

## MEMORANDUM

**TO:** William T. Lichter, Village Manager

**FROM:** David A. Hulseberg, AICP, Assistant Village Manager/Director of Community Development

**DATE:** January 18, 2007

**SUBJECT:** **Downtown Relocation Grant Program; Lombard Chamber of Commerce, from 225 W. St. Charles Road to 416 S. Main Street**

The Community Development Department has received an application for the Downtown Relocation Grant Program for the relocation of the Lombard Chamber of Commerce from 225 W. St. Charles Road to 416 S. Main Street (sometimes referred to as 410 Lilac Lane).

### **BACKGROUND**

The purpose of the Downtown Relocation Grant Program is to provide for the retention of non-residential uses impacted by redevelopments within the tax increment financing TIF districts. The redevelopment of particular parcels of land and the retention of commercial uses is crucial to maintaining an economically strong TIF District where the image, appearance and environment attract shoppers. The intention of this program is to provide financial resources to assist impacted business owners to re-establish their businesses within the Village and in an area which is appropriate to those uses.

Grant disbursements for the Downtown Relocation Grant Program are a percentage of eligible expenses based on square footage. Businesses utilizing less than 1,000 square feet are eligible to receive up to \$8,960 in reimbursement for eligible expenses, and businesses utilizing 1,000 square feet or more are eligible to receive up to \$14,560 reimbursement for eligible expenses.

### **SUMMARY**

The anticipated relocation expenses include moving costs, initiation and hook up of new utilities, set up costs of equipment, interior remodeling, signage, stationary and business cards, legal fees, and other incidental expenses totaling \$16,950. Staff supports this application in conjunction with the expansion of Praga Restaurant. The request will require approval from the Board of Trustees because it is over \$10,000.

### **ACTION REQUESTED**

The Economic and Community Development Committee reviewed the grant request at their January 2, 2007 meeting. The Committee passed a motion, by a roll call vote of 4-0, to recommend approval of a resolution authorizing disbursement of Downtown Relocation Grant funds in an amount not to exceed \$14,560.