



2205 Haskell Ave. Lawrence, Kansas 66046  
785.856.3399 | HilarysEatWell.com

January 19, 2018

Tom Markus  
City Manager  
City of Lawrence, KS  
6 East 6<sup>th</sup> Street  
Lawrence, KS 66044

Adam Handshy  
Business Development Director  
The Chamber of Lawrence, KS  
718 New Hampshire  
Lawrence, KS 66044

Craig Weinaug  
Douglas County Administrator  
1100 Massachusetts Street  
Lawrence, KS 66044

Dear Mr.'s Markus, Weinaug and Handshy,  
I am writing on to you on behalf of DEW – Drink Eat Well, LLC,  
known to the world as Hilary's or Hilary's Eat Well, a business I have  
the honor of serving as its President & Chief Financial Officer. We  
are undertaking a major facility expansion/consolidation and am  
reaching out to you to seek the City's/County's financial assistance to  
ensure the success funding of the project.

### **Company Background**

DEW - Drink Eat Well dba Hilary's is a certified B Corporation food manufacturer located in Lawrence, KS. On a mission to help heal the American diet, Hilary's is the creator of certified organic, plant-based foods that are free from the top common food allergens such as wheat, dairy, eggs, soy, nuts and corn. Hilary's product portfolio includes frozen veggie burgers, frozen veggie bites, frozen veggie sausages, frozen millet medleys and shelf-stable salad dressings. Hilary's products are available in natural and conventional grocery stores nationwide and in Canada, as well as online. Hilary's as recognized in 2016 by Inc. magazine as one of the fastest growing privately held businesses in the U.S. (#897) and in 2017 by Kansas City's Ingram's magazine as the 30<sup>th</sup> fastest growing business in the area.

B Corps are companies that measure and report their social and environmental performance against a transparent 3rd party



2205 Haskell Ave. Lawrence, Kansas 66046  
785.856.3399 | HilarysEatWell.com

assessment. Earning B Corporation Certification is no easy task, but our commitment to our employees, our community, our customers, and our environment motivate us to develop initiatives that give back.

Hilary's employees ~40 people of which 75% are production employees responsible for manufacturing Hilary's products. At Hilary's, we pride ourselves as being a "second chance" employer. Our production employee base consists of individuals who have spent time in prison, struggled with addictions, and have been homeless. We help build their confidence, teach new skills, and give them tools to thrive in the workplace through leadership development programs, paid volunteer time, ongoing continuing education sessions, and employee programs that build lasting relationships.

Hilary's leadership development program mentors individuals who show leadership skills. They meet weekly and discuss ways to better engage with employees, gain knowledge, and strive to set an example for others. In addition to this, individuals attend conferences and engage in professional development opportunities.

At Hilary's, we believe in engaging with our community. That is why we regularly participate in paid volunteer time. The last two years we helped build a house for Habitat for Humanity and have planted flowers for the City of Lawrence. Individually, many of our employees volunteer in ongoing engagements with organizations like Family Promise, Girls Rock, and the Humane Society.

For all employees, Hilary's hosts monthly continuing education sessions and workshops that teach communication skills, goal setting, self-care, and team building. Additionally, classes lead by experts in financial planning, domestic relations, and creating a work-life balance contribute to our goal to build skills that help our team thrive both in and outside of the Hilary's workplace.

### **Facilities Expansion Project**

One of Hilary's key differentiators in the marketplace is the fact that we manufacture our line of frozen products in a dedicated, certified allergen-free plant. This is an important trust-building factor for our



2205 Haskell Ave. Lawrence, Kansas 66046  
785.856.3399 | HilarysEatWell.com

consumers who suffer from food allergies. Hilary's has operated out of 2205 Haskell Ave since 2013. We rent the building and pay the property taxes (\$13.6K in 2016) which are passed-through the landlord. Due to the exponential growth of the business, the company must now find additional space to expand our manufacturing capacity.

Additionally, the company has leased space in 3 locations (Lawrence, Bonnor Springs, & Edwardsville) for ingredient, packaging, and finished goods storage. Hilary's uses a third-party shipping/logistics company for finished goods shipping.

