

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 19th day of June, 2012, the Tutbury Public Improvement District (PID) Advisory Board held an Advisory Board meeting at 10:00 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
Larry Orman	8	5
Nelda Morton	1	1
Cathy Bailey	2	2

CITY OF AMARILLO STAFF

Kelley Shaw, Planning Director
Kathleen Collins, Comprehensive Planner

ITEM 1: Approval of Minutes from the July 12, 2011 meeting

Ms. Bailey moved to approve the minutes of the July 12, 2011 meeting as presented, Mr. Orman seconded the motion, and the minutes were unanimously approved.

ITEM 2: Discuss ongoing PID operations and maintenance contract

Mr. Shaw inquired if work provided by Northrup's Landscaping was satisfactory with regards to the maintenance and operations of the PID. Mr. Orman noted that the contractor has done a suitable job with installing spring and fall plantings, replacing sprinkler heads in a timely manner, and maintaining the public areas. He mentioned the PID Board may discuss with the Tutbury Homeowners Association alternative options regarding seasonal plantings due to the expense of installation (\$2,186 per year). Perennials may be a viable option. Ms. Bailey stated the Homeowners Association would be meeting on June 28th.

ITEM 3: Consider for recommendation 2012/13 Budget and 5-Year Service Plan

Mr. Shaw reviewed the 5-year service plan by line item, noting water rates would increase in FY 2012/13 by 6% and this added expense was built into the plan.

Mr. Shaw mentioned the Board approved an assessment rate increase the previous year (from \$549 to \$679 per lot) to purchase and install decorative light poles. In order to build a positive three month operating reserve and increase the current fund balance, it was recommended that the Board consider leaving the assessment value at \$679 per lot. Ms. Bailey stated it was the Board's intention to keep the assessment rate at \$679 per lot for a few years to aid in growing the reserve account. Ms. Morton and Mr. Orman agreed that the assessment rate should remain at \$679. Mr. Shaw requested a motion to accept the 5-year service plan and the 2012/13 budget as presented. Mr. Orman moved to accept the proposed service plan and budget with Ms. Bailey seconding the motion. Motion was approved unanimously.

ITEM 4: Discuss reappointment of members whose terms expire September 30, 2012

It was stated that Mr. Orman and Ms. Bailey's terms would expire in September of 2012. Mr. Shaw requested the Tutbury Homeowner's Association submit PID Board member recommendations to the Planning Department. Ms. Bailey mentioned this could be added to the Homeowners Association agenda and discussed during their June 28th meeting.

ITEM 5: Discuss future agenda items

None.

ITEM 6: Adjourn Meeting

Being no other business, the meeting was adjourned.