

**AZLE MUNICIPAL DEVELOPMENT DISTRICT
REGULAR MEETING**

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

**TUESDAY
February 14, 2017**

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. Presentation of the MDD's Quarterly Investment Report for Quarter ended December 31, 2016
Renita Bishop, Finance Director
2. Monthly report
Karen Dickson, Economic Development Director

ACTION ITEMS

3. Consider approving the Minutes of the December 13, 2016 Azle MDD regular meeting
Joe McCormick, Secretary

DISCUSSION ITEMS

4. Discussion regarding possible revisions to the Façade and Signage Improvement Program.
Tom Muir, Executive Director
5. Discussion regarding Azle Municipal Development District plans/procedures/policies.
Ray Ivey, President

ADJOURNMENT

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on February 10, 2017 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 Communicator

Item # 1

Submitted By: Renita Bishop – Finance Director	Date: February 10, 2017
Subject: Presentation of the Quarterly Investment Report for month ended December 31, 2016	

Action Requested: Presentation, no action required.
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Purpose (Outline – Who, What, Where, Why & How). Finance.

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 / Report From Applicant	<input type="checkbox"/> P&Z Minutes	<input type="checkbox"/> Board Minutes	<input type="checkbox"/> Other Minutes
<input checked="" type="checkbox"/> Staff	<input type="checkbox"/> Checklist	<input type="checkbox"/> Federal Law	<input type="checkbox"/> Plans / Drawings
<input type="checkbox"/> Other	<input type="checkbox"/> State Law	<input type="checkbox"/> Bid Tabulations	<input type="checkbox"/> Maps
	<input type="checkbox"/> Attachments	<input type="checkbox"/> Notices	<input type="checkbox"/> Charter


City of Azle
Municipal Development District
QUARTERLY INVESTMENT REPORT
For the Quarter Ended
December 31, 2016

Prepared by
Valley View Consulting, L.L.C.

The investment portfolio of the City of Azle Municipal Development District is in compliance with the Public Funds Investment Act and the Investment Policy and Strategies.



Investment Officer



Investment Officer

Disclaimer: These reports were compiled using information provided by the City of Azle. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment adviser fees.

Summary

Quarter End Results by Investment Category:

Asset Type	Ave. Yield	December 31, 2016		September 30, 2016	
		Book Value	Market Value	Book Value	Market Value
Bank/Pool/MMMFs	0.49%	\$ 692,255	\$ 692,255	\$ 619,089	\$ 619,089
CDs/Securities/Term	1.00%	448,169	448,169	447,670	447,670
Totals		\$ 1,140,424	\$ 1,140,424	\$ 1,066,759	\$ 1,066,759

Current Quarter Portfolio Performance:

Average Quarterly Yield	0.69%
Rolling Three Mo. Treas. Yield	0.43%
Rolling Six Mo. Treas. Yield	0.50%

Fiscal Year-to-Date Portfolio Performance:

Average Quarter End Yield	0.69%
Rolling Three Mo. Treas. Yield	0.43%
Rolling Six Mo. Treas. Yield	0.50%
Average Quarterend TexPool Yield	0.46%

Quarterly Interest Earnings	\$ 1,264 (Unaudited)
Fiscal YTD Interest Earnings	\$ 1,264 (Unaudited)

