

**AZLE MUNICIPAL DEVELOPMENT DISTRICT
REGULAR MEETING**

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

**TUESDAY
January 13, 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.

ACTION ITEMS

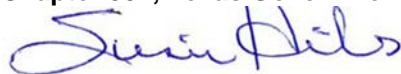
1. Consider approving the Minutes of the December 9, 2014 Azle MDD regular meeting
Secretary Joe McCormick

DISCUSSION ITEMS

2. 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 January 9, 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.

Municipal Development District Communication

Item # 1

Submitted By: Susie Hiles, Assistant to the City Manager **Date:** December 29, 2014

Subject: Azle MDD Board Minutes.

Action Requested: Consider approving the Minutes of the December 9, 2014 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
<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
SPECIAL MEETING
AZLE MUNICIPAL DEVELOPMENT DISTRICT
DECEMBER 9, 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 9th day of December 2014 with the following members present:

Ray Ivey	President – Place 4
Kevin Ingle	Vice President – Place 6
Councilman Paul Crabtree	Director – Place 1
Councilman David McClure	Director - Place 2
Jack Stevens	Director - Place 5
Justin Berg	Director – Place 7
Craig Lemin	Executive Director/City Manger

Constituting a quorum. Secretary Joe McCormick was excused from tonight’s meeting. Staff present was:

Caitlin Glenn	Economic Development Director
Susie Hiles	Assistant to City Manager- Scribe

The following items were considered in accordance with the official agenda posted on the 5th day of December 2014.

REGULAR SESSION: 7:00 p.m.
CALL TO ORDER

President Ivey called the session to order at 7:00 p.m.

PRESENTATION

1. Introduction of new Economic Development Director Caitlin Glenn

Executive Director Craig Lemin introduced our new Economic Development Director Caitlin Glenn.

2. Presentation of the MDD’s Quarterly Investment Report for Quarter ended September 30, 2014

Executive Director Lemin presented the Quarterly Investment Report to the Board noting the value of this Quarter’s investment at \$316,354 with an average quarterly yield of 0.03% and quarterly interest earnings of \$23 and year-to-date earnings of \$40.

3. Presentation of the MDD’s Annual Financial Report

Executive Director Lemin presented the Annual Financial Report to the Board noting actual revenues for Fiscal Year ending September 30, 2014 at \$387,567.05 with expenditures of \$450 for membership into the Texas Economic Development Council, leaving revenues over expenditures at \$387,117.05.

ACTION ITEMS

4. Consider approving the Minutes of the October 14, 2014 Azle MDD regular meeting and November 3, 2014 special meeting.

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

DISCUSSION ITEMS

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

**MINUTES
SPECIAL MEETING
AZLE MUNICIPAL DEVELOPMENT DISTRICT
DECEMBER 9, 2014**

DRAFT

- a) Discuss, review and direct staff on changing the meeting start time to 6:30 pm

President Ivey presented the item to the Board for consideration. After discussion, the Board unanimously agreed to change the meeting start time to 6:30 pm beginning with the January meeting.

- b) Executive Director Lemin advised the Board that Economic Development Director Caitlin Glenn has been working on developing some bullet points to be included in a Strategic Plan. EDD Glenn informed the Board her first priority is creating a 2015 Strategic Plan based on the Board's top 10 list of priorities, with the main items being:

- creating a business retention plan
- revising the economic development data on the website into an easier/quicker format for those looking to locate businesses in Azle
- creating search engine optimization
- developing an inventory of available land/vacant buildings
- creating an advertising campaign/mail out budget
- planning out events to attend for 2015
- proactively approaching businesses about Azle
- developing relationships with real estate developers
- creating an e-newsletter
- putting together a Developer's packet; and
- developing resource partnerships with local colleges/technical schools, Chamber of Commerce, city staff, Governor's office of economic development, regional economic development groups, utility company economic development departments, and TEDC (Texas Economic Development Council)

Caitlin will try to have a draft document that will outline this for the January meeting.

ADJOURNMENT

President Ivey adjourned the meeting at 7:50 p.m.

PRESENTED AND APPROVED this the 13th day of January, 2015.

APPROVED:

Ray Ivey, President

ATTEST:

Joe McCormick, Secretary