DOWNTOWN DEVELOPMENT PROGRAMS

TIRZ INCENTIVE PROGRAMS

Using development cost data and market demand data, the City and the DMD worked together to develop four five incentive programs to drive new investment within the TIRZ #3 Zone. The purpose of these programs is to activate vacant buildings and increase the housing supply.

Program	Possible Incentive	Qualifying Categories
Commercial Finish Out Program	Up to $10 per sq./ft. Reimbursement Grant	• Dining, Entertainment, or Mixed-Use Development • 1st Floor, Active Street Location • Permanent & Semi-Permanent Fixtures • Currently Vacant • Additional Incentive for Landlord or Tenant: Up to 50% Reimbursement ($20,000 limit) for MEP, Environmental Remediation, or Structure • If landlord, tenant must receive 6-month rent abatement.
Targeted Vacant Property Improvement Grant Program	Up to 50/50 Reimbursement Grant	• Building Improvement Costs Related to Occupying a vacant Structure
Downtown Living Initiative	Up to $30,000 Rebate per Multi-family Unit	• 3+ Unit Development
Project Specific Development Agreement	Up to 75% of the Tax Increment for up to 10 years	• Environmental Remediation • Code Compliance • Historic Preservation • Structured Parking • Urban Design/landscaping • Public Improvements/Utilities • Residential developments for 10+ Units ($10,000/unit)
Streetscape & Safety Improvement Program	Up to 50/50 Reimbursement Grant	• Exterior Lights & Cameras (Required) • Awning, Signage, Landscaping • Door 7 Exterior Window Replacement/Window Displays • Exterior Cleaning/Paint/Murals • Sidewalk Repair/Sidewalk Café • Design & Permit Fees
Rooftop Activation Program	Up to 50/50 Reimbursement Grant	• Floor and Wall Upgrades • Lighting • Security Cameras • Signage • Bar Build Out • Restrooms • Mechanical, Electrical, & Plumbing Costs • Roof Repair • Structural Roof Support • Rooftop Safety • Permanent Seating • Shade Structures • Rooftop Accessibility (Elevators and Stairs) • Enclosed Landings, Windows, Doors • Other Permanent Fixtures
Targeted Office to Residential Conversion Program	Up to 50/50 Reimbursement Grant	• MEP • Structural (Exterior Walls, Roof, Foundation, Building Core, and Stairwells) • Fire Safety • Elevator (Cabin Structure, Cable & Hydraulic Systems, and Mechanical or Electrical Systems) • Environmental Remediation • Parking Garage that Includes a Portion Available for Public Parking • Residential Developments for 25+ Units • Minimum Improvement Investment amount of $5,000,000

APPLICATION ATTACHMENTS

Corpus Christi Downtown Management District

Tax Increment Reinvestment Zone #3 - Downtown
Application for Incentives

Applicant Name: ______________________ Date: __________________
Phone: ____________________ Email: ________________________
Deadline for Documentation: ____________________

A.) Programs Applicant Would Like to Apply for:

- ☐ Targeted Vacant Property Improvement
- ☐ Downtown Living Initiative
- ☐ Commercial Finish-Out Program
- ☐ Streetscape & Safety Improvement Program
- ☐ Office to Residential Conversion*
- ☐ Project Specific Development Agreement
- ☐ Rooftop Activation

*Multi-family projects over 5 million may require additional review by the city economic development department

Address of Property: ____
Legal Description: ____
Real Property Account #: ____
Existing Property Use: ____
Title/Contract Holder (If Different from Applicant): ____________________
Title/Contract Holder Address: ________________________________
Phone: ____________________ Email: ________________________

