

**AZLE MUNICIPAL DEVELOPMENT DISTRICT  
REGULAR MEETING**

**COUNCIL CHAMBERS  
505 W. MAIN STREET  
AZLE, TEXAS 76020**

**TUESDAY, July 14, 2020**

**AGENDA**

**President Jeremy Moen  
Vice President David McClure  
Secretary Bill Jones**

**Director Jack Stevens  
Director Ray Ivey  
Director Jessica Brace  
Director Justin Berg**

*In accordance with order of the Office of the Governor issued March 19, 2020, the Azle Municipal Development District will have a regular meeting scheduled at 6:00 p.m. at City Hall in part by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing"), and to slow the spread of the Coronavirus (COVID-19).*

*The meeting agenda, and the agenda packet, are posted online at the following link: [AGENDA PACKET](#)*

*The public toll-free dial-in number to participate in the telephonic meeting is:*

**Dial-in number (US): (844) 854-2222**

**Access code: 201221#**

*The public will be permitted to offer public comments by telephone as provided by the agenda and as permitted by the presiding officer during the meeting. MDD members may participate by telephone under Chapter 551 of the Texas Government Code.*

**REGULAR SESSION  
CALL TO ORDER**

**6:00 p.m.**

**ACTION ITEMS**

1. Consider approving the minutes of the June 9, 2020 MDD regular meeting.  
**Bill Jones, Secretary**
2. Consider any action on the Proposed FY 2020-21 budget.  
**Tom Muir, Executive Director**

**PRESENTATION**

3. Director's Report  
**Karen Dickson, Economic Development Director**

**ADJOURNMENT**

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on July 10, 2020 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 (48) hours prior to the scheduled starting time by calling the City Secretary's Office at 817-444-7101. Complete MDD Agenda packet with background information is 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> Susie Hiles, Assistant to the City Manager	<b>Date:</b> July 10, 2020
<b>Subject:</b> Azle MDD Board Minutes.	

<b>Action Requested:</b> Consider approving the Minutes of the June 9, 2020 Azle MDD regular meeting
--

<b>Purpose (Outline – Who, What, Where, Why &amp; How).</b> Procedural.
--

<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	
<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"/> <b>Other</b>	<input type="checkbox"/> Attachments	<input type="checkbox"/> Notices	<input type="checkbox"/> Charter	

**MINUTES  
REGULAR MEETING  
AZLE MUNICIPAL DEVELOPMENT DISTRICT  
June 9, 2020**

STATE OF TEXAS §  
COUNTIES OF §  
PARKER AND TARRANT §  
CITY OF AZLE §

The Azle Municipal Development District of the City of Azle, Texas convened in Regular Session at 6:00 P.M. in the Community Room at City Hall, 505 W. Main Street, Azle, Texas, on the 9th day of June 2020 with the following members present:

**Present**

Jeremy Moen	President - Place 3
Council Member David McClure	Vice President - Place 2
Council Member Bill Jones	Secretary - Place 1
Jack Stevens	Director - Place 5
Jessica Brace	Director - Place 6
Justin Berg	Director - Place 7
Tom Muir	Executive Director/City Manager

**Absent**

Ray Ivey	Director - Place 4
----------	--------------------

Constituting a quorum.

**Staff Present were:**

Karen Dickson	Economic Development Director
Renita Bishop	Finance Director
Susie Hiles	Scribe

**REGULAR SESSION**  
**CALL TO ORDER**

6:00 p.m.

President Jeremy Moen called the meeting to order at 6:01 pm

**ACTION ITEMS****1. Consider approving the minutes of the April 14, 2020 MDD regular meeting.**

Director Jack Stevens moved to approve the minutes as discussed, with second by Director Justin Berg. The motion was unanimously approved.

**2. Consider any action regarding proposed revisions to the Façade and Signage Improvement Program policy.**

Board reviewed the proposed policy and recommended:

- Section F: Application Process
  - removing #5 All work must be done only by licensed contractors/professionals; and
  - changing #14 to read one (1) year wait to reapply for grant on the same property.

Secretary Bill Jones moved to approve the proposed revisions, with second by Director Jack Stevens. The motion was unanimously approved. This will be presented to Azle City Council for their approval.

**PRESENTATION**

**4. Quarterly Investment Report**

Finance Director Renita Bishop, presented the Quarterly Investment Report ending 03-30-2020, noting the book value of this quarter's investment at \$2,155,736, the average quarterly yield was 1.49% with quarterly interest earnings of \$9,896.

**5. Director's Report.**

Economic Development Director Karen Dickson advised the Board the City of Azle will be an application assistance center for the Tarrant County Small Business Assistance grant program, with her acting as the contact.

Ms Dickson gave an update on projects:

- QT project still moving slowly forward.
- Project Contour is still moving forward.

Economic Development Director Dickson provided information on several existing businesses in town.

- Goodwill is currently leasing the Aaron Rents building
- 700 Main St (old TJ Machine building) deal fell through with whisky maker
- Bealls has filed bankruptcy and will be closing all stores
- The Kmart lease runs out on the building in 2021. With Bealls filing bankruptcy and the Kmart lease ending in 2021, it will be interesting to see if the owner of the building will finally be motivated to do something with the building.

**DISCUSSION**

**6. Discuss proposed FY 2020-21 budget.**

Mr Muir provided a draft budget to the Board and solicited ideas from the Board as to what they would like to see included.

- Repurpose previously budgeted sign money (\$50,000) towards training for businesses on how to sell online.
- Include some matching funds for the Kimbrough sidewalk project

**ADJOURNMENT**

President Moen adjourned the meeting at 7:23 pm.

**Presented and approved this 14th day of July 2020**

**APPROVED**

\_\_\_\_\_  
**Jeremy Moen, Board President**

**ATTEST**

\_\_\_\_\_  
**Bill Jones, Board Secretary**

# Municipal Development District Communication

Item # 2

<b>Submitted By:</b> Tom Muir, Executive Director	<b>Date:</b> July 10, 2020
<b>Subject:</b> Proposed FY 2020-21 Budget	

<b>Action Requested:</b> Consider any action on the Proposed FY 2020-21 budget.
---

<b>Purpose (Outline – Who, What, Where, Why &amp; How)</b>
<p>The Bylaws state the MDD Board must adopt a budget before presenting it to the Azle City Council for approval.</p> <p><i>Section 3. Annual Budget On or before August 1 of each year, the Board shall prepare and present a proposed budget of expected revenues and proposed expenditure for the next ensuing fiscal year to the City Council. The fiscal year of the District shall commence on October 1 of each year and end on September 30.</i></p> <p>If the Board approves this proposed budget, it will be presented to the Azle City Council prior to August 1, 2019. The City Council will consider approval of the proposed MDD budget at the same time they consider approving the City's proposed FY 2020-21 budget in August.</p>

<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
<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"/> Budget

# Municipal Development District Communication

Item # 3

<b>Submitted By:</b> Karen Dickson – Economic Dev Director	<b>Date:</b> July 10, 2020
<b>Subject:</b> Director's Report	

**Action Requested:** Present Economic Development Director's 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"/> <b>Other</b>	<input type="checkbox"/> Attachments	<input type="checkbox"/> Notices	<input type="checkbox"/> Charter