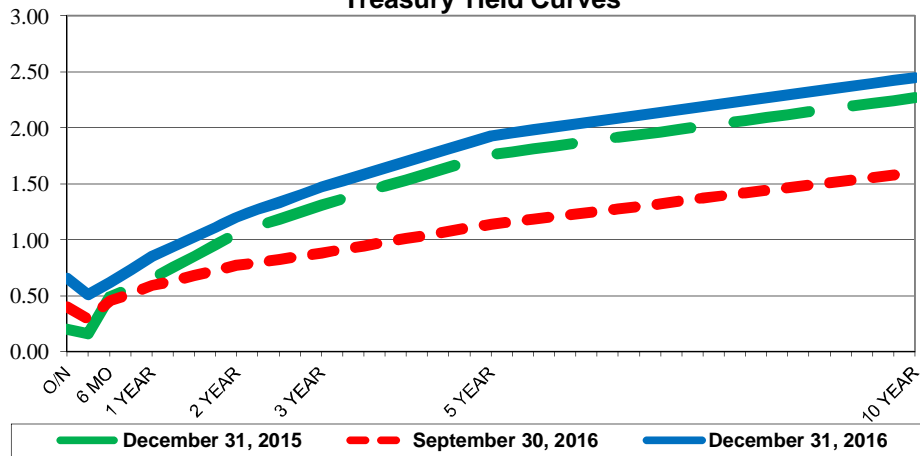
Note: Average yields calculated using quarter end report average yield and adjusted book value, but do not include adviser fees and realized and unrealized gains or losses.

Economic Overview

12/31/2016

The Federal Open Market Committee (FOMC) raised the Fed Funds target range to 0.50% - 0.75% (actual Fed Funds currently trading +/-65 bps). The FOMC also projected the possibility of three additional increases during 2017. Third Quarter US GDP revised up to 3.5%. Other economic data recorded mixed results. December Non Farm Payroll Employment provided 156,000 new jobs. The US Stock markets recorded record highs. Treasury yields peaked and settled slightly lower. When available, CD and Taxable Municipal yields generally exceed government securities. The banks' reactions to recent market movements will determine if MMAs and CDs continue to be attractive.