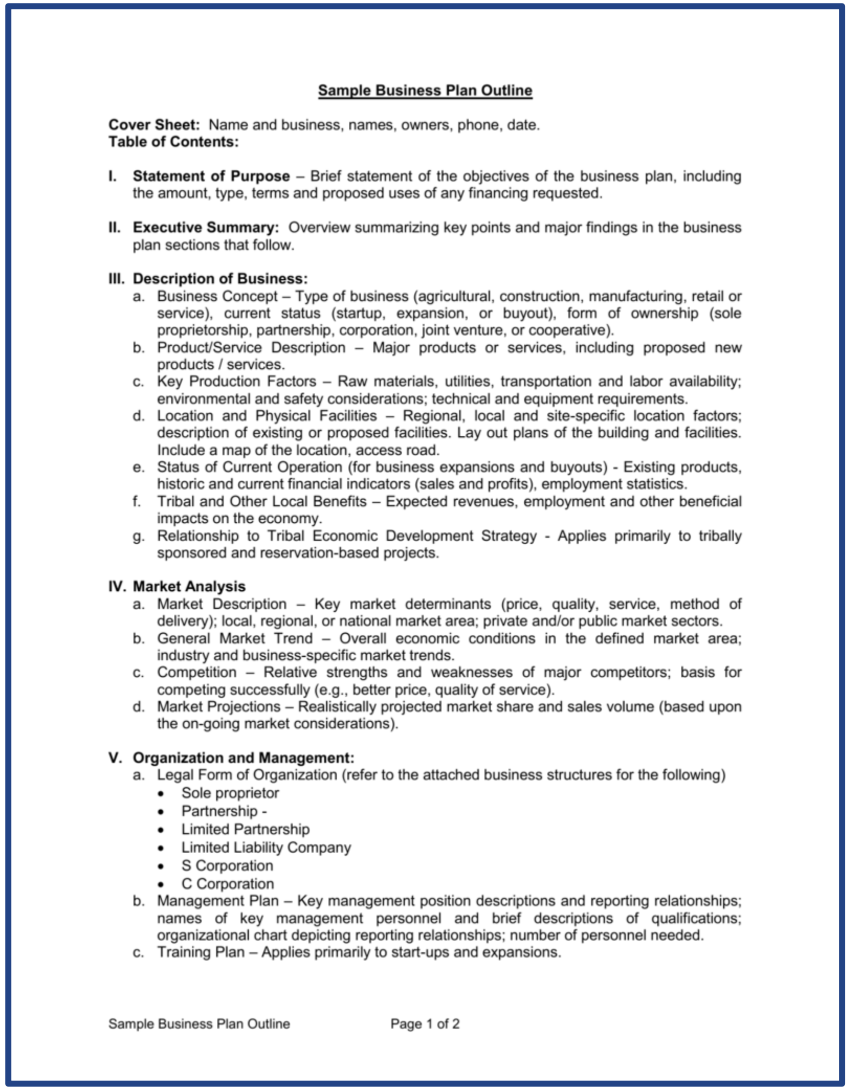
B.) Project Information:

- ☐ New Structure (Undeveloped)
- ☐ New Structure (Demo of Existing)
- ☐ Renovation/Historic Rehab
- ☐ Conversion

Proposed Occupancy: ☐ Owner-Occupied ☐ Rental
Property Needs: ☐ Re-Zoning ☐ Re-Platting ☐ Infrastructure Connections
Project Title: ____
Current Assessed Property Value: __________ Proposed Investment: __________
Purchase Price: ______________ Sq. Ft Land/Improvements: ______________
Estimated Start Date: ____________ Completion Date: ________________
Have you received a grant from TIRZ #3 or the DMD before? ________________
Number of Jobs that will be created: ______

(A) Business Plan
(B) Project Scope and Timeline
(C) Current Photos of Property
(D) Project Renderings and Drawings
(E) Project Sources and Uses of Funding
(F) Deed or Lease Agreement
(G) Project Financing
(H) Summary of Consultants or Contractors
(I) W-9 for Payee

A: Business Plan



Sample Business Plan Outline

Cover Sheet: Name and business, names, owners, phone, date.
Table of Contents:

I. **Statement of Purpose** – Brief statement of the objectives of the business plan, including the amount, type, terms and proposed uses of any financing requested.

