



Application for Economic Development Program Incentives

The information requested on the following pages is required by the City of Rosenberg, Texas, to perform an economic impact analysis of your proposed project and the impact in Rosenberg, Texas.

The application is broken into the following three sections:

1. Application Summary Information
2. Project Information
3. Company/Applicant Information

If you have any questions concerning the information being requested on these data sheets, please contact the Economic Development Department.

Submit the completed the application to:

In Person:

City of Rosenberg / Rosenberg Development
Corporation
Economic Development Department
3829 Highway 36 South
Rosenberg TX 77471

Electronically:

Email: RDC@rosenbergtx.gov
Phone: 832-595-3330

NOTICE:

- **All applications are taken on a case-by-case basis and are considered based on the specific aspects of the project.**
- **There is no guarantee of an offer of incentives to any project.**
- **All incentives are subject to the final approval of formal written agreements approved in open regular session by the City Council of the City of Rosenberg**
- **Applications for tax abatements require a non-refundable application fee of \$1,000, per Rosenberg Code of Ordinances, Section 26-52(b).**

Application Summary Information

Company Name/Project Name:

Date of Application: ___/___/___

New Application

Reapplication

 Date of Initial Application: ___/___/___

Incentive(s) sought:

Value Added Tax Abatement

Direct Incentive/Ch. 380

Redevelopment

TIRZ

Creation of Special District

PID

Primary Classification of
Proposed Project Operations:

Manufacturing

Distribution

Warehousing

Medical

Retail/Dining

Service

Office

Other _____

Project Type:

New Business Development (existing company)

New Business Start-up

Existing Business Expansion

Existing Business Retention

Redevelopment

Small Business Assistance (Less than \$5,000,000 in annual gross revenue)

New Development Residential (Developer)

New Development Commercial (Developer)

Development Type:

Ground Up Development

Renovation and/or expansion of existing building

Build out of existing building

Existing Business Retention

Project Ownership:

Owner Occupied Facility

Leased

 If Leased, Name of owner & relationship to applicant:

Summary of Direct Financial Investment

Land Value	Existing Real Property Improvements	New Real Property Improvements	New Taxable Personal Property	New Inventory Value	Total
\$	\$	\$	\$	\$	\$

New Annual Taxable Sales attributable to the City of Rosenberg: \$

Project Description

Timing

Proposed Start Date of Project Development: ___/___/___

Anticipated Commencement of Operations: ___/___/___

Primary SIC or NAICS Code:

Property

Attach map of location and aerial of site with relationship to surrounding roadways, and proposed site plan.

Physical Address of Project:

Property Legal Description:

Property Size in Acres	Property Size in S.F.	Existing Building S.F.	Proposed Building S.F.

10-Year Projections on Capital Investment Taxable Assets, Employees and Operations:

Estimated market value of the firm's new or additional property purchased each year at its local facility that will be on local property tax rolls on January 1:

10-Year Capital Investment Projection

Year	Land	Buildings & Improvements	Furniture, Fixtures, & Equipment	Total
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
Total				

Percent of construction costs for Materials: _____% and Labor: _____%

Percent of taxable construction materials that will be purchased in the City of Rosenberg: _____%

Percent of taxable spending by construction workers that will be in the City of Rosenberg: _____%

Percent of furniture, fixtures and equipment that will be purchased in the City of Rosenberg: _____%

Percent of furniture, fixtures and equipment to be purchased and subject to sales tax*: _____%

*Machinery and equipment used in manufacturing or processing operations are not taxable

Year	Estimated taxable inventories, at the end of each year (\$):	The firm's estimated taxable purchases of materials, supplies and services in the City (\$):	The firm's estimated taxable sales in the City (\$):
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Will any of the firm's inventories* be subject to Freeport exemption? Yes No

**Inventory items used in assembling, storing, manufacturing, repair, maintenance, processing or fabricating that will be shipped out of Texas within 175 days of being acquired or brought into Texas are generally subject to Freeport exemption. Therefore, property taxes are collected on this exempt inventory. However, none of the local taxing districts in Rosenberg currently offer this tax break.*

Percent of the firm's inventories that would be subject to Freeport exemption: _____%

New Employees* to be Hired:

** For projects with more than 200 jobs, please attach a schedule of the jobs to be created by year created, by categories and the average annual wages not including benefits for each category.*