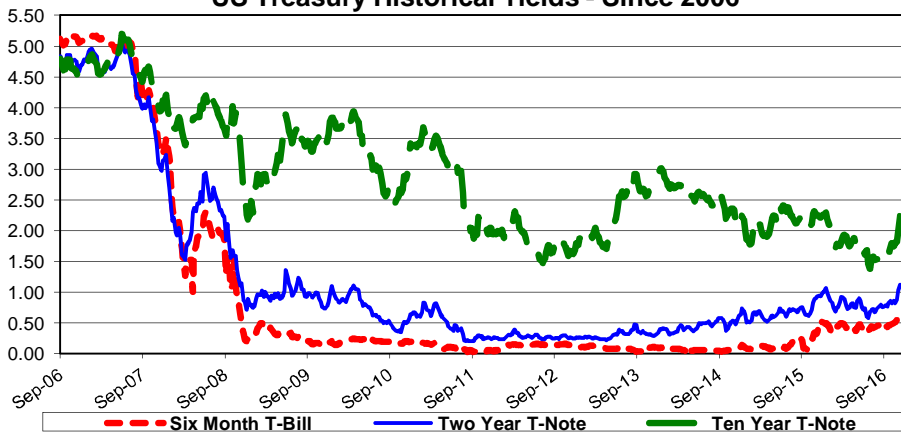
Treasury Yield Curves



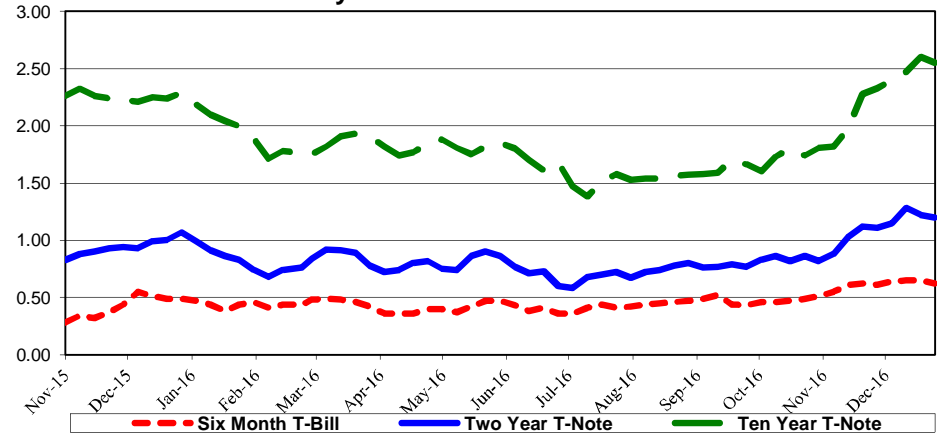
S&P 500



US Treasury Historical Yields - Since 2006



US Treasury Historical Yields - Since Nov 2015



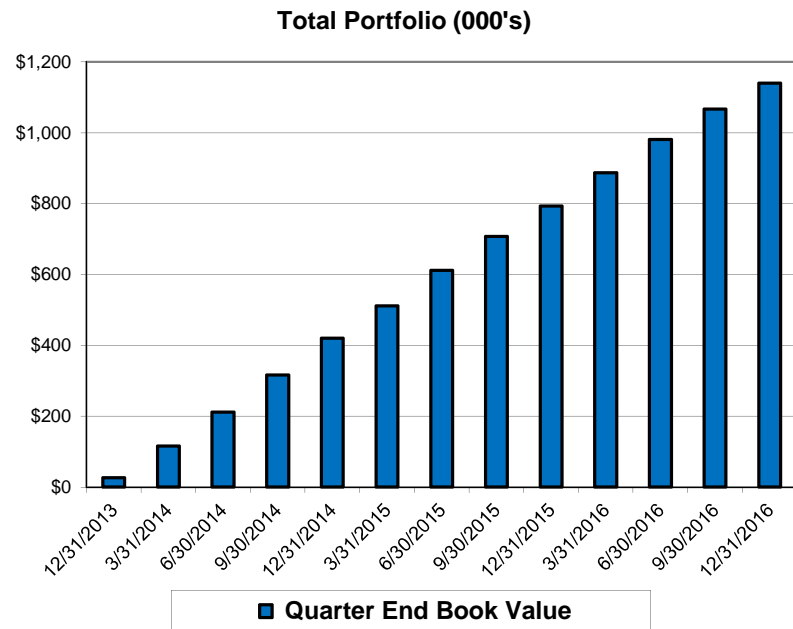
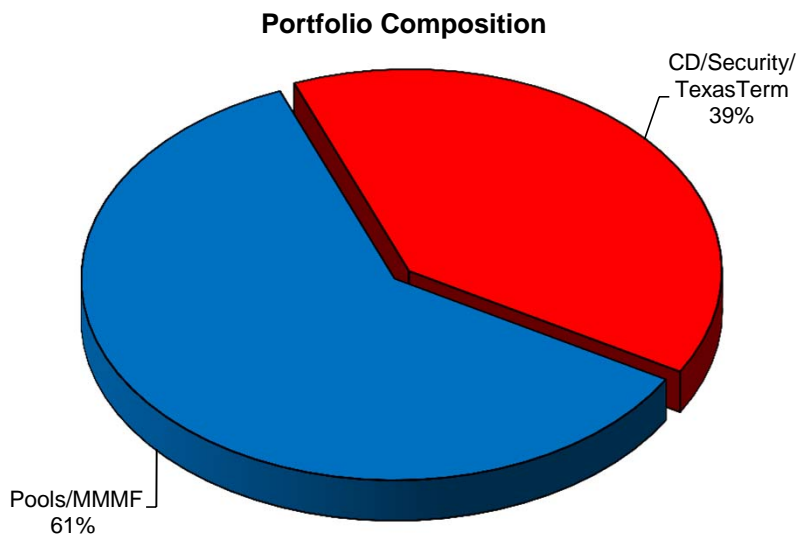
Investment Holdings
December 31, 2016

