



City of Azle
Regular Agenda
Municipal Development District Board

505 W. Main Street
Azle, Texas 76020

February 14, 2023

6:00 PM

Community Room

Pursuant to Section 551.071 of the Texas Government Code, the Board may convene into Executive Session(s) from time to time as deemed necessary during the meeting for any posted agenda item and may receive advice from its attorney as permitted by law.

Notice is hereby given that one or more Board members may participate in the Tuesday February 14, 2023 Regular Meeting of the Municipal Development District Board via videoconference. A quorum of the governing body and the presiding officer will be present at the above named location.

REGULAR SESSION

CALL TO ORDER

ACTION ITEMS

1. Consider approving the Minutes of the November 17, 2022 Azle MDD regular meeting
Brian Conner, Councilmember
2. Consider any action ratifying amendments to the Chapter 380 and Economic Development Performance Agreement with Gary Shelton and Azle Management Partners, LP.
Tom Muir, City Manager
3. Consider any action ratifying the professional services agreement with Halff Associates Inc. to create a new Comprehensive Master Plan.
Tom Muir, City Manager

PRESENTATIONS

4. Quarterly Investment Report for month ended December 31, 2022.
Renita Bishop, Finance Director
5. Economic Development Action Plan Update
David Hawkins, Director of Planning and Development
6. Economic Development and Marketing Report
David Hawkins, Director of Planning and Development

ADJOURNMENT

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on February 10, 2023, 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.



Yael Forgey, City Secretary

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 Municipal Development

District Board agenda packet is available for review at the City Secretary's Office and on our website www.cityofazle.org.



Presenter: Brian Conner, Councilmember

Agenda Item: Consider approving the Minutes of the November 17, 2022 Azle MDD regular meeting

Background and Explanation:

Approve MDD Board Minutes

Board/Commission/Committee Recommendation:

Staff Recommendation:

Attachments:

1. 11-17-2022 MDD minutes

**MINUTES
REGULAR MEETING
AZLE MUNICIPAL DEVELOPMENT DISTRICT
November 17, 2022**

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 6:30 P.M. in the Community Room at City Hall, 505 W. Main Street, Azle, Texas, on the 17th day of November 2022 with the following members present:

Present

Jack Stevens	President - Place 5
Bill Jones	Vice President - Place 3
Council Member Brian Conner	Secretary
Council Member Stacy Peek	Director - Place 4
Jack Reynolds	Director - Place 6
Tom Muir	Executive Director/City Manager

Absent

Council Member Randa Goode	Director - Place 1
Council Member Amy Estes	Director - Place 2

Constituting a quorum.

Staff present was:

David Hawkins	Director of Planning & Development
Susie Hiles	Scribe

REGULAR SESSION
CALL TO ORDER

6:30 p.m.

President Jack Stevens called the meeting to order at 6:30 pm

ACTION ITEM

1. Consider any action on appointing officers to the Azle MDD Board of Directors.

Executive Director Tom Muir presented this item stating the MDD Bylaws state the Board of Directors shall choose from its members a president, vice president, and secretary for a one-year term beginning November 1 of each year.

Director Bill Jones moved to appoint Jack Stevens as president, himself as vice president, and Brian Conner as secretary. Director Jack Reynolds seconded the motion.
The motion was unanimously approved.

2. Consider approving the minutes of the September 8, 2022 MDD regular meeting.

Vice President Bill Jones moved to approve the minutes as discussed. Director Stacy Peek seconded the motion.
The motion was unanimously approved.

3. Consider any action on Resolution No. M2022-01 confirming the MDD Board of Directors has reviewed and approved the City's Investment Policy.

Finance Director Renita Bishop presented this item to the Board stating the Public Funds Investment Act requires the governing body of an investing entity to adopt a written investment policy and requires the policy be reviewed and adopted by the governing body each year. The Board last approved the City's Investment Policy on October 12, 2021.

Staff reviewed the policy with the City's investment advisor, Valley View Consulting, L.L.C., and the recommended changes are to update the Investment Committee members to reflect the title change of the Controller to Assistant Finance Director and add the Assistant Finance Director as an investment officer. City Council approved this policy on September 20, 2022.

Vice President Bill Jones moved to approve Resolution M2022-01 adopting the Azle MDD's investment policy with the suggested changes. Director Jack Reynolds seconded the motion. The motion was unanimously approved.

4. Consider any action approving amendments to the Chapter 380 and Economic Development Performance Agreement with Gary Shelton and Azle Management Partners, LP.

Executive Director Tom Muir presented this item stating the 380 Agreement was set to expire October 31, 2022 and the special Overlay District would also expire which controls land use and design standards for this development.

Mr Muir advised there has been significant improvement to the site, but the project remains unfinished, mainly due to drainage issues and the screening wall needing to be reengineered and installed. Staff spoke with the owners who felt they could finish the project within the next two (2) months. Staff again approached Council with a recommendation to consider authorizing a contract amendment extending the agreement three (3) months (January 31, 2023), which Council approved on October 18, 2022. The amended agreement now needs to come before the MDD Board to ratify the Council's decision.

Vice President Bill Jones moved to approve ratifying Council's decision amending the agreement to include an extension of three (3) months (January 31, 2023). Director Stacy Peek seconded the motion. The motion was unanimously approved.

PRESENTATION

5. Quarterly Investment Report

Finance Director Renita Bishop, presented the Quarterly Investment Report ending 09-30-2022, noting the book value of this quarter's investment at \$3.3 million. The average quarterly yield was 1.79% with quarterly interest earnings of \$11,932.

6. Economic Development Report.

Director of Planning & Development David Hawkins presented an update on current/future projects in the city.

- Discount Tire – 300 blk NW Parkway – final CO issued in October.
- Main Street Tacos – final CO issued in October.
- Wingstop, 913 Boyd Rd – final CO issued in November.
- Azle Roofing Supply LLC – 1641 SE Parkway (formerly used car lot. Property rezoned last year.) CO issued in October.
- Bronson Heritage Chiropractic – 1653 SE Parkway (formerly antique store) CO issued in October.
- Hornets Plaza – 8,500 multi-tenant retail bldg. Azle City Council authorized a 380 Agreement in October. The project is under construction. Building permit issued soon.
- Katie's Car Wash, 1330 NW Parkway (by Russell Feed) – Building permit issued in October.
- Texas Health Harris Hospital – remodel of kitchen. Building permit issued in September.
- Old DQ site – Zoning change request application to be withdrawn. Staff has been advised the property owner has signed a lease with Dutch Brothers Coffee to be located on that site.
- Daquiri Drive-Thru – 108 S. Stewart St – Owner has advised they are looking at other locations for this business.

Façade Grants:

- Main Street Tacos – permit issued. Most of the signage has been installed. Working on final monument sign facing Main Street.

Residential Developments – Mr. Hawkins reported a slowdown in building permits.

Mr. Hawkins presented a year in review report:

Commercial Permits:

- New construction - 9
- Alterations (add on, remodel) – 12
- Miscellaneous (sign, fence, etc) – 66
- One-stop - 28 (Elec, Mech, Plumb, Irr)

- Total Permits Issued – 115 (triple amount of permits issued last year)
- CO's issued – 40 (28 new businesses)

Valuations:

- New Construction: \$1,950,000 (Starbucks, Discount Tire)
- Under Construction (New): \$39,930,000 (Katie's Car Wash, Stafford Place Apts, Hill Body & Repair Shop)
- Renovations/Reinvestments: \$3,769,898 (Main St Tacos, B & C Transmission, Capriccio's, AISD Hoover Elem, Texas Health Harris Methodist Hospital)
- Total Construction Value: \$45,649,898. Last year was approximately \$8 million.

Mr Hawkins reported on a commercial expo (North Texas Commercial Association of Realtors) he and Mr Muir attended to promote Azle. There was a lot of interest in industrial development and apartments. Mr Hawkins presented each board member with leather coasters they handed out as promotional materials at the expo. Saddleback Leather created the coasters.

ADJOURNMENT

President Jack Stevens adjourned the meeting at 7:08 pm.

Presented and approved this 10th day of November 2023

APPROVED

Brian Conner, Secretary

ATTEST

Susie Hiles, Scribe



Presenter: Tom Muir, City Manager

Agenda Item: Consider any action ratifying amendments to the Chapter 380 and Economic Development Performance Agreement with Gary Shelton and Azle Management Partners, LP.

Background and Explanation:

On April 21, 2020, the Council authorized a Chapter 380 and Economic Development Performance Agreement with property owners of 6.127 acres of land on the east side of, and adjacent to FM 730N (Boyd Road) between O'Reilly Auto Parts (808 Boyd Road) and Domino's Pizza (636 Boyd Road). The land consists of several properties, of which most of the properties are owned by Gary Shelton and two (2) properties are owned by Azle Management Partners, LP.

Due to the impact of the ongoing coronavirus (COVID-19) pandemic, the property owners requested an amendment to the agreement, shifting the benchmark dates in the agreement and adding Section 5.9 "Payment Reduction for Delay of Substantial Completion". Section 5.9.4 of the agreement states the project would be substantially completed by July 31, 2022. The Council approved this amendment on September 28, 2021.

On July 19, 2022, the Council approved extending the agreement to October 31, 2022 due to engineering and construction delays and to maintain the overlay district the agreement established. There has been significant improvement to the site but the project remains unfinished, mainly due to the screening wall needing to be reengineered. On October 18, 2022, City Council approved another extension to the agreement to end on January 31, 2023.

On December 29, 2022, a Council Subcommittee met with the property owners. The Subcommittee agreed to forward a proposed extension for Council consideration which restores the City's financial participation and extends the agreement six (6) months (July 31, 2023). If the Project is not complete by that deadline, the City's financial participation will be reduced by \$100,000 for each month it remains incomplete. In addition, the property owners will provide monthly updates to the Subcommittee.

Board/Commission/Committee Recommendation:

The City Council voted to approve the 380 agreement extension on January 17, 2023.

Staff Recommendation:

Staff recommends ratifying the extension.

Attachments:

None



Presenter: Tom Muir, City Manager

Agenda Item: Consider any action ratifying the professional services agreement with Halff Associates Inc. to create a new Comprehensive Master Plan.

Background and Explanation:

The City Council desires to create a new Comprehensive Master Plan including new thoroughfare, downtown and parks master plans as well. The total cost is anticipated to be approximately \$400,000. There is \$200,000 budgeted in this year's budget in the Municipal Development District (\$134,000) and the General Fund (\$66,000).

In October, Staff issued a request for qualifications and received six (6) submittals. After reviewing the submittals and conducting interviews, Staff recommended Halff Associates Inc. as the firm to perform this project. Council authorized the City Manager to negotiate a professional services agreement and it is attached for Board review and reference. The Project will take approximately a year to a year and a half to perform at a cost of \$347,000. The agreement also outlines possible additional fees if those referenced services are used.

Board/Commission/Committee Recommendation:

The City Council approved the professional services agreement on February 7, 2023.

Staff Recommendation:

Staff recommends ratifying the agreement.

Attachments:

1. Draft Contract_Azle
2. Exhibits

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES ON A DEFINED SCOPE OF SERVICES BASIS

This Agreement for Professional Engineering Services ("Agreement") is entered into by the **City of Azle** a **Home Rule City** of the State of **Texas** ("Client"), duly authorized to act by the **City Manager** of said Client, and **HALFF ASSOCIATES, INC.**, a Texas corporation, acting through a duly authorized officer ("Engineer"), relative to Engineer providing professional engineering services to Client. Client and Engineer may be collectively referred to as the "Parties" or individually as a "Party".

W I T N E S S E T H:

For the mutual promises and benefits herein described, Client and Engineer agree as follows:

I. TERM OF AGREEMENT. This Agreement shall become effective on the date of its execution by both Parties and shall continue in effect thereafter until terminated as provided herein.

II. SERVICES TO BE PERFORMED BY ENGINEER. Engineer shall provide to Client basic engineering services as described in the Scope of Services attachment and fully incorporated herein as "**Exhibit A**" which services may include, but will not be limited to, those services normally rendered by an engineer to a **Home Rule City**. Engineer shall perform its obligations under this Agreement as an independent contractor and not as an agent or fiduciary of any other party.

III. COMPENSATION. Client agrees to pay monthly invoices or their undisputed portions within thirty (30) calendar days of receipt. Payment later than thirty (30) calendar days shall include interest at one percent (1%) per month or lesser maximum enforceable interest rate, from the date Client received the invoice until the date Engineer receives payment. Such interest is due and payable when the overdue payment is made.

It is understood and agreed by the Parties that Engineer's receipt of payment(s) from Client is not contingent upon Client's receipt of payment, funding, reimbursement, or any other remuneration from others.

Time-related charges will be billed as specified in this Agreement. Unless stated otherwise in this Agreement, direct expenses, subcontracted services, and direct costs will be billed at actual cost plus a service charge of ten percent (10%). Mileage will be billed at current IRS rates.

IV. CLIENT'S OBLIGATIONS. Client agrees that it will (i) designate a specific person to act as Client's representative, (ii) provide Engineer with any previous studies, reports, data, budget constraints, special Client requirements, or other pertinent information known to Client, when necessitated by a project, (iii) provide site access, and to provide those services described in the attached Scope of Services, assist Engineer in obtaining access to property necessary for performance of Engineer's work for Client, (iv) make prompt payments in response to Engineer's statements and (v) respond in a timely manner to requests from Engineer. Engineer is entitled to rely upon and use, without independent verification and without liability, all information and services provided by Client or Client's representatives.

V. TERMINATION OF WORK. Either Client or Engineer may terminate this Agreement at any time with or without cause upon giving the other Party ten (10) calendar days' prior written notice. Client agrees that termination of Engineer for Client's convenience shall only be utilized in good faith and shall not be utilized if either the purpose or the result of such termination is the performance of all or part of Engineer's services under this Agreement by Client or by another service provider. Following Engineer's receipt of such termination notice Client shall, within ten (10) calendar days of Client's receipt of Engineer's final invoice, pay Engineer for all services rendered and all costs incurred up to the date of Engineer's receipt of such notice of termination.

VI. OWNERSHIP OF DOCUMENTS. Upon Engineer's completion of services and receipt of payment in full, Engineer shall grant to Client a non-exclusive license to possess the final drawings and instruments produced in connection with Engineer's performance of the work under this Agreement, if any. Said drawings and instruments may be copied, duplicated, reproduced, and used by Client for the purpose of constructing, operating, and maintaining the improvements. Client agrees that such documents are not intended or represented to be suitable for reuse by Client or others for purposes outside the Scope of Services of this Agreement. Notwithstanding the foregoing, Client

understands and agrees that any and all computer programs, GIS applications, proprietary data or processes, and certain other items related to the services performable under this Agreement are and shall remain the sole and exclusive property of Engineer and may not be used or reused, in any form, by Client without the express written authorization of Engineer. Client agrees that any reuse by Client, or by those who obtain said information from or through Client, without written verification or adaptation by Engineer, will be at Client's sole risk and without liability or legal exposure to Engineer or to Engineer's employees, agents, representatives, officers, directors, affiliates, shareholders, owners, members, managers, attorneys, subsidiary entities, advisors, subconsultants or independent contractors or associates. Engineer may reuse all drawings, reports, data, and other information developed in performing the services described by this Agreement in Engineer's other activities. Under no circumstances shall delivery of electronic files for use by Client be deemed a sale by Engineer, and Engineer makes no warranties, either express or implied, of merchantability or fitness for any particular purpose. In no event shall Engineer be liable for any damages, including but not limited to indirect or consequential damages, as a result of Client's unauthorized use or reuse of the electronic files. Client is aware that differences may exist between the electronic files delivered and the printed hard-copy original documents. In the event of a conflict between the signed original documents prepared by Engineer and any electronic or other files or data provided, it is understood and agreed that the original signed or sealed hard-copy documents shall govern.

VII. NOTICES. Any notices to be given hereunder by either Party to the other may be affected either by personal delivery, in writing, or by registered or certified mail.

VIII. SOLE PARTIES AND ENTIRE AGREEMENT. This Agreement shall not create any rights or benefits to anyone except Client and Engineer and contains the entire Agreement between the Parties. Oral modifications to this Agreement shall have no force or effect.

IX. INSURANCE. Engineer shall, at its own expense, purchase, maintain and keep in force throughout the duration of this Agreement and for a period of four (4) years thereafter, professional liability insurance. The limits of liability shall be \$2,000,000 per claim and in the aggregate. Engineer shall submit to Client a certificate of insurance prior to commencing any work for Client.

X. PROMPT PERFORMANCE BY ENGINEER. All services provided by Engineer hereunder shall be performed in accordance with the degree of care and skill ordinarily exercised under similar circumstances by competent members of the engineering profession in the State of **Texas** applicable to such engineering services contemplated by this Agreement.

XI. CLIENT OBJECTION TO PERSONNEL. If at any time after entering into this Agreement Client has any reasonable objection to any of Engineer's personnel, or any personnel, professionals and/or consultants retained by Engineer, Engineer shall promptly propose substitutes to whom Client has no reasonable objection, and Engineer's compensation shall be equitably adjusted to reflect any difference in Engineer's costs occasioned by such substitution.

XII. ASSIGNMENT. This Agreement is binding on the heirs, successors, and assigns of the Parties hereto. Neither this Agreement, nor any claims, rights, obligations, suits, or duties associated hereto, shall be assigned or assignable by either Client or Engineer without the prior written consent of the other Party. Further, nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Engineer and Client and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of Engineer and Client and not for the benefit of any other party (no third party beneficiaries).

XIII. JURISDICTION AND VENUE. This Agreement shall be administered under the substantive laws of the State of **Texas** (and not its conflicts of law principles) which shall be used to govern all matters arising out of, or relating to, this Agreement and all of the transactions it contemplates, including without limitation, its validity, interpretation, construction, performance and enforcement. Exclusive venue shall lie in any court of competent jurisdiction in **Tarrant & Parker Counties County, Texas**.

XIV. INTEGRATION, MERGER AND SEVERABILITY. This Agreement and the Scope of Services, including fee and schedule are fully incorporated herein and represent the entire understanding of Client and Engineer. No prior oral or written understanding shall be of any force or effect with respect to those matters covered herein. The Agreement may not be modified or altered except in writing signed by both Parties. This Agreement constitutes, represents and is intended by the Parties to be the complete and final statement and expression of all the terms and arrangements between the Parties to this Agreement with respect to the matters provided for in this Agreement. This Agreement

supersedes any and all prior or contemporaneous agreements, understandings, negotiations, and discussions between the Parties and all such matters are merged into this Agreement. Should any one or more of the provisions contained in this Agreement be determined by a court of competent jurisdiction or by legislative pronouncement to be void, invalid, illegal, or unenforceable in any respect, such voiding, invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be considered as if the entirety of such void, invalid, illegal, or unenforceable provision had never been contained in this Agreement.

XV. EXCLUSIVITY OF REMEDIES. The Parties acknowledge and agree that the remedies set forth in this Agreement (Agreed Remedies) are and shall remain the Parties' sole and exclusive remedy with respect to any claim arising from, or out of, or related to, the subject matter of this Agreement. The Parties agree that Engineer is to have no liability or responsibility whatsoever to Client for any claim(s) or loss(es) of any nature, except as set forth in this Agreement. No Party shall be able to avoid the limitations expressly set forth in this Agreement by electing to pursue some other remedy.

XVI. TIMELINESS OF PERFORMANCE. Engineer shall perform its professional services with due and reasonable diligence consistent with sound professional practices.

XVII. DISPUTE RESOLUTION. In the event of any disagreement or conflict concerning the interpretation of this Agreement, and such disagreement cannot be resolved by the signatories hereto, the signatories agree to schedule a series of no less than two (2) meetings of senior personnel of Client and Engineer in which the disagreement or conflict will be discussed. The first of such meetings will be scheduled as soon as possible following identification of such disagreement or conflict and the second meeting must occur within thirty (30) calendar days following the initial meeting. Subsequent meetings, if any, may be scheduled upon mutual agreement of the Parties. The Parties agree that these two (2) meetings are conditions precedent to the institution of legal proceedings unless such meetings will adversely affect the rights of one or more of the Parties as such rights relate to statutes of limitation or repose.

XVIII. PROJECT ENHANCEMENT/BETTERMENT. IF A COMPONENT OF CLIENT'S PROJECT IS OMITTED FROM ENGINEER'S CONTRACT DOCUMENTS DUE TO THE BREACH OF CONTRACT OR NEGLIGENCE OF ENGINEER, ENGINEER WILL NOT BE LIABLE TO CLIENT TO THE EXTENT OF ANY BETTERMENT OR ADDED VALUE TO THE PROJECT. SPECIFICALLY, CLIENT WILL BE RESPONSIBLE FOR THE AMOUNT IT WOULD HAVE PAID TO THE CONSTRUCTION CONTRACTOR (OR SUPPLIER OR SUBCONTRACTOR OR OTHER) FOR THE COMPONENT AS IF SUCH HAD BEEN INCLUDED IN ENGINEER'S CONTRACT DOCUMENTS. NOTWITHSTANDING THE FOREGOING, ENGINEER WILL BE RESPONSIBLE, IF AT ALL, TO THE EXTENT REASONABLE AND NECESSARY TO PLACE CLIENT IN THE SAME POSITION IT WOULD HAVE BEEN BUT FOR SUCH BREACH OR NEGLIGENCE, FOR THE REASONABLE (I) RETROFIT EXPENSE, (II) WASTE, OR (III) INTERVENING INCREASE IN THE COST OF THE COMPONENT FURNISHED THROUGH A CHANGE ORDER FROM THE CONTRACTOR. TO THE EXTENT THAT THE CONTRACTOR PROVIDED UNIT PRICING, CLIENT UNDERSTANDS AND AGREES THAT THE ISSUE OF INTERVENING UNIT COST INCREASES WOULD ONLY BE APPLICABLE TO NEWLY IDENTIFIED ITEMS, NOT INCREASES IN QUANTITY OF EXISTING ITEMS.

IF IT IS NECESSARY TO REPLACE A COMPONENT OF THE PROJECT DUE TO THE BREACH OF CONTRACT OR NEGLIGENCE OF ENGINEER, ENGINEER WILL NOT BE LIABLE TO CLIENT FOR THE ENHANCEMENT OR UPGRADE OF THE COMPONENT BEYOND THAT ORIGINALLY INCLUDED IN THE CONTRACT DOCUMENTS. IN ADDITION, IF THE COMPONENT HAS AN IDENTIFIABLE USEFUL LIFE THAT IS LESS THAN THE SYSTEM/STRUCTURE/IMPROVEMENT ITSELF, THE DAMAGES OF THE OWNER SHALL BE REDUCED TO THE EXTENT THAT THE USEFUL LIFE OF THE COMPONENT WILL BE EXTENDED BY THE REPLACEMENT THEREOF.

SHOULD THERE BE AN ALLEGATION OF ERROR, NEGLIGENCE, BREACH OR OTHER DEFICIENCY IN THE SERVICES OF ENGINEER OR ANY OF ITS CONSULTANTS, AND SHOULD SUCH ALLEGATION RELATE TO A CONDITION, COMPONENT, OR ITEM IN THE SERVICES OR THE PROJECT THAT IS ALLEGED OR OTHERWISE CLAIMED TO BE INACCURATE OR OMITTED FROM ENGINEER'S DRAWINGS, INSTRUMENTS OR OTHER DOCUMENTS PREPARED UNDER THIS AGREEMENT, IT IS UNDERSTOOD AND AGREED BY ALL PARTIES THAT ENGINEER AND ITS CONSULTANT'S LIABILITY, IF ANY, SHALL EXCLUDE ANY AND ALL DAMAGES, COSTS, OR EXPENSES THAT CREATE OR RESULT IN ADDED VALUE, UPGRADE, BETTERMENT OR ENHANCEMENT OF THE PROJECT AS SUCH RELATE TO THE INACCURATE OR OMITTED CONDITION, COMPONENT, OR ITEM AS ORIGINALLY DESIGNED.

XIX. AGREED REMEDIES

A. IT IS THE INTENT OF THE PARTIES TO THIS AGREEMENT THAT ENGINEER'S SERVICES UNDER THIS AGREEMENT SHALL NOT SUBJECT ENGINEER'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LEGAL EXPOSURE FOR CLAIMS AND RISKS ASSOCIATED WITH THE SERVICES THAT ARE EITHER PERFORMED OR PERFORMABLE UNDER THIS AGREEMENT.

B. IN RECOGNITION OF THE RELATIVE RISKS AND BENEFITS OF THE PROJECT TO BOTH CLIENT AND ENGINEER AND ACKNOWLEDGING THAT THE ALLOCATION OF RISKS AND LIMITATIONS OF REMEDIES ARE BUSINESS UNDERSTANDINGS BETWEEN THE PARTIES AND THESE RISKS AND REMEDIES SHALL APPLY TO ALL POSSIBLE LEGAL THEORIES OF RECOVERY, CLIENT AGREES, TO THE FULLEST EXTENT PERMITTED BY LAW, AND NOTWITHSTANDING ANY OTHER PROVISIONS OF THIS AGREEMENT OR ANY REFERENCE TO INSURANCE OR THE EXISTENCE OF APPLICABLE INSURANCE COVERAGE, THAT THE TOTAL LIABILITY, IN THE AGGREGATE, OF ENGINEER AND ENGINEER'S OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND SUBCONSULTANTS TO CLIENT OR TO ANYONE CLAIMING BY, THROUGH OR UNDER CLIENT, FOR ANY AND ALL CLAIMS, LOSSES, COSTS OR DAMAGES WHATSOEVER ARISING OUT OF, RESULTING FROM, OR IN ANY WAY RELATED TO, THE SERVICES UNDER THIS AGREEMENT FROM ANY CAUSE OR CAUSES OF ENGINEER OR ENGINEER'S OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND SUBCONSULTANTS, SHALL NOT EXCEED ENGINEER'S FEE RECEIVED FOR THE SERVICES PERFORMED, ADJUSTED DOWNWARD TO ACCOUNT FOR SUBCONSULTANT/SUBCONTRACTOR FEES INCURRED AND REIMBURSABLE EXPENSES UNDER THIS AGREEMENT OR \$50,000, WHICHEVER IS LOWER. INCREASED LIMITS MAY BE NEGOTIATED FOR AN ADDITIONAL FEE.

C. NOTWITHSTANDING ANY OTHER PROVISION OF THE AGREEMENT, ENGINEER SHALL HAVE NO LIABILITY TO CLIENT FOR CONTINGENT, CONSEQUENTIAL OR OTHER INDIRECT DAMAGES INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF USE, REVENUE OR PROFIT; OPERATING COSTS AND FACILITY DOWNTIME; OR OTHER SIMILAR BUSINESS INTERRUPTION LOSSES, HOWEVER, THE SAME MAY BE CAUSED.

D. CLIENT MAY NOT ASSERT ANY CLAIM AGAINST ENGINEER AFTER THE SHORTER OF (1) THREE (3) YEARS FROM SUBSTANTIAL COMPLETION OF SERVICES GIVING RISE TO THE CLAIM, OR (2) THE STATUTE OF LIMITATION PROVIDED BY LAW.

E. IT IS UNDERSTOOD AND AGREED BY BOTH PARTIES TO THIS AGREEMENT THAT THE FIRST TEN DOLLARS (\$10.00) OF REMUNERATION PAID TO ENGINEER UNDER THIS AGREEMENT SHALL BE IN CONSIDERATION FOR INDEMNITY/INDEMNIFICATION PROVIDED FOR IN THIS AGREEMENT.

XX. WAIVER. Any failure by Engineer to require strict compliance with any provision of this Agreement shall not be construed as a waiver of such provision, and Engineer may subsequently require strict compliance at any time, notwithstanding any prior failure to do so.

XXI. SIGNATORIES. Client and Engineer mutually warrant and represent that the representation of each who is executing this Agreement on behalf of Client or Engineer, respectively, has full authority to execute this Agreement and bind the entity so represented.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the Parties, having read and understood this Agreement, have executed such in duplicate copies, each of which shall have full dignity and force as an original, on the ____ day of _____, 20__.

HALFF ASSOCIATES, INC.

CLIENT: CITY OF AZLE, Texas

By: _____
Signature

Kimberly Miller

Title

Date

By: _____
Signature

Tom Muir

Title

Date

January 20, 2022

David Hawkins
Director of Planning & Zoning
Town of Azle
1700 Commons Circle, Suite 200
Azle, TX 76226

Dear Mr. Hawkins:

Halff Associates, Inc. is pleased to present the following proposal and fee schedule to the City of Azle to provide planning services for the Comprehensive Plan.

We propose the following Scope of Work as described in Exhibit A. Exhibit B includes the Fee Schedule, Exhibit C provides a proposed schedule, and Exhibit D provides a list of additional value-added services.

We appreciate the opportunity to submit our proposal on this project. Please feel free to contact me at 817-764-7509 or kmiller@halff.com if you have any questions or comments regarding the proposal.

Sincerely,

Kimberly Miller, AICP
Director of Planning
HALFF ASSOCIATES, INC.

EXHIBIT A
DRAFT SCOPE OF SERVICES
Azle Comprehensive Plan | Azle, Texas

The primary purpose of this planning effort is to prepare a new comprehensive plan for the City of Azle. This plan will provide guidance for the physical development, redevelopment, and future direction of growth and governance within Azle's planning area. This planning process and the resulting policies will be critical to the City's ability to promote and manage growth as well as protect and enhance key areas of importance while accommodating future trends. This includes identifying what makes the City of Azle unique, establishing the vision of what Azle wants to become in the future, and determining how it will achieve that vision through ongoing execution of the implementation action plan.

The primary deliverable will be a new City of Azle Comprehensive Plan containing a future land use map and a prioritized implementation action plan with associated policies and strategies. In addition, Halff will develop a small area plan for the Downtown Area that will be incorporated as a section or chapter of the overall Comprehensive Plan.

Key Halff project staff assigned to this effort include:

Halff Associates, Inc.

- Matt Bucchin, AICP – Principal in Charge/Strategic Director
- Kimberly Miller, AICP, Project Manager
- Kelsey Poole, AICP – Deputy Project Manager
- Brennan Kane, Assoc. AIA – Economic Development, QA/QC
- Raul Orozco, GIS Services Coordinator
- Maddie Skidmore, Community Engagement Coordinator

Catalyst Commercial Inc.

- Jason Claunch, President

Once the Contract Negotiation period is concluded, we will set up a kickoff meeting with relevant City staff to review all policies, procedures and a project management framework. Throughout the process, the Halff team will submit monthly progress reports to accompany project invoices to ensure that the City can track progress and budget.

PROJECT PROCESS ASSUMPTIONS

The scope of services for this proposal has been prepared using the following assumptions as a basis for its preparation:

1. The City of Azle will be referred to as **City** in this document, and the member consulting firms will be individually or collectively referred to as **Halff**. Halff Associates, Inc. will serve as the prime firm, and subcontracting firms include Catalyst Commercial.
2. The project planning area will encompass the existing Azle City Limits and the City's statutory extraterritorial jurisdiction (ETJ).
3. The City will appoint a contact person [Project Administrator] to work with Halff to act as an intermediary between City staff, City Council, Planning and Zoning Commission, other appointed officials, the Steering Committee, outside consultants, and other City, county and state government staff persons as required. Halff will take direction from the City's Project Administrator or City Manager only.
4. The City of Azle will coordinate facilities, refreshments, and advertising for all stakeholder group and public meetings.
5. The City will be responsible for advertising for all meetings and announcements. This includes outreach via the City's existing social media channels (e.g., Facebook, Twitter, Next Door, etc.).
6. The City will be responsible for coordinating and securing transportation for programmed public outreach events (i.e. group tours).
7. The City will commit the necessary resources to prepare adequately for the promotion of citizen participation in, and media coverage of, key community involvement meetings. The City might consider inviting other community organizations to co-sponsor or "co-host" such key events and provide further logistical support.
8. The City will provide information from all previous planning studies and master plans that may have an effect on the outcome of this planning effort. This information will be provided in digital format when possible and available. If no digital information is available, the City will create a reproduction, wherever possible, that will not have to be returned at the conclusion of the project. This information may include, but not be limited to, existing land-use plans and GIS data; existing transportation and street master plans; existing water or sanitary sewer planning documents; economic and demographic studies; park, trail, and open space plans; or other pertinent planning or policy documents. Prompt compilation and delivery of these documents to Halff is an essential prerequisite for the initiation of work and timely forward progress on individual tasks and deliverables.
9. The City will provide Halff with an updated digital base map of the planning area in February 2023. This will include at a minimum, City Limits and Extraterritorial Jurisdiction (ETJ) lines, School district lines and Roadway centerlines.
10. The City's engineer will convert its existing CADD to GIS files for Zoning, Future Land Use, Master Thoroughfare, Water, Sewer, and Public facilities (including police, fire, hospital, library and other major public facilities) and provide those files to Halff within the first two months of this contract. All available data on park and open space facilities; sidewalks and trails; rivers, lakes and floodplain information; and other GIS or CADD files available will be made available for the completion of this planning process.
11. Additional GIS services for producing other GIS layers or coordination with other City staff or subconsultants may be requested at the rate shown on Attachment B.
12. Input and feedback derived from the public engagement process will be assessed and incorporated into the various plan elements rather than compiled as stand-alone documents.
13. Additional printing or publication expenses will be charged in accordance with Exhibit B. Expenses incurred by the consultant team, such as mileage, materials, food, etc., are integrated into the Base Plan cost in the scope of services.
14. Tasks prepared as part of this planning effort may occur concurrently where appropriate, or in some cases may deviate from the sequence shown in this Scope of Services document.

