

# TOWN OF SILVER CITY

## PROJECT PARTICIPATION AGREEMENT APPLICATION FORM FOR A PROPOSED ECONOMIC DEVELOPMENT PROJECT

*This application is pursuant to the Town's Code, Chapter 16 Economic Development, Article II Economic Development Plan, Section 16-21. Purpose.*

- a. The purpose of this article is to allow public support of economic development projects to foster, promote and enhance the addition of base jobs to the region while continuing to protect against the unauthorized use of public money and other public resources.*
- b. The purpose of the article is to also allow the city to enter into one or more joint powers agreements with other local governments to plan and support regional economic development projects that add base jobs to the economy.*

*(Ord. No. 966, art. I, 1, 12-12-1996; Ord. No. 1015, 22-51, 2-23-1999)*

Please complete the application in its entirety. Do not leave requested information blank. If necessary, indicate "not applicable" or "N/A". The Incentive Review Committee may request additional information as part of the application process pursuant to the Town's Code, Section 16-67 Process. Applicant is presumed to be familiar with all the provisions of Chapter 16 of the Town's Municipal Code. Specifically, Applicant should be familiar with the Review Criteria. If you need assistance in completing the application, please contact the Community Development Department at the City Hall Annex, 1203 N. Hudson St., Silver City, NM or by phone at (575) 534-6349.

### **A. Applicant Information**

Business Entity Name: \_\_\_\_\_

Form of Entity (e.g. Corporation, LLC, Sole Proprietor, Etc.) \_\_\_\_\_

*(Attach Certificate of Good Standing if Corporation or LLC)*

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Current or anticipated physical address: \_\_\_\_\_

\_\_\_\_\_

Contact name and relationship to applicant: \_\_\_\_\_

Daytime phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_

NM CRS Number: \_\_\_\_\_

Nature and description of project/ business to be conducted: (retail, manufacturing, service provider, other): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Physical location of project/business: \_\_\_\_\_  
\_\_\_\_\_

Planned project/business start date: \_\_\_\_\_

Property interest of applicant in location: Own \_\_\_\_\_ Lease \_\_\_\_\_  
(Attach copy of lease)

Square footage of total space occupied (or to be occupied) by the business (including retail, storage, office etc.): \_\_\_\_\_

Other locations of Applicant's business operations located within New Mexico: \_\_\_\_\_  
\_\_\_\_\_

Describe the education, background, and experience of the Applicant, and how its key personnel, have related to the proposed project. Include the resources the applicant has that can assure its ability to implement the project, including any feasibility studies and business plans that the applicant has relied upon prior to developing the project: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. Summary narration of the project/business and its principals;**

a. Explain how the proposed project is qualified as a business, structure, or other project deemed critical to the Town's current, anticipated, or ongoing growth, rejuvenation and/or development needs. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. Explain how the proposed project/business will make a unique or unequalled contribution to development, rejuvenation, or redevelopment efforts in Silver City due to its:

i. Financial magnitude (for example, wage scale, total dollars invested, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ii. Significance to the community (for example, includes a charitable innovation, provides an underrepresented service, attracts tourists, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

iii. Aesthetic quality (for example, ability to operate within Town ordinances, renovates or remodels an historic building(s), design is complimentary to adjacent or area structures, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

iv. Aesthetic quality (for example, ability to operate within Town ordinances, renovate or remodel a non-historic building(s), design is complimentary to adjacent or areas structures, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. Explain if the applicant is proposing a business that has specifically been determined by the most current Economic Development Plan adopted by the Town of Silver City Council to bring benefit to the town. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

d. Provide the following job creation information:

i. Anticipated number of temporary design/engineering/construction jobs that will be created by applicant: \_\_\_\_\_  
\_\_\_\_\_

ii. Number and type of initial permanent (full-time) and temporary (part-time) jobs to be created in first year of business operation: \_\_\_\_\_  
\_\_\_\_\_

iii. Duration of permanent (full-time) and temporary (part-time) jobs (including temporary construction jobs): \_\_\_\_\_  
\_\_\_\_\_

iv. Anticipated number of and type of jobs that will be created in subsequent years of business operation: \_\_\_\_\_  
\_\_\_\_\_

v. Anticipated number of employees who would be residents of the town or county: \_\_\_\_\_  
\_\_\_\_\_

vi. Anticipated number of employees who, because of the need for specialized training, would likely be imported from locations other than Grant County: \_\_\_\_\_  
\_\_\_\_\_

Describe the specializations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**C. Financial Fitness: summaries of the funding sources for the project/business.**

Has this business entity or its predecessor-in-interest ever been declared bankrupt or ever been assigned to creditors for insolvency ? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has any principal of your business been convicted of any felony in any state within the last ten (10) years ? (If yes, describe the event(s)): \_\_\_\_\_  
\_\_\_\_\_

Is the Applicant's business entity current in servicing its debts and other financial obligations (If not, describe): \_\_\_\_\_  
\_\_\_\_\_

Describe the primary source of investment capital necessary to commence the business operations contemplated in this application: \_\_\_\_\_  
\_\_\_\_\_

Describe your current or anticipated banking relationships with local institutions: \_\_\_\_\_  
\_\_\_\_\_

Bank/Financing partner contact information: \_\_\_\_\_  
\_\_\_\_\_

Do you intend to apply for other grants, financial support or incentives from any source, public or private? If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Do you hereby grant permission to the Town of Silver City to access credit reports and other financial information deemed relevant to this application? Yes \_\_\_ No \_\_\_**

**D. Evidence of organizational capacity** (may include items such as: the education, background, and experience the applicant has related to the proposed project/business; the resources the applicant has that can assure their ability to implement the project/business; any feasibility studies that the applicant has performed prior to developing the project/business): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**E. Environmental Impacts:**

Describe anticipated environmental impacts that may result from the construction and/or operation of the Applicant's project/business: (e.g., soil, subsoil, air quality, water quality and conservation, sewer capacity, traffic, noise, aesthetics, other): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe anticipated actions that will be taken to mitigate the above-described impacts:

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**F. Economic Impacts:**

Describe how the Applicant's particular project/business will positively impact the economic and social well-being of the Town and the County: \_\_\_\_\_

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Explain how the proposed project/business will impact the local school system: \_\_\_\_\_

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Explain how the proposed project/business will impact the Town's ability to provide basic services to the project/business, and the impact it may have on the Town's continuing ability to provide basic services to the Town (e.g., fire and police protection, water and sewer services, utility services, food services, health services, municipal services for the safety, comfort, and enjoyment of Silver City residents): \_\_\_\_\_

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Explain what demands will be made upon existing non-Town provided utilities such as electricity, gas, telephone, and cable: \_\_\_\_\_

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a. Applicant must check at least one of the items below. Applicant may check more than one of these items. Please attach any and all additional information necessary to support each checked item.

- \_\_\_\_\_ i. Planned expansion of an existing business.
- \_\_\_\_\_ ii. Increases/generates Gross Receipts Tax (GRT) revenue directly/indirectly.
- \_\_\_\_\_ iii. Increases/generates Lodgers Tax revenue directly/indirectly.
- \_\_\_\_\_ iv. Will result in increase of taxable value real and business property tax.

\_\_\_\_\_ v. Will result in increased base jobs. Economic-base jobs are those created by businesses that export a percentage of their products or services outside of Grant County.

b. The estimated current number of daily clients and/or the estimated amount of sales:

\_\_\_\_\_  
\_\_\_\_\_

c. Is this a new customer-based business? \_\_\_\_\_ Yes or \_\_\_\_\_ No

If yes, what is the estimated number of daily customers at the end of a one-year period?

\_\_\_\_\_

Is this a new sales-based business? \_\_\_\_\_ Yes or \_\_\_\_\_ No

If yes, what is the estimated number of daily sales at the end of a one-year period?

\_\_\_\_\_

Total payroll in dollars expected at startup and after one year: \_\_\_\_\_

\_\_\_\_\_

**G. Assistance requested from the Town:**

Describe the assistance/incentives requested from the Town, and how such assistance will benefit the Town and County and contribute to the likelihood of success for the business venture the Applicant is intending (see the attached Town Code, Section 16-22 for types of available assistance): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe how the Applicant's project/business would be in furtherance of the intent and goals specifically determined by the most current Economic Development Plan adopted by the Town of Silver City Council (a copy of such Plan is available from the Town's Community Development Department): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**H. Project Participation Agreement:**

The Applicant is required to submit a draft of a proposed Project Participation Agreement (PPA) which shall outline the beneficial economic impacts of the project/business and describe the assistance requested from the Town. The responses to questions in this application will provide the necessary information to support the PPA. In the preparation of the proposed PPA, it is required that the Applicant consult with the Town Manager as to available Town resources and constraints. The

Town Attorney will be available to consult with the Applicant regarding the format of the PPA, but the Applicant must address the review criteria mentioned in Section 16-68 of the Municipal Code. If the information provided is deficient therein, the Director of Community Development will remand the application for additional information. This is not an adversary process, and assistance can and will be given to good faith Applicants.

The completed application will be forwarded to the Incentive Review Committee for review. The Committee may request additional submissions and interviews with the Applicant and its representatives. The Committee will utilize the review criteria mentioned in the Town's Municipal Code prior to making its recommendation to the Town Council. All submissions by the Applicant will be made available to the public, and will be ultimately considered by the Town Council of the Town of Silver City prior to adoption.

**I. Proprietary Information:** The Applicant is advised that the Town will take all reasonable steps to insure the privacy of proprietary information submitted by the Applicant, and assures the Applicant that such information will be used solely for the purpose of determining whether assistance or incentive to the Applicant is appropriate and lawful. All submissions, except those particularly noted as being "proprietary" will become public records of the Town and subject to public inspection under the New Mexico Inspection of Public Records Act.

**J. Honest Representations.** The Applicant is advised that any material misrepresentations, whether intentional or negligent, may result in the Town's termination of any assistance or incentive, and all other remedies available at law or equity.

**K. Agreement to Cooperate.** The Applicant notes that this application is the first step in the process of determination of economic assistance. It agrees to be responsive to requests for further information as that need arises. A failure to cooperate will terminate the process.

\_\_\_\_\_  
Applicant  
Title

\_\_\_\_\_  
Date:

Application deemed complete on \_\_\_\_\_, by \_\_\_\_\_.