Hilary's has considered a number of alternatives for facility expansion and consolidation, and due to its deep history and commitment to the City of Lawrence, would prefer to keep its manufacturing facility in Lawrence while reviewing options for storage consolidation in Lawrence and other locations in Kansas and Missouri.

Hilary's approach to facility expansion has two aspects: 1) extending lease for three additional years (2018 - 2020) and expanding manufacturing capacity in our current space at 2205 Haskell Ave. and 2) consolidating our storage into a single location and bringing shipping/logistics in-house. Hilary's has determined that it requires ~18 – 20K square feet for this function and has toured available properties in Lawrence, Shawnee, and Ottawa in Kansas and in Kansas City, MO.

When consolidating storage and bringing logistics in-house, Hilary's will add 2 – 4 new jobs. Retention of the manufacturing facility in Lawrence will result in an estimated growth in jobs of ~10 people in the next three years.

### **Project Costs**

Total expected outlays for the two Hilary's facility expansion/consolidation projects are estimated to total ~\$1.5 million.



2205 Haskell Ave. Lawrence, Kansas 66046  
785.856.3399 | HilarysEatWell.com

**Total Project Costs**

Existing Facility @ 2205 Haskell Avenue	\$921,200
New Facility	\$461,500
Contingency (10%)	\$138,270
<b>Grand Total</b>	<b>\$1,520,970</b>

A further breakdown of the project costs and other details follows on the next two pages.

(continued)



2205 Haskell Ave. Lawrence, Kansas 66046  
785.856.3399 | HilarysEatWell.com

## 2205 Haskell Avenue - Existing Facility

<b>Property Taxes Paid - 2016</b>	<b>\$13,610</b>
-----------------------------------	-----------------

<b>Monthly Rent (3- year lease)</b>	<b>\$4,502</b>
-------------------------------------	----------------

<b>New Manufacturing Equipment</b>	<b>Est Cost</b>
Cook/Blend/Chill & Boiler	\$265,000
Flow Wrapper	\$60,000
Bagger	\$60,000
Spiral Freezer Retrofit to Nitrogen	\$10,000
Nitrogen Tank	\$43,000
Nitrogen Bath	\$40,000
<b>Total Equipment</b>	<b>\$478,000</b>

<b>Estimated Employee Training Costs for New Equipment</b>	<b>Est Cost</b>
Cook/Blend/Chill & boiler	\$4,700
Flow Wrapper	\$4,400
Bagger	\$4,900
Nitrogen Bath	\$4,200
<b>Total Training</b>	<b>\$18,200</b>

<b>Building Improvements</b>	<b>Est Cost</b>
Electrical	\$265,000
Floor Drains (Concrete + Plumbing)	\$60,000
Floor Re-finish in Production Area	\$60,000
Spiral Freezer Retrofit to Nitrogen	\$10,000
HVAC Upgrade	\$25,000
Professional services - architect	\$5,000
<b>Total Building Improvements</b>	<b>\$425,000</b>

<b>Grand Total for Existing Facility Project (excluding Property Taxes)</b>	<b>\$921,200</b>
---	------------------



2205 Haskell Ave. Lawrence, Kansas 66046  
785.856.3399 | HilarysEatWell.com

## Storage and Logistics Location - New Facility

<b>Monthly Rent - new storage facility</b>	<b>\$7,500</b>
--	----------------

<b>Estimated Property Taxes included in monthly rent</b>	<b>\$515 or \$6,180 annually</b>
--	----------------------------------

<b>Building Improvements - New Facility</b>	<b>Est Cost</b>
Demising Wall	\$50,000
Concrete work	\$72,000
Electrical	\$95,000
Professional Services - architect	\$4,500
<b>Total Building Improvements - new facility</b>	<b>\$221,500</b>

Freezer panels/refrigerant equip	\$135,000
Freezer install	\$95,000
Office furniture & equipment	\$7,500
<b>Total Equipment Costs - new facility</b>	<b>\$237,500</b>

Moving Expense - transfer of goods to single storage location	\$2,500
---	---------

<b>Grand Total for New Facility Project (excluding property taxes)</b>	<b>\$240,000</b>
--	------------------



## **Unfunded Portions of the Project**

Hilary's has received capital infusions from new and existing investors to fund a significant portion of the project costs. The unfunded portions are as follows:

### **Unfunded Portions of Project**

Professional Services	\$9,500
Employee Training	\$18,200
Moving Expense	\$2,500
<b>Total Unfunded Expenses</b>	<b>\$30,200</b>

I would welcome the opportunity to visit with you further about our company and this project.

Thank you in advance for your consideration of any financial assistance that might be available to Hilary's.

Sincerely,

A handwritten signature in blue ink that reads "Lydia Butler".

Lydia Butler  
President & Chief Financial Officer  
DEW – Drink Eat Well, LLC – dba Hilary's

**City of Lawrence, Kansas  
Economic & Community Development  
Application for Economic Development Assistance**



The City of Lawrence considers support for economic or community development projects that will provide local public benefits. When requesting assistance for projects, please provide a request letter to the City Commission describing the project, details on the local public benefits it provides, a description of the assistance requested, and why this assistance is needed for the project to proceed. If available, project renderings and graphics are encouraged to be included along with your submission materials. Submit request letter along with the below, completed application for assistance, supporting materials, and applicable fees to:

Lawrence City Commission  
Attn: City of Lawrence, Economic Development Coordinator  
6 East 6<sup>th</sup> Street  
Lawrence, KS 66044

*Request materials can be submitted electronically to the Economic Development Coordinator: at: [bcano@lawrenceks.org](mailto:bcano@lawrenceks.org)*

---

Please indicate which public benefits your project brings to the local community. *(Mark all that go above and beyond normal City requirements. Please explain in detail the project's public benefits in the request letter.)*

- ☐ Affordable Housing
- ☐ Sustainability
- ☒ Primary job creation:
  - Primary businesses typically serve customers outside of the immediate area, therefore importing dollars into the community through its sales.
  - Non-primary businesses provide goods and services to the local business and consumers, thereby circulating dollars within the community.
- ☐ Above average wages
- ☒ Jobs with employee benefits including healthcare insurance
- ☐ In-fill development
- ☐ Revitalization of dilapidated, unsafe, underutilized, or historic property
- ☐ Promotion of downtown density
- ☒ Retention or expansion of existing business
- ☐ Tax base growth
- ☐ Other (please explain):
  - Second Chance employer
  - Transition from homelessness
  - B Corporation values (triple bottom line: people, profit, planet)



The information on this form will be used by the City to consider your request for development support and may also be used to prepare a cost-benefit or other analysis of the project. Information provided on this form will be available for public viewing and will be part of compliance benchmarks, if approved for assistance. Prior to submission, applicant may wish to seek technical assistance from City Staff, the Chamber of Commerce, the Small Business Development Center, or others to address questions and ensure the application is complete.

Please provide data in the cells below. Applicant is encouraged to attach additional pages as necessary to fully explain and support the answers to each question. Note anything additional you wish the City to take into consideration for your request and provide supporting documentation.

Applicant Contact Information	
Name:	Lydia Butler
Title:	President & Chief Financial Officer
Organization:	Hilary's (DEW – Drink Eat Well, LLC)
Address 1:	2205 Haskell Ave
Address 2:	Lawrence, KS 66046
Phone:	785-856-3399
Email:	lydia@drinkeatwell.com
Fax:	

**Application Tips:**

Enter contact information for the company representative completing this application.

Economic Development Support Requested		
City Incentives	Amount	Term (in years)
Tax Increment Financing District (TIF)		
Transportation Development District (TDD)		
Neighborhood Revitalization Area (NRA)		
Tax Abatement (TA)		
Industrial Revenue Bonds (IRBs)		
Community Improvement District (CID)		
Requesting grant totaling \$30,000 from the city, county, and Network Kansas to aid in the cost of facility expansion in Lawrence.		

**Application Tips:**

**Applicable Terms:**

TIF: Up to 20 years  
TDD: Up to 22 years  
TA: Up to 10 years  
CID: Up to 22 years

IRBs: If applying for IRBs, please enter the amount that will cover all construction costs for the project. Enter "n/a" for term.

