



BURLESON COUNTY
CHAMBER OF COMMERCE

BURLESON **BC** COUNTY
INDUSTRIAL FOUNDATION

Caldwell Office

212A West Buck Street
P. O. Drawer 87
Caldwell, Texas 77836
(979) 567-0000 Main
(979) 567-0818 Fax

Somerville Office

118 Seventh Street
Somerville, Texas 77879

**Burleson County Chamber of
Commerce Board of Directors
Officers:**

Robert Collins, *Chairman*
Jerry Lickman, *Chair-Elect*
Dalinda Davis, *Vice-Chair*
Amanda Flencher, *Vice-Chair*
Melanie Becka, *Secretary*
Brenda Boedecker, *Treasurer*
Mark Boldger, *Immediate Past Chair*

**Burleson County Industrial
Foundation Board of Directors
Officers:**

Ben Flencher, *President*
Sal Zaccagnino, *Treasurer*
Brenda Van De Walle, *Secretary*

Office Staff:

Brenda Van De Walle, *President*
Jimann Jones, *Office Manager*

Burleson County Chamber of Commerce and the Burleson County Industrial Foundation

The Burleson County Chamber of Commerce (BCCOC) and Burleson County Industrial Foundation (BCIF) promote the county and the cities of Caldwell, Snook and Somerville as a business location of choice to regional, national and international businesses. The BCCOC and BCIF provide numerous services and can assist businesses with:

- Site selection process
- Possible incentives
- Introduction of key management to community leaders
- Facilitation of governmental approvals

The BCCOC and BCIF can help to identify and address economic development needs and collaborative efforts to enhance the retention and expansion of existing businesses.

The BCCOC is a non-profit organization with more than 225 members and a board of 21 directors. The BCIF is non-profit organization funded by Burleson County, the City of Caldwell, the City of Snook and the City of Somerville with a board of 18 members.

Caldwell, Texas

Within 200 miles of 85% of total population in the state; ideal location for overland distribution of goods to Texas markets. Fiber optic connections; location offers best of both worlds: close to major cities and their amenities, yet far enough removed to not experience polluted air, traffic congestion, etc. On state highways, two major railways, close to regional airports, close to 3 major universities.

Somerville, Texas

The Largest Little City in Texas is located in South Central Texas 28 miles southwest of Bryan/College Station. State Highway 36, which connects the Texas Coast to Abilene, runs directly through downtown Somerville. Houston and Austin are only 2 hours away from our quaint city. Nestled between the hill country to the west and the piney woods to the east, Somerville, today is a major recreational resort.

Snook, Texas

Snook is located in the southeast section of Burleson County between College Station and Lake Somerville on FM Road 60. Annual events include Snook Fest, which is celebrated the first Saturday in June. Czech and German immigrants settled in the areas surrounding Snook around 1880 and established their own community including a church, school, and lodge just west of present-day downtown Snook. At that time the community was called "Sebesta's Corner" or "Sebesta" after one of the early families.

For more information visit

www.BurlesonCountyTx.com

www.BurlesonCountyTx.com/IndustrialFoundation

BURLESON COUNTY BUSINESS ASSISTANCE PROGRAMS

Brazos Valley Small Business Development Center

979-260-5222

www.bvsbdc.org

Whether you're just starting out, experiencing your first growing pains, or wanting to take your business to the next level, you can access vital business information, education and assistance through the Brazos Valley Small Business Development Center (BV SBDC). We help our clients develop strategies, attract customers, increase sales and improve productivity and profitability.

The BV-SBDC is part of a national program with over 1,100 SBDC centers that provide free management assistance to current and prospective small business owners. The BV-SBDC offers one-stop assistance to individuals and small business by providing a wide variety of services, information resources and guidance in a cooperative effort of the private sector, the educational community, and federal, state and local governments. The BV-SBDC adds to the local economic impact of the Brazos Valley by assisting clients in creating new jobs and adding new capital investment in the community.

Our mission is to help businesses become established, grow, survive and succeed by providing professional management consulting and training, resulting in a positive economic impact on our service area.

The Brazos Valley SBDC performs its mission by providing the following services for existing businesses and start-up companies:

- Free Confidential Professional Business Consulting
- SBA Guaranteed & Conventional Loan Assistance
- Low-Cost Business Seminars & Workshops

In addition to our primary focus of business consulting and training, listed below are special services that the BV-SBDC offers:

SBA and Conventional Loan Assistance

The Brazos Valley SBDC will assist you in preparing the necessary documents to apply for either a Small Business Administration (SBA) guaranteed loan or a conventional loan.