II. **Executive Summary:** Overview summarizing key points and major findings in the business plan sections that follow.

III. **Description of Business:**
   a. Business Concept – Type of business (agricultural, construction, manufacturing, retail or service), current status (startup, expansion, or buyout), form of ownership (sole proprietorship, partnership, corporation, joint venture, or cooperative).
   b. Product/Service Description – Major products or services, including proposed new products / services.
   c. Key Production Factors – Raw materials, utilities, transportation and labor availability; environmental and safety considerations; technical and equipment requirements.
   d. Location and Physical Facilities – Regional, local and site-specific location factors; description of existing or proposed facilities. Lay out plans of the building and facilities. Include a map of the location, access road.
   e. Status of Current Operation (for business expansions and buyouts) - Existing products, historic and current financial indicators (sales and profits), employment statistics.
   f. Tribal and Other Local Benefits – Expected revenues, employment and other beneficial impacts on the economy.
   g. Relationship to Tribal Economic Development Strategy - Applies primarily to tribally sponsored and reservation-based projects.

IV. **Market Analysis**
   a. Market Description – Key market determinants (price, quality, service, method of delivery); local, regional, or national market area; private and/or public market sectors.
   b. General Market Trend – Overall economic conditions in the defined market area; industry and business-specific market trends.
   c. Competition – Relative strengths and weaknesses of major competitors; basis for competing successfully (e.g., better price, quality of service).
   d. Market Projections – Realistically projected market share and sales volume (based upon the on-going market considerations).

V. **Organization and Management:**
   a. Legal Form of Organization (refer to the attached business structures for the following)
      - Sole proprietor
      - Partnership -
      - Limited Partnership
      - Limited Liability Company
      - S Corporation
      - C Corporation
   b. Management Plan – Key management position descriptions and reporting relationships; names of key management personnel and brief descriptions of qualifications; organizational chart depicting reporting relationships; number of personnel needed.
   c. Training Plan – Applies primarily to start-ups and expansions.

Business Plan should include:

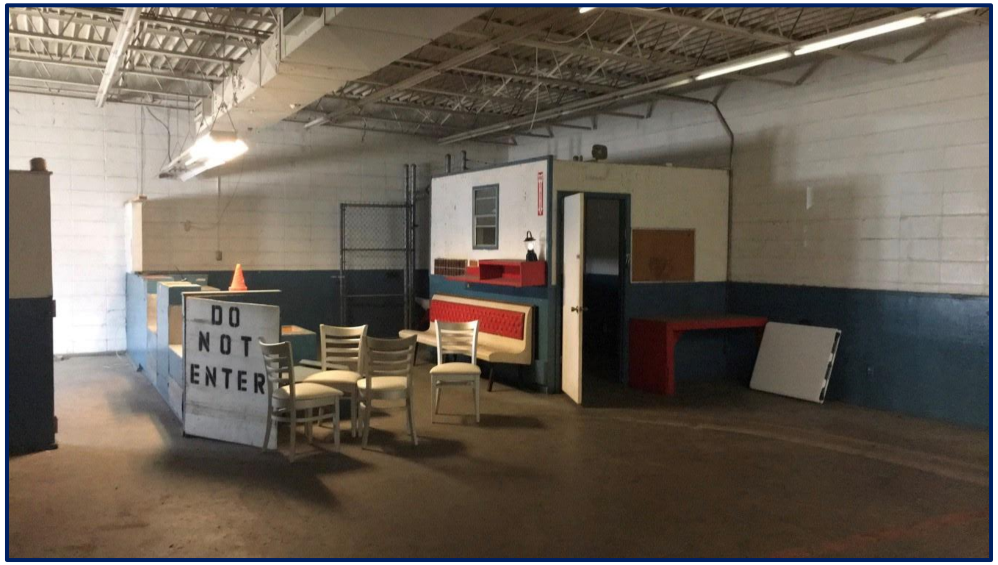
- Statement of Purpose
- Executive Summary
- Description of Business
  - Concept
  - Description of Products and Services
  - Menu
  - Hours
  - Location
- Market Analysis
  - Strengths/Weaknesses/Opportunities/Threats
  - Market Projections
- Organization and Management
  - Management Plan
  - Summary of Partners
  - Organization Flow Chart
- Marketing Strategy
- Five Year Cash Flow Summary
- Branding

