

**Minutes of the Economic and Residential Committee Meeting
Village of Williamsville
March 13, 2008**

Meeting was called to order at 6:00 p.m. by Valerie Patterson.

Present: Valerie Patterson, Mark Esker, John Swinford, joined by Bill McCarty at 6:30 p.m.

Topic of discussion was the Downtown Improvement Project with an intention to develop a packet explaining how the funds are to be used and who is applicable to use the funds, along with an application and adherence process.

John Swinford introduced a document that addresses all of these concerns, which he had developed when serving in his previous position as E & RD Committee Chair.

Attendees reviewed the packet and made the following recommendations:

- While the program is a matching village grant to business owners (50/50), the village will also offer a low interest loan, amortized over a 5 yr period, to the business owner, for their half of the project.
- Funds will be given only to buildings that are deemed structurally sound.
- Valerie will utilize the program information developed by John and produce a marketing packet for disbursement to businesses who qualify. The packet will include a program overview, application, and supplemental information that may help business owners better understand how to use the funds.
- The committee will review the packet at a future meeting (or meetings, as changes necessitate) before presenting it to the village board for approval.
- All information about the program will be placed on the village website.

Meeting was concluded at 7:00 p.m.