

# Board of Aldermen Committee Minutes

Date: *2/13/15* Chair: *Davis* Convened: *5<sup>30</sup> AM* Adjourned: *6<sup>05</sup> AM*

<b>Committee</b>	<input type="checkbox"/> Charter & Ordinance	<input type="checkbox"/> Inter-municipal
	<input checked="" type="checkbox"/> Community & Economic Development	<input type="checkbox"/> Public Safety
	<input type="checkbox"/> Finance	<input type="checkbox"/> Public Works
	<input type="checkbox"/> General	<input type="checkbox"/> Recreation
	<input type="checkbox"/> Human Resources	<input type="checkbox"/> Special Liquor

<b>Committee Members Present</b>	<input checked="" type="checkbox"/> Dave Allaire	<input type="checkbox"/> Ed Larson
	<input checked="" type="checkbox"/> Matt Bloomer	<input type="checkbox"/> William Notte
	<input checked="" type="checkbox"/> Sharon Davis	<input type="checkbox"/> Melinda Humphrey
	<input type="checkbox"/> Tom DePoy	<input checked="" type="checkbox"/> Christopher Siliski
	<input type="checkbox"/> Gary Donahue	<input type="checkbox"/> Jon Skates
	<input checked="" type="checkbox"/> Christopher Etori	

<b>Others Present</b>	<input type="checkbox"/> Dave Allaire	<input checked="" type="checkbox"/> Ed Larson	<input type="checkbox"/> Treasurer Wilton
	<input type="checkbox"/> Matt Bloomer	<input checked="" type="checkbox"/> William Notte	<input type="checkbox"/> Assessor Keefe
	<input type="checkbox"/> Sharon Davis	<input type="checkbox"/> Melinda Humphrey	<input type="checkbox"/> City Attorney Romeo
	<input checked="" type="checkbox"/> Tom DePoy	<input type="checkbox"/> Christopher Siliski	<input checked="" type="checkbox"/> Other <i>with Dave - Rubie</i>
	<input checked="" type="checkbox"/> Gary Donahue	<input type="checkbox"/> Jon Skates	<input type="checkbox"/> Other _____
	<input type="checkbox"/> Christopher Etori	<input type="checkbox"/> Mayor Louras	<input type="checkbox"/> Other _____

**Motions/Discussion** *use of James Fund*

*Establish Guidelines - Application Process -*

*Please see attached language for the overall use of funds and attached Application Process.*

*This process still allows the board to have a discretionary process.*

*Motion passed 5-0 and so move*

*[Signature]*

**Application to the Board of Aldermen for Zamias Funds**  
**Overview**

The Zamias Fund was established in 1988 to partially offset the Diamond Run Mall's anticipated economic impact on Rutland City. The fund is intended for uses designed to promote the redevelopment and revitalization of the City.

The Rutland City Board of Aldermen will review this application and vote to approve or deny the use of Zamias funds for your project.

The information you provide with this application will help the Board to ensure that Zamias funds are awarded to organizations and projects with the highest likelihood of making a significant contribution to the redevelopment and revitalization of the City.

Each Board Member may decide to consider any (or none) of the following when casting their vote.

- whether the requested funds are likely to provide a significant economic benefit (direct or indirect) to Rutland City;
- whether the proposed use of the requested funds has a high likelihood of long term success and sustainability;
- whether the requested funds will be used to leverage previous investments and/or related projects; and/or
- whether the requesting organization has raised funds (or attempted to raise funds) from other sources prior to applying for Zamias funds;

If an organization receives the requested funds, the organization may be subject to certain conditions on the use of the funds. All organizations receiving the requested funds will be required to submit a progress report and accounting every six months until the project is completed. Additionally, organizations may have an ongoing obligation to provide information related to the measurement(s) of success listed in this application.

Please submit this application to: Office of the City Clerk, City Hall, 1 Strongs Avenue, Rutland, Vermont 05701.

**Application to the Board of Aldermen for Zamias Funds  
Required Information**

Please provide all of the information below. The information should be typed and in as much detail as you feel is necessary. You should re-state each number and title/question with the information you provide.

1. Date of Application
2. Contact Person
  - a. Name, Mailing Address, Email and Phone
3. Organization or Project Information
  - a. Name of Organization/Project
  - b. Type of Organization/Project
  - c. Amount of Funds Requested
4. Project Overview
  - a. What is the project's estimated date of commencement and completion?
  - b. What will be the proposed use of the requested funds?
  - c. Is this project intended to leverage previous investments and/or related projects by another organization (or your own)? If so, please provide an explanation.
5. Project Benefits
  - a. Please provide an explanation of how the project will make a significant contribution to the redevelopment and revitalization of the City. Such explanation may include a description of any direct or indirect economic benefits that are predicted to result.
  - b. Please provide an explanation of why you feel your project has a high likelihood of long term success and sustainability? Such explanation may include any financial history, financial projections and/or market research.
6. Funding
  - a. From which other funding sources have you sought funds for this project? Please indicate the status of such requests and the amount of funds received, if any.
  - b. Please describe any other projects for which you were awarded Zamias funds in the past.
7. Measuring Success
  - a. Please provide your ideas about how your organization and the City can market this project together.
  - b. Please provide a summary of how you propose to measure the project's success.

Please feel free to provide any additional information you feel is relevant for consideration.