

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 12th day of July, 2010, the Colonies Public Improvement District (PID) Advisory Board met at 1:30 PM in Room 306, City Hall, located at 509 SE Seventh Ave., Amarillo, Texas, with the following people present:

MEMBERS PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Joe Norman, Chair	17	14
Tracy Byars	5	5
Eric White	4	4
Craig Bryan	4	4
Lew Bradshaw	4	3

CITY OF AMARILLO STAFF

Kelley Shaw, PID Administrator
Carolyn Back, Comprehensive Planner
Michelle Bonner, Director of Finance
Clint Stoddard, Parks Superintendent
Cary Younger, Parks Supervisor

ROCKROSE DEVELOPMENT

Matt Griffith, Rockrose Vice-President

ITEM 1: Opening Remarks and General Discussion Items:

Mr Shaw and Mr Norman opened the meeting and established a quorum of Board members.

Mr Griffith mentioned that Suddenlink should have all of the installation completed for the security cameras. Mr Bryan mentioned that the cameras are already pre-configured and ready for connection to the cable and installation on the poles. Mr Griffith will follow-up with Suddenlink to make sure the cable is through the poles and ready for connection to the cameras.

Mr Griffith mentioned that the fountain appears to be up and running, fully operable and seems to have worked out all the bugs with no apparent leaks. The Colonies transplanted the lower bed converting it from plantings to rock. The water that spills into the second tier goes directly into a drain and eventually into the storm sewer. The previous challenge with over splash appears to be greatly reduced, if not completely corrected.

Mr Griffith mentioned about an eight (8) or nine (9) month delay on the next phase of the development project. The architectural renderings, provided at the meeting, showed the entrance features to be installed on the West end of the development. The plans are approved and the City has them, but they are just waiting for Rockrose Development to get the plans out for bid. The reason for the delay involves the land sale (February 2010) directly behind (West of) Happy Bank. Rockrose is attempting to coordinate with the architects for the new development and it has been more difficult than it sounds. Rockrose is attempting to coordinate the approved entrance feature with the architect. Some seven (7) months later and Rockrose still does not have the Architects files, site plan, drainage plans, and grading plan and how that will interact with The Colonies fence. Mr Griffith has recently put a lot of pressure on the owners architect so Rockrose can get this started within the next 30 to 45 days because they do not want to miss the fall planting season.

Mr Griffith also mentioned the pocket of 13 lots originally set aside for Garden Homes that abut the Apartment Complex immediately to the East of this site. It is his professional opinion that the apartment's direct view/line of sight into the proposed garden homes backyards and garages destroys any hope of Rockrose being able to market those lots as desired residential uses. Mr Griffith has looked into many different types of housing options and has not come up with a viable working solution to this challenge. Rockrose could not make a deal with the Town Club.

Mr Griffith's alternative plan is to develop that area into a PID park. With AISD not building their proposed schools and not having them slated for construction any time in the near future, the

proposed park on the school site would not be developed anytime soon. The area is approximately a 5-acre area. The park would have playground equipment for the children and meandering walking (fitness) trails with possible exercise/stretching stations along the trail. Many different variations are being discussed and different ideas looked at, but most of them isolate the park making it difficult for everyone to find and access the park. The goal is to make the park an integral part of the neighborhood and not isolate the park. Rockrose is looking for Board Direction and input. The current focus is to design the area into a destination park where people can find the park more readily and access it more easily. Maybe even change some of the street designs to make it more of a parkway style street and a pedestrian friendly entrance. A suggestion from Mr Griffith was to possibly redesign Vandiver Lane into a more parkway style street as it T-intersects into Georgetown Drive where the entrance of the proposed park would be located. This would help to interconnect traffic from New England Parkway with the proposed park and create a pedestrian entrance/gateway to draw attention to the proposed park.