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face\ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
TexPool	AAAm	0.46%	01/01/17	12/31/16	\$ 464,890	\$ 464,890	1.00	\$ 464,890	1	0.46%
Herring Bank (3)		0.55%	01/01/17	12/31/16	227,365	227,365	1.00	227,365	1	0.55%
Origin Bank CD		1.00%	02/12/17	12/12/16	122,500	122,500	1.00	122,500	43	1.00%
Origin Bank CD		1.00%	08/07/17	08/07/16	125,000	125,000	1.00	125,000	219	1.00%
Lubbock National Bank CD		1.00%	09/24/17	08/24/16	200,669	200,669	1.00	200,669	267	1.00%
					\$ 1,140,424	\$ 1,140,424			76	0.69%
									(1)	(2)

(1) **Weighted average life** - Pools, Money Market Funds, and Bank Deposits are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on Book Value, adviser fees and realized and unrealized gains/losses are not considered. The pool and mutual fund yields are the average for the last month of the quarter.

(3) **Yield Estimated.**



Book Value Comparison

Description	Coupon/ Discount	Maturity Date	September 30, 2016				December 31, 2016			
			Original Face\		Purchases at Cost	Sales\ Maturities	Original Face\		Book Value	
			Par Value	Book Value			Par Value	Book Value		
TexPool	0.46%	01/01/17	\$ 392,036	\$ 392,036	\$ 72,854	\$ -	\$ 464,890	\$ 464,890		
Herring Bank (1)	0.55%	01/01/17	227,053	227,053	312		227,365	227,365		
Origin Bank CD	1.00%	02/12/17	122,500	122,500			122,500	122,500		
Origin Bank CD	1.00%	08/07/17	125,000	125,000			125,000	125,000		
Lubbock National Bank CD	1.00%	09/24/17	200,170	200,170	499		200,669	200,669		
TOTAL			\$ 1,066,759	\$ 1,066,759	\$ 73,665	\$ -	\$ 1,140,424	\$ 1,140,424		

Market Value Comparison

Description	Coupon/ Discount	September 30, 2016				Qtr to Qtr Change	December 31, 2016			
		Original Face\ Par Value		Market Price	Market Value		Original Face\ Par Value		Market Price	Market Value
		Par Value	Market Price	Market Value	Par Value		Market Price	Market Value		
TexPool	0.46%	\$ 392,036	1.00	\$ 392,036	\$ 72,854	\$ 464,890	1.00	\$ 464,890		
Herring Bank (1)	0.55%	227,053	1.00	227,053	312	227,365	1.00	227,365		
Origin Bank CD	1.00%	122,500	100.00	122,500		122,500	100.00	122,500		
Origin Bank CD	1.00%	125,000	100.00	125,000		125,000	100.00	125,000		
Lubbock National Bank CD	1.00%	200,170	100.00	200,170		200,669	100.00	200,669		
TOTAL		\$ 1,066,759		\$ 1,066,759	\$ 73,165	\$ 1,140,424		\$ 1,140,424		

(1) Yield Estimated.

Municipal Development District Communication

Item # 2

Submitted By: Karen Dickson – Economic Dev Director	Date: February 10, 2017
Subject: EDD Monthly Report	

Action Requested: Present EDD Monthly Report

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

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 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

Municipal Development District Communication

Item # 3

Submitted By: Susie Hiles, Assistant to the City Manager	Date: February 10, 2017
Subject: Azle MDD Board Minutes.	

Action Requested: Consider approving the Minutes of the December 13, 2016 Azle MDD regular meeting

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
December 13, 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 13th day of December 2016 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
Tom Muir	Executive Director/City Manager

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

Karen Dickson	Economic Development Director
Yael Forgey	City Secretary - Scribe

The following items were considered in accordance with the official agenda posted on the 9th day of December 2016.

REGULAR SESSION:
CALL TO ORDER

6:30 p.m.