COMPREHENSIVE PLAN SCOPE OF SERVICES

COMMUNITY ENGAGEMENT

Public and stakeholder involvement is a critical ongoing function and will occur within each phase of the planning process. The following summarizes both the types of public involvement and the likely schedule of consultant visits. The COMMUNITY ENGAGEMENT section detailed below includes all engagement opportunities for each of the following audiences:

1. Elected and Appointed Officials
2. Comprehensive Plan Steering Committee
3. Stakeholder Focus Groups
4. Public /Community Activities

Where engagement opportunities serve multiple audiences, they may appear more once on the list. Events or meetings tagged as **OPTIONAL** in the text are additional services the City could choose to add, and are not included in the base fee. If desired, these meetings could be added for the fees listed in Exhibit B.

Project Website (Task 1.3)

Halff will develop and maintain a stand-alone project website throughout the planning process. This website will contain key information regarding public input, key dates and milestones, plan progress, maps, and other interactive features meant to convey the critical components of the planning process. Halff will purchase the domain name and maintain the website via ArcGIS Hub for the duration of the planning contract. The website will be rolled-out in conjunction with kicking off the Community Survey and in advance of the first Community Touchpoint.

Elected and Appointed Official Engagement

Elected and appointed officials will be engaged throughout the development of the plan.

- **Meeting 1: Visioning (Task 2.3). (Visit #02).** Halff will meet with the City Council, Planning & Zoning Commission, Economic Development Department, and others as indicated to introduce the process and solicit visioning input. Where possible, these meetings will be consolidated for joint meetings.
- **Meeting 2: Scenario Planning Workshop. (Task 3.2). (Visit #04).** Halff will facilitate a joint workshop with City Council, Planning & Zoning Commission, and the Steering Committee to introduce a baseline scenario for future growth and development and to generate two alternative growth scenarios based on characteristics of the defined community vision.
- **Meeting 3: *OPTIONAL, (held in Conjunction with Steering Committee): Downtown Inspiration Tour. (Task 5.1) (Visit #06).*** Halff will lead a one-day driving tour with the City Council, Planning & Zoning Commission, and Steering Committee members to show examples of other Downtowns in communities with similar characteristics to Azle in the Dallas-Fort Worth (DFW) area that can serve as inspiration for the small area plan. The tour will focus on identifying the features, such as scale, land uses, location, adjacency, amenities, landscaping, and urban design standards that contribute to the center's "sense of place" and that could be implemented in Azle. During the tour, Council and Steering Committee members will complete a brief questionnaire to identify features of each downtown they would like to incorporate into Azle's City center.
- **Meeting 4: Plan and Implementation Review (Task 6.3) (Visit #08).** Halff will present the draft comprehensive plan document that incorporates all the analysis and engagement from previous phases during a joint City Council, Planning & Zoning Commission, and Steering Committee work session.
- **Meeting 5: Plan Adoption (Task 6.4) (Visit #10).** Following a formal endorsement recommendation from the Steering Committee, Halff will present the draft comprehensive plan for formal adoption to consist of two public hearings:
 - *Planning & Zoning Commission Public Hearing* - Conduct a public hearing with the Planning & Zoning Commission and receive the formal recommendation of the final plan.
 - *City Council Public Hearing and Consideration of Adoption* - Present the final recommended plan for approval to the City Council for their consideration of adoption.

Steering Committee Meetings

Utilize a broadly representative Comprehensive Plan Steering Committee to provide key input and oversight of the development of the comprehensive plan. The Steering Committee should be comprised of 10-15 members identified by staff or formally appointed by City Council. The Steering Committee will be convened for five total meetings (with an optional 6th meeting) throughout the planning project. The Steering Committee will also be invited to attend the community-wide meetings to serve as ambassadors for the planning process and the draft plan.

- **Meeting 1: Kick-off/Visioning. (Task 2.3) (Visit #02).** Halff will facilitate a kick-off meeting to introduce the purpose of a comprehensive plan, the planning process, the Committee's role throughout the process, and solicit visioning input to ensure that the planning process is community driven. Activities will be designed to facilitate group discussions around Azle's opportunities and to begin to identify the future vision for the community within the 20-year horizon.
- **Meeting 2: Scenario Planning Workshop. (Task 3.2) (Visit #04).** Halff will facilitate a joint workshop with City Council, Planning & Zoning Commission, and the Steering Committee to introduce a baseline scenario for future growth and development and to generate two alternative growth scenarios based on characteristics of the defined community vision.
- **Meeting 3: Future Land Use Map & Key Plan Themes (Task 4.3) (Visit #05).** Halff will present and discuss the key outcomes of the technical analysis and engagement outcomes with the Committee to gain feedback on the draft future land use map, plan elements, and plan vision. Committee feedback will be incorporated into the final draft plan document.
- **Meeting 4: *OPTIONAL, (held in Conjunction with Elected & Appointed Officials) City Center Inspiration Tour. (Task 5.1) (Visit #06).*** Halff will lead a one-day driving tour with the City Council, Planning & Zoning Commission, and Steering Committee members to show examples of other City centers in communities with similar characteristics to Azle in the Dallas-Fort Worth (DFW) area that can serve as inspiration for the small area plan. The tour will focus on identifying the features, such as scale, land uses, location, adjacency, amenities, landscaping, and urban design standards that contribute to the center's "sense of place" and that could be implemented in Azle. During the tour, members will complete a survey to identify features of each downtown they would like to incorporate into Azle's City center.
- **Meeting 5: Plan and Implementation Review (Task 6.3) (Visit #08).** Halff will present the draft comprehensive plan document that incorporates all the analysis and engagement from previous phases in a joint work session with the Steering Committee, City Council, and Planning & Zoning Commission.
- **Meeting 6: Plan Endorsement (Task 6.4) (Visit #09).** Halff will present the final plan for Steering Committee review and seek endorsement of the plan.

Stakeholder Listening Sessions (Task 2.3) (Visit #02).

Halff will invite key stakeholders to participate in focus groups sessions to discuss issues and opportunities for Azle. Up to six focus group sessions (60-75 minutes) with key stakeholders will be scheduled over a two-day period during Phase 2. These small group listening sessions would be comprised of 10-15 people per meeting and are intended to identify issues and recommendations for the future of Azle. Meetings with the following potential stakeholders are suggested but may be altered based on suggestions by the City. Staff and representatives from various elected and appointed boards and commissions should be interspersed throughout each meeting depending on the topic of that particular meeting. Listening sessions would likely include:

- Key staff from City departments and other governmental agencies like Tarrant County and Parker Counties, TxDOT, NCTCOG;
- Chamber of Commerce and Azle Economic Development Department and business owners;
- Local realtors, developers, and builders;
- Independent School District;
- Neighborhood organizations, Homeowners associations (HOAs), and neighborhood watch groups;
- Local non-governmental organizations (social services, environmental, community, arts, historical, religious);
- Those interested in mobility, including local and regional transportation officials and bicycle/pedestrian interest groups; and
- Those interested in quality of life (e.g., parks, recreation, and trails; environment; beautification; civic spaces, tourism, etc.).

Community Meetings and Activities

- **Meeting/Activity 1: Kick-Off Meeting. (Task 2.3) (Visit #03).** Conduct a kick-off public meeting to introduce the plan process and solicit visioning input to ensure that the planning process is community driven.
- **Meeting/Activity 2: Online Survey (Task 2.3).** Halff will design and administer an online survey to capture residents' thoughts about issues and opportunities related to comprehensive plan topics. This task includes a draft survey and flyer and vetting with City staff. The City will be responsible for widely advertising the survey through social media and other outreach tools. It is recommended that the City consider offering participation incentives to take the survey. Halff will tabulate results, which will inform plan themes (Task 4.2) and implementation recommendations (Task 6.1). The survey will remain live for 4-6 weeks.
- **Meeting/Activity 4: Downtown Plan Charrette. (Task 5.2) (Visit #07).** Halff will conduct a community-wide design charrette to present draft concepts and seek feedback on the vision for the City center. Anticipated exercises could include visual preference activities, sketch concepts, and vignette presentations.
- **Meeting/Activity 5: Draft Plan Review (Task 6.3) (Visit #08).** Halff will present the components of the draft comprehensive plan to the public. Interactive activities will be designed to gain final feedback from the community on the draft plan recommendations. Feedback will be incorporated into the final draft document to be presented to the Planning and Zoning Commission and City Council for formal recommendation and adoption.

Anticipated Consultant Visit Sequence

Subject to change throughout the process. Some visits will occur over several days.

Visit 01: Community Driving Tour

Visit 02: Visioning Meetings

- Elected/Appointed Officials Visioning Meetings
- Steering Committee Meeting #1
- Stakeholder Listening Sessions

Visit 03: Kick-Off Public Meeting (Meeting #1)

Visit 04: Scenario Planning Workshop

- Steering Committee (Meeting #2), Council, and P&Z Joint Meeting

Visit 05: Draft Future Land Use Map and Plan Themes Review

- Steering Committee Meeting #3
- Public Meeting #2

Visit 06: Downtown Inspiration Tour **OPTIONAL** (Would constitute Steering Committee Meeting #4)

Visit 07: Small Area Plan Charrette

- (Public Meeting #3)

Visit 08: Plan and Implementation Review

- Steering Committee (Meeting #5), Council and P&Z Joint Meeting
- Public Meeting #4 **OPTIONAL**

Visit 09: Steering Committee Plan Endorsement (Meeting #5)

Visit 10: Plan Adoption

- Planning & Zoning Commission
- City Council

PHASE 1 | ZONING MAP DEVELOPMENT & PROJECT INITIATION

Task 1.1 Zoning Base Map Update

Update existing base maps/GIS files to serve as the foundation of this planning effort and work with City Engineer and GIS host as applicable to prepare GIS system for internal use and online posting. Ensure that the resulting zoning map includes an aerial image, City limits, roads, parcels, and zoning designations based on information provided by the City. Digital files will be created as needed for future revisions.

- **Data Acquisition.** Halff will request documents and data needed to update the latest zoning map from City staff including zoning, roadway, subdivision, parcel, and platting information.
- **Zoning Map Development.** Halff will use the Zoning layer prepared by the City Engineer to refine the zoning map based on provided data.
- **Zoning Map Presentation and QAQC.** Halff will submit the draft zoning map for City review and revise based on staff input.

Task 1.2 Project Initiation and Administration

Includes preliminary “behind-the-scenes” work between City staff and the Halff team to prepare for the planning effort. The following activities will confirm the planning process, quality assurance, and anticipated deliverables.

- **Project Initiation Meeting.** Halff will coordinate a kick-off conference call with City staff to discuss project logistics, establish key milestones, discuss the Request for Information (RFI), refine the planning process and calendar, and discuss the composition of the Steering Committee and stakeholder listening session groups.
- **Monthly Progress Reports.** Halff will submit monthly progress reports to document progress made on the different phases of the plan.
- **Bi-weekly Calls.** Halff will set up bi-weekly coordination calls with pertinent City staff to discuss coordination items.

Task 1.3 Pre-Planning and Background Information

Includes collection of previous planning studies and information to serve as a foundation for the planning effort.

- **Base Map.** Halff will prepare a base map template and confirm extents and graphic format with the City. Once confirmed, this map template will be used for all subsequent maps prepared for this planning process.
- **Data Acquisition.** Halff will request existing plans and background data from City staff including digital copies of existing plans, studies, and other information that may impact this planning process.

Task 1.4 Community Outreach Plan

Finalize the community outreach plan that will guide all public and stakeholder engagement throughout the planning process.

- **Engagement Plan.** Halff will work with staff to finalize the engagement plan for the planning process. The introductory section to this Scope of Work will provide the City with a menu of options.
- **Project Brand.** Halff will develop a recognizable project brand at the beginning of the project that will be utilized throughout the project. Brand development will include logo, color scheme, font and graphic style guide to be used for public printed materials, advertisements, website and other documents, including final plans and publications.
- **Project Website.** Halff will create a stand-alone project website that will serve as a repository for all plan-related information and communications.

Deliverables:

1. Request for Information (RFI),
2. Plan base map template
3. PDF Zoning map and Enhanced GIS shapefiles
4. Summary of existing studies to be incorporated into the plan document,
5. Engagement plan, project brand
6. Project website.

Meetings: Kick-off conference call, bi-weekly project calls.

Items Provided by City: All GIS layers developed by the City, including basemap and converted CADD files, as well documents and data related to zoning updates and subdivision development, parcel data, and platting information since the latest zoning map update. All data/plans/studies requested in the RFI; confirmation of base map; confirmation of project brand; and promotion of project website on City website and social media channels.

PHASE 2 | EXPLORE

Task 2.1 Community Audit

Includes existing conditions analysis to identify current issues and future opportunities to be addressed by the planning process.

- **Existing Studies Review.** Halff will review and analyze previous studies/plans and other documentation that may influence, affect, or impact this planning effort and identify existing recommendations from other sources that may support this planning effort or its post-adoption implementation actions.
- **Demographic Review.** Halff will review and incorporate baseline demographic and socioeconomic data from the U.S. Census Bureau and other sources as may be necessary and/or applicable. The 2020 Decennial Census and the latest 5-year American Community Survey estimates available at the time of project initiation will be used.
- **All-Hazards Analysis.** Halff will work with the community to identify potential hazards that may impact future development potential, including adopted flood maps, current hazard mitigation plan and relevant flood studies as well as Wildland-Urban Interface data.
- **Community Driving Tour.** Halff will participate in a driving tour with staff to learn more about issues and opportunities.
- **GIS Digitization.** Halff will work with the City to digitize GIS data layers needed for the comprehensive plan and Downtown area plan analysis as needed.
- **Record of Accomplishments.** Halff will prepare a record of accomplishments form which staff may use to complete re: initiatives/actions from previous planning efforts and what initiatives/actions are still needed.

Task 2.2 Market Analysis

Includes preparation of an analysis to explore long-term capacity for housing, retail/ commercial and other land uses that may generate tax base expansion opportunities. The analysis will be prepared in consideration of the City's regional market position and trends.

- **Market Scan.** Halff will conduct a market analysis scan which will address the feasibility of potential development within the City to determine if future development scenarios (see Phase 3) can be fiscally supported by the existing and future market.
- **Market Demand Analysis.** Halff will undertake a build-out market analysis with detailed housing and retail/commercial activation. This process will explore capacity for retail, office, and other commercial uses.

Task 2.3 Community Touchpoint – Visioning

The first series of engagement efforts will focus on visioning discussions and activities. The activities listed below are described in detail in the Community Engagement section of the scope on pages 4-6. The results from these visioning activities will be used to develop the vision, guiding principles, and plan themes.