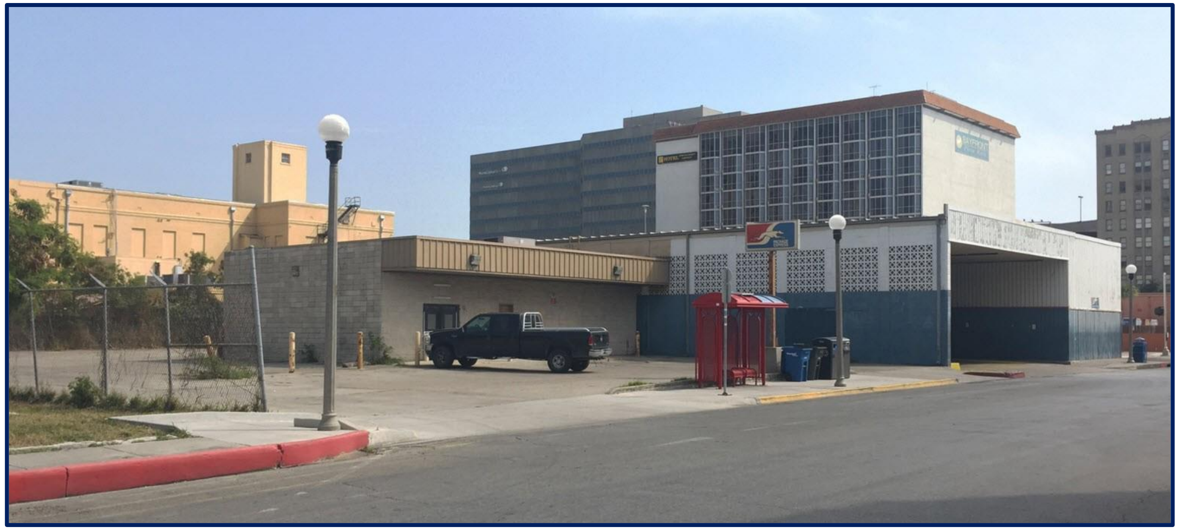
B: Project Scope and Timeline

Scope of Work/Schedule of Values - Conceptual Budget

1 general requirements		
pre-construction services		
stbp pre-construction services fee	$	5,000.00
professional design services to include TAS/RAS, structural/windstorm engineer, MEP engineer, architect, landscape architect	$	35,000.00
general conditions		
project management and supervision	$	24,654.00
temporary facilities - dumpster, temp toilet, mobilization/demobilization, temp fire extinguishers, general clean labor, ice/cups/drinking water, third party safety inspections, site signage, reprographics, temp electricity, temp water, etc.	$	7,795.00
general contractor's insurance - gl/worker's comp/auto/umbrella	$	4,134.00
final clean	$	1,000.00
building permit	$	4,900.00
quality assurance/materials testing allowance (Rock Engineering)	$	5,000.00
2 existing conditions		
selective demo of 2000sf building including cutting new openings in perimeter for doors and windows, including sawcut and removal of slab for new restroom plumbing, including gutting all interior, etc.	$	12,500.00
site demo and hauloff including removal of all existing concrete paving in back of 2000sf building, chain link fencing, brush, trash, wood framed back building, etc.	$	12,500.00
3 building concrete		
dowel in and patch back concrete around new underslab plumbing in 2000sf building	$	3,500.00
concrete foundations for shade structure front and back, for gabion/rock wall, and for concrete planters that double as seating areas	$	20,000.00
4 masonry		
minimal patching of existing masonry and plaster to remain, where needed	$	5,000.00
cmu block masonry doweled into foundation to create new bar support wall	$	3,500.00

C: Photos of Property

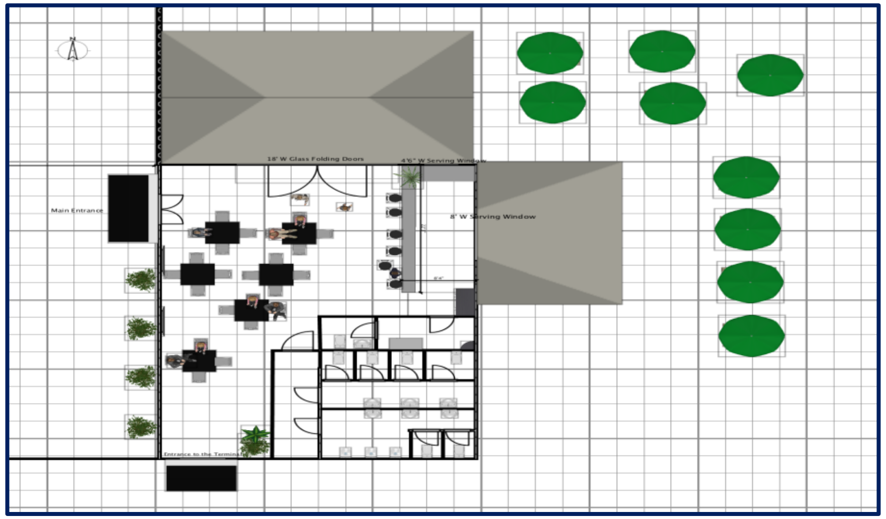




D: Project Renderings and Drawings

Project Rendering Examples may include:

- Floor Plan(s)
- Site Plan (including Layout of Proposed Vehicle & Pedestrian Access, Landscaping)
- Daytime and Nighttime 3D Renderings (Interior and Exterior)
- Lighting Plan [If Levels Below 0.5 Foot Candles (Aerial and Rendering)]
- Video renderings will not be accepted.
- Signage



E: Project Sources and Uses of Funding

Sources & Uses of Funding

Project Uses			Totals
Acquisition	Acquisition - Building Portion		
	Acquisiting - Land Portion		
			$ -
Site Work	On-site		
	Off-site (steets, curbs, gutters)		
			$ -
Rehabilitation /Construction	New Construction Costs		
	Rehabilitation Costs		
	Contingency (10%)		
	Fees & Permits		
			$ -
Furniture, Fixtures, Equipment	Furniture, Fixtures, Equipment		
			$ -
Professional Fees	Architect Fees		
	Engineering		
	Attorney / Real Estate		
	Consulting		
	Environmental		
	Appraisals		
			$ -
Developer Fees	Developer Fees		
	General Partner		
			$ -
Interim Costs			
	Construction Interest		
	Construction Loan Fee		
	Insurance. Title		
	Taxes		
			$ -
Project Reserves	Replacement Reserves		
	Other		
			$ -
Start Up Costs			
	Inventory / Permanent Working Capital		
	Marketing		
			$ -
Total Uses			$ -

- Please submit the Excel spreadsheet attached.
- Add or take out line items not applicable to your project.
- Total Uses should be the overall project cost.
- Eligible items for TIRZ funding will be determined based on this spreadsheet.

Project Sources			Total
Equity	Owners Equity		
	Investors		
			$ -
Loans	Loan #1		
	Loan #2		
			$ -
Total Sources			$ -

