

**AZLE MUNICIPAL DEVELOPMENT DISTRICT  
REGULAR MEETING**

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

**TUESDAY  
April 14, 2015**

**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**

**6:30 p.m.**

**PRESENTATION**

1. Monthly Report from Economic Development Director Caitlin Glenn  
**Economic Development Director Caitlin Glenn**

**ACTION ITEM**

2. Consider approving the Minutes of the March 10, 2015 Azle MDD regular meeting  
**Secretary Joe McCormick**

**DISCUSSION ITEMS**

3. Discuss, review state statute and MDD By Laws  
**President Ray Ivey**
4. Discussion regarding FY2015/2016 Budget  
**Executive Director Craig Lemin**
5. Discussion regarding economic development incentives  
**Economic Development Director Caitlin Glenn**
6. 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 April 10, 2015 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](http://www.cityofazle.org).

# Municipal Development District Communication

Item # 1

<b>Submitted By:</b> Caitlin Glenn – Economic Development Director	<b>Date:</b> April 6, 2015
<b>Subject:</b> EDD Monthly Report	

<b>Action Requested:</b> Present EDD Monthly Report
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<b>Purpose (Outline – Who, What, Where, Why &amp; How).</b>
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<b>Checklist of Attachments</b>			
<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
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<input type="checkbox"/> <b>Other</b>	<input type="checkbox"/> Attachments	<input type="checkbox"/> Notices	<input type="checkbox"/> Charter



## Economic Development Director Monthly Report

### Last Month Updates

- 03/18 – Attended meeting with area economic development professionals from Keller (host), Watauga, Justin, Crossroads, Decatur and Haltom City
  - Next quarterly meeting will be hosted by Decatur
- 03/20 – Met with Curren McLane from the Azle Library
  - Planning community outreach to learn why citizens “Love Azle”. Information will be used for marketing
  - Did you know that the Library provides computer training for adults?
  - The Library also has a resource called, TexShare Databases that provides information about starting and running a business
- 03/23 – West Tarrant Transportation Initiative Program Vision Meeting attended by Tarrant County Judge’s Office, Tarrant County Planning Manager, Tarrant County Transportation Services, NCTCOG, Azle Mayor, Azle Mayor Pro Tem, Azle City Manager, Azle Assistant City Manager and Azle Economic Development Director
  - Coring samples and surveys are being performed on Hwy 199 in preparation for approved funding for construction
  - Looking for developing alternative North/South, East/West corridors that will be critical for 20-30 year population growth
- 03/25 – Attended Azle Area Chamber of Commerce Economic Development Council Quarterly Meeting
  - Parker County is beginning to review transportation alternatives in preparation for major developments/subdivisions such as Walsh Ranch
  - Parker County recently awarded a property tax incentive for an oil & gas company to situate their equipment in Parker County
  - Russell Feed is looking for a tenant for their existing building
- 04/02 – David McLure and I met with Marty Wieder from Colleyville EDC.
  - Marty previously performed consulting work for Azle and is very familiar with the area.
  - Suggestions included:
    - events that drive traffic on Main Street such as a Trade Days in Central Park
    - using physical markers such as cones to illustrate changes planned for Main Street Redevelopment to get the community interested and engaged
    - hosting a breakfast for developers, brokers, title companies, etc. to discuss Azle development opportunities
    - expedited permitting/fee waiver if proposed buildings on Main Street meet certain specifications
- 04/06 – Spoke with new Wal-Mart Manager, David Mims. He is eager to partner with Azle on Economic Development



- 04/08 – Met with Beth Crowe to discuss Main Street Arts Festival, scheduled for June 5-7.
  - Randa Goode is the Chairperson
  - Please “share” the Main Street Arts Festival Facebook Page. We are looking for artists, food vendors, musicians and authors
  - The tag line for Main Street Arts Festival is “Where Creativity Meets Commerce” – Main Street businesses are encouraged to host artists and musicians to drive traffic and business during the event. We are also suggesting promotions that businesses can use to encourage repeat customers

