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**Village of Elmira Heights Meeting Room  
March 10, 2020  
7:00 p.m.**

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

Julie Chevalier, Executive Director, called the meeting to order at 7:00 p.m.

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

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

H. Blish, made a motion to accept the Meeting Minutes, G. Patelunas abstained,  
C. Southard, seconded; motion carried.

**Financial Statements ending February 2019:**

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

G. Patelunas, made a motion to accept the Financial Statements as presented,  
T. Amberg, seconded; motion carried.

**Approve Audit of Expenditures: Audit # 2020-0310 Dated 3-10-2020 Checks #1504 and 363-365 and 1505**

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

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

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

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

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



## **Other:**

### **Economic Development**

#### **Pierce Landing-**

The project is about 75% complete. BC Hots would like to be able to provide a walk-up window service from the Oakwood Street side of the building. G. Patelunas suggested opening up the alley on the 14<sup>th</sup> Street side to provide the service. However, Julie stated that it wouldn't be possible because of the way the interior rooms have been designed. Julie will need to have a conversation with Code to discuss the possibility. Mike Graham would like to develop the alley way and turn it into an outdoor cafe seating area for people to enjoy meals outside or just have a nice place to sit.

#### **Feasibility Study Status with ESD-**

Julie contacted the Project Manager with ESD and was told that the project was approved with the revised Budget by the Board and is now in the legal review stage. We are waiting for a contract to arrive before the consultant is contacted.

#### **NYS Main Street Award/Contract**

With the contract now in place, Julie is in the process of selecting a Project Selection Committee comprised of three local residents or people who work in the Village. Once this is in place, she will begin reviewing the initial projects that were submitted with the application to New York State to decide which ones will move forward.

#### **Revolving Loan Request for the Former Bill Kain's**

Julie provided details of the loan with the Urban Renewal Agency, as well as the other financing entities involved with the applicant. T. Amberg expressed his concerns with the overall amount that the applicant intends to borrow for the building, start-up costs and any renovations.

Julie explained that she had the same concerns, but added that the applicant has a sizeable amount of his own money set aside. She also indicated that Elmira Savings Bank (ESB) performed nearly all of the underwriting on the loan, since it was initiated by them. The loan is inclusive of closing fees, equipment and renovation costs. Julie noted that she had recommended that they keep a portion of the building that houses the bicycle shop to lease out in order to have additional income coming in to support their expenses.

Additionally, G. Patelunas stated that he, too, had concerns of the income to debt ratio, but felt comfortable lending the funds knowing ESB had a part in the underwriting. Julie stated that the applicant had a good business plan and the inventory he needs to run the business is ordered as needed. There will not be a lot of overhead.

J. Chevalier asked for a motion to approve a revolving loan funding in the amount of \$40,000 to Ron Drake toward the purchase of the former Bill Kain's Tire Center building.

G. Patelunas made a motion to approve the loan for \$40,000,

T. Amberg, seconded, motion carried



**Recognition of Persons Addressing the Agency:**

None

**Remarks:**

T. Amberg wished Mr. Drake the best of luck with the purchase of the former Bill Kain's Tire Center.

**Next Meeting:**

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

H. Blish, made a motion to adjourn the meeting.

C. Southard, seconded.

Meeting adjourned at 7:23 p.m.

Respectfully submitted,

*(On file)*

Lisa Novitsky

Program Director