F: Deed or Lease Agreement

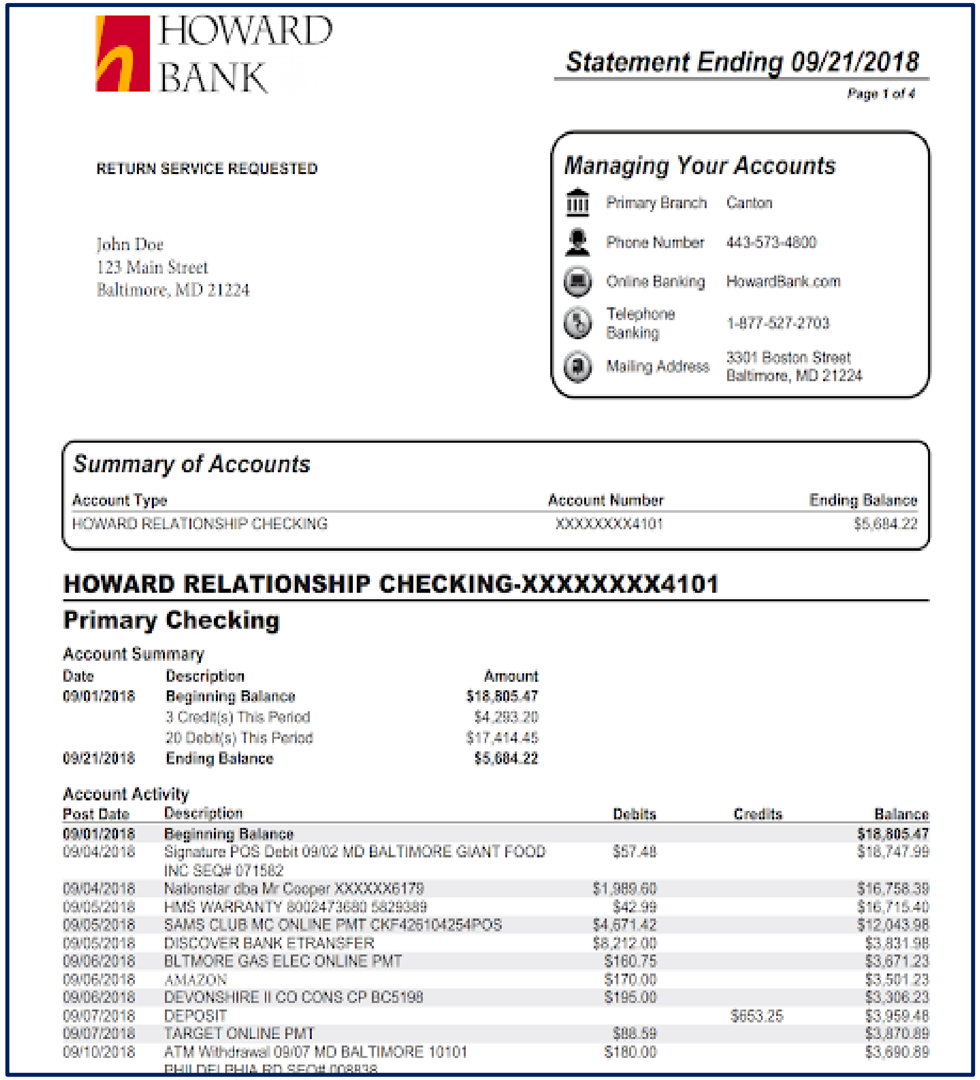
TEXAS COMMERCIAL LEASE

Table of Contents

ADDENDA & EXHIBITS (check all that apply)

- ☐ Exhibit ______________
- ☐ Exhibit ______________
- ☐ Commercial Lease Addendum for Broker's Fee
- ☐ Commercial Lease Expense Reimbursement Addendum
- ☐ Commercial Lease Addendum for Extension Option
- ☐ Commercial Lease Addendum for Percentage Rent
- ☐ Commercial Lease Parking Addendum
- ☐ Commercial Landlord's Rules and Regulations
- ☐ Commercial Lease Guaranty
- ☐ Commercial Lease Right of First Refusal Addendum
- ☐ Commercial Lease Addendum for Optional Space
- ☐ Commercial Leasehold Construction Addendum
- ☐ ______________
- ☐ ______________

G: Project Financing



HOWARD BANK

Statement Ending 09/21/2018

Page 1 of 4

RETURN SERVICE REQUESTED

John Doe
123 Main Street
Baltimore, MD 21224

Managing Your Accounts

Primary Branch	Canton
Phone Number	443-573-4800
Online Banking	HowardBank.com
Telephone Banking	1-877-527-2703
Mailing Address	3301 Boston Street Baltimore, MD 21224