Examples: City provided water main along ABC Street from 1st Street to 2nd Street, employee training grant for 5 years at \$500/new employee, etc.

Project Information		
Name of Company Seeking Incentive(s):	DEW – Drink Eat Well, LLC	
Project Type (check one):	Expansion:	X
	New Facility:	X
Company Type (check one):	Existing Local Company:	X
	Out-of-Area Company Locating Locally:	
Current Company Address:	2205 Haskell Ave	
Location of Proposed New Facility/Expansion Project:	2205 Haskell Ave + 2151 Haskell Ave	
Hilary's approach to facility expansion has two aspects: 1) extending our current lease for three additional years (2018 - 2020) and expanding manufacturing capacity in our current space at 2205 Haskell Ave. and 2) consolidating our storage into a single location at 2151 Haskell Ave. and bringing shipping/logistics in-house.		
Operations Start Date at the Expansion or New Facility:	1/1/18	
Industry NAICS # for the New or Expanded Facility (6-digit code):	311999	
Food Manufacturing		

**Application Tips:**

*Company's Plans:* e.g. ABC manufacturing is the nation's largest processors of wind turbine components. The company plans to construct a new 250,000 sf manufacturing plant in Commerce Park, initially employing 150 with an average annual salary of \$35,000 each. Another 50 employees will be hired in Year 5 and 40 in year 7. The firm expects to initially invest \$5 million in land and buildings and anticipates a 50,000 sf, \$2 million expansion in Year 5 and another 50,000 sf expansion in Year 7.

Link for NAICS code lookup:

<http://www.naics.com/search.htm>

Capital Investment Information for New Facility or Expansion			
Estimated Size of New Facility (square feet):	19,000 sq ft		
Estimated Size of Land for New Facility (acres):	n/a		
<b>For the new or expanded facility, enter the amount the company anticipates spending for initial and subsequent investments in land, buildings and improvements (do not include machinery or equipment):</b>			
Year	Buildings & Other Real Property Improvements	Equipment	Total
1	\$700,000	\$550,000	\$1,300,000
2			
3			
4			
5			
6			
7			
8			
9			
10			
<b>Total</b>			
Will land be leased from the City or County (Y/N):	N		
If yes, Monthly Lease Rate for Land:			

**Application Tips:**

If expansion, only include information on size and values of the new facility, not existing facility.

If land is currently owned, enter current land value from Douglas County property tax records. Otherwise, enter the market value amount the company will pay for land.

Local Utility Expenses		
Utility	Current Local Monthly Expenses	Projected Local Monthly Expenses at New Facility
Gas	1,300	1,800
Electricity	3,700	11,700
Phone/Internet	700	700
Water	1,100	1,100
Operating Expenditures		
For Expansion Projects, Current Annual Operating Expenses at Existing Facility:		750,000
Annual Operating Expenses after Expansion/Relocation:		1,200,000
% of Additional Operating Expenses Anticipated to be Spent Locally:		100%
Revenues		
% of Revenues at the new Lawrence Facility Anticipated to Come from Non-Local Sources.		~99%
Anticipated Annual Gross Profits:		\$2,500,000
Anticipated Annual Net Operating Income (at stabilization):		10% of revenues
Anticipated Annual Net Operating Expenses (at stabilization):		1,500,000

*Application Tips:*

Current Local Monthly Expenses: Enter current monthly utility costs for existing facility, or an out-of-area relocation, or if project involves a separate, new facility.

Projected Local Monthly Expenses: Enter expense amounts anticipated at the new facility.

Existing Facility Annual Operating Expenses: Enter 0 if project is being relocated from out-of-area or if project involves a separate, new facility.

% Additional Operating Expenses Spent Locally: Enter % of operating expenses anticipated to be spent in Lawrence/Douglas County as a result of the project.

Exports: Enter % of revenues (from the sale of goods or services) anticipated to be generated from sources outside of Lawrence/Douglas County.

Anticipated Annual Gross Profits: Please provide an estimate of anticipated Annual Gross Profits (\$). Note: For expansions, please enter anticipated gross annual profits from expansion.

IRB and Tax Abatement Request Information	
If you are seeking an IRB, please list the firm that will be receiving the IRB:	
<div style="border: 1px solid black; height: 40px; width: 100%;"></div>	
Will your firm be leasing the building or the land in your expansion or newly constructed facility? (Y/N)	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>
If you are leasing the building or land, and you are seeking a tax abatement without an IRB, please list the tenant and owner and the financial relationship between tenant and owner.	
<div style="border: 1px solid black; height: 80px; width: 100%;"></div>	
Total Cost of <u>Initial</u> Construction for the Project:	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>
Estimated Cost of Construction Materials for <u>Initial</u> Construction:	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>

*Note: Applicant may be required to provide additional financial information for the project and company.*

Environmental Information	
Will the new facility meet Energy STAR criteria? (Y/N)	N
Will the project seek or be designed to LEED certification standards? (Y/N)	N
<i>If yes, please indicate level:</i>	Certification
	Silver
	Gold
	Platinum
Please describe environmentally friendly features of the project:	
Please describe anticipated positive environmental impacts resulting from the project:	
Please describe anticipated negative environmental impacts and planned remediation efforts:	

**Application Tips:**

*Environmentally Friendly Features:* e.g.  
Low-energy, led lighting used throughout,  
pedestrian friendly elements including green  
space, bike paths, water saving native  
plantings used in landscapes, etc.

### Additional Community Benefits

#### Describe Other Local Economic Benefits Resulting From Project:

New jobs/jobs retention

Distribution of our products will now be based out of our new facility in Lawrence (previously in Edwardsville, KS). This will bring truckers into the city who will make purchases.

In addition, the construction work for the new facility will be completed by the P1 Group, a Lawrence company who will utilize local labor for the project.

*Economic Benefits*

*Include tangibly measurable benefits directly related to project capital investment and direct employment (e.g. Project attracting overnight visitors that will spend on lodging, entertainment, food and beverages, shopping, etc.)*

#### Describe Other Quality of Life Benefits Resulting From Project:

Retention of our manufacturing facility and the buildout of our new storage and distribution facility in Lawrence will allow Hilary's to continue its community impact of:

- Second chance employer (see more info below)
- Donations to local food banks and shelters
- Membership and participation in the Chamber
- Company employee volunteerism (Habitat for Humanity)

At Hilary's, we pride ourselves as being a "second chance" employer. Our production employee base consists of individuals who have spent time in prison, struggled with addictions, have literacy issues or have been homeless. We help build their confidence, teach new skills, and give them tools to thrive in the workplace through leadership development programs, paid volunteer time, ongoing continuing education sessions, and employee programs that build lasting relationships.

*Quality of Life Benefits: Include tangible and intangible benefits; such as how company is/will be a good corporate citizen, community involvement, local philanthropy efforts, and how project /company will contribute to local well being of citizens.*

Employment Information									
<b>Construction Employment for New Facility or Expansion</b>									
# Full-Time, Construction Jobs:									
Average Annual Salary for Full-Time, Construction Workers (during construction period):									
Construction Period (months):									
<b>For Expansion, # of Full-Time Employees Currently Working In Lawrence:</b>									
<b>New Employment Resulting from Project</b>									
Net New Jobs (full-time, permanent)	Year	New Facility		Existing Facility					
		# Jobs	Avg Annual Salary	# Jobs	Avg Annual Salary	# Jobs	Avg Annual Salary	# Jobs	Avg Annual Salary
	1	2	50,000	3	\$28,000				
	2	0	50,000	3	\$30,000				
	3	1	50,000	4	\$32,000				
	4								
	5								
	6								
	7								
	8								
	9								
	10								
Total									
<b>Anticipated # of Employees to Be Relocated Locally as a Result of the Project</b>									
# of Net New Full-Time Employees Anticipated to be Relocated From Outside of Kansas:						0			
# of Net New Full-Time Employees Anticipated to be Relocated from Outside of Lawrence/Douglas County:						0			
<b># of Local Full-Time Jobs Anticipated At End of Incentives Period:</b>									

**Application Tips:**

Enter 0 if project is new or relocation.

Enter information by major job category (e.g. administrative, support, professional, executive, production, etc.)