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

PRESENTATION

1. Monthly Report on Economic Development

EDD Dickson reported:

- since October’s meeting, we’ve had 395 more visitors view the website (203 new users, 192 returning users); total of 1,146 page views. Data is from Google analytics and have doubts on the validity of the data.
- posted articles on the Hotel Feasibility Study and on Civitas assisted living complex coming to Azle on LinkedIn & on City’s economic development website, *azleabsolutely.com*
- in November, the City started advertising on *SiteSelection.com* website
- the City’s first Façade Improvement Grant recipient, Flying Wrench Garage, located at 101 SE Pkwy, has submitted their receipts in the amount of \$7,000 and have been reimbursed. The grant covered building painting and repair, signage and lighting. The Garage will operate as a light automotive repair/inspection station. Received another grant application, however the request was denied as the applicant didn’t meet the criteria.
- the Reata West Apartments (across Azle High School) are getting ready to submit the application for their building permit.
- update on the Legacy Oaks Assisted Living project (Civitas). At October’s meeting, the Board approved executing a Performance Agreement for the project. This was presented to Council for their consideration; however, they took no action due to some issues that needed to be addressed. MDD authorized funds based on a certain set of criteria and some of these are not being met; i.e. the person who submitted the form was the contractor on behalf of Civitas, not Civitas; the amount of jobs to be created was considerably less than the 150 stated. Civitas is moving forward with the project; they have submitted a press release on the new facility in Azle, they are working on design plans, have submitted a revised application (only changing jobs created), and are wanting to meet with City to discuss details of the Performance Agreement. Staff needs to go back to Council with correct information so they can make a well informed decision.
- City has closed on 14 acres on Main Street for the new City Hall/Police Station; and Council approved an architect, GSBS, for the design of the facility

**MINUTES
REGULAR MEETING
AZLE MUNICIPAL DEVELOPMENT DISTRICT
December 13, 2016**

DRAFT

ACTION ITEMS

- 2. Consider approving the Minutes of the October 11, 2016 Azle MDD regular meeting.**

Vice President Kevin Ingle moved to approve the Minutes as discussed, with second by Director Jack Stevens. The motion was unanimously approved.

DISCUSSION ITEMS

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

Board discussed ideas on how to increase the Board and Staff's efforts to publicize/educate businesses on the Façade Grant and how to increase the involvement of the Board in selling Azle.

ADJOURNMENT

President Ray Ivey adjourned the meeting at 7:46 p.m.

PRESENTED AND APPROVED this the 14th day of February, 2017.

APPROVED:

Ray Ivey, President

ATTEST:

Joe McCormick, Secretary

City Council Communication

Item # 4

Submitted By: Tom Muir, Executive Director	Date: February 10, 2017
Subject: Façade and Signage Improvement Program	

Action Requested: Discussion on possible revisions to the Program
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Purpose (Outline – Who, What, Where, Why & How)
In May 2016, the City adopted the Façade and Signage Improvement Program. The Board provided input as to the creation of the Program. Staff will discuss possible revisions to the Program (policy attached).

Checklist of Attachments			
<input checked="" type="checkbox"/> Contract	<input type="checkbox"/> Agreement	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution
<input checked="" 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 type="checkbox"/> Council 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

City of Azle
Façade and Signage Improvement Program
Guidelines and Application

A. INTRODUCTION

The City of Azle has established the Façade and Signage Improvement Program (FSIP), which will provide technical and financial assistance to property owners or business tenants seeking to renovate or restore their exterior signage, lighting or commercial building facades. The FSIP is designed to impact properties in need of revitalization, resulting in the improved exterior, visibility and presentation of a business. The FSIP is not designed to subsidize corrections to building code violations that prolong the life of a commercial property.

FSIP will provide a fifty percent (50%) matching grant of up to \$10,000 for the funding of well-designed improvements which will coordinate all the important features of the storefront into a more attractive image while creating, if necessary, an accessible entrance for the public. This may include the restoration of architectural details, better windows and doors, and well-proportioned signage and lighting. An additional fifty percent (50%) matching grant up to \$1,500 may be available for construction of new City-approved signage. City staff will be available to provide assistance to applicants through the conceptual stage at no cost to the applicants. Applicants, however, will be responsible for hiring licensed architects and contractors to refine this conceptual design depending on the scope of work.

