

**Minutes of the
Economic Development Committee Meeting
Village of Williamsville, Illinois
March 25, 2010**

Meeting was called to order at 7:04 p.m. by Chairperson Valerie Patterson

Trustees Present: Valerie Patterson, Mike Barnett, Lisa White, Mark Esker, Janice Beyers

Guests: Dave May

The purpose of the meeting was to discuss 1) Downtown Improvement Program, including eligibility guidelines 3) New Business Incentives, specifically in the Downtown Business District.

Chairperson Patterson started the meeting with a review of the definition and purpose of establishing a TIF District, including its required establishment of a Redevelopment Plan. Williamsville's TIF District was established in July 1999. In addition, Patterson gave a quick review of the Downtown Improvement Program – a Façade Improvement Program that was developed by the Village Board to specifically assist the Downtown Business District. It was noted that the DIP is only one component within the larger Redevelopment Plan that serves to restore economic vitality, attract new business to the area and increase property tax values, which the establishment of a TIF seeks to accomplish. The use of TIF funds for new business incentives as well as existing business expansion and retention incentives is yet another component to the total efforts required when addressing the Redevelopment Plan to revitalize the Downtown Business District.

The committee unanimously agreed to make the following recommendations in regard to the DIP and TIF Incentives in the Downtown Business District:

DOWNTOWN IMPROVEMENT PROGRAM

The following definitions and guidelines will be added to the existing Downtown Improvement Program:

- 50% matching grants are limited to a \$5,000 maximum payout annually, per property. Applications are eligible in reference to physical building location.
- Applicant must not be in violation of any Village Ordinance or owe late fees on any Village accounts.
- The Village reserves the right to utilize the following criteria in order to rank projects with the purpose of establishing an order of merit:
 - Present deterioration of structure
 - Scope of work
 - Relative strength of façade impact on community
 - Historical integrity of work to be done and quality of materials/restoration/renovation
 - First time projects will be given weighted consideration

TIF INCENTIVES for BUSINESS

The committee unanimously agreed to recommend the following programs:

Tax Increment Financing (TIF) & New Business Incentives

TIF incentives are offered on a case-by-case basis. The Village Board is open to individual requests for assistance. The use of TIF is restricted by State of Illinois Statute. Designated properties must reside within the TIF District. To learn more about how TIF funds can be used, visit the Illinois Tax Increment Association website at www.illinois-tif.com.

Business Retention & Expansion Program

This program provides TIF funds to help existing business expand. Properties must reside within the TIF District. Incentive potential is reviewed on a case-by-case basis and is based on projected growth in sales and/or property tax revenue.

Downtown Business District Lease Payment Assistance Program

TIF incentive designed to attract new business to the historic Downtown Business District. Intent is to help fill vacant space. Program is example of a singular component in the total effort to develop and revitalize the Downtown Business District.

- Eligible businesses include retail and service businesses.
- A completed application must be received after the New Business Owner signs at least a two-year lease, or within the first 90 days from the first day of opening.
- Reimburses New Business Owner 50% of their first 12 months' lease payments, up to a maximum amount of \$5,000. **AFTER THE BUSINESS HAS BEEN IN OPERATION FOR ONE YEAR.**
- Reimbursement is made one year from the date of the signed agreement, and after year one of at least a two-year lease has been signed – this confirms the business will continue to remain open in the Downtown Business District TIF area.
 - Must receive verification from the Department of Revenue that sales taxes are current
 - Must receive verification from the landlord that all lease payments are current
- **PROPERTY OWNERS ARE NOT ELIGIBLE** to lease space from themselves, relatives, or related business entities.
- Applicants are *required* to sign a long-term lease with the property owner.

Also under consideration was a program directed at increased cost sharing (greater than 50% that is already afforded in the DIP program) specifically targeted at signage/awning/canopy projects. The committee was not willing to recommend shared expenditures greater than 50% at this time.

Also under consideration: While offering loans is available as a TIF approved incentive, the committee is not willing to recommend the Village engage in the approval and management of loans to business at this time.

The meeting was concluded at 8:47 p.m.