

**AZLE MUNICIPAL DEVELOPMENT DISTRICT
AND
AZLE CHAMBER OF COMMERCE ECONOMIC DEVELOPMENT COUNCIL
JOINT MEETING**

**→ AZLE MEMORIAL LIBRARY ←
COMMUNITY ROOM
333 W. MAIN STREET
AZLE, TEXAS 76020**

**TUESDAY
May 10, 2016**

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**

6:00 p.m.

ACTION ITEMS

1. Consider approving the Minutes of the April 12, 2016 Azle MDD regular meeting
Secretary Joe McCormick

DISCUSSION ITEMS

2. Discuss developing the Azle Municipal Development District Strategic Plan
Economic Development Director Karen Dickson

ADJOURNMENT

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on May 6, 2016 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: April 5, 2016 |
| Subject: Azle MDD Board Minutes. | |

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| Action Requested: Consider approving the Minutes of the April 12, 2016 Azle MDD regular meeting |
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| Purpose (Outline – Who, What, Where, Why & How). Procedural. |
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|---|---------------------------------------|---|---|--|
| 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 | |

**MINUTES
REGULAR MEETING
AZLE MUNICIPAL DEVELOPMENT DISTRICT
April 12, 2016**

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 12th day of April 2016 with the following members present:

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|---------------------------------|--|
| Kevin Ingle | Vice President - Place 6 |
| Joe McCormick | Secretary - Place 3 |
| Councilman David McClure | Director - Place 2 |
| Jack Stevens | Director - Place 5 |
| Justin Berg | Director – Place 7 |
| Tom Muir | Executive Director/City Manager |

Constituting a quorum. President Ray Ivey and Councilman Paul Crabtree were excused from tonight’s meeting. Staff present was:

| | |
|----------------------|--|
| Karen Dickson | Economic Development Director |
| Susie Hiles | Assistant to City Manager- Scribe |

The following items were considered in accordance with the official agenda posted on the 8th day of April 2016.

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

Vice President Kevin Ingle called the session to order at 6:37 p.m.

PRESENTATION

1. Monthly Report on Economic Development

- EDD Dickson reported:
- She has been creating an inventory of available properties in the city
 - She has registered the city with the Governor’s Office of Economic Development and Tourism to be able to receive development leads coming from the Governor’s office
 - has been visiting with local business owners to introduce herself
 - had a meeting with TxDOT to discuss SH199 and the drainage issue on FM730 across from WalMart
 - advised the City will be proceeding with a hotel feasibility study in the very near future

ACTION ITEMS

2. Consider approving the Minutes of the March 8, 2016 Azle MDD regular meeting.

Director Jack Stevens moved to approve the Minutes as discussed. Director Berg seconded the motion. The motion was unanimously approved.

3. Consider approving the Façade and Signage Improvement Program guidelines and application

EDD Dickson presented to the Board the final draft policy which incorporates changes discussed at the March meeting and some additional changes by Staff. Board discussed changes made by Staff and decided to:

- remove the MDD from the review process (F4 of Guidelines). To expedite the application process, Board felt Staff review was sufficient before going to Council for approval.
- change length of time to reapply for a grant after denial from 1 year to 120 days (F11 of Guidelines).
- add “up to \$10,000” to Application under “total grant request”.
- Board discussed adding language to the “Ineligible Improvements” section that would address any enhancement not included on the list. Mr. Muir to consult with city attorney on possible language to use.

**MINUTES
REGULAR MEETING
AZLE MUNICIPAL DEVELOPMENT DISTRICT
April 12, 2016**

DRAFT

Board directed Staff to proceed with implementation of the program. Staff will send draft policy to the city attorney for review and then present to City Council for approval.

DISCUSSION ITEMS

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

- Discuss setting a date to meet with Chamber EDC regarding Strategic Plan

EDD Dickson advised she has been working with Tom Long, San Antonio Economic Development Foundation, to receive guidance regarding the planning meeting. Mr. Long will help facilitate the meeting. Board set the date for a joint workshop with the Chamber EDC for May 10 at 6 pm in the Azle Memorial Library Community Room.

- Director Justin Berg reminded the Board to review the email they received from City Staff regarding the Disclosure of Interested Parties form and fill it out if anyone has a relationship with any of the City's vendors. Texas Legislature expanded the ethics law that governs vendor relationships with governmental officers and members of the MDD are now included in those required to disclose vendor relationships with the City.

5. Discuss utilizing electronic messaging board on SH199 as a marketing tool to advertise "Azle"

The Board discussed various messages that could be posted as a way to market Azle. Executive Director Muir advised Staff would look into it.

ADJOURNMENT

Vice President Kevin Ingle adjourned the meeting at 7:51 p.m.

PRESENTED AND APPROVED this the 10th day of May, 2016.

APPROVED:

Ray Ivey, President

ATTEST:

Joe McCormick, Secretary