

STATE OF TEXAS §
COUNTIES OF POTTER §
AND RANDALL §
CITY OF AMARILLO §

On the 2nd day of July, 2015, the Vineyards Public Improvement District (PID) Advisory Board met at 10:00 A.M. in Room 203, on the second floor of City Hall, 509 SE 7th Avenue, Amarillo, Texas with the following individuals present:

<u>MEMBERS</u>	<u>TOTAL NO. MEETINGS ATTENDED</u>	<u>TOTAL NO. MEETINGS HELD</u>
Thomas Nielsen, Sr. Chairman	5	5
Thomas Nielsen, Jr.	4	4
Kent Meyer	1	1

CITY OF AMARILLO STAFF

Kelley Shaw, Planning Director
Rebecca Beckham, Comprehensive Planner II

ITEM 1: Approval of the July 9, 2014 meeting minutes.

Mr. Shaw opened the meeting at 10:00 AM and asked if there were any corrections to the July 9, 2014 meeting minutes. Hearing none, Mr. Nielsen, Sr. moved to approve the minutes as presented and the minutes were unanimously approved.

ITEM 2: Discuss PID operations and maintenance.

Mr. Shaw noted The Vineyards PID has several median improvements which require operation and maintenance. Mr. Shaw stated that previously Mr. Nielsen, Sr. had contracted with US Lawns for \$100 a month (\$1200 a year) to maintain the common areas within this neighborhood, and asked if the contract would be renewed. Mr. Nielsen, Sr. stated that he had spoken with US Lawns and that he had received a bid estimate of \$250 a month (\$3000 a year) for maintenance of the common areas and an estimate of \$1800 for tree trimming. Mr. Shaw and Ms. Beckham stated the Planning Department had received an estimate for \$1800 and an invoice for \$100 for the month of June. Mr. Nielsen, Sr. asked if it would be possible for Amarillo Vineyards PID to contract with Nielsen Communities for the \$1200 to maintain the common areas. He mentioned that he would prefer to keep the original lower bid of \$1200 as opposed to accepting US Lawns bid for the increased amount.

Mr. Shaw then explained 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. Mr. Shaw stated that at this time a contract with the City was not in place, and that The Vineyards PID could contract with Nielsen Communities.

ITEM 3: Consider for recommendation 2015/16 Budget and 5-Year Service Plan.

Mr. Shaw reviewed the 2015/16 budget and 5-year service plan by line item. Projected total maintenance and operations equal \$3,123 and revenue will total \$3,300. He mentioned property owner assessments were set at \$50.00 per platted lot. Mr. Shaw explained that property owners would be sent an invoice from the City for their PID assessment. Mr. Nielsen asked if the operation and maintenance budget could be increased from \$1200 to \$1800 starting with the 2016/17 Fiscal Year. This would not require the assessment rate per lot to be increased. Additionally Mr. Nielsen, Sr. commented that the number of platted lots would be increasing in the 2016/17 Fiscal Year.

Mr. Nielsen, Sr. moved to approve the 2015/16 budget and 5-year service plan with the stipulation to increase the maintenance budget to \$1800 beginning in the 2016/17 Fiscal Year. Mr. Meyer seconded the motion and the 5-year service plan was approved unanimously.

ITEM 4: Discuss Board member terms.

The Advisory Board currently consists of three members, each serving one-year terms. After the 100th lot is platted, the Board will increase to five members, each serving three-year terms. Since this subdivision currently consists of 66 platted lots, Mr. Shaw requested nominations of three members prior to September 1, 2015. Mr. Nielsen, Sr. requested that all current PID Advisory Board members be reappointed.

ITEM 5: Discuss future agenda items

None

ITEM 6: Adjourn Meeting

There being no further action, the meeting was adjourned at 10:50 AM.