



ECONOMIC DEVELOPMENT & PLANNING | INDUSTRIAL DEVELOPMENT AGENCY | LOCAL DEVELOPMENT CORPORATION

**Tioga County IDA
Loan Committee Meeting
June 17, 2025, 10 am
Minutes**

- i. Call to Order: 10:00 am
- ii. Attendance:
 - a. Loan Committee Members: Jon Ward, Eric Knolles, Brenda Evaneck, Kevin Dougherty, Jim Lavo, Doug Barton
- iii. Excused:
- iv. Guests: C. Yelverton, B. Woodburn, M. Schnabl
- v. Approval of Minutes from the last meeting dated: November 26, 2025

Motion to approve Loan Committee minutes dated November 26, 2025 as written (D. Barton, E. Knolles).

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**Aye-6 Abstain – 0
Nay-0 Carried**

- vi. New Business:
 - a. Façade Loan Application Modifications- C. Yelverton presented the proposed draft modifications to the façade loan program. The modifications include increasing the façade loan request to be to up to \$40,000 with a 1% interest rate, updated fee requirements, and including all mixed use and commercial properties in Tioga County. The façade loan would also be issued as a loan and not a reimbursement program. The loan would require a draw schedule that is approved by the IDA, inspection, project progression, alignment with approved scope of work, and copy of building permit. At the completion of the project will require after photos, submission of documentation including cancelled checks, paid invoices and/or receipts from the contractor(s) and signed inspection log from municipal code enforcement officer and copy of certificate of occupancy. The loan committee proposed to remove place of birth requirement.

Motion to recommend the proposed façade loan modifications as discussed (E. Knolles, D. Barton).

Aye-6 Abstain – 0

Nay-0 Carried

vii. Adjournment: (E. Knolles).

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