Business Resource Library

The Brazos Valley SBDC maintains a resource library that contains publications, directories, statistical information, and many other reference materials for gaining valuable business guidance. Reference materials include start-up manuals for different businesses. Other publications address legal structure, employment issues, accounting, franchises, marketing, government procurement, international trade and more. Our library resources also include videotapes and cassettes on a variety of topics which illustrate proven and successful entrepreneurs and techniques. To assist with specialized research, a computer with internet access is also available for use. The library is open daily from 8:00 a.m. to 5:00 p.m.

Procurement Technical Assistance Center

Procurement Technical Assistance Center (PTAC) can help you market your products and services to federal, state, county, and municipal governments. These agencies purchase billions of dollars worth of goods and services each year. However, many small businesses do not take advantage of these opportunities. Often they do not know how to access government contracts. PTAC can help you compete in the bidding process and aid in finding and researching bids and contract opportunities.

Texas Manufacturing Assistance Center

To maintain a competitive edge and keep up with increasing demand, manufacturers can take advantage of the expertise and assistance offered by the Texas Manufacturing Assistance Center (TMAC). TMAC's field engineers provide comprehensive and expert industrial engineering services to small and mid-sized manufacturers for a modest fee. Some of TMAC's services include: benchmarking and assessing operations, understanding and controlling operating costs, and more.

International Trade Center

The International Trade Center (ITC) helps small and medium-sized Texas companies explore and develop business opportunities in world markets. Through free one-on-one consulting and international business data, ITC will help navigate the international expansion of your business.

Workforce Solutions Brazos Valley

979-595-2800 ext. 2240

www.bvjobs.org

Workforce Solutions Brazos Valley is a publicly funded human resource service where all employers can conveniently access a network of information and services responsive to their individual needs.

Basic Skill Training Courses for current employees or new employees to include:

- Retail Academy
- Office Technology
- Computer Applications
- Trades Technology

Job Seekers

The following services are available to you at no cost:

- Computer access to online job banks
- One-on-one assistance with online job searches for anyone - including individuals who have limited or no computer experience
- Job Fairs where you can meet and talk to local employers
- Workshops on resume writing, interviewing techniques and strategies for conducting a successful job search
- Career and labor market information
- Job search and career reference materials, telephones, copiers, printers, and fax machines
- Special equipment for the blind and hearing impaired

Business Services

Business Services is a publicly funded human resource service where all employers can conveniently access a network of information and services responsive to their individual needs.

Business Services serves all employers seeking employees and persons seeking employment with priority given to veterans as established by laws and regulations.

We also provide specialized services for employers in the Brazos Valley Region. Services provided include:

- Solutions to business needs;
- Posting jobs for employers;
- Matching job seekers' skills to job postings;
- Evaluation of job seekers' skill levels related to employability;
- Labor Market information to employers;
- Presentations to businesses and organizations
- Assistance with Tax Credit paperwork;
- Job fairs;
- Rapid Response services for layoffs.

Brazos Valley Affordable Housing Corp.

979-595-2809

www.bvahc.org

If you are an employer looking to grow in the Brazos Valley please consider BVAHC as a partner to aid in creation and stability of your employees. We would be glad to meet with you or your employees on off site to discuss or distribute information on our services.

BVAHC builds affordable homes through out the Brazos Valley region. BVAHC has been active in the solicitation of infrastructure grants for the construction of new affordable subdivisions.

BVAHC was created to serve as an entity to deliver safe, decent, and affordable housing. From the beginning, BVAHC has been successful in promoting, sponsoring, encouraging, and financing projects, which have and will continue to result in the economic growth of the seven-county region.

Programs:

1. Building homes through local High Schools
2. Home Ownership Counseling
3. Minor Home Repair
4. Major Home Repair
5. Mortgage loan through Brazos Valley C.D.C Inc.
6. Down Payment Assistance
7. Building homes through local Prisons
8. Building homes using alternative methods and materials
9. Creation of affordable subdivisions

Brazos Valley Revolving Loan Fund

979-595-2800 ext. 2060

www.bvcog.org

A Revolving Loan Fund (RLF) loan is designed to support business activities for which the full amount of needed credit is unavailable from a financial institution. An RLF loan can make up the difference in funds needed to start or improve your business. RLF's purpose is to support business activities for which credit terms and conditions are not available. The RLF will permit the completion and successful operation of these business activities.

