

## MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

SUBJECT: Rural Center Building Reuse and Restoration Grants Program – Bella Donna

DATE: December 10, 2012

**Background:** Bella Donna is seeking to relocate and expand its restaurant from its current location on Thompson Street to the former Pizza Hut building on East Street. They are seeking a grant from the North Carolina Rural Center to assist with building, kitchen and dining room renovations.

The grant would initially operate as a loan until the restaurant creates and retains the jobs within a given period of time (18 months to create the jobs; an additional six (6) months to retain the created jobs). City planning staff would be required to monitor renovation expenditures and the Town Finance officer would administer the grant. Chatham EDC will verify job creation efforts. The restaurant would be responsible for a pro-rata repayment of the loan if they do not create the required number of jobs.

Attached please find a narrative from Chatham EDC which describes the project in more detail, as well as a “Pre-Application Conference Form” which would be submitted to the NC Rural Center. Jennifer Everage from the Chatham EDC will be at the Board meeting, as will Donna Bianco, owner of Bella Donna.

If approved, the documents in your packet represent a “pre-application” to the grant program. Formal application and approvals would occur after speaking with the NC Rural Center about the project.

**Action Requested:** Approve the Authorizing Resolution by Governing Body of the Applicant thereby authorizing the Town Manager to execute the Pre-Application to the Building Reuse and Restoration Grant.

