

RESOLUTION NO. 011215-1

A RESOLUTION ESTABLISHING A BUSINESS REFERRAL PROGRAM FOR THE CITY OF ABILENE, KANSAS

WHEREAS, the Economic Development Council is charged with developing policies for the City Commission's review and consideration for the purposes of retaining and expanding existing businesses and seek to increase the number of small firms through entrepreneurship;

WHEREAS, the Economic Development Council has review and recommended approval of a Business Referral Program as an incentive to promote business investment in Abilene; and

WHEREAS, the City of Abilene desires to establish its Business Referral Program as a tool to promote the recruitment of new businesses in Abilene.

NOW, THEREFORE BE IT RESOLVED, by the City Commission of the City of Abilene, as follows:

Section 1. Business Referral Program. That the Business Referral Program ("Program") of the City of Abilene, Kansas, is hereby established and funded as provided herein. The City Manager shall be charged with administering awards through this Program, provided sufficient funds are available.

Section 2. Appropriation of Funds. That the Program shall be funded with \$10,000 from the General Fund cash balance as allowed by policy. Following expenditure of the funds dedicated to this purpose, the Program shall be discontinued until such time as the City Commission may evaluate the Program and decide to appropriate additional funds to the Program.

Section 3. Reporting. The City Manager shall provide the City Commission and Economic Development Council with a quarterly report of the use of funds distributed by this Program. Such report shall be presented to the City Commission so that funds may be accounted for and to assist the City Commission in determining if the Program should be continued.

Section 4. Implementation. The City Manager, or designee, shall be authorized to implement the aforementioned Program in compliance with the guidelines as attached hereto as **Exhibit A**, and as provided in applicable resolutions, ordinances, and laws.

Section 5. Effective Date. That the effects of this Resolution shall be in full force after its approval by the City Commission.

PASSED AND APPROVED by the Governing Body of the City of Abilene, Kansas this 12th day of January, 2015.



ATTEST
Penny Soukup, CMC
Penny Soukup, City Clerk

CITY OF ABILENE, KANSAS

By: *Brenda Finn Bowers*
Brenda Finn Bowers, Mayor

EXHIBIT A

Business Referral Program

City of Abilene, Kansas

January 12, 2015



Business Referral Program

The City of Abilene will pay a referral fee of up to \$2,000 to residents who refer a business prospect to the City and that commits to locating a business presence in Abilene subject to the following terms and conditions:

1. Business prospects must originate from outside Dickinson County, must invest a minimum capital investment of \$100,000 and create a minimum of three new jobs in order to be considered a prospect for this Program. Businesses must locate within the existing corporate limits of the City of Abilene.
2. Residents referring eligible businesses will receive a \$500 Referral Fee. Residents referring an eligible business categorized in a designated Target Industry by either the City of Abilene or the State of Kansas will receive a \$2,000 Referral Fee. The North American Industry Classification System (NAICS) will be considered the objective criteria for the purposes of determining the eligibility of the increased Referral Fee.
3. Citizens making a referral to the City must provide contact information for a representative of the business able to discuss the real estate and infrastructure needs of the business. Such information must be provided after the Program's effective date of January 12, 2015, but before the Program's expiration date of December 31, 2015, or prior to the distribution of funds appropriated for the Program. The City, or other agency designated by the City Manager, will follow-up with any business referred to the City to determine if the business has any interest in locating a presence in Abilene.
4. The Referral Fee will not be paid to referring residents until the business prospect locates a physical presence within the corporate limits of Abilene meeting the criteria set forth for the Program. The relocation or establishment of a physical business presence must occur within twelve months of the initial referral.
5. A business may only be referred to the City once per year. Referrals will be considered on a first-come-first-served basis. Referrals will be considered from the date of received by the City.
6. The Program is subject to funds being appropriated and available. Once all designated funds have been awarded, the Program will not be reauthorized during the calendar year. The Program may be ended without notice. Any Referrals made prior to termination date of the Program will still be eligible to receive the Referral Fee.

7. Participants must be verified residents of Dickinson County with no outstanding tax liabilities or other delinquencies. Individuals owning property in Dickinson County but not residing in Dickinson County are not eligible to participate.

8. Questions may be directed to City Manager David Dillner at (785) 263-2550 or by email at citymgr@abilenecityhall.com.