Revolving Loan Fund Loan Limits

- Minimum RLF loan amount is \$10,000
- Maximum RLF loan amount is \$150,000
- Upon special permission from the U.S. Department of Commerce's Economic Development Administration, RLF loans may exceed the \$150,000 limit.

Revolving Loan Fund Participants

The BVCOG RLF finances one-third (1/3) of a project's costs, with the remaining two-thirds (2/3) to be financed from other sources; i.e., each \$1.00 of RLF funds must be matched with \$2.00 from other sources. The BVCOG RLF administrative personnel assists RLF Applicants in seeking, and obtaining, financing from other sources.

Revolving Loan Fund Interest Rates

The BVCOG RLF interest rates are flexible, with the RLF loan rates to be set within a range of not less than 4% nor greater than 14%. Interest rates are normally at or just below the Prime Rate.

Eligible Revolving Loan Fund Purposes

- Working Capital Loans
- Fixed Asset Loans
- Machinery and Equipment Loans
- Land, Building, and Equipment Improvement Loans.

Ineligible Revolving Loan Fund Purposes

- Debt Consolidation
- Refinancing
- Real Estate Purchased for Speculation, Investment or Rental.
- Relocation of Jobs from Another Labor Area.

Child Care Management Services

(979) 595-2801 ext. 2100 or (800) 386-7200

www.bvcaa.org

Mission: To assist families who are working or attending training to become self-sufficient by developing and providing quality child care.

Eligible parents can receive assistance paying for quality child care. Assistance based on income level allows parents to contribute to the costs of child care without feeling overwhelmed. Parents choose which child care facility within our program will best suit their needs. CCMS also offers the option of Self-Arranged Child Care (SACC). SACC allows parents to contract with relatives or facilities not included in the CCMS list of providers. This option may meet the needs of employees working non-traditional hours.

To be eligible for CCMS services, parent must meet participation guidelines:

- For single parent household, parent must be working, in school, or participating in job training a minimum of 30 hours per week
- If two adults in household, adults must participate in a combined total of 55 hours per week of work, education or training.

Families must also meet income guidelines to qualify for service

Family Size	Gross Monthly Income Less Than
2	\$2,711
3	\$3,349
4	\$3,986
5	\$4,624
6	\$5,262
7	\$5,382

Texas Capital Fund

512-936-0273

finance@agr.state.tx.us

The Texas Capital Fund (TCF) program is administered by the Texas Department of Agriculture through an interagency agreement with the Office of Rural Community Affairs (ORCA). The TCF program encourages business development, retention, or expansion by providing funds to eligible applicants. Funds will be awarded for the express purpose of assisting in the creation of new permanent jobs or retention of existing permanent jobs, primarily for low and moderate income (LMI) persons. In order to comply with the national goal of expanding economic opportunities for LMI persons, a minimum of 51 percent or more of all the jobs created or retained by the business must benefit persons who qualify as LMI.

These funds are a part of the U. S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program and is known as the Texas Community Development Program (TCDP) in our state. The program is only available to non-entitlement city or county governments. Non-entitlement cities/counties do not receive direct funding from HUD and typically include cities with a population of less than 50,000 and counties of less than 200,000. There are over 1,200 eligible cities and counties in the state. Awarded cities and counties receive funds to make public infrastructure and/or real estate improvements to support a specific business that is expanding or beginning operations in the applicant’s jurisdiction and are contingent upon the business making a capital investment and creating/retaining jobs for Texans.

United States Department of Agriculture - Rural Development

Bryan Local Office

Sandra M. Micklitz

Rural Development Manager

Phone: (979) 846-0548

Sandra.Micklitz@tx.usda.gov

The Office of Community Development (OCD) is a part of the U.S. Department of Agriculture's Rural Development activities. OCD operates community development programs and initiatives throughout rural America and provides technical support to USDA-Rural Development's community development staff in offices throughout the United States.

The Office of Community Development administers rural community development programs within USDA Rural Development. Each program and initiative promotes self-sustaining, long-term economic and community development in rural areas. The programs demonstrate how every rural community can achieve self-sufficiency through innovative and comprehensive strategic plans developed and implemented at a grassroots level. The programs stress continued local involvement and decision making which is supported by partnerships among private, public and nonprofit entities. Please contact us for further information on the range of rural and community development programs administered by USDA or to jump start your local community development projects!

Business and Industry Loans (B&I)

Loans are made to improve, develop or finance business, industry and employment and improve the economic and environmental climate in rural communities, including pollution abatement and control. The objective is achieved principally through bolstering a loan made by a private lender with guarantees by the federal government. Direct loans are also available on a limited basis. The funds may be used for real estate purchase or improvement, equipment or capital.

