at 7:00 p.m.

T. Amberg, made a motion to adjourn the meeting.

H. Blish, seconded.

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

*(On file)*

Lisa Novitsky  
Program Director