

**AZLE MUNICIPAL DEVELOPMENT DISTRICT
REGULAR MEETING**

**CITY COUNCIL CHAMBERS
613 S.E. PARKWAY
AZLE, TEXAS 76020**

**TUESDAY
August 12, 2014**

AGENDA

**President Ray Ivey
Vice President Kevin Ingle
Secretary Joe McCormick**

**Director Jack Stevens
Director Justin Berg
Council Member Paul Crabtree
Council Member David McClure**

**REGULAR SESSION
CALL TO ORDER**

7:00 p.m.

ACTION ITEMS

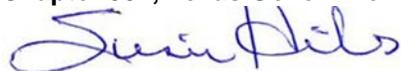
1. Consider approving the Minutes of the July 8, 2014 Azle MDD regular meeting
Secretary Joe McCormick

DISCUSSION ITEMS

2. Discussion regarding the Strategic Plan for the Azle MDD
President Ray Ivey
3. Discussion regarding Azle Municipal Development District plans/procedures/policies
President Ray Ivey

ADJOURNMENT

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on August 8, 2014 at the City's official bulletin board and is readily accessible to the public at all times in accordance with V.T.C.A. Chapter 551, Texas Government Code.



Susie Hiles, Assistant to the City Manager

Date Agenda Removed from Posting

This facility is wheelchair accessible and handicapped parking spaces are available. Auxiliary aids and services are available to a person when necessary to afford an equal opportunity to participate in city functions and activities. Auxiliary aids and services or accommodations should be requested forty-eight hours prior to the scheduled starting time by calling the City Secretary's Office at 817-444-7101.

Complete MDD Agenda packet and background information are available for review at the City Secretary's Office and on our website www.cityofazle.org.

Municipal Development District Communication

Item # 1

Submitted By: Susie Hiles, Assistant to the City Manager **Date:** August 7, 2014

Subject: Azle MDD Board Minutes.

Action Requested: Consider approval of the Minutes of the July 8, 2014 MDD Board meeting

Purpose (Outline – Who, What, Where, Why & How).

Procedural.

Checklist of Attachments

<input type="checkbox"/> Contract	<input type="checkbox"/> Agreement	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution
<input type="checkbox"/> Policy	<input type="checkbox"/> Applications	<input type="checkbox"/> Legal Opinion	<input type="checkbox"/> Minute Order
<input type="checkbox"/> Letter/ Memo From	<input type="checkbox"/> P&Z Minutes	<input checked="" type="checkbox"/> Board Minutes	<input type="checkbox"/> Other Minutes
<input type="checkbox"/> Applicant	<input type="checkbox"/> Checklist	<input type="checkbox"/> Federal Law	<input type="checkbox"/> Plans / Drawings
<input type="checkbox"/> Staff	<input type="checkbox"/> State Law	<input type="checkbox"/> Bid Tabulations	<input type="checkbox"/> Maps
<input type="checkbox"/> Other	<input type="checkbox"/> Attachments	<input type="checkbox"/> Notices	<input type="checkbox"/> Charter

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July 8, 2014**

DRAFT

STATE OF TEXAS §
COUNTY OF TARRANT §
CITY OF AZLE §

The Azle Municipal Development District of the City of Azle, Texas convened in Regular Session at 7:00 p.m. in the Council Chambers of City Hall, 613 Southeast Parkway, Azle, Texas, on the 8th day of July 2014 with the following members present:

Ray Ivey	President – Place
Kevin Ingle	Vice President – Place 6
Joe McCormick	Secretary – Place 3
Council Member Paul Crabtree	Director - Place 1
Council Member David McClure	Director - Place
Jack Stevens	Director - Place 5

Constituting a quorum. Director Justin Berg was absent from tonight’s meeting. Staff present were:

Craig Lemin	City Manager/Executive Director
Lawrence Bryant	Assistant City Manager
Susie Hiles	Assistant to City Manager- Scribe

The following items were considered in accordance with the official agenda posted on the 3rd day of July 2014.

REGULAR SESSION:
CALL TO ORDER

7:00 p.m.

Vice President Ingle called the session to order at 7:05 p.m.

Statement of Appointed Officer and Oath of Office were administered to returning board member Ray Ivey.

ACTION ITEMS

1. Consider any action on appointment of officers to the Azle Municipal Development District.

Director Stevens moved to re-appoint the existing officers - Ray Ivey, president; Kevin Ingle, vice president; and Joe McCormick, secretary. Director Crabtree seconded the motion. The motion was unanimously approved.

2. Consider approving the Minutes of the June 10, 2014 MDD Regular meeting.

Vice President Ingle moved to approve the June 10, 2014 MDD Minutes as presented and discussed. Director Stevens seconded the motion. The motion was unanimously approved.

3. Consider any action on the FY2014/2015 Budget

President Ivey introduced the Agenda Item. Executive Director Lemin presented the draft budget, which includes:

- Funding 67% of the cost of an Economic Development Director Position. City of Azle General Fund will cover the remaining 33%.
- Travel & training
- Printing/Marketing materials

The Board discussed various line item amounts and Executive Director Lemin confirmed all expenses related to the economic development director were to be split between the MDD and the City’s General Fund per the percentages stated above. Director Stevens moved to approve the budget as submitted. Secretary McCormick seconded the motion. The motion was unanimously approved.

The MDD Bylaws state the MDD Board must present an approved budget to the Azle City Council by August 1. The Board approved budget will be presented to the Azle City Council at their July 15, 2014 meeting. However, because

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DRAFT

personnel costs for an economic development director are proposed to be split between the MDD budget and the City's general fund budget, Council will not be able to consider approving the MDD budget until they are presented with the City's proposed budget. Both budgets will be presented to Council for their approval in September.

