



Business Resource Guide

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BUSINESS PLANNING/ASSISTANCE

Coffey County Economic Development

110 S. 6th Street, Room 5
Burlington, KS 66839
Phone: 620-364-8780
Hours: 8 a.m. to 5 p.m. (M-F)
www.coffeycountyks.org

Ronda Truelove, Interim Director
Email: rtruelove@coffeycountyks.org

Provides free, confidential assistance with:

- *business planning*
 - *location/site selection*
 - *financing options*
 - *programs and incentives*
 - *workforce development*
 - *professional development opportunities*
 - *networking/referrals*
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Small Business Development Center

Emporia State University
1 Kellogg Circle
Campus Box 4046
Cremer Hall, Room 130
Emporia, KS 66801
Phone: 620-341-5308
www.emporia.edu/sbdc/

Lisa Brumbaugh, Regional Director
Email: lbrumbau@emporia.edu

Provides free, confidential, one-on-one consulting designed to develop practical solutions to business problems. Our job is one of education and guidance in such areas as:

- *business plan assistance*
- *financial projection development*
- *cash flow analysis*
- *marketing plan development*
- *human resources*
- *sources of capital and financing*
- *inventory control procedures*
- *product costs analysis and pricing*
- *advertising strategies*
- *sales technique*

Coffey County Chamber of Commerce

305A Neosho Street
Burlington, KS 66839
Phone: 620-364-2002
Hours: 9 a.m. to 3 p.m. (M-F)
www.coffeycountychamber.com

JoAnn Harritos, Executive Director
Email: executivedirector@coffeycountychamber.com

Members benefit from:

- *networking*
 - *advertising and sponsorship opportunities*
 - *Notary Public Services*
 - *press Releases*
 - *referrals*
 - *learning opportunities*
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Kansas Business Center

The Kansas Business Center is your one-stop shop for starting and maintaining a business in Kansas.
www.kansas.gov/business

Small Business Administration

The U.S. Small Business Administration (SBA) was created in 1953 as an independent agency of the federal government to aid, counsel, assist and protect the interests of small business concerns, to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation.
www.sba.gov

LOCATION/REAL ESTATE

Coffey County Economic Development can assist with site/building selection. CCED utilizes a database through Location One and is connected with local realtors and developers. Call 620-364-8780 or email Ronda Truelove at rtuelove@coffeycountyks.org for more information. You can also view sites through our website: <http://www.coffeycountyks.org/county-services/economic-development/buildings-and-sites-available>

Realtors

Advantage Realty Group, LLC
105 N. 3rd Street
Burlington, KS 66839
Phone: 620-364-6812

Vaughn-Roth Land Brokers, LLC
408 Neosho Street, PO Box 39
Burlington, KS 66839
Phone: 785-917-0867
<http://www.vaughnroth.com/>

Swift-n-Sure Auctions and Real Estate
231 Old Highway 50
Lebo, KS 66856
620-366-0729
www.swiftnsureauctions.com

Tri-County Real Estate
PO Box 304
Lebo, KS 66856
Phone: 620-256-6993
www.tri-county-real-estate.com

Trustpoint
800 N. 4th Street
Burlington, KS 66839
Phone: 620-364-5665
www.trustpointrealestate.net

United Country – Coffey County Real Estate
300 Neosho Street
Burlington, KS 66839
Phone: 620-364-5323

FINANCE/ASSISTANCE PROGRAMS

Local Banks

Central National Bank
201 S. 4th St., Burlington, KS 66839
Phone: 620-364-8875
www.centralnational.com

Citizen's State Bank (Gridley)
410 East Main St., Gridley, KS 66852
Phone: 620-836-2888
www.bankcsb.biz

Citizen's State Bank (Burlington)
428 Neosho St., Burlington, KS 66839
Phone: 620-364-8211
www.bankcsb.biz

Citizen's State Bank (LeRoy)
601 North Main St., LeRoy, KS 66857
Phone: 620-964-2299
www.bankcsb.biz

Citizen's State Bank (New Strawn)
407 North Arrowhead Dr., New Strawn, KS 66839
Phone: 620-364-8871
www.bankcsb.biz

Farmers State Bank of Aliceville
305 Dobell, Westphalia, KS 66093
Phone: 785-489-2468
www.fsbaliceville.com

Farmers State Bank of Aliceville (Burlington)
510 Neosho, Burlington, KS 66839
Phone: 620-364-2468
www.fsbaliceville.com

Farmers State Bank of Aliceville (Lebo)
11 W. Broadway, Lebo, KS 66856
Phone: 620-256-6331
www.fsbaliceville.com

First National Bank (Burlington)
600 N. 4th St., Burlington, KS 66839
Phone: 620-364-8472
www.fnbofks.com

First National Bank (Waverly)
305 Pearson Ave., Waverly, KS 66871
Phone: 785-733-2564
www.fnbofks.com

Regional/State Organizations

Southeast Kansas Regional Planning Commission

410 S. Evergreen Ave.
Chanute, KS 66720
Phone: 620-431-0800
www.sekrpc.org

The Southeast Kansas Regional Planning Commission (SEKRPC) is an association of city and county governments formed to provide technical and professional assistance. The Commission is governed by a board which consists of county commissioners and a General Commission which is made up of one County Commissioner, three elected officials, and private citizens. Individual cities and counties cooperatively provide a regional agency to review specific projects and requests.