Obviously expense and maintenance would throw off the 5-year service plan significantly. Mr Griffith plans on working with the Parks Department to gather some budget numbers to determine the cost of developing a large park up to The Colonies design standards, but geared towards low maintenance with mostly flat grass lands with a meandering sidewalk and hopefully some playground equipment along with a few landscape beds. Mr Griffith mentioned that they will just have to work the numbers to determine if they can get it to work. One board member mentioned that this is a great idea as some folks at the Fourth of July party mentioned to him that they really wished there was a playground within The Colonies development. Mr Griffith encouraged the Board to get out to the site and look at what he is describing to see if they can come up with any different/innovative ideas for housing options or other uses. Mr Griffith told the Board that he does not want to be the judge and jury on this decision that he wants and welcomes their input. There was a lot of discussion as to partial development of lots and concern about the Brandywine cul-de-sac lots having the same issue, but Mr Griffith pointed out that the Veterinary Clinic and the Mini-Storage help shield the direct view from the apartments into the proposed backyards. Mr Griffith mentioned that these are not the ideal screening scenarios, but they are better than the direct view the other lots in question would experience. All of the options that were discussed for partial development had already been looked at by Rockrose, but no matter how they laid out the reconfiguration, the lots that were on the end still had the same issues with the direct view into their backyards and garages from the apartment complex.

Mr Stoddard mentioned that the only thing that he would like Rockrose to keep in mind is the ingress and egress access to the park itself. Mr Stoddard also mentioned that incorporating some additional parking around the park would be helpful as it would keep the extra traffic off of the street from the lots directly across from the park. Mr Griffith agreed and has already looked at adding something like 12-16 spaces of additional parking, maybe designing some indentations off of the streets possibly on Georgetown. Mr Stoddard liked the idea of the park, as the nearest park for this neighborhood is John Stiff Park and you have to cross Coulter to get to that park.

There was some concern mentioned by one Board member about the liability for installing Playground equipment, but Mr Griffith stated that they do have a liability policy. One Board member asked if this subject property would get conveyed to the City? Mr Griffith said that it would be owned by the PID. A board member asked if, for liability issues, the park may enjoy the liability benefits of the City. Mr Griffith and Mr Shaw both said they would have to read and refresh their memories on this subject.

Another Board member asked if there was any Commercial value for the property? The zoning does not allow for commercial uses and there is not any direct access to Hillside for commercial frontage/exposure. Mr Griffith mentioned that The Town Club had no interest in the land and had laid-off all their personal trainers and were not looking at expanding anytime soon.

There was some talk again about the decorative perimeter fence and Rockrose working with the adjacent owner/developer to incorporate the fence into their development as to not block the fence.

Mr Griffith mentioned that the clock shows three different times and needs to be reset. Mr Younger in Parks said that they are constantly resetting the clocks and that maybe the hands are slipping, but they cannot figure out why they keep getting out of sync?

Mr Griffith acknowledged that we rarely get these rains that we have experienced recently, but he would like to know whose job it is to clean up the heavy silted muddy areas, the grass that has been lifted by the flow of water, and the trash and debris that gets washed into the drainage channels after these big rain events. Mr Stoddard replied that it is the City's responsibility and mentioned that the City sends guys out the first day after the rain event to pick-up the trash and debris, but with the impact to the site from the volume of these recent rains they were not able to do all of the clean-up and repair work in one day.

Mr Griffith asked if expanding that concrete channel another 50 feet further to the east, past the last drain, would be helpful. Mr Griffith said that Rockrose would be happy to do the work to extend the concrete channel if Mr Stoddard thought it would help. Mr Stoddard said that he thinks expanding the concrete channel another 50 feet would help, as far as the back-up. Mr Griffith asked how to go about getting this approved to construct? Mr Stoddard asked Mr Griffith to prepare a plan, submit it to Kelley, and the City Engineers in Public Works would have to review it and sign-off on the plans.

ITEM 2: Approval of minutes:

Mr. Shaw briefly mentioned that there was a mix-up with the previous meeting minutes and that all of the previous meeting minutes would be distributed at the next meeting for approval along with the minutes for today's meeting.