Summary of Accounts

Account Type	Account Number	Ending Balance
HOWARD RELATIONSHIP CHECKING	XXXXXXXX4101	$5,684.22

HOWARD RELATIONSHIP CHECKING-XXXXXXXX4101

Primary Checking

Account Summary

Date	Description	Amount
09/01/2018	Beginning Balance	$18,805.47
	3 Credit(s) This Period	$4,293.20
	20 Debit(s) This Period	$17,414.45
09/21/2018	Ending Balance	$5,684.22

Account Activity

Post Date	Description	Debits	Credits	Balance
09/01/2018	Beginning Balance			$18,805.47
09/04/2018	Signature POS Debit 09/02 MD BALTIMORE GIANT FOOD INC SEQ# 071582	$57.48		$18,747.99
09/04/2018	Nationstar dba Mr Cooper XXXXXX6179	$1,989.60		$16,758.39
09/05/2018	HMS WARRANTY 8002473680 5829389	$42.99		$16,715.40
09/05/2018	SAMS CLUB MC ONLINE PMT CKF426104254POS	$4,671.42		$12,043.98
09/05/2018	DISCOVER BANK ETRANSFER	$8,212.00		$3,831.98
09/06/2018	BLTMORE GAS ELEC ONLINE PMT	$160.75		$3,671.23
09/06/2018	AMAZON	$170.00		$3,501.23
09/06/2018	DEVONSHIRE II CO CONS CP BC5198	$195.00		$3,306.23
09/07/2018	DEPOSIT		$653.25	$3,959.48
09/07/2018	TARGET ONLINE PMT	$88.59		$3,870.89
09/10/2018	ATM Withdrawal 09/07 MD BALTIMORE 10101 PHILDELPHIA RD SEQ# 008838	$180.00		$3,690.89

Acceptable Sources of Financing:

- Loan Agreement
- Financial Institution Statement of Financing
- Bank Account Statement
- Line of Credit

H: Summary of Consultants or Contractors

BUS

Team Summary

Developer/Owner:

Fieldberry LLC

Fieldberry, LLC is a real estate investment company with a focus on downtown Corpus Christi. The company was originally formed to facilitate the revitalization of the old Greyhound Bus Station on Chaparral Street; specifically, through the facilitation of the 'BUS' concept as a way to improve interest and value in said property.

-**Ben Lomax**: Managing Partner
-**Lesley Lomax**: Managing Partner

Design/Builder:

South Texas Building Partners

Operating since 2011, STBP is a full service construction company operating in South Texas. They have experience in new construction, renovations, additions, remodeling, demolition and site development for clients in the retail, food service, financial, educational, office, and light industrial sectors. They provide these services through a variety of different contract structures, including pre-construction services, design-build, general contracting & facility maintenance.

-**Matt Ezell**: Owner
-**Robert Morris**: Project Manager

Architect:

Gignac Architects

Operating since 1988, Gignac Architects is a full service firm with experience in educational, municipal & commercial work.

-**Nick Gignac**: Architect

Branding:

Hi-Res Media Group

Since its inception in 2010, Hi-Res Media Group Has provided clients with innovative marketing solutions that bridge the gap between the real world and the digital one. As a collective unit of creative professionals, they seek to push the boundaries of their imagination to produce high quality digital media and design.

-**Jonathan Swindle**: Owner of HRMG, is a digital media and marketing professional with 9 years of industry experience; including large-scope project and marketing campaign management. He attended University of Maine in Orono for Computer Science and works directly with staff on graphic design, programming, photography, videography and film, web development, technical writing and server maintenance.

I: W-9 for Payee

Form **W-9**
(Rev. December 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

Cat. No. 10231X Form **W-9** (Rev. 12-2011)

- The reimbursement check will be sent to the name and address listed on the W9 provided.