

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 18th day of August, 2017, The Greenways Public Improvement District (PID) Advisory Board met at 2:30 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	14	14
Page Butler	Yes	9	8
Stephen Carter	Yes	11	7
Don Carthel	Yes	10	8
Kim Dryden	Yes	6	4

CITY OF AMARILLO STAFF:

Kelley Shaw, City of Amarillo
Leslie Schmidt, Asst. City Attny
Stephanie Coggins, City Budget Analyst

OTHERS IN ATTENDANCE:

Eddie Scott, Developer
Muff London, Developer

ITEM 1: Approval of Minutes from April 27, 2017 meeting

Mr. Shaw opened the meeting and introduced the City's new Senior Assistant City Attorney Leslie Schmidt. Mr. Shaw then asked if there were any questions or corrections to the meeting minutes. A motion to approve the minutes of the April 27, 2017 meeting was made by Mr. Carthel and seconded by Mr. Brooks, and carried unanimously.

ITEM 2: Discuss and consider needs for maintenance and improvements of current and future park areas.

Mrs. London discussed how well the current maintenance contractor (Mr. Ramirez) was performing. Mrs. London continued regarding the new parkway area and that the design could include a structure. She then described how she and Mr. Ramirez walked the area and discuss areas prone to flooding and how trees were sitting in these areas. She described how filling in with some fill might help. She described how the new area would be designed and the need for a possible drainage easement from a commercial lot adjacent to the parkway and wanted to give the Board a heads up about the drainage issue. Mr. Ramirez had submitted a bid for providing replacement trees. Mr. Carter stated he had a question but would wait until another agenda item.

Mrs. London then discussed several other general issues related to improvements (entryways, dirt work/sprinkler work, new French drains etc.). She discussed how some of the maintenance could be paid for with existing PID maintenance funds. Mr. Butler had a few questions regarding the French drains for clarification purposes. Mrs. London described how it looks that sidewalks need to be constructed at a higher level but they thought the French drains would work. She reiterated that there was still unused funds that could be used. The Board came to a consensus on using \$1,600 of funding for the French drains could come out of the current budget.

Mrs. Dryden asked Mr. Shaw about the purpose of the PID is and the purpose of the Advisory Board. Mr. Shaw then stated what the PID is and why it was established (to maintain amenities not normally provided or maintained by the City). He stated the Advisory Board was created by the City Council in order to provide input and guidance to the Council on how assessments are managed since it was their neighborhood and assessment dollars.

Mrs. London stated the other funding was mentioned to point out that there was a need to make sure when approving the budget to take into account a lot of updating of the landscaping would be needed and that she would continue to work with Mr. Ramirez on what would be best to do. Mr. Shaw said that funding could be discussed when going over the proposed budget. Mr. Carter asked for details on how the French drains were to be done and described what he thought he had heard and Mrs. London said his description was right.

ITEM 3 Discuss ongoing PID Maintenance Contract

Mr. Shaw stated it sounded like all was going well. Mr. Carter asked how long the contract was for. Mrs. London stated it was a 3-year contract with options for extensions. She then went over several examples of how well they were attending to the landscaping areas. Mr. Butler brought up an area that needed attention and Mrs. London stated she would add to her list of things to do.

ITEM 4: Discuss and consider for recommendation the 2017/18 Budget and 5-Yr Service Plan

Mr. