



MEMORANDUM

TO: Trustee Anthony Puccio, Chairperson
Economic and Community Development Committee Members

FROM: William J. Heniff, AICP, Community Development Director *WJH*

MEETING DATE: November 13, 2023

SUBJECT: **Downtown Grant Program – Introduction**

Assuming the proposed amendments within Chapter 36 of Village Code, the five amendments to the existing Downtown Lombard policies, and the amendment to the Village's Business Retention Economic Incentive Policy (BREIP) are supported, the final step in this effort would be to develop a new Downtown Lombard Grant Program (DLGP).

To start this final effort, staff offers the following provisions which build upon the aforementioned edits and would include the following:

1. Authority for the DLGP would be through the enabling provisions given to municipalities through State Statutes for economic development purposes as well as through the Village's BREIP.
2. Recognizing that some of the applicability provisions within the BREIP would not be align with past utilization of downtown grants, separate policies are needed in the DLGP. Examples which need to be addressed are individual "but-for" standards, performance measures, payouts and the actual review process.
3. The goal is to mirror many of the Policies previously adopted by the Board or would be adopted by the Board as part of this larger comprehensive review effort. This may be by reference or by creating a hybrid document unique to the Downtown area.
4. As several applications have taken advantage of multiple grants, process and approval consistencies in such joint applications as it should be incorporated into the DLGP to the greatest extent possible.
5. As the alternate funding source of the Economic Development Fund (EDF) will be the primary funding source of this effort, specific provisions will need to be included within the Policy, with reference statements to "subject to funding availability, "annual appropriations" and the like. This is important as the EDF is subject to an annual budget review process by the Village Board and not the statutory time provisions set forth within a TIF authorization Ordinance. This could mean that the available grant funds may or will likely change in given years.

ACTION REQUESTED:

It is anticipated that provided the ECDC concurs with the restructuring process, a formal DLGP will be presented to the ECDC for consideration at the December 11, 2023 ECDC meeting. However, staff wanted to introduce all of the aforementioned actions and the proposed approach to creating the Policy at the November 13, 2023 meeting in order to ensure that staff and the ECDC are aligned with the anticipated next steps in the process.