#### Upcoming Events

- 04/23 - CDFA Texas Financing Roundtable in Austin, TX – Given sponsorship to attend
- 04/24 – Dallas Earth Day
- 04/25 – City Council Staff Retreat
- 04/27 – Small Business Appreciation Seminar Monday, April 27<sup>th</sup> from 5-7 pm @ Azle Deer Cove Event Venue
- 05/05 – IEDC Ethics & Economic Development Training Webinar 1-3 pm – Free

#### Miscellaneous

- Have received 3 proposals for Traffic Count – Plan on choosing a vendor this week
- Have received 2 proposals for Marketing Strategy – 1 more is scheduled for April 15<sup>th</sup>
- Developer Breakfast –early July in the Library Community Room
  - Invite developers, brokers, realtors, title companies and investors
  - Feature Azle properties for development and TIRZ
  - Will partner with sponsor for breakfast
  - We will need to begin preparing our invitation list. Please provide the name, company and either email address or physical address of developers, brokers, realtors, title companies and investors you would like to invite

\*MDD Board Members encouraged to participate when item is underlined.



INTERNATIONAL  
ECONOMIC DEVELOPMENT  
COUNCIL

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*The Power of Knowledge and Leadership*

**Free Web Seminar: Ethics and Economic Development**

**Date:** May 5, 2015

**Time:** 2:00 pm - 4:00 pm ET

**Price:** Free

**Registration Deadline:** Tuesday, May 5, at 11:00 am ET

Please notify Caitlin if you are interested as she will have to register you for the webinar.

Strength of Character | Integrity | Honesty | Ethical Conduct

Do you know how to tackle difficult situations that pose ethical dilemmas in your professional life? Did you know that IEDC adopted a Code of Ethics in 2008? Does your organization have a code of conduct and do you know how to develop one? Economic developers encounter numerous situations on a regular basis that require sound judgment and strength of character. The IEDC Code of Ethics can help you through the decision making process. This webinar will provide instruction on ethics for economic development professionals, dealing with ethical dilemmas and use case study examples to boost learning among participants on ethical decision making in tough situations.



**FOR IMMEDIATE RELEASE:**

**Herring Bank To Host Small Business Appreciation Seminar  
Monday, April 27, 2015 from 5:00pm-7:00pm at the Azle Deer Cove Event Venue – 101 S  
Pearson Lane, Azle, TX 76020**

*Azle, TX – April 10, 2015* – In partnership with the Azle Area Chamber of Commerce, the team at the Bank of Azle, a branch of Herring Bank, looks forward to showing their support for local businesses by hosting a Small Business Appreciation Seminar on Monday, April 27.

The purpose of this educational event is to provide local business owners with tips that will help them reach their goals for success. The covered topics will discuss solutions to help grow businesses in a number of areas. We want to help our attendees save time, understand the various legal aspects of business ownership, and walk away with some great ideas on boosting business. We assure that our attendees will have fun while learning a lot.

This event is FREE to all attendees. Beverages and hors d'oeuvres will be provided for our guests' enjoyment.

The topics and speakers for Herring Bank's Small Business Appreciation Seminar are as follows:

- Investment Strategies for Business Owners – Rodney Skelton (CPA) – PFS Securities America Inc.
- Wellbeing: At Home and the Workplace – Bob Ellzey (President) – Texas Health Harris Methodist Hospital
- City of Azle Economic Forecast – Caitlin Glenn (Economic Development Director) – City of Azle
- Make Friends 1<sup>st</sup>, Not Sales – Mark Crowson (President) – Look Locally
- Business Owner Solutions – Haley Carter (Owner/Agent) – State Farm Insurance
- How to Obtain Business Credit – Jerry Woodard (Chief Credit Officer) and Andy Nenstiel (Credit Analyst Manager) – Herring Bank
- Tools to Simplify Your Business – Erika Silva (Internet Banking & Social Media Specialist), Jodi Maxwell (Merchant Portfolio Admin) – Herring Bank



“We have such great respect for our local business owners. Opening and running a business certainly isn’t easy, but what it does to strengthen our community is truly priceless,” says Robert Gonzales, Director of Community Banking at Herring Bank.