- **Kick-Off Workshops.** Meet with City Council, P&Z Commission, EDD to introduce planning process and conduct visioning exercises.
- **Steering Committee Meeting.** Introductory meeting with the Steering Committee to introduce the planning process and conduct visioning exercises.
- **Stakeholder Listening Sessions.** Up to six focus group/listening sessions with key stakeholders.
- **Online Survey.** Halff will develop and administer an online survey via SurveyMonkey to capture residents' thoughts about current issues and future opportunities for the community. Halff will create advertisements for the survey to be distributed by City staff.
- **Public Meeting #1.** Conduct a kick-off public meeting to introduce the plan process and solicit visioning input via interactive exercises. Halff will create advertisements for the public meeting to be distributed by City staff.

Task 2.4 Vision and Guiding Principles

Based on feedback from visioning activities (Task 2.3), develop and confirm a plan vision statement and guiding principles for future planning activities. These principles will tie to plan themes that serve as an organization framework for the document (Task 4.2).

Deliverables:

- Community profile documenting existing conditions to be incorporated into final document;
- GIS layer updates;
- Market analysis summary to be incorporated into final document;
- Meeting advertisements, materials, and summaries;
- Draft and final vision and guiding principles.

Meetings: Community driving tour with staff; kick-off workshops; Steering Committee Meeting #1; up to six (6) stakeholder listening sessions; public meeting #1.

Items Provided by City: Coordinate logistics and secure group transportation for community driving tour; identify GIS layers to be digitized; complete record of accomplishments; coordinate reservations for meetings; distribute invitations/advertisements.

PHASE 3 | SCENARIO DEVELOPMENT

Task 3.1 Baseline Scenario

- **Population Projections.** Halff will generate population growth projection ranges based on data sources including the North Central Texas Council of Governments (NCTCOG), Texas Water Development Board (TWDB), and the Texas Demographic Center. In consultation with staff and the Steering Committee, a single population projection figure will be selected for use in the scenario planning exercises, infrastructure capacity analysis, and future land use plan development.
- **Develop Baseline Scenario.** Halff will develop a baseline growth scenario that applies the population projection to land within the planning area based on recent growth and development trends. The scenarios will account for topography and location of high-hazard areas. A map and summary tables will be prepared for presentation at the Scenario Planning Workshop (Task 3.2).

Task 3.2 Scenario Planning Workshop

Halff will facilitate a joint workshop with the City Council, P&Z Commission, and Steering Committee to introduce the baseline scenario and to generate two alternative growth scenarios based on characteristics of the defined community vision. The alternative growth scenarios will focus on different priorities of the community such as rural preservation and development of the City Center and will use the same future population projection to aid in comparison.

Task 3.3 Fiscal Analysis

After the Scenario Planning Workshop (Task 3.2), Halff will evaluate the three growth scenarios to compare the fiscal benefits (i.e., increased tax revenues, job creation) to the likely costs incurred by the City to support new development. These findings will be shared with the Steering Committee, City Council, and P&Z to help develop the preferred scenario (Task 3.5).

Task 3.4 Infrastructure Capacity Analysis

Halff will assess existing infrastructure (utilities, transportation, public services) capacity and provide a planning level cost estimation of additional infrastructure and services needed to satisfy each of the three growth scenarios.

Task 3.5 Preferred Development Scenario

Based on the feedback from the Scenario Planning Workshop, Halff will develop a preferred growth scenario that will serve as the framework for the future land use map (Task 4.1). A map and summary tables will be prepared.

Deliverables:

- Draft and final population projections;
- Maps and summary tables for baseline scenario;
- Two (2) alternative growth scenarios, and preferred scenario;
- Fiscal analysis summary;
- Infrastructure analysis summary.

Meetings: Scenario Planning Workshop with Steering Committee, City Council, and P&Z Commission.

Items Provided by City: Review and confirmation of population projections; review of scenario summaries; reservation for meetings.

PHASE 4 | FUTURE DEVELOPMENT GUIDANCE

Task 4.1 Future Land Use Map

- **Analysis.** Using guidance provided during the Scenario Planning workshop, Halff will determine the preferred growth scenario and analyze the City's direction of growth; opportunities and limitations and capacity of infrastructure (e.g., water, wastewater, and drainage); public services (e.g., fire and police protection, etc.); as well as the projected build-out. Prepare a growth and potential annexation strategy (consistent with state annexation laws and processes). Inventory of the City's natural resources against current development policies and practices. Analyze public safety efforts, utility systems and infrastructure master planning efforts in conjunction with the City's capital improvement program (CIP) and the requisite services required to support the City's projected future population.
- **Future Land Use Map.** Halff will prepare the *Future Land Use Map (FLUM)* based on the preferred development scenario that identifies distinct character areas, districts, and corridors throughout Azle. The new map should reflect recent development and economic trends, and areas for potential redevelopment and annexation. The *FLUM* will provide policy recommendations on land use and community character and the elements which contribute to enhancing a sense of place, including gateways, urban design, public gathering spaces, and the relationship between streets and the built environment.
- **Master Thoroughfare Plan.** Halff will identify opportunities to enhance street standards through context-sensitive design to support distinct character areas, districts, and corridors throughout Azle. If necessary, Halff will suggest modifications to the Master Thoroughfare Plan (MTP) for consistency with the preferred growth scenarios and character area development map.

Task 4.2 Development of Plan Themes

Halff will draft plan themes based on the established guiding principles. Included with each theme will be a discussion on existing conditions, a series of policies and actions to achieve the community goals, and information on implementation. The following plan themes are preliminary and are subject to change based on the course of the plan process.

- **Community Character.** Focuses on the quality of future growth and development.
- **Economic Growth.** Focuses on an economic development strategy to position the City for growth that is fiscally resilient.
- **Resource Management.** Focuses on current and future needs related to infrastructure capacity, mobility needs, public services and management and preservation of natural resources..
- **Quality of Life.** Focuses on aspects of the community that improve quality of life such as access to parks and recreation opportunities and neighborhood preservation.

Task 4.3 Community Touchpoint – Future Development

Halff will present the draft future land use map to gain feedback on the map and plan direction. Review and discuss the preliminary information on the plan themes (Task 4.2).

- **Steering Committee Meeting.** Present the draft *FLUM* and make refinements based on the review.
- **Public Meeting.** Present the draft *FLUM* and plan themes via interactive stations to seek feedback.

Deliverables:

- Future Land Use Map;
- Annexation Strategy;
- Plan Theme Summaries.

Meetings: Steering Committee Meeting; Public Meeting.

Items Provided by City: Datasets to develop annexation strategy and FLUM (Utilities, Natural Resources, Transportation, etc.); reservation of meeting spaces; sending meeting advertisements; and review of draft materials.

PHASE 5 | DOWNTOWN PLAN

Task 5.1 Background and Context

- **Inspiration Tour.** **OPTIONAL** (see community engagement section for details). Halff will lead City officials and the Steering Committee on a one-day driving tour of Downtowns within the DFW area that can serve as inspiration for Azle City Downtown. The tour will focus on identifying the features, such as scale, land uses, location, adjacency, amenities, landscaping, and urban design standards that contribute to the center's "sense of place" and that could be implemented in Azle.
- **Existing Conditions.** Halff will review the recommendations of the most recent Downtown plan to determine accomplishments and potential action items for a revised plan. Using data organized in Task 2.1 (Community Audit), the Team will determine potential improvements to the existing Downtown and location of new commercial development and critical facilities. The analysis will consider existing constraints and opportunities, identify the land use pattern needed to support development and growth, and analyze the City's future growth and capacity needs.

Task 5.2 Downtown Plan Charrette

Halff will conduct a community-wide Small Area Plan Charrette designed to present draft concepts and seek feedback on the vision for Downtown Azle. The Charrette is designed to encourage quick processing of ideas and concerns. The Halff team will generate ideas and detailed planning concepts and also illustrate stakeholder and participant ideas and creative thoughts. Anticipated exercises could include visual preference surveys, sketch concepts, and vignette presentations. The Downtown Plan Charrette will focus on the following areas:

- Physical Changes to help activate a City Center
- Regulatory Changes to local ordinances
- Marketing Strategies
- Customer Attraction Changes

Task 5.3 Draft Downtown Plan

Using the existing conditions analysis and community feedback, Halff will develop a Downtown Plan to be incorporated as a section or chapter in the overall comprehensive plan document that focuses on the development of a City Center that can serve as a central community gathering space. The Plan will include:

- Framework for architectural, streetscape, environmental, and placemaking patterns that will guide future updates to regulations and investments within the City center.
- Suitability analysis for future development that considers flood and wildfire risk, open space and habitat assets
- **OPTIONAL** A conceptual rendering of the City center that illustrates development patterns, architectural, streetscape, and community design standards, natural features, open spaces, and roadways and parking standards.

Deliverables:

- Downtown Plan Location Map;
- Framework for Design Guidelines;
- **OPTIONAL** Detailed rendering of Downtown vision.

Meetings: Small Area Plan Charrette, Downtown Inspiration Tour **OPTIONAL**

Items Provided by City: Coordinate and secure group transportation for inspiration tour; reservation of meeting spaces; distribution of meeting advertisements; and review of draft materials.

PHASE 6 | IMPLEMENTATION

Task 6.1 Implementation Program

Prepare a preliminary implementation plan that categorizes and prioritizes recommended policy and investment actions. The implementation plan will include information on the type of action, timeframe, and responsible entities. A list of capital projects and asset management-related projects will also be developed to connect to the City's existing capital improvement program.

Task 6.2 Draft Plan

Halff will prepare a draft comprehensive plan document that incorporates all of the analysis and engagement from previous phases. Final chapter titles and arrangements may vary based on public input and desired strategic directions. Plan elements will conclude with a summary list of key policies which should guide specific growth-related issues. The following plan elements are proposed:

- *Land Use, Character, and Placemaking.* Update the *Future Land Use Map* to better reflect different areas of community character. Provide policy recommendations on land use and community character, and the elements which contribute to enhancing a sense of place, including gateways, urban design, public gathering spaces, and the relationship between streets and the built environment.
- *Transportation and Mobility.* Incorporate necessary information from the City's thoroughfare plan and make recommendations as to its implications on the future growth of Azle and other plan elements. This involves an assessment of the City's thoroughfare network to include recommendations, which could feed into a future transportation plan update. This element would also establish policies for potential street sections that address all modes of transportation including pedestrian, bicycle, and automobile.
- *Housing and Neighborhoods.* This element will establish recommendations that consider a variety of housing options and densities and will be integrated with Future Land Use and Thoroughfare Maps. This element will also identify best practices in developing complete and quality neighborhoods.
- *Parks, Recreation, and Open Space.* Determine opportunities to develop recreational and natural assets, including neighborhood and community parks, trail networks, as well as open space resources. Significant open tracts and utility and floodway corridors may protect current and future development from risk, while also providing opportunities for parks, trails, and recreational facilities that enhance the City's goals for placemaking, and resilience to natural disaster to help support Azle's community vision.
- *Economic Prosperity.* Build economic prosperity and resilience into a long-term vision for the City of Azle which will involve an understanding high-level aspects of local economic conditions through data analysis, site observations, and interviews.

Task 6.3 Community Touchpoint – Plan Review

Halff will host a joint work session and a final public meeting to present key components of the draft plan with interactive exercises. Community feedback will be incorporated into the draft plan that will be presented for approval in Task 6.4.

- **Plan and Implementation Review Work Session.** Joint meeting of the Steering Committee, City Council, and Planning & Zoning Commission to review the draft plan and participate in implementation prioritization exercises.
- **Public Meeting. OPTIONAL** Final public meeting to review the draft comprehensive plan.

Task 6.4 Approval Meetings

- Prepare the Public Hearing Draft plan for review at public meetings.
- A final Steering Committee meeting will be held to present the final draft and seek endorsement.
- Formal recommendation for the plan adoption will consist of two public hearings:
 - *Planning & Zoning Commission Public Hearing* - Conduct a public hearing with the Planning & Zoning Commission and receive the formal recommendation of the final plan.
 - *City Council Public Hearing and Consideration of Adoption* - Present the final recommended plan for approval to the City Council for their consideration of adoption.
- Post-adoption, Halff will transmit document originals and published plans to the City.
 - *Document originals.* Halff will provide a consolidated PDF of the adopted Comprehensive Plan for posting on the City's website. Halff will also provide two (02) full-color, bound copies of the adopted plan.
 - *Electronic files.* Halff will provide original GIS and Adobe InDesign files of the plan document.

- *Additional copies.* Printing of additional copies beyond those listed above is an Additional Service per Exhibit B

Deliverables:

- Draft and Final Comprehensive Plan;
- Implementation Program;
- Electronic files;
- Two (02) printed plan copies.

Meetings: Steering Committee; Public Meeting; adoption meetings with P&Z and City Council.

Items Provided by City: Reservation of meeting spaces; sending meeting advertisements; and review of draft materials.

DRAFT

PHASE 7 | Master Thoroughfare Plan

The Master Thoroughfare plan will be a forward-thinking document aligned with the Comprehensive Plan that considers multiple modes of transportation, including highways, local roads, pedestrian and bicycle networks as well as access to transit. Recommendations will be established around resilience and sustainability best practices.

Task 7.1: Project Management And Coordination

The objective of this task is to affirm timely completion of project with expected high-quality deliverables. Project management will span the duration of the project and include monitoring and coordination of services to be provided. This will also include regularly scheduled project status meetings with client and monthly invoicing and progress reports.

- Project Management Plan
- Project Schedule
- Public Involvement Plan
- Project Status Meetings
- Project Kickoff Meeting

Task 7.2 Identification Of Issues, Needs, And Analysis

The objective of this task is to identify and evaluate mobility needs and issues in Azle and propose alternatives to improve mobility and connectivity.

- Existing Conditions Analysis
- Connectivity Analysis
- Active Transportation Network
- Thoroughfare Plan Refinement
- Capital Improvement Plan

Task 7.3: Final Plan And Implementation

A final plan will be developed based on thoughtful community engagement and include identified vision, goals and objectives, performance measures, and prioritized recommendations. At minimum, the final plan will include the results of the following tasks: project management plan, public involvement plan, existing conditions factbook, analysis summary, public engagement summary, interactive map and online survey results, conceptual layouts and cross sections, thoroughfare plan update, and implementation plan.

PHASE 8 | Parks & Recreation Master Plan Update

In order to maximize park access throughout the City, this master plan will provide a state and national perspective on the latest trends in parks and programming, examine the City's existing park assets and identify strategic opportunities to increase park access. The plan will also assess the potential of new parcels for park development, and consider how existing parks can be designed to provide additional recreational and ecosystem benefits. We will also recommend strategic trail and sidewalk improvements to improve physical access to existing parks. This planning effort will help the City achieve financial sustainability for all existing and future parks and facilities, including an understanding of capital investment, operations and maintenance costs and lifecycle replacement for all amenities and facilities.

We recommend this three-phased approach to developing the Parks, Recreation and Open Space Master Plan. Activities will begin with the Visioning Phase of the Comprehensive Plan, with the process accelerating as the Comprehensive Plan enters the Phase 4 (see above). Project management processes and procedures will be established at the beginning of the Comprehensive Plan process. The overall estimated timeframe to complete is 12 months; some phases may run concurrently for maximum efficiency.

Task 8.1 Discovery & Analysis

The first phase involves developing a greater understanding of the issues and opportunities of the existing park system. We anticipate that it will run concurrently with the Comprehensive Plan process, and that key questions will be addressed during the visioning process. This phase will include a community needs assessment to determine system needs today and in the future and compare with national standards and local benchmark communities.

- **Major tasks:** Data Collection; Park System Tour; Existing Conditions & Inventory; Visioning Meetings; Park Equity and Access Analysis, Fiscal Analysis, Community Needs Assessment; Goals Development

Deliverables:

- Community Profile; Existing Conditions Assessment; Public Engagement Summary; Key Takeaways from Needs Assessment; Goals & Objectives

Task 8.2 Develop Recommendations

This phase involves working with the community to develop Concept Plans for the City's signature parks as well as developing draft recommendations to serve as a blueprint for the next 10+ years for the parks, recreation, and open space system.

- **Major tasks:** Parks, Recreation Facilities, Open Space and Natural Areas Assessment, Recommendations; Project Prioritization; Cost Estimates; Capital Improvement Planning; Park Concept Plans.

