

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

Amended

On the 22nd day of June, 2015, The Greenways Public Improvement District (PID) Advisory Board met at 5:00 PM at the Greenways Development Office located at 6003 Tuscany Village, Amarillo, Texas, with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Shane Brooks	Yes	8	8
Paige Butler	Yes	3	3
Stephen Carter	No	5	2
Don Carthel	Yes	4	4
Grant Smith (no longer resides in The Greenways)	-	-	-

CITY OF AMARILLO STAFF:

Kelley Shaw, City of Amarillo
Rebecca Beckham, City of Amarillo

OTHERS IN ATTENDANCE:

Eddie Scott, Developer
Muff London, Developer

MEETING MINUTES

for
June 22, 2015

ITEM 1: Approval of Minutes from June 1, 2015 meeting

Mr. Shaw opened the meeting and requested that Item 1, approval of the Minutes from the June 1, 2015 meeting, of the July 22, 2015 meeting minutes be tabled. Due to an error, the minutes were not included in the Agenda Packet, and therefore could not be acted upon.

ITEM 2: Discuss maintenance and operation transition from City management to HOA management

Mr. Shaw continued to explain how PIDs had been operated historically and that after discussions with the City's Legal Department that the City would need to contract with the PID's associated Home Owner's Association (HOA). Mr. Shaw explained that in order for the maintenance to occur and be managed by the HOA, the City would need to assign permission to the HOA via a contract. PID Board Members asked if a contract was signed with the City to allow a HOA to contract with a maintenance or management company, would the HOA be required to use the City's bidding process. Mr. Shaw stated he was still researching this issue and would have to update the Board at a later time.

ITEM 3: Discuss and consider Greenways and PID maintenance contract

Ms. London stated that the Greenways had been in discussions with Mr. Oscar Ramirez and that they felt he would be a good choice for the maintenance of the PID common areas.

Ms. London stated that they felt a 3 year term would be appropriate for the both the Greenways PID and Mr. Ramirez. A motion was made to recommend to the HOA to sign a three year contract with Mr. Ramirez for the maintenance of the Greenways common areas. The motion was approved unanimously.

ITEM 4: Discuss Greenways 2015-16 budget and 5-year Service Plan

Mr. Shaw briefly discussed the purpose of the 5-year Service Plan and highlighted the projected costs and expenses and discussed assessments. Ms. Beckham explained the new maintenance proposed budget had been included for the 2015/16 Fiscal Year. She went on to explain that some numbers had been combined so as to fit in with the existing budget categories within the in 5-year Service Plan. Ms. Beckham asked if any additional items need to be included within proposed 2015/16 FY budget. Ms. London requested a "miscellaneous budget line" be added.

Additionally, Ms. London voiced concerned with the Administrative Fee. Mr. Shaw explained that the fees were based on City staff's time, and hourly wages, and that should PID Board Members have additional questions that staff could produce information regarding how the fees were calculated.

ITEM 5: Discuss Greenways water charges and meters

Due to previous concerns that the Greenway's water usage was estimated too high compared to actual usage, Mr. Shaw and Planning Staff met with the Director of Finance to discuss the Greenways water usage and charges.

Mr. Shaw explained that the Greenways PID has 8 water meters at the following addresses: 6309 Parkwood Pl., 7000 S. Coulter St., 7339 Parkway Dr., 7710 Bayswater, 6206 Raintree Ct, 7901 Hillside, 6712 S. Coulter St., and 6610 Andover Dr. Mr. Shaw continued to explain that the PID water meters are read based on a continuous meter reading and that one rate (ISD rate) was charged. This means that even if the water usage was estimated to be high for a given month, that upon the next actual reading, the difference would automatically be calculated and corrected.

Mr. Shaw explained that some of the Greenway's meters were estimated in previous months, but that they would be read by a meter reader for the month of June. Ms. London also expressed she thinks that a copy of the bill needs to be sent to their offices on a monthly basis. Mr. Shaw stated he didn't see why that would be a problem and would check on what was needed.

ITEM 6: City staff report on PID Drainage Fee

Mr. Shaw stated he felt that some of the Board members concerns were valid and that he had checked into the utility drainage fees further. He stated that he had spoken with the City Attorney's office as well as the Public Works Division regarding the utility drainage fees. Mr. Shaw stated that after discussion with City Management, the drainage fee that was associated with the parkway (sidewalks and drainage area) would be suspended.

ITEM 7: Discuss future agenda items

Mr. Shaw asked if there was anything else he needed to be aware of that needed to be added to the agenda for when the budget and 5-year service plan would need to be discussed. Board members discussed schedules and Ms. London took those to help schedule next meeting.

ITEM 8: Adjourn meeting

With no further business, the meeting was adjourned.

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**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 22nd day of June, 2015, The Greenways Public Improvement District (PID) Advisory Board met at 5:00 PM at the Greenways Development Office located at 6003 Tuscan Village, Amarillo, Texas, with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Shane Brooks	Yes	6	6
Paige Butler	No	1	1
Stephen Carter	No	13	13
Don Carthel	Yes	2	2
Grant Smith (no longer resides in The Greenways)	No	9	9

CITY OF AMARILLO STAFF:

Kelley Shaw, City of Amarillo
Rebecca Beckham, City of Amarillo

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