DISCUSSION ITEMS

4. Discussion regarding the Strategic Plan for the Azle MDD.

President Ivey introduced the Agenda Item and list of top priorities. Board members reviewed the list and discussed how to begin to develop goals around these priorities. All agreed these priorities should also be priorities of the economic development director.

Each Director is to provide their goal/goals for this Board to Susie Hiles so they can be included for discussion on the agenda for the August 12 meeting.

5. Discussion regarding Azle Municipal Development District plans/procedures/policies.

No items discussed.

ADJOURNMENT

President Ivey adjourned the meeting at 8:07 p.m.

PRESENTED AND APPROVED this the 12th day of August 2014.

APPROVED:

Ray Ivey, President

ATTEST:

Joe McCormick, Secretary

Municipal Development District Communicator

Item # 2

Submitted By: Ray Ivey, MDD President	Date: August 8, 2014
Subject: Discussion regarding the Strategic Plan	

Action Requested: Discussion regarding the Strategic Plan for the Azle MDD

Purpose (Outline – Who, What, Where, Why & How) At the July 8 meeting, Board members reviewed the list of their top 10 priorities and discussed how to begin to develop goals around these priorities. Each Director was to provide their goal/goals so they could be included for discussion at the August 12 meeting. Continue the discussion to develop the Strategic Plan.
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Checklist of Attachments			
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<input type="checkbox"/> Policy	<input type="checkbox"/> Applications	<input type="checkbox"/> Legal Opinion	<input type="checkbox"/> Minute Order
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Goals, Objectives and Tasks related to MDD Priority List

Below would be my top 5 list and goals to accomplish and some of the ideas we need to think about.

1. Hire full time economic development director
 - Figure out compensation package
 - Put add in paper, career builder and monster
 - Interview candidates
2. New Development/redevelopment of properties
 - Speak with existing property owners and ask what level of interest they have in restoring
 - Offer tax or some type of compensation for clean up
3. Improve quality of life
 - We NEED sidewalks/trails
 - hire company to find out where we can add them for a reasonable price.
4. Coordinate efforts with TxDOT, AISD, Azle Area Chamber of Commerce EDC, HUD
5. Encourage Cooperation of existing land owners
 - Find someone who is willing to speak with landowners

I think that our number one goal, after a Director, which will go a long way towards accomplishing the others, is that we entice /develop " non-retail" businesses to come to Azle. I am suggesting technical/administrative first level, and manufacturing second.



D R A F T
Municipal Development District
STRATEGIC PLAN 2014

GOAL: Expand and Develop Sound Retail Industrial and Manufacturing Base (*by-laws*)

OBJECTIVE(s):

1. Identify new development/redevelopment of properties (2)
2. Identify types of businesses desired (3)
3. Identify properties for development (4)
4. Improve / expand existing businesses (retention) (12)
5. Analyze gaps for under-represented business types (reduce retail leakage) (13)

TASK(s):

1. Assist City of Azle in funding full time economic development director (1)
2. Create marketing campaign towards targeted businesses (10)
3. Encourage cooperation of existing land owners (6)
4. Review City's tax abatement plan to determine if changes may be appropriate to better support the MDD Strategic Plan. (*)
5. Analyze gaps for under-represented business types (reduce retail leakage) (14)

GOAL: Improve Infrastructure to Meet Expanding Economic Opportunities (8)

OBJECTIVE(s):

1. Provide utilities to new properties to meet expanding economic opportunities that are or otherwise would impede economic expansion (*)
2. Provide utilities to existing business properties to meet expanding economic opportunities (*)

TASK(s):

1. Identify utility needs that are impeding economic development
2. Develop a plan to provide or assist in providing those utilities needs to the business property boundary.
3. Coordinate efforts with TxDOT, Azle ISD, Azle Area Chamber of Commerce and HUD
4. Encourage cooperation of existing land owners

GOAL: Improve the Perception of Azle (5) [*also supports 12 & 13*]

OBJECTIVE(s):

1. Improve livability/quality of life (7)
2. Increase employment opportunities (11 & *by-laws*)

TASK(s):

1. Strong internet/website presence promoting Azle (20)
2. Develop a plan to gain greater Community involvement in this goal (21)
3. Identify competitive advantages / disadvantages of locating in Azle (15)

GOAL: Development/ Increase Funding Sources (22)

OBJECTIVES(s):

1. Provide funding opportunities to improve economic development

TASK(s):

1. Coordinate with NCTCOG, USDA Rural Loan Program and other such sources
2. Investigate grant opportunities(18)

OTHER priorities that were unused here are: Training / development of Board (16); Annexation (19)

Note: The text in *italics* is a cross-reference to the source of the entry. An asterisk (*) appears when an entry was added that was not on the priority list (next page).



Municipal Development District
Goals/Priorities
2014

Top 10 List of Priorities

1. Assist City in funding full time economic development director
 2. New development/redevelopment of properties
 3. Identify types of businesses desired
 4. Identify properties for development
 5. Perception of Azle
 6. Encourage cooperation of existing land owners
 7. Improve livability / quality of life
 8. Improve infrastructure
 9. Increase tax base
 10. Create marketing campaign towards targeted businesses
-
11. Increase employment opportunities
 12. Reduce tax burden on residents / businesses
 13. Improve / expand existing businesses (retention)
 14. Analyze gaps for under-represented business types (reduce retail leakage)
 15. Identify competitive advantages / disadvantages of locating in Azle
 16. Training / development of Board
 17. Coordinate efforts with
 - TxDOT
 - AISD
 - Azle Area Chamber of Commerce EDC
 - HUD
 18. Investigate grant opportunities
 19. Annexation
 20. Strong internet/website presence
 21. Community involvement
 22. Funding