Rural Business Enterprise Grants (RBEG)

Grants are made to assist public bodies and non-profit corporations to finance and facilitate development of small and emerging private business enterprises. Small and emerging businesses have 50 or less employees and less than \$1.0 million in gross revenues. Grants are primarily to be used by eligible non-profits or public entities to provide technical assistance or establish a revolving loan fund. Revolving loan funds can provide micro-loans to small business which may be for the purchase of land, construction of facilities, and other business purposes.

Intermediary Re-lending Program Loans (IRP)

Loans are made to eligible intermediaries (non-profit or public entities) who in turn provide loans to ultimate recipients for business facilities and community development in a rural area. The interest rate on the loan to the intermediary is one percent with a term of up to 30 years. Eligible applicants must have a record of successfully assisting rural businesses, including experience in making and servicing commercial loans.

Rural Economic Development Loan and Grant Program (REDLG)

Provides uses of loans and grants to promote rural economic development and/or job creation projects, including, but not limited to, project feasibility studies, start-up costs, business incubator projects, and other reasonable expenses for the purpose of fostering rural economic development.

These loans and grants can *only* be made to Rural Utilities Service (RUS - formerly REA) electric and telephone borrowers. The minimum amount is \$10,000, and the maximum amount is \$400,000.

Rural Business Opportunity Grants (RBOG) -

Provides grants for technical assistance for business development and conduct economic development planning in rural areas. The purpose of this program is to promote sustainable economic development in rural communities with exceptional needs by: promoting economic development that is sustainable over the long term through local effort without subsidies or external support and that leads to improvements in quality as well as the quantity of economic activity in the community; catalyzing economic development projects by providing critical investments that enable effective development projects to be undertaken by rural communities that, with the RBOG assistance, will be able to identify their needs and take full advantage of available resources and opportunities; focusing assistance on priority communities; and sponsoring economic development activities with significant potential to serve as examples of "best practices" that merit implementation in rural communities in similar circumstances. Priority communities are communities that are experiencing trauma due to natural disasters or are undertaking or completing fundamental structural changes, have remained persistently poor, or have experienced long-term population decline or job deterioration.

Office of Rural Community Affairs

Phone: 512-936-6701

Toll Free: 800-544-2042

Email: orca@orca.state.tx.us

Small Business Loan Program

Purpose

The Small Business Loan Program provides for the development of small businesses at the local level. A "small business" is a for-profit business with less than 100 employees.

Eligible activities

- Working capital (purchase of raw materials, inventory, rent, utilities, salaries, and others needed for business operations)
- Machinery and equipment (cars and trucks considered rolling stock would not be an eligible use of funds)
- Real estate improvements
- Maximum of 16% of total award may be used for administration

Ineligible activities

- Debt service
- Payment of the business owners salaries
- Refinancing

Highlights

- Small Business Loan Fund 2005 Application Guide ([Word](#)) ([PDF](#)) (Posted 07/05/05)
- Small Business Loan Fund 2005 Application Deadline: October 27, 2005 ([Word](#)) ([PDF](#)) (Posted 07/05/05)
- 2005 allocation: \$1 million.
- Awards range from \$50,000 to \$100,000 per contract award.
- Awards are made through annual statewide competitions.
- [Eligible cities and counties](#) may submit an application for the purpose of supporting for-profit small businesses through loans meeting a gap financing need.
- Small businesses receiving loan assistance must commit to creating or retaining jobs that will not exceed a maximum cost of \$25,000 per job.
- The jobs created or retained by the small businesses must principally benefit low and moderate income persons.
- Projects funded through this program must meet [primary beneficiary](#) requirements.

Microenterprise Loan Program

Purpose

The Microenterprise Loan Program offers monies for the development of microenterprises at the local level. A “microenterprise” is a commercial enterprise that has five (5) or fewer employees, one (1) or more of whom owns the enterprise.

Eligible activities

- Working capital (purchase of raw materials, inventory, rent, utilities, salaries, and others needed for business operations)
- Machinery and equipment (cars and trucks considered rolling stock would not be an eligible use of funds)
- Real estate improvements
- Maximum of 16% of total award may be used for administration

Ineligible activities

- Debt service
- Payment of the business owners salaries
- Refinancing

Highlights

- Microenterprise Loan Fund 2005 Application Guide ([Word](#)) ([PDF](#)) (Posted 07/05/05)
- Microenterprise Loan Fund 2005 Application Deadline: October 27, 2005 ([Word](#)) ([PDF](#)) (Posted 07/05/05)
- ORCA is not currently accepting applications for this fund.
- 2005 allocation: \$1 million
- Awards range from \$50,000 to \$100,000 per contract award.
- Awards are made through annual statewide competitions.
- [Eligible cities and counties](#) may submit an application and must contract with a non-profit organization (economic development corporation, community development corporation,

etc.) for the purpose of establishing a local loan program that directly assists for-profit microenterprise businesses.