Deliverables

- List of Recommendations; Prioritization Exercises; Cost Estimates

Task 8.3 Create Implementation Action Program

This phase involves creating the implementation action program which will guide the improvements of parks and facilities and include information on associated timeframes, priorities, potential partners, costs, and metrics to track progress.

- **Major tasks:** Implementation Action Program; Identify Funding Sources; Draft & Final Master Plan; Approval Process

Deliverables

- Implementation Plan; Master Plan Report; Executive Summary

EXHIBIT B PROPOSED BUDGET

Base Scope of Work – Halff Associates will provide labor and personnel to perform the base services outlined in Exhibit ‘A’ on a lump sum basis. Fees for services will be billed on a monthly basis, based on the percentage of work completed.

Phase	Fee
Phase 1: Project Initiation	\$12,500
Phase 2: Explore	\$52,500
Phase 3: Scenario Development	\$33,000
Phase 4: Future Development Guidance	\$41,000
Phase 5: Downtown Area Plan	\$30,000
Phase 6: Implementation	\$34,500
Phase 7: Master Thoroughfare Plan w/expanded detail on roadway dimensions, traffic counts, TxDOT roadways, etc)	\$60,000
Phase 8: Parks & Recreation Master Plan Update (TPWD Basic Standards)	\$82,000
Subtotal	\$203,500
Reimbursable Expenses	\$1,500
Comprehensive Plan Total	\$203,500
Total with Additional Services	\$347,000

ADDITIONAL SCOPE OF SERVICES

Additional or Optional Meetings:

Each additional meeting or visit beyond those described in the scope will require additional fees to accommodate the request.

Optional Visit 06: Downtown Inspiration Tour	\$9,000
Additional Steering Committee Meetings	\$1,800
Additional Public Meetings with elected or appointed officials	\$3,000
Public Meeting #4 or additional Open House (pre-meeting preparation/post-meeting follow-up)	\$9,000

Printing Expenses:

Printing expenses of additional plan copies are not included in base fee in this scope of services. Additional plan copies can be provided at the following rates:

Prints - Letter and Legal/Color	\$0.20/sheet
Prints - Letter and Legal/B&W	\$0.10/sheet
Prints - 11x17/Color	\$1.50/sheet
Prints - 11x17/B&W	\$0.75/sheet

GIS Services:

Additional GIS services desired to assist the City and its vendor with preparing Zoning map for posting and maintenance at an hourly rate
GIS Technician \$125.00/hr (approx.)

EXHIBIT C PROPOSED SCHEDULE

Halff will complete the project within one year from date of execution of contract. Schedule subject to change if key meetings with City Council are not maintained.

Project Schedule 2023-2024														
	2023													2024
	JA N	FE B	MA R	AP R	MA Y	JU N	JU L	AU G	SEP T	OC T	NO V	DE C	JAN	
Phase 1: Zoning Map Development & Project Initiation														
Task 1.1: Zoning Map Update														
Task 1.2: Project Initiation and Administration														
Task 1.3: Pre-Planning and Background Information														
Task 1.4: Community Outreach Plan														
Phase 2: Explore														
Task 2.1: Community Audit														
Task 2.2: Market Analysis														
Task 2.3: Community Touchpoint - Visioning														
Task 2.4: Vision and Guiding Principles														
Phase 3: Scenario Development														
Task 3.1: Baseline Scenario & Population Projections														
Task 3.2: Scenario Planning Workshop														
Task 3.3: Fiscal Analysis														
Task 3.4 Infrastructure Capacity Analysis														
Task 3.5 Preferred Development Scenario														
Phase 4: Future Development Guidance														
Task 4.1: Future Land Use Map														
Task 4.2: Development of Plan Themes														
Task 4.3: Community Touchpoint – Future Development														
Phase 5:Downtown Plan														
Task 5.1: Background and Context														
Task 5.2: Small Area Plan Charrette														
Task 5.3: Draft Small Area Plan														
Phase 6: Implementation														
Task 6.1: Implementation Program														
Task 6.2: Draft Plan														
Task 6.3: Community Touchpoint – Plan Review														
Task 6.4: Approval Meetings														

EXHIBIT D

ADDITIONAL VALUE-ADDED SERVICES

Halff also offers several potential additional scopes of work which may be considered concurrent or following the comprehensive planning process. During the course of or at the conclusion of the project, the City may deem it necessary to request further research or otherwise engage Halff in additional work efforts or subsequent phases not anticipated at project initiation or as set out in the *Base Scope of Services*. Any such additional services shall be specifically authorized by the City Council, as appropriate, and documented through a written amendment to existing *Base Scope of Services* or set out as follow up additional phase services.

GIS Webmap Development and Maintenance

Halff Associates, Inc. (Halff) is a member of the Esri Partner Network and offers a hosted Geographic Information System (GIS) solution to support local governments with zoning and development, public works asset, and capital project management activities. This hosted solution uses Esri's ArcGIS platform to deliver web maps and mobile GIS applications for the collection and management of zoning updates, water, wastewater, stormwater, streets, traffic and other utility networks or reference layers needed to support the management of local government infrastructure.

Code Assessment and Report

Concurrent with, or as a follow up to the Comprehensive Plan, Halff could prepare a report which analyzes the consistency between the newly adopted Comprehensive Plan and the City's existing development codes. This task would include the following two (2) products:

- *Code Assessment.* Analyze and recommend modifications to the City's codified and uncoded zoning, subdivision, and development-related ordinances, paying particular attention to those recommendations that further implement the City's revised community vision.
- *Memorandum.* Prepare a separate memorandum which examines the relationships between the recommendations and policy directions of the Comprehensive Plan to the City's existing zoning, subdivision, and other development-related ordinances. The memorandum will identify gaps and improve consistency between plan and regulations, identify inconsistencies between regulatory procedures and actual practice, and recommend modifications to improve usability and readability. This memorandum will set the stage for effective implementation of the regulatory improvements identified in Comprehensive Plan.

Development Code Amendments

As a follow up to the Comprehensive Plan, Halff can draft amendments or re-writing of the development code as part of the Implementation Action Plan of the Comprehensive Plan. This task includes the Code Assessment Report (identified above), followed by the drafting of the actual regulatory text and zoning map amendments. The adoption of a Comprehensive Plan (and a new or revised community vision for the future) provides the momentum and opportunity to update the City's regulations. Moreover, while the state does not require a Comprehensive Plan, it does require a municipality's zoning regulations to be adopted in accordance with the Comprehensive Plan (§ 211.004, *Compliance with Comprehensive Plan*, of the Tex. Local Gov't. Code). Halff's staff offers a long history of developing zoning, subdivision, and other development-related regulations from simple ordinance modifications to preparation of entire unified development codes (UDCs). This task would result in the following:

- *Code Amendments.* Halff will undertake the drafting and presenting of the code text amendments in manageable pieces, typically with the same advisory committee used for the Comprehensive Plan, or with a new Zoning Advisory Committee. The actual drafting of the code text amendments will be in accordance with what was endorsed by the City Council as part of the review and approval of the *Memorandum*, and other local, state, and federal laws. Halff represents that is technically competent as any other planning firm to prepare the draft regulatory amendments but will rely on the City Attorney to ensure compliance with the legal requirements of the state.
- *Map Amendments.* Halff will provide strategic recommendations and general framework regarding the mapping of proposed zoning districts (if applicable). Changes to the zoning map are intended to implement the vision set out in adopted changes of the City's future land use plan. As part of this task, Halff will prepare a complete GIS and aerial mapping review of the City to analyze the closeness of fit between the proposed future land use plan, existing development character, and the existing and proposed zoning districts. Halff will prepare the strategic recommendations and general framework so that the zoning map layer can be prepared and vetted using the City's conventions and standards, and so that the layer can be maintained and consistently applied for ongoing code and zoning map administration.



Presenter: Renita Bishop, Finance Director

Agenda Item: Quarterly Investment Report for month ended December 31, 2022.

Background and Explanation:

Presentation of Quarterly Investment Report for month ended December 31, 2022 - no action required.

Board/Commission/Committee Recommendation:

N/A.

Staff Recommendation:

N/A.

Attachments:

1. 2022 12 Azle MDD



Municipal Development District QUARTERLY INVESTMENT REPORT

**For the Quarter Ended
December 31, 2022**

**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	September 30, 2022		December 31, 2022		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
Bank/Pool/MMMFs	\$ 1,583,240	\$ 1,583,240	\$ 2,253,941	\$ 2,253,941	3.98%
CDs/Securities	1,708,698	1,708,698	1,211,770	1,211,770	1.57%
Totals	\$ 3,291,938	\$ 3,291,938	\$ 3,465,712	\$ 3,465,712	3.14%

Current Quarter Portfolio Performance (1)

Average Quarterly Yield	3.14%
Rolling Three Month Treasury	4.19%
Rolling Six Month Treasury	3.90%
TexPool	3.98%

Fiscal Year-to-Date Portfolio Performance (2)

Average Quarter-End Yield	3.14%
Rolling Three Month Treasury	4.19%
Rolling Six Month Treasury	3.90%
Average Quarter-End TexPool Yield	3.98%

Interest Earnings (Approximate)

Quarterly Interest Earnings	\$ 20,753
Fiscal YTD Interest Earnings	\$ 20,753

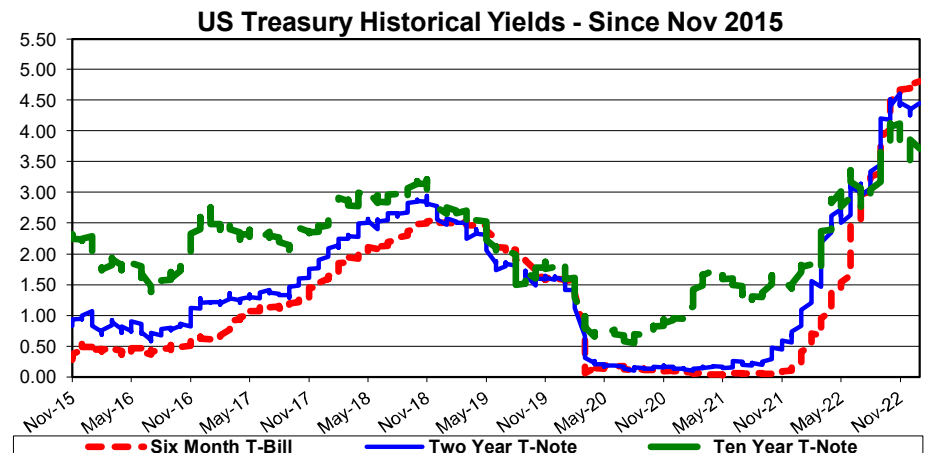
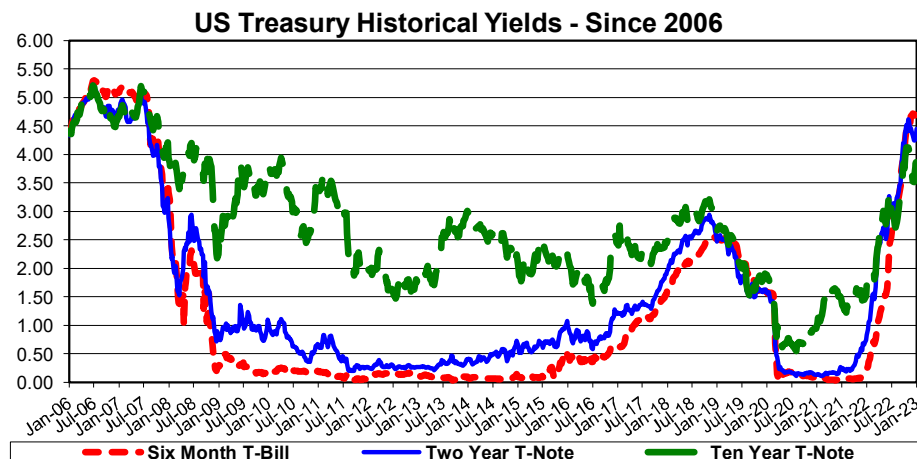
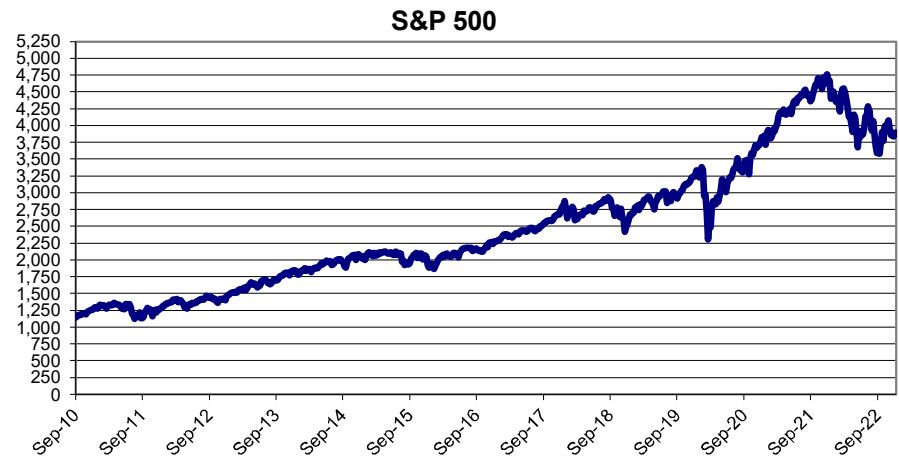
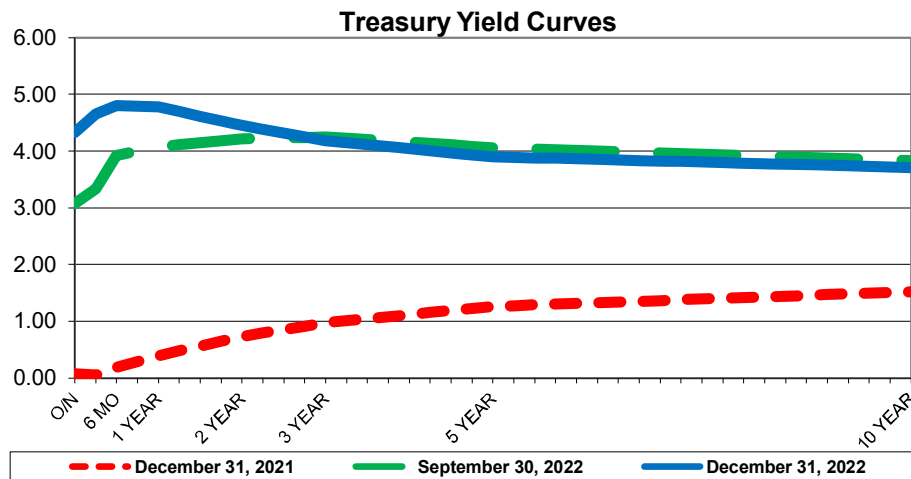
(1) **Current Quarter Weighted Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees. The yield for the reporting month is used for bank, pool, and money market balances.

(2) **Fiscal Year-to-Date Weighted Average Yields** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

Economic Overview

12/31/2022

The Federal Open Market Committee (FOMC) raised the Fed Funds target range 0.50% to 4.25% - 4.50% December 14th (Effective Fed Funds are trading +/-4.33%). A 0.25% increase is projected February 1st. Third Quarter GDP jumped to 3.2% in the final number. December Non-Farm Payroll added 223k new jobs with the Three Month Average declining to 247k. Crude oil continues moderating at +/- \$75 per barrel. The Stock Markets drifted between +/-15% to +/-19% below the 2021 peak. The yield curve is fully negatively sloped (3 months to 10 years, with peak yield at 6 months) and continues to indicate lower future interest rates. Inflation remained well over the FOMC 2% target (Core PCE +/-5% and CPI +/-6%). International challenges add to economic uncertainty.



