

**AZLE MUNICIPAL DEVELOPMENT DISTRICT  
REGULAR MEETING**

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

**TUESDAY, APRIL 10, 2018**

**AGENDA**

**President Ray Ivey  
Vice President Kevin Ingle  
Secretary Joe McCormick**

**Director Jack Stevens  
Director Justin Berg  
Council Member Bill Jones  
Council Member David McClure**

**REGULAR SESSION  
CALL TO ORDER**

**6:30 p.m.**

**EXECUTIVE SESSION**

The Municipal Development District will convene into executive session pursuant to the Texas Government Code as authorized by:

**SECTION 551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT  
NEGOTIATIONS**

The Board will convene into executive session to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations

**PRESENTATION**

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

**ACTION ITEM**

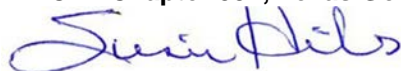
2. Consider approving the minutes of the December 12, 2017 Azle MDD regular meeting and January 9, 2018 joint meeting with Azle City Council.  
**Joe McCormick, Secretary**

**DISCUSSION ITEM**

3. Discussion regarding FY2018-19 budget.  
**Tom Muir, Executive Director**

**ADJOURNMENT**

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on April 6, 2018 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.

  
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*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> Karen Dickson – Economic Dev Director	<b>Date:</b> April 6, 2018
<b>Subject:</b> Director's Report	

<b>Action Requested:</b> Present Economic Development Director's 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
<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

## Municipal Development District Communication

Item # 2

**Submitted By:** Susie Hiles, Assistant to the City Manager **Date:** April 6, 2018

**Subject:** Azle MDD Board Minutes.

**Action Requested:** Consider approving the Minutes of the December 12, 2017 Azle MDD regular meeting and January 9, 2018 joint meeting with Azle City Council

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

**MINUTES  
REGULAR MEETING  
AZLE MUNICIPAL DEVELOPMENT DISTRICT  
December 12, 2017**

**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 December 2017 with the following members present:

Ray Ivey	President - Place 4
Kevin Ingle	Vice President - Place 6
Joe McCormick	Secretary - Place 3
Councilman Bill Jones	Director - Place 1
Councilman David McClure	Director - Place 2
Jack Stevens	Director - Place 5
Tom Muir	Executive Director/City Manager

Constituting a quorum. Director Justin Berg was 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 December, 2017.

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

6:30 p.m.

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

**PRESENTATION**

**1. Annual Report on Economic Development**

EDD Dickson presented an annual report on economic development activities noting the City implemented a Strategic Plan a little over one year ago with twelve (12) goals and have accomplished nine (9) so far. The three remaining goals are:

- identifying infrastructure goals (working with engineering firm to do an infrastructure impact fee study)
- attracting new commercial development (continuing to market properties to developers)
- attracting new hotel (upcoming meeting with hotel developer to look at possible location sites)
- Continued efforts to market Azle through trade shows and follow up on leads received from those shows

Prospect Activity:

- Have received multiple inquiries about affordable multi-family and senior living housing projects – mainly due to the scoring with tax credits now available for locations in Parker County.
- Submitted three (3) site proposals; a manufacturing facility for outdoor lighting (50 jobs), sales office for a global medical products company (5 jobs), and an inbound call center (400 jobs).
- The old vitamin store on Main Street is now going to be a boutique antique furniture store.
- Palio Pizza will locate in the old Radio Shack space.
- Food service company looking at opening a store location.
- Awarded three (3) Façade and Sign Improvement Grants totaling \$14,571.
- Three (3) businesses expanded

President Ivey brought up a concern regarding properties that have various constraints preventing them from being developed. Board discussed the challenges of the MDD in helping with developing Azle and how can the Board help to

**MINUTES  
REGULAR MEETING  
AZLE MUNICIPAL DEVELOPMENT DISTRICT  
December 12, 2017**

**DRAFT**

“open up” opportunities to develop those properties that have stumbling blocks. Would like to have an agenda item at the February meeting to review available properties and what are the stumbling blocks preventing these properties from moving.

**ACTION ITEMS**

**2. Consider approving the Minutes of the October 10, 2017 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. Discuss deer population control as it relates to economic development**

Director Jack Stevens brought his concern regarding the increased presence of deer in Azle neighborhoods to the Board at the October meeting and provided a report, published by Texas Parks and Wildlife, on *Deer Management Within Suburban Areas* and asked they review this information and provide feedback on whether the City should conduct a survey to determine if deer management measures are needed. The Board asked Director Muir to find out who could conduct this survey and bring back his findings to the Board.

City Staff contacted Texas Parks and Wildlife and Texas AgriLife Extension and was told traditional surveys do not provide accurate data on “open range” deer populations due to their ability to move in and out of the area. Both entities suggested we start with a citizen survey or Town Hall meeting to determine if the community thinks there is a problem. The only options to reduce the deer population are “trap and transport” or “trap and process”; both require a lot of City resources.

The Board discussed this issue and decided this is an issue that needs to be discussed with City Council. Mr. Muir to set up a joint meeting with City Council at the January meeting.

**4. Discussion regarding Azle Municipal Development District plans/procedures/policies as well as funding opportunity options.**

No items were discussed.

**ADJOURNMENT**

President Ray Ivey adjourned the meeting at 8:16 p.m.