ITEM 3: Consider for recommendation 2009/10 Budget and 5-Year Service Plan:

Mr. Shaw pointed out that water rates had again been raised Citywide.

Mr Shaw asked Mr Stoddard how 2009/2010 budget looked. Mr Stoddard mentioned that 2009/2010 looks just fine. Some of the categories are over what was projected, but some of the categories are under their projected balance; therefore, the overall budget should balance out. Mr Stoddard mentioned that The Colonies should see a savings in the 2010/2011 budget due to an approximately \$20K savings in the botanical, agricultural, and labor line items compared to 2009/2010 due to Mr Griffith requesting the annual beds be replaced with pre-annual plant material.

Mr. Stoddard detailed the maintenance and operation costs by line item pointing out the costs associated with each expense as requested by Mr Shaw. The Colonies is still under contract for one more year with the current contractor, but the City Purchasing department is already working on putting together bid packages for the 2011/2012 budget year and Mr Stoddard believes that The Colonies will receive very competitive bids for the next round of Landscape Services. The contract will be a three year contract with probably an optional 2 additional years for renewal.

Mr. Shaw went over the 2010/11 budget and 5-year service plan. Mr. Shaw addressed the administration costs by line item pointing out the costs associated with each expense. He also mentioned that the new administration fee that has been discussed over the past two to three years is going into effect in the 2010/2011 budget. This dollar amount was based on a cost averaging calculation. Mr Shaw mentioned that he was surprised that the number came in much higher than he anticipated and in coordination with Mrs Bonner, they cut the fee in half for this first year. The City has agreed to track the numbers again this next year to determine a baseline for the administrative fee. The \$16K fee projected for next year's administrative fee was discussed in length and it was determined that the fee would probably continue to be around that range for the following years, but that the City is tracking the hours worked this year to double-check the calculations.

Mr Shaw mentioned that the Board has done a remarkable job in administrating a balanced budget, but in looking at the future numbers and in planning ahead, The Colonies may want to raise their assessment rate to cover the projected operating reserve.

One Board member asked the question, "In the interest of equity how do you assess a fee or cost of Administration to non-PID neighborhoods? Mr Shaw mentioned that a Public Improvement District is formed because there are improvements within that area that above normal City services. So we don't provide any of these amenities or services for Non-PID neighborhoods. Mr Shaw pointed out that by Texas State law you are not allowed to even create a Public Improvement District unless you are doing something that is above and beyond normal City services.

The City looked at other Improvement Districts in the State to see how they charged for their Administrative fees and most of them it is just based off of straight expense and is usually around 10%

of your budget. The Board member mentioned that he was not trying to be critical, but he just wanted to be able to answer the questions when the community members come to him with questions. Mr Shaw said that the answer for the questions is that the City is allowed to charge an administrative fee per State law and with the City being the Administrative party of the Public Improvement District, the City is entitled to charge a fee for their services for administrating the PID. This is only for the Planning Department and does not include the Finance Depart or the Parks department for Administrative fees.

Mrs Bonner mentioned that the report currently shows the expenses higher than the revenue by \$24K dollars and that brings the fund balance below the target for both fiscal years 2010/2011 and 2011/2012. The City incorporates a three month operating budget into all of their budgets.

Mr Griffith mentioned that back in 1999 when the PID was created, they were told that there would be an administrative fee and they have been blessed and fortunate to not have any for 10 years.

Craig made the motion to approve the 2010/2011 budget and 5-Year service plan as proposed this year and to reevaluate again next year. Mr. Norman asked for a second to Craig's motion. The motion was seconded. The Board approved the motion unanimously.

One Board member was concerned about how to address the increase in assessments due to everyone in the City implementing major budget cuts. Mr Griffith mentioned that this PID Board and the Parks Department has done such a great job in managing the budget that there has not been an increase for 11 years.

ITEM 6: Adjourn meeting

There being no further action, Mr. Norman adjourned the meeting.