SEKRPC will prepare applications and supporting materials for the following programs:

- *Community Development Block Grants (CDBG)*
- *Housing Development, Rehabilitation and Demolition Grants*
- *Land and Water Conservation Fund Grants*
- *Kansas Public Water Supply Loan Fund*
- *Economic Development Administration Grants and Loans*
- *Historic Preservation*
- *Enterprise Zone Incentive Program*

SEKRPC also has a Revolving Loan Fund for new and existing businesses.

Network Kansas

P.O. Box 877
Andover, KS 67002-0877
Phone: 877-521-8600
www.networkkansas.com

NetWork Kansas offers matching loans to businesses in Kansas who need gap financing to become fully capitalized. All loans must be “matched” with another source of capital, usually a public source (like CDCs, Regional Foundations, etc.).

- **StartUp Kansas** provides gap financing to help entrepreneurs start or grow a business in Kansas. The loan program matches up to 150% of other public sources of capital and/or funds from a financial institution such as a bank. Up to \$45,000 can be provided per project. Funds are flexible and can be used for a variety of business purposes, including equipment, inventory, and working capital. Entrepreneurs work with a NetWork Kansas resource partner (Coffey County Economic Development is a resource partner) to apply for funds. Funding rounds occur monthly.
 - **The Kansas Capital Multiplier Loan Fund:** Qualifying businesses are eligible to apply for up to 9% of private capital loans and investment. Businesses can apply for up to a \$250,000 loan or venture investment per project through the Capital Multiplier programs.
 - **The Minority and Women Business Multiplier Loan Fund** provides gap financing to help minority and women-owned businesses (MBE/WBE) and other disadvantaged business enterprises (DBE). The loan program matches up to 20% of the private capital invested in a business project, with a minimum loan amount of \$25,000 and a maximum loan amount of \$250,000. Funds are flexible and can be used for a variety of business purposes, including startup costs, purchasing an existing business, business expansion, working capital, inventory, and more and have low, fixed interest rates and no collateral requirements.
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Prosperity Foundation

The Southeast Kansas Prosperity Foundation is a non-profit 501(c)3 created in 2005 as a result of the Kansas Economic Growth Act. It is a partnership with SEK, Inc., Southeast Kansas Regional Planning Commission, See-Kan RC&D, QUAD Facilitation Program, and Mid-America Certified Development Company.

- *Revolving Loan Fund*
- *Small Community: Downtown Retail Building Renovation/Purchase Program*

Contact Coffey County Economic Development for details – 620-364-8780.

Kansas Department of Commerce (www.kansascommerce.gov)

The Kansas Department of Commerce has many services and programming to assist existing businesses and attract new business. A few of the popular programs include: High Performance Incentive Program (HPIP), Kansas Industrial Training (KIT), Kansas Industrial Retraining (KIR), Promoting Employment Across Kansas (PEAK) Program, and STAR Bonds.

USDA Rural Development Programs (www.rd.usda.gov/ks)

USDA offers loans, grants and loan guarantees to support essential services such as housing, economic development, health care, first responder services and equipment, and water, electric and communications infrastructure. USDA also promotes economic development by supporting loans to businesses through banks, credit unions and community-managed lending pools. USDA offers technical assistance and information to help agricultural producers and cooperatives get started and improve the effectiveness of their operations. USDA provides technical assistance to help communities undertake community empowerment programs. They help rural residents buy or rent safe, affordable housing and make health and safety repairs to their homes.

Angel Networks

The Midwest Venture Alliance (MVA) is a membership organization of accredited private investors committed to investing in high-growth seed and early-stage technology companies in Kansas and surrounding states.

The purposes of the alliance are to help promote early-stage equity investing and to provide entrepreneurs and investors an effective, centralized forum to collaborate. MVA members provide seed and early-stage capital in the range of \$250,000 to \$2,000,000, an investment range not generally served by Venture Capitalists. For more information, visit the MVA website at: www.midwestventure.com

Mid-America Angels ("MAA") is a regional network of angel investors dedicated to identifying and funding the most promising start-up business opportunities in the Kansas-Missouri Region. MAA has two primary objectives:

1. To present high return on investment funding opportunities to its members
2. To facilitate access to early-stage financing for high-potential businesses and entrepreneurs.

MAA members fund deals in the investment range of \$250,000 to \$2,000,000, a range not typically served by Venture Capitalists. The MAA network provides the structure to aggregate the knowledge, experience, and investment capital of its membership. This approach provides an effective and efficient process both for investors to evaluate opportuni-

NETWORKING

Coffey County Connections is a local, informal networking group. For more information please go to <http://www.coffeycountyks.org/county-services/economic-development/community-initiatives/coffey-county-connections> .

Burlington Rotary Club meets once a week on Thursdays at Noon at Rock Creek Country Club in Burlington.

LICENSING/PERMITTING/ZONING

Licensing

Depending on the type of business, you may be required to register with the state of Kansas. Please go to <http://www.kansas.gov/business> or call 877-521-8600.

City zoning/building permits

City of Burlington

301 Neosho St.
Burlington, KS 66839
Phone: 620-364-5334

City of Gridley

503 Main St.
Gridley, KS 66852
Phone: 620-836-3145

City of Lebo

5 E Broadway
Lebo, KS 66856
Phone: 620-256-6622

City of LeRoy

713 Main St.
LeRoy, KS 66857
Phone: 620-964-2245

City of New Strawn

215 N. Main St.
New Strawn, KS 66839
Phone: 620-364-8283

City of Waverly

210 Pearson Ave.
Waverly, KS 66871
Phone: 785-733-2461

County zoning/building permits

Coffey County Zoning Administrator – Heidi Harris
Phone: 620-364-2441

www.coffeycountyks.org/county-services/highway-department/zoning

ACCOUNTANTS

Lisa I. Garrett, CPA

200 Neosho Street
Burlington, KS 66839
Phone: 620-364-5599

Sarah J. Stockwell, CPA

200 Neosho Street
Burlington, KS 66839
Phone: 620-364-3300

Burlington Tax

210 Neosho Street
Burlington, KS 66839
Phone: 620-364-2200

Love J. Scott, CPA

427 N East St.
Lebo, KS 66856
Phone: 620-256-6630

UTILITIES

City of Burlington

Electricity, Water, Sewer, Trash – 620-364-5334
Natural Gas Service – Atmos Energy – 888-286-6700

City of Gridley

Water, Sewer, Trash – 620-836-3145
No Natural Gas Service
Electricity Service – Westar Energy – 800-383-1183

City of Lebo

Gas, Water, Sewer, Trash – 620-256-6622
Electricity Service – Westar Energy – 800-383-1183

City of LeRoy

Water, Sewer, Trash – 620-964-2245
Natural Gas Service – Atmos Energy – 888-286-6700
Electricity Service – Westar Energy – 800-383-1183

City of New Strawn

Water, Sewer, Trash – 620-364-8283
Natural Gas Service – Atmos Energy – 888-286-6700
Electricity Service – Lyon-Coffey Electric Coop – 620-364-2116

City of Waverly

Water, Sewer, Trash – 785-733-2461
Natural Gas Service – Kansas Gas Service – 800-794-4780
Electricity Service – Westar Energy – 800-383-1183

Coffey County Rural Water

District #2 – 620-836-4080
District #3 – 620-364-8099
District #4 – 785-733-2885

Anderson County Rural Water (East side of county)

District #4 – 785-489-2290
District #5 – 620-852-3475

Franklin County Rural Water (northeast side of county)

District #4 – 785-746-5571

Private Water and Wastewater Systems

Coffey County Health Department (Environmental Health)
– 620-364-8631

Rural Gas and Electric Services (depends on location)

Atmos Energy – Gas – 888-286-6700
Kansas Gas Service – Gas – 800-794-4780
Lyon-Coffey Electric Cooperative – Electric – 620-364-2116
Westar Energy – Electric – 800-383-1183

Telecommunications

MT Networks – 620-364-3222
Valnet – 888-332-1616
Centurylink – 877-862-9343
Mediacom – 866-416-9005

TRANSPORTATION



Covering 630 square miles, Coffey County and the City of Burlington, the county seat, are located on US 75 Hwy (N/S), 16 miles south of I-35 in east-central Kansas. I-70 (E/W) can be accessed 55 miles north at Topeka (the state capitol), US 169 (N/S) is found 18 miles east of Burlington and US 54 Hwy crosses US 75 Hwy 20 miles south of Burlington.

DISTANCE TO MAJOR MARKETS (BY TRUCK)	
Chicago	612
Dallas	531
Denver	582
Kansas City	117
Los Angeles	1593
Minneapolis	556
New York	1386
St. Louis	370

Railroad

Railroads serving the county are Union-Pacific at LeRoy and Burlington-Northern-Santa Fe at Lebo. The nearest inter-modal terminal is 50 miles away.

Airport

Coffey County Airport is located 7 miles north of Burlington on US 75 Hwy. It offers concrete surface runways, 18 / 36, 5500 X 75 ft.; color radar, Papi approach and runway lights – transmitter activated; fixed services available at Coffey County Airport include: transient aircraft parking; tie downs; T-hangars; pilot’s lounge; aircraft rental; full time mechanic on duty; alternative power unit; data transmission network; quick turns; courtesy cars; full time ground instructor and ground school; and 100 LL and JET A fuel at competitive rates.

1899 Hwy 75
 Burlington, KS 66839
 Phone: 620-364-5346

Airport Hours

Summer

Monday – Friday: 8 a.m. to 8 p.m.

Saturday and Sunday: 8 a.m. to 6 p.m.

Winter

Monday—Friday: 8 a.m. to 6 p.m.

After hours services are available.

Airport is unattended on Thanksgiving and Christmas Days

Public Transportation

Coffey County Transportation
 620-364-1935 Toll Free (877-364-1905)