Year	New Employees to be Hired	Average Per Employee Annual Salary/Wages Before Benefits
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Average annual salaries of new employees in the first year not including benefits: \$ _____

Average percentage of expected annual salary increases after the first year: ___%

Company Information

Company Summary and Background:

Type of Firm: Operating Entity Real Estate Developer
 Start-up Developer / Build to Suit

Company Name:

Current Address:

Point of Contact
(Name & Title):

Phone Number:

Email:

Type of Company:

Cooperative

Proprietorship

Partnership

Limited Liability Company

Date of formation: __/__/____

State of origin: _____

Corporation

Date of formation: __/__/____

State of origin: _____

"S" Corporation

Sole Proprietorship

If the project is operated elsewhere in the state or if the project proprietor has operations elsewhere, please list the names of the communities/summary of operations:

CERTIFICATION:

_____ (Name of Company) does hereby certify that:

- (1) All statements and representations made herein are accurate to the best of their knowledge and agree to comply with these terms.
- (2) The information contained in this application is confidential between the applicant and the City of Rosenberg; thus in the event this application is rejected and/or the request for tax abatement is denied, the City of Rosenberg shall promptly return this application and not keep a copy thereof for any reason. If the request for an incentive is granted and the City of Rosenberg enters into an agreement with the applicant, this application and all related documents will be filed with the City Secretary and available for public inspection under the Texas Open Government Code. Rosenberg pledges itself to respect and honor the right of any person to maintain the confidentiality of any information or documents that are submitted to Rosenberg to the extent permitted by the laws of the State of Texas and, thus, deems any rejected or declined application to be working papers and not official document of the City or any other political entities created by or under the authority of the City of Rosenberg.
- (3) I (We), the undersigned applicant(s), certify that all requirements of the code of Ordinances of the City of Rosenberg have been met in relation to the application filed herein and further acknowledge that no rights or privileges may be relied on as a part of any application. In addition, it is acknowledged that the city council may or may not grant any application or request hereunder purely as a matter of discretion and that there is no legal right to rely on any previous actions taken in same or similar applications nor in previous actions take on another application concerning the same or similar property.

Statement Regarding Undocumented Workers

(Required by Chapter 2264, Texas Government Code)

By signing and submitting this application, you certify that the company, its branches, divisions and departments (company) do not and will not knowingly employ an undocumented worker. An agreement with the company will require the company to repay the total amount of the public benefit received with interest at the rate and according to the terms of the agreement if the company is convicted of a violation under 8 U.S.C. Section 1324a (f). Repayment will be due no later than the 120th day after the date the City notifies the company of the violation as provided in the agreement.

An undocumented worker is an individual who, at the time of employment, is not:

- (1) lawfully admitted for permanent residence to the United States; or
- (2) authorized under law to be employed in that manner in the United States.

Signature

Printed Name

Title

Date

General Review Process for Applications

Each project is unique and is evaluated accordingly. The application evaluation and approval process generally follows these steps:

1. Applications received by Economic Development and reviewed for completeness.
 - a. Must include non-refundable incentive application fee of \$1,000, payable to City of Rosenberg.
2. Applicant contacted for any missing information or questions on information provided.
3. Economic Development assesses the application.
 - a. Reviews for consistency with Code of Ordinances, goals of the City Council and department plan of work.
 - b. Develops a plan of work and schedule for publication of all related notices to the public and/or other taxing entities, and for the consideration of application.
 - c. Contacts other governmental entities as appropriate to coordinate their participation in aspects of the project incentive offer (i.e. tax abatement).
 - d. Contacts Planning Department to coordinate on any potential land use issues or planning information that may be needed as a part of the project.
 - e. Contacts Finance Department to coordinate on any incentive offers to determine financial impact on City as well as the availability of funds.
 - f. Contacts and coordinates with legal services to run background check on applicant(s) with secretary of state office.
4. Economic Development reviews application with City Manager prior to scheduling economic development committee meeting.
5. Application and staff recommendations are presented to Economic Development Committee.
6. Feedback is provided to applicant prior to taking an incentive recommendation to City Council; depending on nature of the project and timing application, it may be taken to the entire City Council in executive session for closed session review and discussion.
7. As appropriate, agreements are negotiated with applicant and formal processes are undertaken for consideration and action. Any incentive(s) granted must be approved by formal action of the City Council at a public meeting. Timeline will vary by project.