For a local expansion, Net New Jobs = number of additional employees to be hired each year, excluding employees that are already employed in Lawrence. )

Average Annual Salary: Only provide wage information. Do not include the value of non-wage benefits such as insurance and time off.

**# Jobs at End of Incentives Period:**

Enter total number of full-time employees (existing & new) anticipated to be employed at the new facility over the term of incentives (e.g. If applying for a 10-year tax abatement, this would be the total number of local Existing (if expanding) + Net New full-time jobs anticipated at the end of that 10-year period.)

Employee Benefits	
Description	After Expansion or Relocation
% of Employees with Company Provided Health Care Insurance	25%
% of Health Care Premium Covered by Company	50%
% of Employees with Company Provided Retirement Program	0%
Will You Provide Job Training for Employees? (Y/N)	Y
What is the Lowest Hourly Wage Offered to New Employees?	\$13
What Percentage of Your New Employees Will Receive this Wage?	77%
Will You Provide Additional Benefits to Employees? (Y/N)	Y

*If Yes, Please Describe:*

The company hosts monthly continuing education sessions and workshops that teach communication skills, goal setting, self-care, and team building. Additionally, classes lead by experts in financial planning, domestic relations, and creating a work-life balance contribute to our goal to build skills that help the team thrive both in and outside of the workplace.

## NRA Eligibility Statement

**If applying for an NRA, please describe how your project meets one of the following state statute requirements for eligibility:**

(1) Project is in an area in which there is a predominance of buildings or improvements which by reason of dilapidation, deterioration, obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, the existence of conditions which endanger life or property by fire and other causes or a combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency or crime and which is detrimental to the public health, safety or welfare:

(2) Project is in an area which by reason of the presence of a substantial number of deteriorated or deteriorating structures, defective or inadequate streets, incompatible land use relationships, faulty lot layout in relation to size, adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the actual value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or a combination of such factors, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is detrimental to the public health, safety or welfare in its present condition and use:

(3) Project is in an area in which there is a predominance of buildings or improvements which by reason of age, history, architecture or significance should be preserved or restored to productive use:



## Disclosures

### Company Form of Organization:

It is the policy of the City that no economic development incentive will be granted to any applicant or petitioner who owns any financial interest in any real property, anywhere within the state of Kansas, with delinquent special assessments, delinquent ad valorem taxes, or federal or state tax liens, or who is currently delinquent or in default on any debts, responsibilities, or other obligations owed to the City.

List the full name(s) of each principal (partner or member) who owns (or will own) 5% or more capital of the company. In the case of businesses owning another business (such as an umbrella LLC that is the owner of several other LLC's), the actual partners' names need to be listed, not just the registrant's name with the Secretary of State.

See attached cap table.

Are all above listed principals currently delinquent or in default on any debts, responsibilities, or other obligations owed to the City? If delinquent or in default, provide details on property owner name, property address, current property tax status, special assessment status, and outstanding obligations owed to the City, and why delinquent or in default.

### List all subsidiaries or affiliates and details of ownership:

Subsidiary : none

Principals: see attached cap table

Has Company or any of its Directors/Officers been involved in or is the Company presently involved in any type of litigation?	N
Has the Company, developer or any affiliated party declared bankruptcy?	N
Has the Company, developer or any affiliated party defaulted on a real estate obligation?	N
Has the Company, developer or any affiliated party been the defendant in any legal suit or action?	N
Has the Company, developer or any affiliated party had judgments recorded against them?	N

If the answer to any of the above question is yes, please explain:

*Note: Applicant may be required to provide additional financial information for the project and company.*