- Microenterprises receiving loan assistance must commit to creating or retaining jobs that will not exceed a maximum cost of \$25,000 per job.
- The jobs created or retained by the microenterprises must principally benefit low and moderate income persons.
- Projects funded through this program must meet [primary beneficiary](#) requirements.

Industrial Recruitment and Incentive Program for Burleson County

Purpose and Objective

Burleson County is committed to the promotion of quality development in all parts of the county, and to an ongoing improvement in the quality of life for its citizens. In so far as these objectives are generally served by the enhancement and expansion of the local economy, Burleson County, will, on a case by case basis, give consideration to providing incentives as a stimulation for economic development in Burleson County. The individualized design of a total incentive package is intended to allow maximum flexibility in addressing the unique concerns of each applicant while enabling the County to better respond to the changing needs of the community.

Application provisions for a Tax Abatement. The application shall consist of a completed Burleson County Tax Abatement Application Form and additional information contained in the following:

1. a map and description of the property;
2. a time schedule for completing the planned improvements;
3. the estimated taxable value or range of values of the project or facility; and
4. basic financial information about the applicant sufficient to enable evaluation of the application's financial capacity;
5. the estimated number of employees to be located at the facility and applicable time table.

Procedure for Consideration of Application. The procedure for consideration by the County of a Tax Abatement Application is as follows:

1. An applicant may request a Tax Abatement Application from the County Clerk.
2. After an applicant completes the Tax Abatement Application, the applicant must provide a copy to each member of the Burleson County Commissioners' Court and the County Clerk.
3. The Commissioners' Court shall issue a determination at any time before the expiration of forty-five (45) days from the date of receipt of the application regarding how to proceed with the application. The Commissioners' Court shall choose either to deny the application or consider the application.

A. **Denial of Application.** If the Commissioners' Court chooses to deny the application, it shall make a finding by majority vote at a regularly scheduled meeting that, after balancing the criteria described below, if it is

the judgment of the Commissioners' Court that the application should be denied.

B. Consideration of Application. If the County determines that the application should be further considered, the Commissioners' Court must hold a public hearing to obtain public input on the application. Not later than the seventh (7th) day before the date of the hearing, notice of the hearing must be: delivered in writing to the presiding officer of each taxing unit that are included in its boundaries.

Criteria for Abatement Incentives

The following conditions are guidelines, each application will be considered, case by case, any agreements reached, if any, will be specific to each Abatement Contract.

Step One Abatement

- Maximum abatement period - Five (5) years.
- Minimum construction or expansion - \$250,000.00.
- Minimum number of new jobs – Five (5) jobs.
- 50% of new employees must reside in Burleson County.
- Every effort must be exercised to use local resources in employees, goods, and services.
- Total abatement period will be up to five (5) years, including construction time. The abatement will conform to the schedule of years and percentages stated below:

1st year 80%

2nd year 60%

3rd year 40%

4th year 20%

5th year 20%

Step Two Abatement

- Maximum abatement period - Seven (7) years.
- Minimum construction or expansion - \$500,000.00.
- Minimum number of new jobs – Ten (10) jobs.
- 50% of new employees must reside in Burleson County.
- Every effort must be exercised to use local resources in employees, goods, and services.
- Total abatement period will be up to seven (7) years, including construction time. The abatement will conform to the schedule of years and percentages stated below:

1st year 80%

2nd year 60%

3rd year 40%

4th year 20%

5th year 20%

6th year 20%

7th year 20%

Step Three Abatement

- Maximum abatement period - Ten (10) years.

- Minimum construction or expansion - \$1,000,000.00.
- Minimum number of new jobs – Twenty (20) jobs.
- 50% of new employees must reside in Burleson County.
- Every effort must be exercised to use local resources in employees, goods, and services.
- Total abatement period will be up to ten (10) years, including construction time. The abatement will conform to the schedule of years and percentages stated below:

1 st year	100%
2 nd year	100%
3 rd year	100%
4 th year	100%
5 th year	100%
6 th year	80%
7 th year	80%
8 th year	60%
9 th year	40%
10 th year	20%