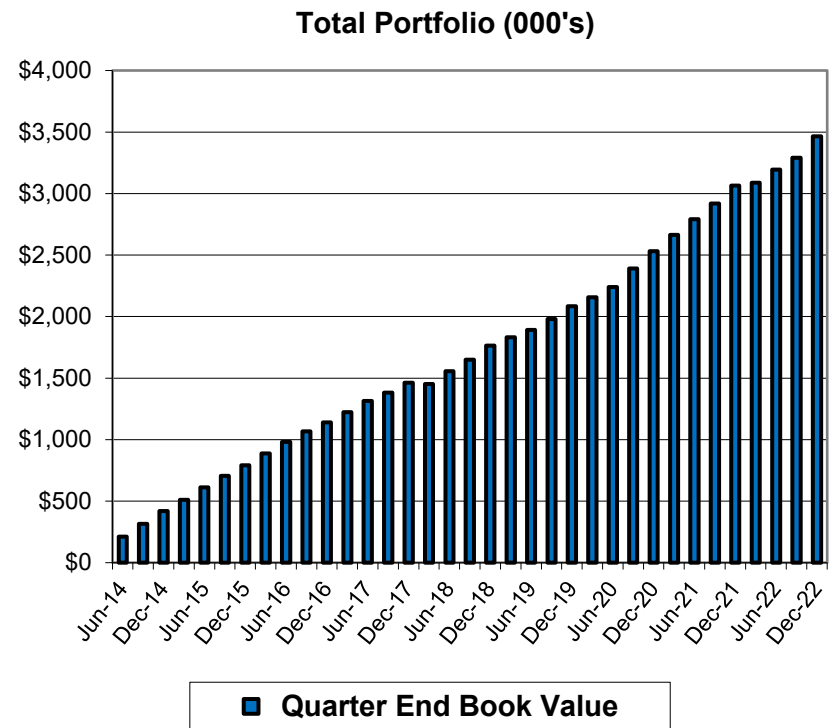
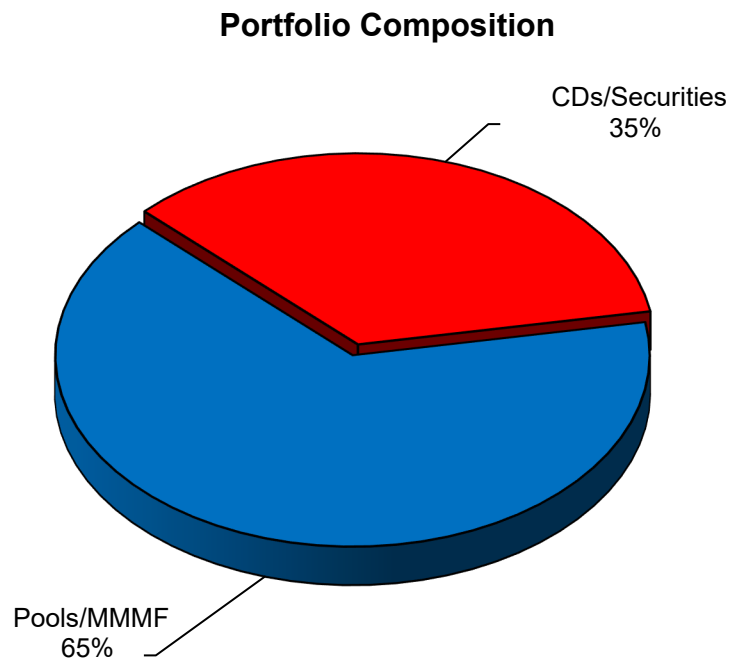
Investment Holdings

December 31, 2022

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face\ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
TexPool	AAAm	3.98%	01/01/23	12/31/22	\$ 2,253,941	\$ 2,253,941	1.00	\$ 2,253,941	1	3.98%
Citizen's State Bank CD		0.80%	03/30/23	03/31/22	203,124	203,124	100.00	203,124	89	0.80%
National Bank of TX CD		0.40%	08/04/23	08/04/21	502,509	502,509	100.00	502,509	216	0.40%
East West Bank CD		3.05%	08/08/23	08/08/22	506,137	506,137	100.00	506,137	220	3.05%
					\$ 3,465,712	\$ 3,465,712		\$ 3,465,712	69	3.14%
										(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.



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 09/30/22	Increases	Decreases	Book Value 12/31/22	Market Value 09/30/22	Change in Market Value	Market Value 12/31/22
TexPool	3.98%	01/01/23	\$ 1,583,240	\$ 670,702	\$ –	\$ 2,253,941	\$ 1,583,240	\$ 670,702	\$ 2,253,941
National Bank of TX CD	0.35%	11/22/22	501,310	–	(501,310)	–	501,310	(501,310)	–
Citizen's State Bank CD	0.80%	03/30/23	203,124	–	–	203,124	203,124	–	203,124
National Bank of TX CD	0.40%	08/04/23	502,003	506	–	502,509	502,003	506	502,509
East West Bank CD	3.05%	08/08/23	502,261	3,876	–	506,137	502,261	3,876	506,137
TOTAL			\$ 3,291,938	\$ 675,084	\$ (501,310)	\$ 3,465,712	\$ 3,291,938	\$ 173,774	\$ 3,465,712



Presenter: David Hawkins, Director of Planning and Development

Agenda Item: Economic Development Action Plan Update

Background and Explanation:

In August 2016, the MDD adopted a 10-year Economic Development Action Plan which outlines the objectives and strategies to assist the City in achieving its long-term economic development potential. Since its adoption, there have been some changes in development trends and regulations at the City and State level that have impacted current and future developments within the City of Azle. The City is about to embark on a year-long process of developing a new Comprehensive Master Plan which will include some elements such as an updated Downtown Master Plan as well as Economic Development initiatives.

The purpose of this item is to brief the MDD on the latest update of this 10-year Action Plan and discuss next steps.

Board/Commission/Committee Recommendation:

N/A.

Staff Recommendation:

With the 10-year Action Plan coming up on the 7th year since its adoption, Staff recommends developing and adopting a new ED Action Plan upon completion of the new Comprehensive Master Plan for the City of Azle. No action needed at this time.

Attachments:

1. Azle-ED Action-Plan-ADOPTED-8-2016



Economic Development Action Plan

Azle. Absolutely.

Developed by:

Tom Long, CEcD – San Antonio Economic Development Foundation

Karen Dickson, CEcD – City of Azle

MDD Adopted August 9, 2016

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EXECUTIVE SUMMARY

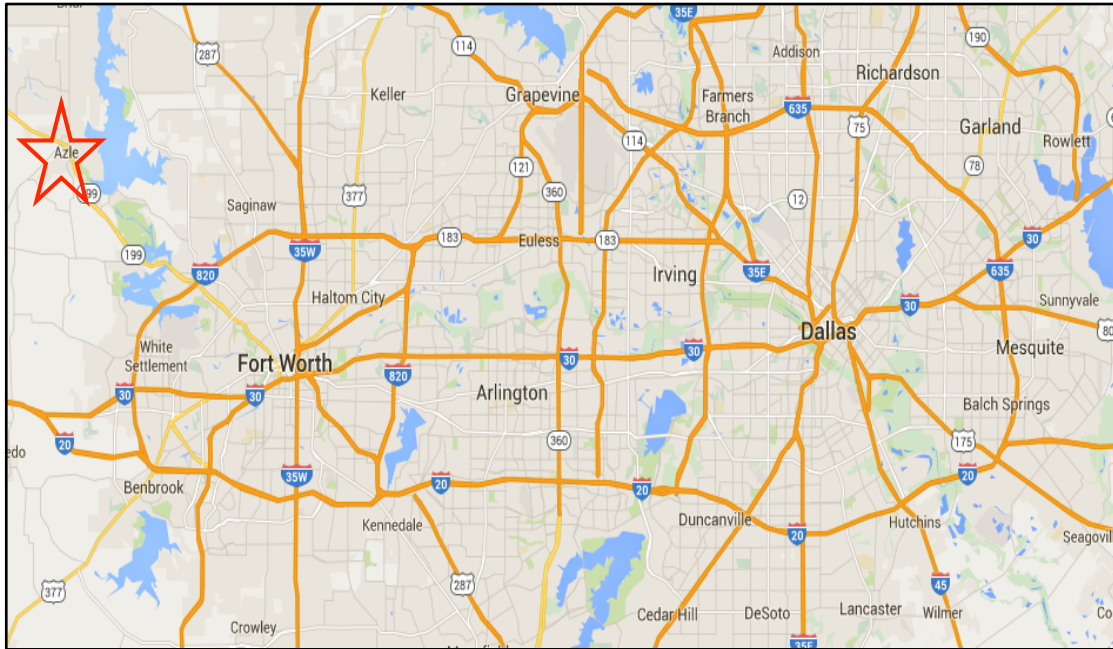
No community stands still. It either moves forward or stagnates and dies. The City of Azle is no exception. If the City is to succeed in reaching its full potential – in optimizing quality of life for its residents and financial health for its businesses – it must build upon the strategic planning done in the past and put “actions” to those planning ideas. In doing so, Azle will be ready to target industries and develop the complementary programs critical to achieving the City’s long-term economic development potential.

Like suburban communities throughout Texas, Azle is challenged because many of its economic development assets are the same as those offered in neighboring communities. As a result, Azle will need to create a competitive advantage and focus on those action items that will enhance the City’s ability to market those advantages in the most cost effective manner.

For Azle, creating a competitive advantage translates into providing business with a compelling rationale for investment. The first step was taken in early May at the MDD / Chamber Joint Meeting. From that meeting, actionable items were prioritized starting with identifying the properties / buildings with the greatest lease / sale potential and gathering the foundational data that all prospects will need to make a rational business decision to locate or expand in Azle.

Once the foundation is firmly in place, the City can begin the process of targeting businesses, industries and developers. The targeting of industries should be fluid. It will change over time, as the community attracts new businesses and residents that will eventually affect the labor force and economic profile. Time will change priorities, but regardless of priorities one need will remain constant: the need to maintain funding to support a dynamic economic development department and process for the City for Azle.

With a vision in place, funding secure, actions prioritized and systems established, Azle will succeed in realizing its full potential.

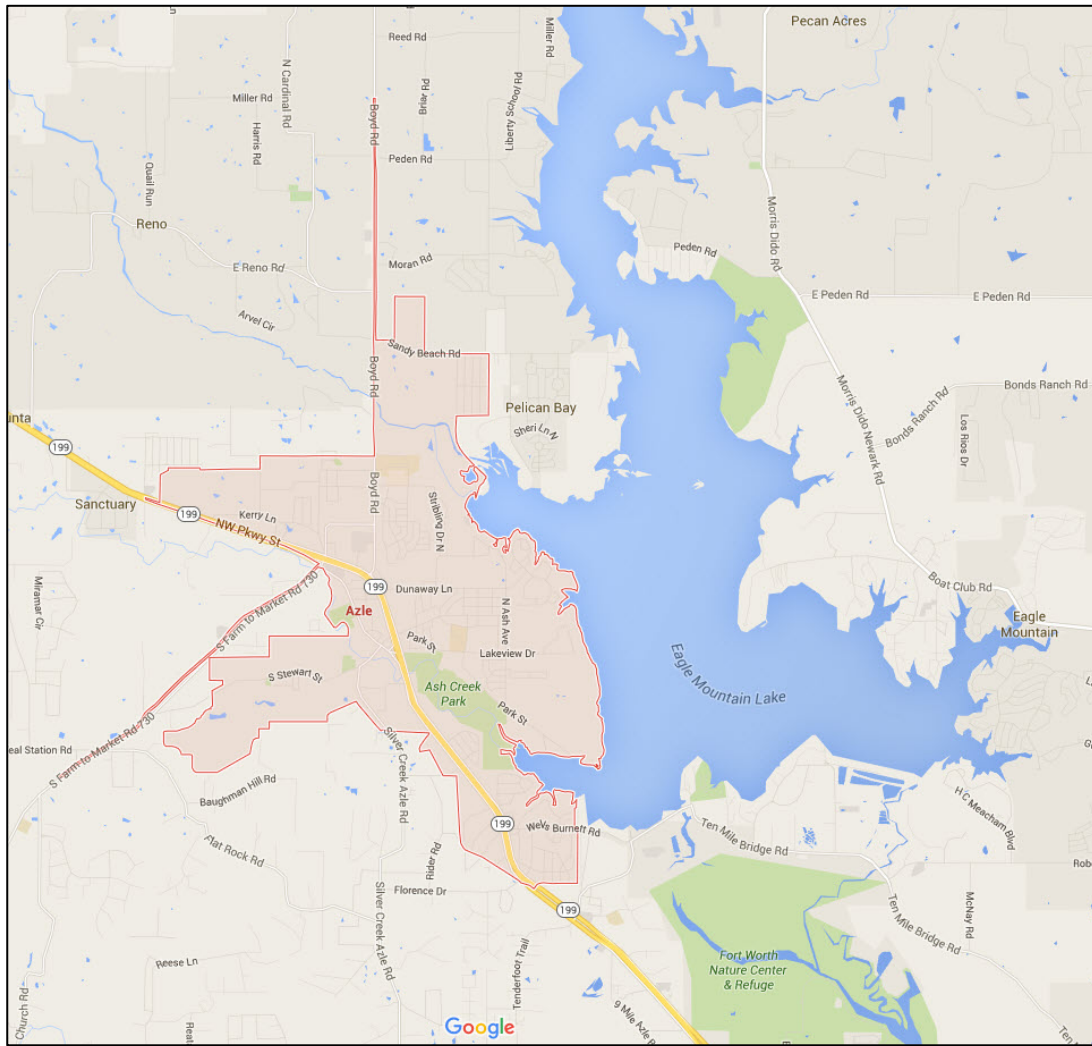


Azle is a Home Rule City of approximately 11,500 located on northwestern edge of the Dallas – Ft. Worth Metroplex in north Texas. The fact that it is a suburban community with a rural quality of life allows Azle to be able to claim as an asset, its proximity to those cities and the services and conveniences they offer, yet be disassociated from the negative aspects of those cities.

However, that proximity to urban centers creates challenges as well for Azle, as the Metroplex region presents numerous competitive site options for investment from an economic development standpoint. In fact, investors have, in the past, made the competitive comparisons and elected to invest elsewhere. To assume that the only reason for lack of investment is that prospective investors have been unaware of Azle as an option is naïve.

KEY DISTANCES

HIGHWAY 199	ADJACENT
FORT WORTH	16 MI
DALLAS	49 MI
AIRPORT: DALLAS – FT. WORTH INTERNATIONAL (DFW)	36 MI
AIRPORT: DALAS LOVE FIELD (DAL)	46 MI
LOOP 820	10 MI
INTERSTATE 20	19 MI
INTERSTATE 35W	17 MI



While Azle would probably not be found on anyone’s list at the start of a site search, any company or consultant looking seriously at the Ft. Worth metropolitan area or the Greater Dallas – Ft. Worth Metroplex would in all likelihood have at least looked at Azle’s statistics. To date, while efforts have been placed on planning, Azle has been regionally non-competitive based on its lack of a pro-active recruitment strategy and its absence of financial incentives. However, that is not to say that the City of Azle is without its merits or assets.

To the outside world, Azle is an unknown commodity. It needs to be more pro-active in getting the message out about the opportunities that await companies in comparison to other localities in the region.

ACTION PLAN

Since the late 1990's Azle has undertaken several strategic and community planning research initiatives. With the employment in March 2016 of a full-time economic development professional, the decision was made to bring in an outside perspective to help the City of Azle, the Azle Municipal Development District (MDD) Board and the Economic Development Committee of the Azle Chamber to assist in the formulation of an economic development action plan for the City and the MDD.

Unlike traditional strategic plans, which include strategies directed at broad categories, the work in Azle is focused on developing a vision, mission and actions centered on a number of specific initiatives over a period of time. This approach was undertaken in recognition of the fact that many strategic planning documents remain just that – documents. The City of Azle Economic Development Action Plan is designed to be THE plan of action for the City and the MDD to move the community forward as a TEAM.

The plan serves as a roadmap for Azle, guiding the application of public resources to stimulate private sector investment in the community. In doing so, community leaders can make informed decisions about how resources are allocated. Since public sector resources are limited, priority must be given to the types of projects that will spur economic activity resulting in long-term economic vitality for Azle. This plan helps the local leadership identify the top opportunities for Azle by evaluating each in terms of feasibility, desirability, and economic impact.

To know where one wants to go, one has to understand and build upon the history and heritage of the past.

HISTORY AND HERITAGE

From the City of Azle's website, one learns that the community has a rich and diverse history. The area in and near Azle was initially settled by a group of pioneers from Tennessee, Arkansas, Missouri, and Kentucky in the 1840's. Originally known as Elizabeth Town, the community's name was changed to Mooresville after the owner of the only store in town. There was at that time no post office and there were only 664 settlers in all of Tarrant County.