B. DEFINITIONS

The following definitions shall apply to the terms used in this Policy:

Applicant: the Property owner or business occupant signing the Application for a Façade and Signage Improvement Grant.

Construction Costs: the cost of permits, fees, construction materials, and installation labor. All other associated costs are deemed excluded, including, but not exclusively, the following costs: design, construction document preparation, bidding, sweat equity and construction financing.

DRC: the City's Development Review Committee.

Eligible Enhancements: the improvements identified as eligible in Section C herein.

Façade: the portion of the building parallel to the primary right-of-way as determined by City.

MDD: the Municipal Development District (Tarrant County side of Azle)

Notice to Proceed: a written notice from City Staff authorizing the Applicant to begin construction as approved by the City.

Property: the physical lot and/or building to which improvements are being made.

Staff: the City Manager or their designee(s).

C. ELIGIBILITY CRITERIA

The following criteria must be met for participation in FSIP:

1. Applicants must be commercial property owners or commercial tenants located in the City of Azle;
2. Tenants must have written approval from property owners to participate in program;
3. Nonconforming signage on property, if applicable, must be permanently removed as part of the improvement;
4. Applicants must be up to date on all municipal taxes prior to participation in the program;
5. Applicants must not have any City liens filed against any property owned by Applicant, including but not limited to, weed liens, demolition liens, board-up/open structure liens and paying liens;
6. Applicants must comply with all State and local laws and regulations pertaining to licensing, permits, building code and zoning requirements;
7. Understanding that the overall objective of the FSIP is to improve the exterior, visibility and presentation of a property; the city has the discretion to decline an application while suggesting enhancements that would enable future acceptance.
8. Ineligible businesses: non-profits, government offices, residences, home businesses, check cashing, bars/taverns, liquor stores, tattoo parlors, pawnshops and sexually-oriented businesses.

D. DESIGN PRINCIPLES AND GUIDELINES

Improvements to be funded by the program must be compatible with the character and architecture of the individual building as well as meet City standards with regards to latest construction and design trends. Buildings with significant architectural qualities are strongly encouraged to restore and maintain these features. Improvements for buildings not having such architectural features should still be carefully considered and be seen as an opportunity to substantially enhance the appearance of the buildings and their streetscapes.

1. Eligible Façade/Signage Improvements:
 - a. Restoration of details in historically contributing or significant buildings, and removal of elements which cover architectural details;
 - b. Window replacement and window framing visible from the street which is appropriately scaled to the building;

- c. New City-approved signage, including monument signage, pole signage, electronic message boards and other signage as specified in the City's codes;
- d. Lighting which is visually appealing and appropriately illuminates signage, storefront window displays, and recessed areas of a building façade;
- e. Awnings or canopies which can be both functional and visually appealing;
- f. Curbing, irrigation, approved trees, landscaping beds (not including planting material) or other landscaping features attached to the building where appropriate;
- g. Cleaning, repainting or residing of building;
- h. Resurfacing and/or restriping of parking lots visible from street;
- i. New storefront construction, appropriately scaled within an existing building;
- j. Removal of architectural barriers to public accessibility.
- k. Replacement or repair of the portions of the roof that are visible from an adjacent public street.
- l. Replacement or repair of existing gutters and/or downspouts.
- m. Installation of new sidewalks and/or the replacement or repair of existing sidewalks.

2. Ineligible Improvements/Expenses:

- a. exterior improvements located on the sides or rear of buildings;
- b. interior improvements;
- c. outdoor dining/seating;
- d. playground or recreational equipment;
- e. structural changes;
- f. burglar bars;
- g. security/alarm system;
- h. "Sweat equity";
- i. new commercial construction;
- j. benches/porch swings;
- k. umbrellas;
- l. gazebos;
- m. trellises;
- n. window boxes;
- o. permitting fees;
- p. architectural, survey or other professional fees;
- q. asbestos testing, removal, abatement, or remediation; or
- r. improvements for which insurance monies are received.