**PRESENTED AND APPROVED this the 10th day of April, 2018.**

**APPROVED:**

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**Ray Ivey, President**

**ATTEST:**

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**Joe McCormick, Secretary**

**MINUTES  
JOINT MEETING  
AZLE CITY COUNCIL  
AZLE MUNICIPAL DEVELOPMENT DISTRICT  
January 9, 2018**

**DRAFT**

STATE OF TEXAS           §  
COUNTY OF TARRANT   §  
CITY OF AZLE             §

The Azle City Council and Azle Municipal Development District of the City of Azle, Texas convened in a Joint Session at 6:30 p.m. in the Council Chambers of City Hall, 613 Southeast Parkway, Azle, Texas, on the 9th day of January 2018 with the following members present:

**Azle City Council:**  
Alan Brundrett, Mayor  
Bill Jones, Mayor Pro Tem

**Council Members:**  
David McClure  
Christopher Simpson  
Rouel Rothenberger

**Municipal Development District:**  
Kevin Ingle, Vice President  
Joe McCormick, Secretary  
Tom Muir, Executive Director/City Manager

**Director Jack Stevens  
Councilman Bill Jones  
Councilman David McClure**

Constituting a quorum. Council Members Lee Barrett and William Chambers and MDD Members Ray Ivey and Justin Berg were excused from tonight's meeting. Staff present was:

Karen Dickson  
Susie Hiles

Economic Development Director  
Assistant to City Manager- Scribe

The following items were considered in accordance with the official agenda posted on the 5th day of January, 2018.

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

6:30 p.m.

Mayor Alan Brundrett called the session to order at 6:35 p.m.

**DISCUSSION ITEMS**

**1. Discuss deer population control as it relates to economic development**

Executive Director Tom Muir advised the Council this is a concern brought to the attention of the MDD by Director Jack Stevens regarding the increased presence of deer in Azle neighborhoods due to removal of their habitat by recent housing developments. Mr Muir advised Director Jack Stevens is concerned this could have an impact on economic development.

The Council and MDD Board discussed the deer issue and the impact of their presence in the community, possible deer management measures, community's perception of the deer, whether this is a real problem or just a nuisance. Final consensus was the deer are currently just a nuisance. Decision was to monitor the situation and check in six or eight months to see if the deer presence/activity have transitioned from nuisance to problem.

**2. Discuss goals and objectives**

Executive Director Muir advised the City Council had requested a joint meeting with the MDD to discuss MDD goals and objectives and how they correspond to the Council's goals and objectives for this Board. Mr Muir stated both entities goals are well synchronized. The MDD's Action Plan is on target.

Council members expressed desire for MDD to help fund some amenities (quality of place items). This does correlate to economic development in that those items do attract new development. MDD does recognize this and

**MINUTES  
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AZLE MUNICIPAL DEVELOPMENT DISTRICT  
January 9, 2018**

**DRAFT**

have designated 5% of MDD revenues for council to use for this purpose. Council would like to see that amount increased and will consider doing the same in the City General Fund.

Council and Board discussed various ways the City and MDD can help promote/assist applicants with the Façade Grant process.

Discussed vision for development of Azle and what role MDD plays.

**ADJOURNMENT**

Mayor Alan Brundrett adjourned the meeting at 8:11 p.m.

**PRESENTED AND APPROVED this the 10th day of April, 2018.**

**APPROVED:**

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**Ray Ivey, President**

**ATTEST:**

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**Joe McCormick, Secretary**



## City Council Communication

Item # **3**

<b>Submitted By:</b> Tom Muir, Executive Director	<b>Date:</b> April 5, 2018
<b>Subject:</b> FY2018-19 Budget	
<b>Action Requested:</b> Discuss the FY2018-19 budget.	

<b>Purpose (Outline – Who, What, Where, Why &amp; How)</b>
<p>Staff has begun the FY2018-19 budget process. This discussion will allow the Board to provide some direction to the Staff as to it's expectations for the proposed budget.</p> <p>On April 3, the City Council discussed and updated their strategic goals for the coming year. The goals are as follows:</p> <ol style="list-style-type: none"><li>1. Plan and prepare for the current and future needs of a growing city by managing growth &amp; development, encouraging economic development, identifying &amp; addressing infrastructure needs and maintaining a financially sound and stable government. Priorities in this area include:<ul style="list-style-type: none"><li>• Expanding the tax base through economic development efforts.</li><li>• Improving facilities including recreational amenities</li><li>• Reviewing ordinances and design criteria</li><li>• Working with TxDOT on transportation issues within Azle</li><li>• Planning for capital replacements</li><li>• Developing public/private partnerships</li></ul></li><li>2. Achieve excellence in city government services by broadening avenues of communication &amp; encouraging citizen involvement, attracting and retaining quality employees and providing quality customer service. Priorities in this area include:<ul style="list-style-type: none"><li>• Improving employee salaries and benefits</li><li>• Staff development</li><li>• Improving overall customer service</li><li>• Improving IT infrastructure</li><li>• Providing annual staff reports to the Council</li></ul></li><li>3. Promote livability and community pride by creating an 'identity' for Azle and improving the overall appearance of the City. Priorities in this area include:<ul style="list-style-type: none"><li>• Improve highway and overall city appearance</li><li>• Encourage commercial property improvements</li><li>• Develop new avenues of communication with residents and businesses</li></ul></li></ol>