Those wishing to RSVP to this event can email Renee Blackburn at [rblackburn@bankofazle.com](mailto:rblackburn@bankofazle.com) or call her at (817)444-4838.

Herring Bank would like to extend a special thank you to our community partners for helping us make this event possible: The Azle Area Chamber of Commerce, PFS Securities of America Inc, Texas Health Harris Methodist Hospital, the City of Azle, Look Locally, and State Farm.

Herring Bank originated in Vernon, Texas in 1899. The bank provides a full range of commercial and consumer banking products, as well as investment and trust services.

For more information about Herring Bank’s Small Business Appreciation Seminar, please contact Elizabeth Salvatore at (817)444-4838 or [esalvatore@bankofazle.com](mailto:esalvatore@bankofazle.com).

Member FDIC, Equal Housing Lender

END

## Municipal Development District Communication

Item # 2

**Submitted By:** Susie Hiles, Assistant to the City Manager **Date:** April 9, 2015

**Subject:** Azle MDD Board Minutes.

**Action Requested:** Consider approving the Minutes of the March 10, 2015 Azle MDD regular 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
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<input type="checkbox"/> Staff	<input type="checkbox"/> State Law	<input type="checkbox"/> Bid Tabulations	<input type="checkbox"/> Maps
<input type="checkbox"/> <b>Other</b>	<input type="checkbox"/> Attachments	<input type="checkbox"/> Notices	<input type="checkbox"/> Charter

**MINUTES  
REGULAR MEETING  
AZLE MUNICIPAL DEVELOPMENT DISTRICT  
MARCH 10, 2015**

**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 6:30 p.m. in the Council Chambers of City Hall, 613 Southeast Parkway, Azle, Texas, on the 10th day of March 2015 with the following members present:

<b>President Ray Ivey</b>	<b>President – Place 4</b>
<b>Joe McCormick</b>	<b>Secretary - Place 3</b>
<b>Councilman Paul Crabtree</b>	<b>Director – Place 1</b>
<b>Councilman David McClure</b>	<b>Director - Place 2</b>
<b>Jack Stevens</b>	<b>Director - Place 5</b>
<b>Justin Berg</b>	<b>Director – Place 7</b>
<b>Craig Lemin</b>	<b>Executive Director/City Manager</b>

Constituting a quorum. Vice President Kevin Ingle was excused from tonight’s meeting. Staff present was:

<b>Caitlin Glenn</b>	<b>Economic Development Director</b>
<b>Susie Hiles</b>	<b>Assistant to City Manager- Scribe</b>

The following items were considered in accordance with the official agenda posted on the 6th day of March 2015.

**REGULAR SESSION:** 6:30 p.m.  
**CALL TO ORDER**

President Ray Ivey called the session to order at 6:30 p.m.

**PRESENTATION**

**1. Monthly Report from Economic Development Director Caitlin Glenn**

EDD Glenn reported:

- attended P3 Conference. P3 is widely utilized in UK and Canada. Program is still being refined for use in the US. Made good contacts – developers, designers, architects.
- Learned about EB-5 program. It’s a way for foreigners to get their green card by investing a minimum of \$500,000 in a new commercial enterprise in the U.S. that creates at least 10 jobs. Has been utilized mostly in hospitality, hotels, health care, nursing homes - industries that are very labor intensive. Financial institutions put together regional centers that assist overseas investors with this program. Wants to investigate further as a way to finance projects.
- Texas PACE Program – new state program designed to entice property owners to upgrade their buildings with energy efficient technology. 20 yr financing for remodeling of buildings with energy efficient systems, windows, roofs, etc and financing can be rolled over every time the building is sold. Administered by counties. Tarrant/Parker have not yet joined PACE.
- Have been contacted by a developer wanting to put in a 6,000 sq ft medical office building
- Working with Azle Chamber on the Main Street Arts Festival slated for June
- Another developer has contacted us about taking over a planned development on FM 730S, within our ETJ, and finishing it out.
- Applied, on behalf of the City, and have been accepted to be designated Community Economic Developers through the Governor’s Office of Economic Development and Tourism. This means we will begin getting leads on companies looking to expand or build new facilities. Important now that we get a separate economic development website. Will be attending a seminar in June.