3. Prior Improvements

Alterations and improvements made prior to receiving a "Notice to Proceed" are not eligible for reimbursement.

4. Alterations

Applicant must agree not to change or alter the improved façade without prior written approval from the City for three (3) years from the date of grant payment.

E. PROGRAM ASSISTANCE

1. Financial Assistance

Funding offered is a matching grant in which the FSIP reimburses Applicant fifty percent (50%) of total project costs, up to a \$10,000 maximum match for façade improvements and an additional fifty percent (50%) match, up to \$1,500 for new City-approved signage. Architectural design fees may not be included in the total cost of eligible improvements.

Applicant's match may be in the form of other financial aid (grant or loan) received from other agencies and/or banks, but may not be "in-kind." The FSIP will only provide reimbursement after Applicant has paid their architect, contractor and vendor(s) in full and after the project is determined to have been completed in accordance with the contract between the City and Applicant.

2. Application and Information

If you wish to participate in the FSIP, please contact the City of Azle Economic Development Department, (817) 444-7076 office or e-mail econdev@cityofazle.org.

F. PROCEDURES

All prospective applicants must follow the procedures in the order outlined below.

1. Applicant meets with Economic Development Director for initial project discussions and files an application.
2. Applicant meets with Staff to discuss building program and design alternatives.
3. Applicant's architect prepares final design drawings and submits them to Staff for review and approval.
4. Proposed project will be presented to the DRC for review followed by review by the City Manager. The proposed project will then be presented to the Azle City Council for final review/approval.
5. Staff sends applicant a "Notice to Proceed" and fully executed Façade and Signage Improvement Program Agreement. Any work completed prior to receiving the "Notice to Proceed" will not be reimbursed.
6. Applicant has sixty (60) days from the date the Notice to Proceed is sent to begin implementation of approved improvements. Applicant must provide Staff with copies of all building permits and certifications received from improvement project.
7. Contractor constructs project improvements as specified in the final design. Any changes to the approved plan must be approved by Staff.

8. Applicant notifies Staff once project is completed.
9. Staff certifies the improvements comply with the final drawings and specifications.
10. Applicant must submit copies of all paid invoices to the Economic Development Director, who then submits request for reimbursement check.
11. If the application is denied, the Applicant will not be allowed to reapply to the Program for 120 days from the original application date.

The City reserves the right to make adjustments regarding conditions and parameters outlined in these guidelines.

G. TERMINATION

The City of Azle has the right to terminate any agreement under the FSIP if a participant is found to be in violation of any conditions set forth in these guidelines or if the project has been started prior to an executed Façade and Improvement Program Agreement with the City of Azle and the receipt of a Notice to Proceed.

City of Azle

Façade and Signage Improvement Program Application

Please return completed application with necessary attachments and signature to Economic Development office, 613 SE Parkway, Azle TX 76020. If you have any application questions, please contact the Economic Development Director at 817-444-7076.

Applicant Name	Date
Business Name	
Mailing Address	
Contact Phone	
Email Address	
Building Owner (if different than applicant)	
Historical/Current Building Name	
Project Site/Address	

Type of Work: (check all that apply)

Façade Landscaping Signage Awnings

Parking & Driveways Pedestrian Amenities Infrastructure

Details of Planned Improvements relating Grant Request (attach additional information if necessary)

How will this project benefit the community?

Project Expenditures	Estimated Costs	Grant Requested
Façade / Building Rehab		
Signage / Lighting		
Landscaping		
Parking / Driveways		
Infrastructure		
Total		

TOTAL COST OF PROPOSED PROJECT \$ _____

TOTAL GRANT REQUEST
(May not exceed 50% of TOTAL COST up to \$10,000) \$ _____

Attach with final design drawings and photographs of building's exterior façade.

Applicant Signature

Date