

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 12th day of July, 2011, the Tutbury Public Improvement District (PID) Advisory Board held an Advisory Board meeting at 11:00 A.M. in Room 306 of City Hall, 509 East 7th Avenue, Amarillo, Texas, with the following people present:

MEMBERS PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Richard Fowler	9	9
Larry Orman	7	4
Cathy Bailey	1	1

CITY OF AMARILLO STAFF

Kelley Shaw, Planning Director
Carolyn Back, Comprehensive Planner

ITEM 1: Open meeting and establish quorum

Mr. Fowler opened the meeting and established a quorum.

ITEM 2: Approval of Minutes from the July 14, 2010 meeting

Mr. Fowler moved to approve the minutes of the July 14, 2010 meeting as presented, Mr. Orman seconded the motion, and the minutes were unanimously approved.

ITEM 3: Nominate and Elect PID Board Chair

Mr. Shaw noted that Mr. Barrick is no longer a Tutbury homeowner and therefore, cannot remain on the Tutbury Public Improvement District Board. He mentioned that on June 28, 2011, the City Commission appointed Ms. Cathy Bailey to fulfill Mr. Barrick's unexpired term. Ms. Bailey's term will expire August 30, 2012. Due to the fact that Mr. Barrick was chairman of the Board, Mr. Shaw requested that a new chairman be nominated at this time. Mr. Orman nominated Mr. Fowler as such and Mr. Fowler accepted the nomination.

ITEM 4: Discuss ongoing PID operations and maintenance contract

Mr. Shaw noted that the Landscaping contract with Northrup's Clean-Cut will end in September of 2011. It was agreed to extend the contract with Northrup's Clean-Cut at the same price for one year.

Mr. Fowler stated that a Tutbury subcommittee met the previous Thursday to discuss replacing five (5) light poles within the District. Mr. Shaw mentioned that staff would speak to Mr. Stoddard in the Parks Department to discuss availability, cost, and installation procedures and a staff member would forward any information to the Board. Mr. Shaw noted that the surplus, as shown in the budget and 5-year service plan, may be used to replace the light poles.

ITEM 5: Consider for recommendation 2011/2012 Budget and 5-Year Service Plan

The 5-year service plan was reviewed by line item. It was recommended that with the increase in costs, due to the light improvements, assessment values would need to be increased from \$579 to \$679 per lot. Total assessments for the 24 lots would be \$16,296 for the 2011/2012 year. Mr. Orman moved to accept the revised budget and 5-year service plan and Mr. Fowler seconded the motion. The budget and 5-year service plan were approved with assessments valued at \$679 per lot.

ITEM 6: Consider extending board member terms to September—standardize

Ms. Back explained that several Advisory board member terms currently do not expire in September. In an effort to synchronize PID Board member terms, Ms. Back requested that the current terms be extended through September of the year in which their term ended. Everyone present was in favor of this extension.

ITEM 7: Adjourn Meeting

Being no other business, the meeting was adjourned.