

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 16th day of January, 2019, the Tutbury Public Improvement District (PID) Advisory Board held an Advisory Board meeting at 10:00 A.M. at the Jim Simms Bldg., 808 S Buchanan St., Amarillo, Texas, with the following people present:

MEMBERS PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Kathi Clift	4	4
Cheryl Orman	1	1
Steve Wolfe	1	1

CITY OF AMARILLO STAFF

Kelley Shaw, Development Services, City of Amarillo
Matthew Poston, Budget Analyst, City of Amarillo

ITEM 1: Approval of Minutes from the September 4, 2018 meeting

Mr. Shaw briefly gave a summary of the last meeting's minutes which basically was to discuss and approve the annual budget and 5-year service plan. Mr. Shaw asked if there were any corrections to the meeting minutes. Hearing none, a motion to approve the minutes as presented was made by Mr. Wolfe motioned for approval of the minutes, seconded by Ms. Clift and carried unanimously.

ITEM 2: Consider for recommendation a budget amendment to the FY 2017/18 Budget

Mr. Shaw went over expenses shown for the 2017/18 year water usage. The original estimate was \$1,578 and now is a about \$1,100 over the approved estimate and is the reason the amendment is needed. Mrs. Orman stated that some of the overage may be attributed to controllers being a little off. Mr. Shaw stated also there was a dry spell at the beginning of the summer.

Some discussion continued regarding current assessment and assessment method of the Tutbury PID. Mrs. Clift asked where does money not used, if estimate is high, go. Mr. Shaw said if assessments are not used for expenses, it would go to surplus. Mr. Poston explained that the overall budget was still fine and there would be no negative impact but because the line item was exceeded, the amendment was needed. Mr. Shaw explained the actual number needed \$1,500 (rounded up) and that a Board recommendation for a budget amendment, by way of a resolution Would be needed.

Mr. Wolfe asked if this would apply to future years or would impact the inflation rate shown on the service plan. Mr. Shaw explained that the City uses a 2% inflationary factor for future years and in next year's budget, the Board would look at actuals and see what number would be good.

Mrs. Orman motioned to recommend the budget amendment of \$1,500. Mr. Wolfe seconded the motion and it was approved unanimously.

ITEM 3: Discuss future agenda items

Mr. Shaw stated he would place an agenda item for the next Board meeting to select a Board Chair.

ITEM 4: Adjourn Meeting

Being no other business, the meeting was adjourned.