**ACTION ITEMS**

**2. Consider approving the Minutes of the February 10, 2015 Azle MDD regular meeting.**

Director Justin Berg moved to approve the Minutes as presented and discussed. Director Paul Crabtree seconded the motion. The motion was unanimously approved.

**MINUTES  
REGULAR MEETING  
AZLE MUNICIPAL DEVELOPMENT DISTRICT  
MARCH 10, 2015**

**DRAFT**

**DISCUSSION ITEMS**

**3. Discussion regarding Main Street revitalization**

President Ivey introduced the Agenda Item stating he wanted to point out to the Board the Ft. Worth Star Telegram article regarding Ft. Worth's South Main Street makeover mentioned street improvements as a key factor in bringing development to that area. He wanted to present this as an example the MDD can offer incentives other than monetary ones to entice development in Azle.

**4. Discussion regarding RFP/project fit**

President Ivey introduced the Agenda Item. EDD Glenn provided details to the Board on a large fitness company looking to open 9 – 12 new locations around the country. Looking at new markets that have 75,000 people with median household income of \$75,000 – within our reach. Company is taking bids from interested parties with info needed to them by March 18 (would extend us some time since short notice). Caitlin working on a response – will probably just be an opportunity for us to get practice in the process of submitting bids.

**5. Discussion regarding economic development incentives**

EDD Glenn presented and Board discussed façade improvement grants including a comparison of other city's façade grants/match. Board discussed various ways of implementation.

Presented and discussed other incentives and comparison of other city's incentives:

- sales tax rebates
- public infrastructure
- site development/demolition/redevelopment assistance

EDD Glenn will provide more recommendations at the April meeting.

**6. Discussion regarding Azle Municipal Development District plans/procedures/policies**

President Ivey would like to continue the discussion on the state statute at the April meeting. He was absent at the January discussion and has some input on the subject.

**ADJOURNMENT**

President Ivey adjourned the meeting at 7:49 p.m.

**PRESENTED AND APPROVED this the 14th day of April, 2015.**

**APPROVED:**

\_\_\_\_\_  
**Ray Ivey, President**

**ATTEST:**

\_\_\_\_\_  
**Joe McCormick, Secretary**

**Municipal Development District Communicator**

Item # 4

<b>Submitted By:</b> Craig Lemin, Executive Director	<b>Date:</b> April 9, 2015
<b>Subject:</b> Discuss FY2015 - 2016 annual budget	

<b>Action Requested:</b> Discuss the FY 2015-2016 Annual Budget.
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<b>Purpose (Outline – Who, What, Where, Why &amp; How).</b> Begin discussions regarding the preparation of the FY2015-2016 annual budget.
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<b>Checklist of Attachments</b>			
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<input type="checkbox"/> <b>Other</b>	<input type="checkbox"/> Attachments	<input type="checkbox"/> Notices	<input type="checkbox"/> Charter

# Municipal Development District Communication

Item # 5

<b>Submitted By:</b> Caitlin Glenn – Economic Development Director	<b>Date:</b> April 10, 2015
<b>Subject:</b> Economic Development Incentives	

<b>Action Requested:</b> Presentation and discussion regarding economic development incentives
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<b>Purpose (Outline – Who, What, Where, Why &amp; How).</b> Continue discussion regarding economic development incentives
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<b>Checklist of Attachments</b>			
<input type="checkbox"/> Contract	<input type="checkbox"/> Agreement	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution
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	<input type="checkbox"/> Attachments	<input type="checkbox"/> Notices	<input type="checkbox"/> Charter