



MEDC Incentive Application and Procedures

Murphy Economic Development Corporation

I. General Purpose and Objectives of MEDC Incentives

The City of Murphy and Murphy Economic Development Corporation (MEDC) are committed to the promotion and retention of high quality development in all parts of the city and to an ongoing improvement in the quality of life for its citizens. The City Manager will, on a case-by-case basis, give consideration to incentive applications that seek to stimulate economic development in Murphy.

MEDC will then consider providing incentives in accordance with the procedures and criteria outlined in this document. Nothing herein shall imply or suggest that the City of Murphy or the MEDC are under any obligation to provide any incentive to any applicant. Fully completed applications shall be considered on a case-by-case basis.

II. Criteria for Consideration of Approval

All incentives provided by the MEDC must have as their underlying goal to further economic development in Murphy. The goals to be achieved by an accepted incentive application should be measurable and as set forth in an agreement between the City and the recipient.

Recommendations for incentives will be based upon evaluation of criteria including, but not limited to, the following:

- What is the value of the Real and Business Personal Property that will be added to the tax rolls?
- How much direct sales tax will be generated?
- How many jobs will be brought to Murphy?
- What types of jobs will be created?
- What infrastructure construction will be required?
- What beneficial economic impact will the project have on the community?

III. MEDC Incentive Application Details

- A. Applicant shall complete the MEDC Incentive Application. A full review of the application with the economic development staff is recommended prior to submitting.
- B. Applicant shall prepare a plat showing the precise location of the property to which the incentive applies, all roadways within a reasonable distance of the site, and all existing land uses and zoning within a reasonable distance of the site, and the address of the property. Depending on the request, the applicant may also be required to provide a metes and bounds property description prepared by a registered professional survey at the applicant's expense.
- C. Applicant shall complete the forms and include detailed information and submit them to the economic development staff at the City of Murphy, 206 N. Murphy Rd, Murphy, TX, 75094.

- D. Information provided by applicant on the Application Form may be subject to release to the public pursuant to the Texas Public Information Act. However, certain information provided to the city in connection with an application may be confidential and not subject to public disclosure until the incentive agreement is executed. The City of Murphy will make reasonable attempts to notify the Applicant if a request is made so it may assert its own objections if necessary.

IV. MEDC Incentive Application Submittal and Review Steps

- A. All information in the Application will be reviewed for completeness and accuracy. Additional information may be requested as needed. Incomplete applications will not be considered.
- B. Upon review, the City Manager will determine whether he will recommend review by the Murphy Economic Development Corporation. All incentives are subject to final City Council approval. The proposed incentive, if approved by the MEDC, is a conditional offer subject to the City Council's approval.
- C. Upon receipt of the proposed offer, if approved by the MEDC, the applicant will have ninety (90) days to accept, decline or request an extension of the proposed offer. All responses shall be made in writing to the City Manager. In certain circumstances, the City Manager may alter the time frame.
- D. Upon written acceptance by the applicant of the offer, the recommendation of the City Manager and MEDC with all relevant materials will be forwarded to the City Council as an agenda item.
- E. The scheduling of the item to be presented to City Council will be agreed upon between the City of Murphy and the applicant.
- F. The City Council may consider adoption of a resolution approving the terms and conditions of an agreement between the City and the applicant for an economic incentive(s).

**CITY OF MURPHY
MURPHY ECONOMIC DEVELOPMENT CORPORATION**

NOTE: Please clearly identify any information you deem to be confidential or proprietary. The City will attempt to protect any information marked confidential or proprietary and will notify the applicant of any requests for disclosure.

Applicant Information:

1. Applicant Information:
Applicant Company's Name: []
Company's Representative(s): []
Title: []
Mailing Address: []
Office Number: []
Cell Number: []
Email Address: []
Web site Address: []
2. Has this company operated under any other names? If so, please provide details: []
3. Has applicant or any of its partners or principals (if a corporation) ever filed for bankruptcy? If so, provide details of each such instance. []
4. Company description and overview: []
5. Is a recent annual audit available? [] If so, please submit a copy with the application.

Property and Project Information:

6. Property Information:
Proposed Property address and/or location description: []
Property Legal Description (attach metes and bounds if required by the city): []
7. Description of Project: []
8. Will any zoning changes be necessary to accommodate the project? [] If yes, please provide additional information. []
9. Date projected for occupancy / project implementation: []
10. Will applicant company occupy:
Existing Space []

Space currently planned or under construction: []

Proposed new facility: []

Other: [] Please give explanation: []

11. Square footage of proposed occupied space: []

12. Applicant business is: (check all that apply)

Existing Murphy company: []

New company to Murphy: []

Expanding []

Relocating from another city in Texas: []

Relocating from out-of-state or country: []

Incentive Request Information:

13. Specify economic assistance requested: []

Why is this assistance needed? []

14. Why did you choose the City of Murphy? : []

Employee Information:

15. Number of Full Time employees and Part Time employees to be employed by applicant company at occupancy and to be maintained throughout the term of the agreement (exclusive of contract employees):
- a. Full Time []
 - b. Part Time: []
16. What will be the median annual salary of the company's Full Time employees: []
17. Projected annual payroll (at occupancy): []

Financial Information:

18. What is the annual value of sales that will be subject to sales tax collection by the City of Murphy?
[]
19. Will additional infrastructure investment be required from the City of Murphy at the proposed site?
[] If yes, detail required improvements including cost estimates. []
20. Please summarize the overall economic impact on the City of Murphy (sales, real property and business personal property improvements, employment, etc...) []
21. Describe the financial and other issues associated with this application, including method of financing. []
22. Have you received economic development assistance before? If so, when and where and from what source? : [] What was the outcome of the incentive and project: []

This application should be completed and returned for consideration prior to the submission of an application for a building permit or the issuance of a certificate of occupancy, whichever comes first. Upon receipt of this application, the City of Murphy shall require such financial and other information as may be deemed appropriate for evaluating the financial capacity and other factors of the applicant.

An electronic copy of this application is available at www.buymurphy.com. Please submit the completed request to:

Economic Development, City of Murphy
206 North Murphy Road
Murphy, Texas 75094 or by emailing: murphyedc@murphytx.org

For more information, please call Kristen Roberts at (972) 468-4006 or email kroberts@murphytx.org.

I certify that the statements made by me in this application are true, complete and correct to the best of my knowledge and are made by me in good faith. I understand that any misstatement or omission of material facts in this application (or any information I have submitted) may be cause for rejection of this application. I authorize investigation of my credit and criminal history if necessary.

I hereby release, indemnify and hold harmless any government entity furnishing or receiving records and information about information in this application.

Applicant Signature _____