



MINUTES
Regular
Azle Municipal Development District
Board

505 W. Main Street
Azle, Texas 76020

February 14, 2023

6:00 PM

Community Room

CALL TO ORDER

Vice President Bill Jones called the meeting to order at 6:01 PM.

Members Present:

Bill Jones	Vice President - Place 3
Council Member Brian Conner	Secretary
Council Member Randa Goode	Director - Place 1
Council Member Amy Estes	Director - Place 2
Council Member Stacy Peek	Director - Place 4
Jack Reynolds	Director - Place 6 (present via Zoom)
Tom Muir	Executive Director/City Manager

Members Absent:

Jack Stevens	President - Place 5
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Staff Present:

Tom Muir	City Manager
Renita Bishop	Finance Director
David Hawkins	Director of Planning and Development
Kristen Pegues	Community and Marketing Specialist
Susie Hiles	Assistant to the City Manager (Scribe)

ACTION ITEMS

1. Consider approving the Minutes of the November 17, 2022 Azle MDD regular meeting

Vice President Bill Jones moved to approve the minutes of the November 17, 2022 Azle MDD regular meeting as presented. Director Brian Conner seconded the motion.

Yes: (6) Bill Jones, Brian Conner, Stacy Peek, Jack Reynolds, Amy Estes, Randa Goode

Absent: (1) Jack Stevens

Motion passed unanimously.

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

Executive Director Tom Muir provided an update on this agreement, noting that a Council Subcommittee met with the property owners in December and all agreed to present, for Council consideration, a proposed extension 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. The City

Council voted to approve the 380 agreement extension on January 17, 2023. Staff recommends the MDD Board ratify the extension.

Director Brian Conner moved to ratify the amendments to the Chapter 380 and Economic Development Performance Agreement with Gary Shelton and Azle Management Partners, LP, as presented. Director Amy Estes seconded the motion.

Yes: (6) Bill Jones, Brian Conner, Stacy Peek, Jack Reynolds, Amy Estes, Randa Goode

Absent: (1) Jack Stevens

Motion passed unanimously.

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

Executive Director Tom Muir advised the City Council's wish to create a new Comprehensive Master Plan including new thoroughfare, downtown and parks master plans as well. Council awarded Halff Associates Inc to perform the project and authorized the City Manager to negotiate a professional services agreement with them. The agreement shows project costs of \$347,000. There is \$200,000 budgeted in this year's budget, with the MDD contributing \$134,000 and the General Fund \$66,000. Staff recommends MDD ratify the agreement.

Mr Muir noted this project will require participation from the community and he asked the Board to consider participation in this process. The Board committed to their participation.

Director Stacy Peek moved to ratify the professional services agreement with Halff Associates Inc to create a new Comprehensive Master Plan, as presented. Director Randa Good seconded the motion.

Yes: (6) Bill Jones, Brian Conner, Stacy Peek, Jack Reynolds, Amy Estes, Randa Goode

Absent: (1) Jack Stevens

Motion passed unanimously.

PRESENTATIONS

4. Quarterly Investment Report for month ended December 31, 2022.

Finance Director Renita Bishop, presented the Quarterly Investment Report ending December 31, 2022, noting the book value of this quarter's investment at \$3,465,712. The average quarterly yield was 3.14% with quarterly interest earnings of \$20,753.

5. Economic Development Action Plan Update

Director of Planning and Development David Hawkins presented an update on the MDD's 10-year Action Plan that was adopted in 2016. A lot of the objectives have been completed. Mr. Hawkins recommends developing and adopting a new ED Action Plan upon completion of the new Comprehensive Master Plan for the City of Azle.

6. Economic Development and Marketing Report

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

- Texas Health Harris Hospital – 2,000 sq ft kitchen remodel completed.
- Azle Retail Development (FM 730 N) - 380 Agreement extension.
- Slice Dessert Bar (Main Street) - relocating from 151 W. Main St to 109 E. Main St. Currently remodeling space. Approved for CO.
- CRAVE (Main Street) - relocating from 404 W. Main St to 317 W. Main St. Currently remodeling space.
- Magnet Signs (616 Profit Street) - reoccupying existing 6,000 sq ft warehouse for new business. Under construction.
- Ricky G's Wings (828 Boyd Rd) - new restaurant to occupy existing 1,078 sq ft tenant space. Under

construction.

- Wells Wrecker (109 Porter) – Zoning change request from SF-5 to Heavy Commercial (HC). Convert house to office building to serve as office. Request to go to P&Z on February 16 and to City Council for consideration on March 7, 2023.
- City Electric Supply (105 Speer St) - 1, 400 sq ft retail showroom and office space. Permit under review.

Façade Grants:

- Annunziato Jit Jitsu – application submitted for \$3,125 to add new signage. Council approved the application on January 17, 2023.

Residential Developments:

- Roeser Park Addition (Park Street) - new 16 lot development (1 acre lots). Final plat scheduled to go before P&Z on February 16, 2023.

Community & Marketing Specialist Kristen Pegues reported on various marketing efforts:

- FY 21-22 Annual Report
- Community Profile that can be handed out at marketing events
- Ad for a publication called *The Lens* produced by Tarrant County College for businesses and workforce.
- Quick guide for the Façade and Improvement Grant process.
- Networking events attended - Chamber lunch, ICSC Red River
- Update on economic development Facebook page activity

ADJOURNMENT

Vice President Bill Jones adjourned at 6:46 PM.

Presented and approved on May 2, 2023

Jack Stevens

Jack Stevens, President

Attest:

Susie Hiles

Susie Hiles, Scribe