## Economic Development Fees

**Application & Administrative Fees:** The City charges the below application and administrative fees.

Application Fees		Administrative Services Fees
Tax Abatement	\$500	\$200/year
Industrial Revenue Bonds (IRB)	\$1,000	Origination Fee for sales tax only IRBs
Community Improvement District (CID)	\$2,500	For all projects involving "pay-as-you-go" financing and reimbursement through the assessment of CID sales tax collected with the CID sales tax district, it is the policy of the City to negotiate any annual administrative fee between the City and the petitioner to cover the City's administrative costs.
		For all other projects, the petitioner shall pay 0.5% of the funds reimbursed to the petitioner, or any successor in interest, each year for the life of the CID to cover the City's administrative costs.
Transportation Development District (TDD)	\$2,500	0.5% of the annual TDD revenues generated
Tax Increment Financing (TIF)	\$1,000	Where the applicant only seeks reimbursement of the property tax increment, the administrative service fee shall be 0.5% of the annual increment;
		In all other cases, the administrative service fee shall be 2.5% of the annual increment.
Neighborhood Revitalization Area (NRA)	\$500	None

If the request is not considered, half (1/2) of the application fee will be returned to the Applicant. If the request is considered, application fees are not refunded, regardless of if the project is approved.

### Industrial Revenue Bond (IRB) Origination Fee:

For IRBs issued just to obtain a sales tax exemption (not a property tax abatement), Applicant, at the time of bond closing, shall pay the City an IRB origination fee of the par amount of bonds being issued on behalf of a for-profit company, unless the project will create primary jobs or add affordable housing to the community.

IRB Origination Fee	
Rate	Amounts*
0.004	First \$10M or up to \$10M
\$40,000 + 0.002	2nd \$10M
\$60,000 + 0.001	Over \$20M

\*Maximum fee is \$100,000

For IRBs issued on behalf of not-for-profit organizations, the City will not charge an origination fee.

### Other Fees:

Applicant is responsible for paying all expenses incurred by the City for professional services pertaining to the project, regardless of if the project is approved. This may include costs associated with research and analytical services, legal publication notices, application fees to the state Board of Tax Appeals, bond counsel and other miscellaneous costs, including but not limited to, the City reasonable costs to process any modifications. If the request proceeds the Applicant may be asked to enter into a funding agreement to cover all costs associated with processing approval for the requested assistance.

**Application Submission:**

When you have completed this form to your satisfaction, please sign and send, along with applicable application fee(s) to:

City of Lawrence  
Attn: Economic Development Coordinator  
6 East 6th Street  
Lawrence, KS 66044  
Fax: 785-832-3405  
Email: [bcano@lawrenceks.org](mailto:bcano@lawrenceks.org)

***Note: All economic development incentive fees are due when the application for economic development support is filed with the City. No application will be accepted until fees have been paid.***

I hereby certify that the foregoing and attached information contained is true and correct, to the best of my knowledge:

Applicant/Representative: Lydia Butler  
(Please Print)  
Signature: Lydia Butler Date: 1/21/18

**AFFIDAVIT**

THE STATE OF Kansas )

THE COUNTY OF Douglas )

SS:

I, Lydia Butler, being of lawful age, and having been first duly sworn upon my oath, do hereby state:

1. I am a resident of Kansas City, MO.

2. As of the date set forth below, I have no financial interest and no entity in which I have any interest has any financial interest in any real property, located anywhere in the state of Kansas, that is delinquent on any special assessments, delinquent on any *ad valorem* taxes, or the subject of any federal, state, or local tax lien.

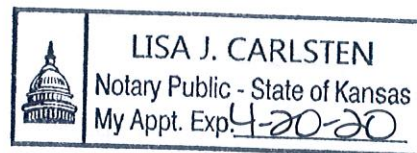
3. As of the date set forth below, I am not currently delinquent or in default and no entity in which I have any interest is currently delinquent or in default on any debts, responsibilities, or other obligations owed to the City of Lawrence, Kansas.

Lydia Butler

**SUBSCRIBED AND SWORN** before the undersigned on this 23 day of January, 2018

Lisa J. Carlsten  
Notary Public

My Appointment Expires: 4-20-20



Members with 5% or more ownership:

Name	Principals	Residency
VG Growth Partners	Michael Caridi	Staten Island, New York
	Hitesh Hajarnavis	Short Hills, New Jersey
	Sanjeev Vinayak	Short Hills, New Jersey
Free From LLC	David Murfin	Wichita, Kansas
	Barry Downing	Wichita, Kansas
Mid-America Angel Investments, LLC	multiple	primarily Kansas City area
Shadow Capital LLC	Kent Garlinghouse	Topeka, Kansas