As time went on, more settlers came and more homes were built. In 1891, a man by the name of O'Bar came to the area and was instrumental in getting the first post office established in the community and the settlement's name was changed to O'Bar.



Dr. James Azle Steward, one of the few doctors in the area, owned much of the land where Azle now stands. Dr. Steward was a great benefactor of the community. He donated land for a variety of purposes that served the local settlers, including land for businesses, schools, and churches. Dr. Steward deeded enough land for a town site and the name was changed from O'Bar to Azle.

While nearby Fort Worth grew rapidly in population and commerce, becoming the largest stagecoach terminal in the southwest between 1856 and 1880, Azle's population remained virtually static. For many years Azle continued as a sleepy village, its population growing very slowly. Growth has occurred in rapid spurts in some years but has typically been slow and steady over time.

Azle became an incorporated city in April of 1957 as a general law community. In 1969, the population of the City reached 5,000 and was then eligible to become a home rule city. At that time, the Council-Manager form of government was adopted. The current City Charter was adopted in 1971 and has been amended over the years to meet the changing needs of the City.

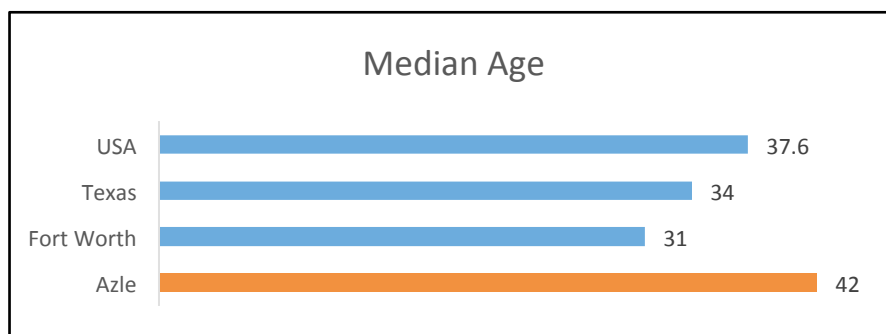
DEMOGRAPHICS & CURRENT ECONOMIC CONDITIONS

Today, Azle is a suburban community with a rural quality of life, northwest of Fort Worth. The community is a center of small business and industry, with modern homes in subdivisions, homes on large acreage, lake-front homes, and apartments owned and occupied by urban and industrial workers. Azle's population is growing and its new economic development actions must focus on how to take the best of the past and identify new opportunities to provide jobs for existing and incoming residents at a variety of skill levels.

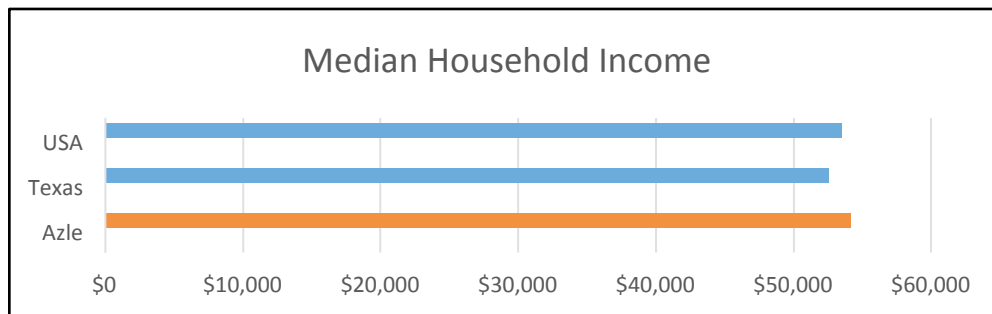
The July 2015 estimated population for the City of Azle was 11,693; a 7.3% increase in population growth since 2010. Without any pro-active economic development efforts, this slow, organic growth trend is predicted to continue, with the estimated population over the next five years to grow to only 13,500 (+1.18%).

Population density in Azle is 1,200 persons per square mile.

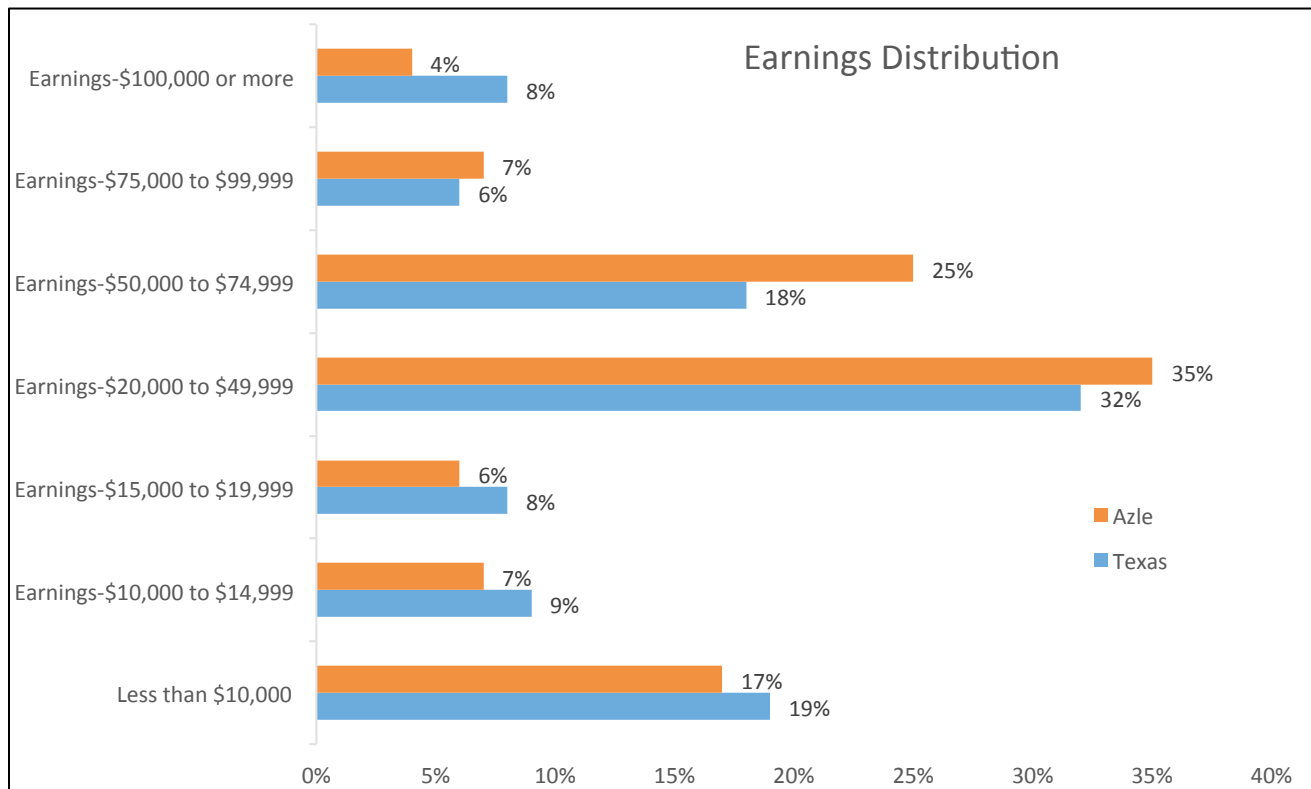
The median age in the City is 42 years. This is older than both the median age in Texas of 34 years and the median age in Fort Worth of 31 years.



Azle's median household income is approximately \$54,171; less than most other places in the immediate area. However, comparing Azle's median income to the United States average of \$53,482, Azle is about the same and is about 3% larger than the Texas average median household income of \$52,576.



The earnings distribution in Azle indicates that the majority of the population make between \$20,000 and \$49,999 per year (35%). Over 36% of the population make in excess of \$50,000 per year.



Only 18% of the population live and work in Azle. The average commute time for Azle residents to work is 34 minutes.

With this as the current economic & demographic foundation, the City of Azle has embarked upon a journey to systematically move the community forward in a unified manner.

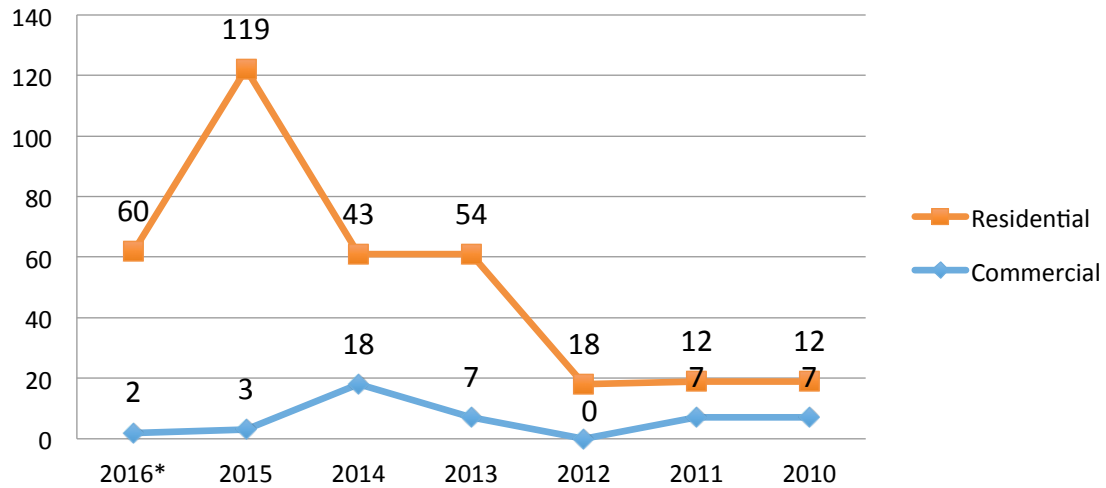
To accomplish this mission, the Azle Economic Development Department must embrace a dual approach of nurturing existing business while building a foundation from which it can pursue new investment from targeted industrial / retail sectors.

This requires that a strong foundation be laid of information and resources available to the development community at large to “get the word out” about all that Azle has to offer companies, peoples and institutions.

Source: Towncharts.com with original data sources from the US Census Bureau, American Community Survey (US Census), US Geological Service, Bureau of Labor Statistics.

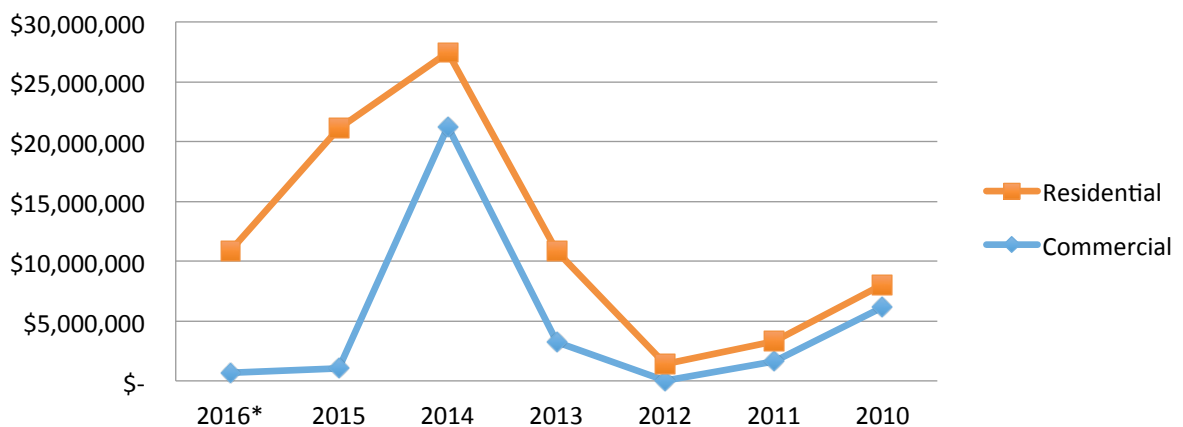
Number of Building Permits Issued

** as of April 2016*



Valuation of Building Permits

** as of April 2016*



Source: City of Azle – Development Services

COMMUNITY VISION

A community vision is the foundation....steadfast...unchanging. A vision expresses “who” Azle is as a community – its essence...its uniqueness...its reason to be. A community vision statement describes the desired long-term expectation of the jurisdiction upon implementation of their mission and goals.

Several words, expressions, feelings, sentiments were suggested by the community to communicate the essence of Azle. Those words included:

- Mixture of Rural
- Convenient
- Family
- Community
- Business Choices
- Family Oriented Entertainment
- Visibility of Police Officers
- Place you don’t want to leave
- Mix of Destination
- Workforce
- “Gateway to Eagle Mountain Lake”
- “Village”
- Destination
- Accessibility
- Reason to exit

What Makes Azle Unique

- Caring
- Service
- Connection
- Community
- People

Given these sentiments, the Vision Statement for Azle, Texas is proposed to be:

**Connecting Business and Community Toward A More
Prosperous Future**

MISSION STATEMENTS

A Mission Statement is the overall guiding direction for an entity. It is generally the mission statement that is the broadest policy statement of an organization. Following discussion, the consensus was that any mission statement for Azle must be focused on the community's ability to attract, train and retain quality employees and employers to be a part of the Azle community.

The City of Azle's Mission Statement is: *In Partnership with the Community, We are committed to Providing Quality Services through Thoughtful Planning, Fiscal Responsibility and Accessible, Responsive Leadership resulting in a Continuously Improving Quality of Life.*

With that in mind, the ***Mission Statement for the Economic Development Department*** is proposed to be:

The Azle Department of Economic Development works to influence business location decisions by providing information and resources designed to assist in the analysis of establishing, expanding or relocating a facility in Azle.

With this Mission Statement in mind, the ***Overarching Goal of the Azle Department of Economic Development*** will be:

Working collaboratively with the community, the Economic Development Department will serve to pro-actively attract, retain and expand commercial business and industry in Azle to expand and diversify the City's tax base and provide jobs for its citizens.

PRIORITIES

In 2014, the Azle Municipal Development District met to prioritize their development opportunities. In 2016, the MDD Board and Chamber Economic Development Committee met jointly to confirm and move beyond priorities to develop actionable items to move Azle towards its vision.

Original priorities were discussed...

1. New development of vacant properties
2. Redevelopment of existing properties
3. Identify types of businesses desired for recruitment to the city
4. Identify properties for development
5. Perception of Azle
6. Encourage cooperation of existing land owners
7. Improve livability / Quality of Life (Place)
8. Improve Infrastructure
9. Increase and further diversify city's Tax Base
10. Create marketing campaign towards targeted businesses
11. Increase employment opportunities
12. Reduce tax burden on residents
13. Improve / expand existing businesses
14. Analyze gaps – retail leakage / under-represented business types
15. Identify competitive advantages of Azle
16. Training – Board Development
17. Coordinate Efforts with Regional / State Allies
18. Investigate Grant Opportunities
19. Annexation
20. Strong internet presence
21. Community Involvement
22. Funding
23. Install sidewalks

...and a "Top 10" Confirmed

1. New development of vacant properties
2. Redevelopment of existing properties
3. Identify types of businesses desired for recruitment to the city
4. Identify properties for development
5. Perception of Azle
6. Encourage cooperation of existing land owners
7. Improve livability / Quality of life (place)
8. Improve Infrastructure
9. Increase and further diversify city's tax base
10. Create marketing campaign towards targeted businesses

OBJECTIVES

The following summarizes the objectives that have been developed for Azle, representing that which the community has prioritized and seeks to accomplish in the first five years; second five years and beyond ten years.

Years 1 - 5

1. Establish a Business Retention & Expansion Program
2. Identify Properties with the Greatest Development Potential
3. Develop a Target Business List
4. Identify Developers / Brokers / Consultants
5. Marketing Plan (Perception of Azle)

Years 6 - 10

1. Infrastructure
 - a) Water
 - b) Sewer
 - c) Streets
 - d) Sidewalks throughout city including Main Street
 - i. Safe Pathways for walking, biking
 - e) Telecommunications
2. Tourism – Attractions
3. Annexation

Years 10+

1. Quality of Life
2. Increase Commercial / Industrial Tax Base

OBJECTIVES *Continued*

Years 1 - 5

BUSINESS RETENTION AND EXPANSION (BRE) – Objective #1

- Develop a systematic Business Retention & Expansion Program under the leadership of the Azle Economic Development Director and other local economic development allies (Chamber, City, County EDC Program, Community College, Electric Utility, etc.)
- Train the BRE Team in the process, procedures and benefits of a “Continuous” BRE Visitation Program.
- Dedicate resources to this strong and effective BRE program
- Foster relationships with targeted and strategically chosen local businesses
- Consider enhancing tax abatements for existing businesses wanting to expand in Azle
- The BRE program should:
 - Visit a defined number of companies on an annual basis
 - Understand unmet needs in the local economy (e.g. leakages, workforce issues)
 - Identify potential opportunities for growth
 - Detect early warning signs regarding potential business closures

REAL ESTATE / SITE DEVELOPMENT – Objective #2

- Identify new “greenfield” properties with the greatest potential for development – sites with all infrastructure in place, correct zoning, established asking price and willing seller.
- Identify existing sites / buildings with the greatest potential for immediate development.
- Prioritize sites and collect data on each to have available when companies, developers, brokers, the State of Texas requests information for active prospects.
- Develop marketing materials on these sites.

OBJECTIVES *Continued*

BUSINESS ATTRACTION – Objective # 3, 4, 5

- Create an unified message and brand for Azle’s Economic Development Department that focuses on the city’s progressive qualities; starting with a website.
- Create a Marketing Plan for Azle – internal and external to enhance the Perception of Azle among target markets.
- Develop and Nurture Relationships with Local, State, National Economic Development Allies, Consultants, Brokers, Developers, etc.
- Leverage insights from business leaders, company research, BRE visitations, and media in order to strategically pursue targeted firms
- Develop an incentive package for targeted new businesses wanting to come to Azle.
- Create a simple manual of incentives
- Confirm industry targets for the City of Azle, including:
 1. Primary Targets
 - Light manufacturing
 - Assembly
 - Fabrication
 - Welding
 - Customer Service Center (Call Center)
 2. Secondary Targets
 - Hotel
 - Lakeside Corporate Retreat Center
 - Dine-in Restaurants
 3. Tertiary Targets
 - Theater
 - Unique / Upscale Downtown Retail
 - Family Entertainment Venues

OBJECTIVES *Continued*

Years 6 - 10

INFRASTRUCTURE – Objective #1

- Establish Infrastructure Planning Goals for Water, Sewer, Streets and Sidewalks throughout city including Main Street
- Explore and design Safe Pathways for walking, biking throughout the City
- Work with providers to enhance telecommunication infrastructure, service and product offerings in the City

TOURISM – Objective #2

- Enhance Tourism Opportunities and Local Attractions

ANNEXATION – Objective #3

- Establish a 10-year Annexation Plan in Two, Five-Year Phases

Years 10+

QUALITY OF LIFE – Objective #1

- Lakeside Development
- Housing Stock
- Recreational Opportunities

INCREASE COMMERCIAL / INDUSTRIAL TAX BASE – Objective #2

- Industrial Park
- Office Park – Customer Care Centers
- Retail Opportunities

STRATEGIES

Economic development is about targeted, proactive initiatives to attract, retain and cultivate jobs, investment and the ancillary benefits derived from them. Effective service delivery is a continuum of efforts that build upon each other to achieve the desired result.

Silos have no place in the economic development of today. Led by the Economic Development Director, the City of Azle can accomplish the Vision it created in this document. To do so, however, will take a united effort by not only the City and the MDD but the entire community.

The strategies outlined below provide a roadmap and timeline for the completion of this Economic Development Action Plan.

Years 1 – 5

1. Establish a Business Retention & Expansion Program by the end of the 3rd Quarter 2016.
2. Identify five (5) properties / building with the highest development potential and gather information on those by the end of the 4th Quarter 2016
3. Develop a refined target business list based upon feasibility in Year 1 no later than the end of the 1st Quarter 2017.
 - a. Light manufacturing
 - b. Assembly
 - c. Fabrication
 - d. Welding
 - e. Customer Service Center (Call Center)
 - f. Hotel
 - g. Corporate Retreat Center
 - h. Theater
 - i. Dine-in Restaurants
4. Azle ED Director will Identify and Engage in a Dialogue of Introduction to Opportunities in Azle and Relationship Development with Consultants, Developers and Brokers by the end of the 3rd Quarter 2016.

STRATEGIES *Continued*

Years 1 – 5 continued

5. Marketing Plan (Perception of Azle). Azle ED Director will develop and implement an outreach plan to targeted consultants / commercial brokers / retail developers in the greater Dallas-Ft. Worth market and set up a meetings with six (6) representatives by end of the 2nd Quarter 2017.
6. Attend one ICSC event by the end of the 4th Quarter 2016.
7. Compile, Design & Launch an economic development website for Azle by the end of the 1st Quarter 2017.
8. Design and Develop an Aerial Map as a marketing tool for Azle by the end of the 3rd Quarter 2016.
9. Azle ED Director will identify and budget for involvement in professional associations, local & national economic development marketing organizations (like Team Texas, IAMC, ICSC and the Dallas Marketing Team), business associations for Azle Targeted Industries and develop a schedule for marketing trips for FY2016-17 no later than the end of the 3rd Quarter 2016.
10. Work with city staff to identify infrastructure goals for water/waste water extension to most developable properties by the end of the 1st Quarter 2017.
11. Begin to work on five year annexation plan to be completed by the end of the 2nd Quarter 2018.
12. Explore the potential for a new commercial development in Azle anchored by the City of Azle government facility by the end of the 3rd Quarter 2017.
13. Identify and work towards the development of a new Hotel in Azle to open by the end of the 4th Quarter 2020.

STRATEGIES *Continued*

Years 6 – 10

1. Establish Infrastructure Planning Goals for Water, Sewer, Streets and Sidewalks throughout city by the end of the 1st Quarter 2021; including funding options.
2. Design and build Safe Pathways for walking, biking throughout the City by the end of the 4th Quarter 2021
3. Enhance telecommunication infrastructure, service and product offerings in the City by end of the 2nd Quarter 2024
4. Explore opportunity and viability of establishing a Main Street Program for Azle by the end of the 1st Quarter 2024
5. Work with chamber and other community groups to identify and develop tourism opportunities including family entertainment venues, theaters and dine-in restaurants by the end of the 4th Quarter 2021
6. Implement Phase 1 of 10-year annexation plan by the end of the 4th Quarter 2023

Years 10+

1. Implement Phase 2 of annexation plan by the end of the 4th Quarter 2026
2. Explore development opportunities best suited for lake front properties that may become available to the city including possible parks, corporate convention center, eco-tourism opportunities, etc. by the end of the 1st Quarter 2026
3. By the end of the 2nd Quarter 2026, influence the development of one new industrial park, one new commercial retail center and recruit one customer care center into Azle.

IMPLEMENTATION TIMELINE

Strategies for Years 1 - 5

STRATEGIES	2016			2017				2018				2019				2020			
	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Establish BRE Program																			
Identify 5 Developable Properties																			
Develop Target List																			
Visit Brokers																			
Marketing Plan																			
Plan for & attend ICSC																			
Launch new ED Website																			
Design & Develop Aerial Map																			
Develop Marketing Budget																			
Identify infrastructure goals																			
Develop Annexation Plan																			
Commercial Development																			
New Hotel																			

Strategies for Years 6 – 10 +

STRATEGIES	2021				2022				2023				2024				2025				2026			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Establish Infrastructure Goals																								
Safe Pathways																								
Telecommunications Offerings																								
Azle Main Street Program																								
Family-friendly Tourism																								
Implement Phase 1 Annexation																								
Implement Phase 2 Annexation																								
Lake Front Opportunities																								
New Industrial / Comm. Parks																								

**Those who have planned ahead,
land ahead.**

***Communities* that plan ahead,
land ahead.**

Alysia Cook – Opportunity Strategies



Presenter: David Hawkins, Director of Planning and Development
Agenda Item: Economic Development and Marketing Report

Background and Explanation:

Please see attached marketing and annual reports.

Board/Commission/Committee Recommendation:

N/A.

Staff Recommendation:

N/A.

Attachments:

1. 2022 Annual Report
2. Community Profile
3. TheLens_fullpage
4. FSIP Flyer

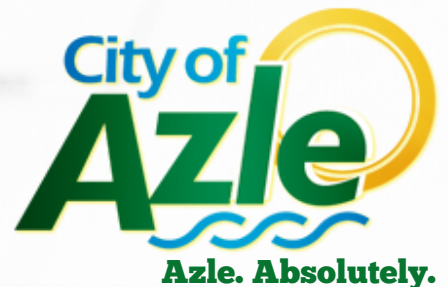
Annual Report

FY 21-22



Prepared by:

Economic Development Dept
City of Azle
www.AzleAbsolutely.com





MDD Board

Place 1	Randa Goode, City Council
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Place 2	Amy Estes, City Council
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Place 3	Bill Jones, Board Vice President
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Place 4	Brian Conner, City Council
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Place 5	Jack Stevens, Board President
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Place 6	Jack Reynolds, Board Member
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Place 7	Stacy Peek, City Council
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Exec. Director	Tom Muir, City Manager
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The Numbers at a Glance

115

Total new permits
issued
(commercial
projects)

28

New
businesses

65+

New jobs created

\$1.9M

Total value of
new completed
projects

\$39.9M

Total value of
projects under
construction

\$237M

Total taxable
sales

Events Attended

Economic development begins with one simple concept: building relationships. This year, we were able to network with industry professionals at these events!



ICSC Red River
Dallas, TX
January



Azle Chamber
of Commerce
Monthly luncheons



NTCAR Expo
Dallas, TX
November

Notable Projects

From a new Starbucks to improvements in existing spaces, the City added \$45,650,000 in commercial valuation this year. Here are a few those projects!

Starbucks

727 Boyd Rd

Discount Tire

276 NW Pkwy

Wingstop

913 Boyd Rd

Hornets Plaza

1004 Boyd Rd

Main St. Tacos

108 S Stewart St



Social Media Presence

This year we engaged with prospects and citizens through new channels on social media.

Online/social media platforms	Facebook	LinkedIn
Date created	8/26/22	12/21/21
Followers	110	61
Post reach	7,177	6,137
Post reactions	309	208

FY 2023 Priorities

- Increase BRE visits
- Improve social media presence
- Evaluate 10-year action plan
- Update the City's comprehensive plan and downtown master plan
- Increase participation of the Façade and Signage Improvement Program





Azle. Absolutely.

505 W. Main St.
Azle, TX 76020





AZLE TEXAS COMMUNITY PROFILE

2023

Demographics

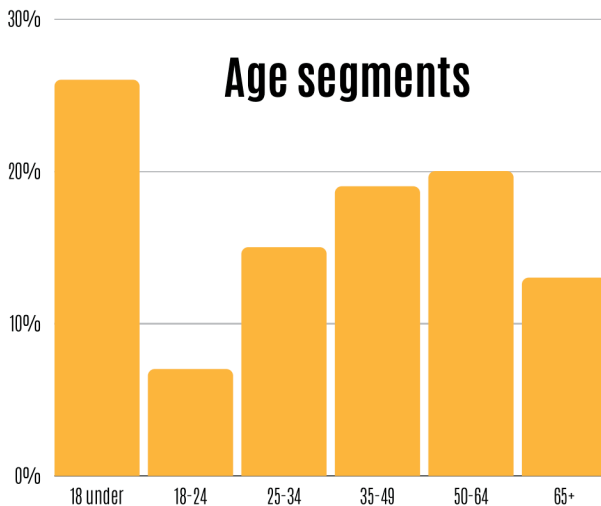
\$242M

Total sales in 2021

9.1%
Sales tax growth
(over 2021)

13,746
Population

1.75%
Avg annual
growth



38
Avg age

16
Miles to
Ft. Worth

Households
5,263

\$100,223
Avg HH
Income

Primary
Trade
Area

174K

Population

\$122K

Avg HH Income

30K

Daytime workforce

QUALITY OF LIFE



Located just 16 miles northwest of Fort Worth, Azle is a growing suburban community. Residents enjoy the rural lifestyle, proximity to the Metroplex, and access to Eagle Mountain Lake. Growing families will love the opportunities that Azle ISD provides its students, too.

Azle ISD

- 10 campuses
 - 1 high school
 - 2 junior high schools
 - 7 elementary schools
- 7,069 total enrollment
- 3-5A Division 1 football
- National Blue Ribbon recipient
- 35 technical certification options
- 13 career clusters
- Overall B rating (per TEA rating system)



If a day away from the office means a day on the links, you won't have to go far. Azle's Cross Timbers Golf Course is a favorite to locals and visitors from across D/FW.



Eagle Mountain Lake is 13 square miles of water-based fun! Whether you have a boat or enjoy strolling along the shoreline, outdoor adventures are at your disposal anytime.



Throughout the year, residents enjoy a host of events including Music in the Park concerts during the summer, Christmas on Main Street, and the annual hometown favorite Sting Fling Festival.



With more than 86 acres of parkland, Azle parks have a variety of amenities including lake access, amphitheater, covered playgrounds, disc golf course, and a splash pad



Existing retail



*ADT: Avg daily traffic

Contact

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 817-444-7084

Kristen Pegues
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 817-444-7076

AzleAbsolutely.com | AzleSites.com



WHAT DOES A DAY AT THE OFFICE LOOK LIKE FOR YOU?

**A dynamic economy requires a
versatile talent pool.
Fortunately, we have both.**

Like many cities in Tarrant County, the northwestern city of Azle has experienced a rapid population growth as families and individuals prefer a rural lifestyle close to the metroplex. That means your potential employees already live here. Your business should be here, too.

For a labor force as unique as your
business, Azle has you covered.



AzleAbsolutey.com | AzleSites.com



FSIP 101

A quick guide to the
Façade and Signage Improvement Program

01

Submit an application

Meet with City staff to make sure your project meets the qualifications for the FSIP. They'll even make recommendations to put you on the path to success. Ask as many questions as you need to!

02

Finalize your plans

When your design is finalized, you'll need to show 3 competitive bids for the work. Submit those to City staff for a final review before the next step.

03

Council approval

All FSIP grants require final approval from City Council. Once approved, staff will notify you with a fully executed agreement. Then it's time to get started!

04

Deadlines!

Ready, set, GO! Now you have 60 days to get started and 6 months to complete the project. Don't forget to apply for permits!

05

I'm finished! Now what?

Submit copies of your paid invoices, receipts, and any other proof of payment (copies of checks, credit card statements, etc.)

06

Show me the money!

That's it! Staff will request a reimbursement check from the Finance Dept. and send it to you.



What qualifies?

- 👍 Restoration of architectural details in historic buildings
- 👍 Window replacement and window framing visible from the street
- 👍 Signage (monument signage, pole signage, electronic message boards and other signage as specified in the City's codes)
- 👍 Lighting, storefront window displays, and recessed areas of a building Façade
- 👍 Awnings or canopies
- 👍 Edging, curbing, irrigation installation and repair, approved trees, landscaping beds (not including planting material)
- 👍 Cleaning, repainting or residing of building
- 👍 Asphalt overlay of parking lots visible from street
- 👍 New storefront construction
- 👍 Removal of architectural barriers to public accessibility
- 👍 Replacement or repair of the portions of the roof that are visible from an adjacent public street.
- 👍 Replacement or repair of existing gutters and/or downspouts.
- 👍 Installation of new sidewalks and/or the replacement or repair of existing sidewalks.

What doesn't qualify?

- 👎 exterior improvements located on the sides or rear of buildings
- 👎 interior improvements
- 👎 outdoor dining/seating
- 👎 playground or recreational equipment
- 👎 structural changes
- 👎 burglar bars
- 👎 security/alarm system
- 👎 "sweat equity"
- 👎 new commercial construction
- 👎 benches/porch swings
- 👎 umbrellas
- 👎 gazebos
- 👎 trellises
- 👎 window boxes
- 👎 permitting fees
- 👎 architectural, survey or other professional fees
- 👎 asbestos testing, removal, abatement, or remediation
- 👎 improvements for which insurance monies are received
- 👎 outline lighting
- 👎 parking lot striping only
- 👎 taxes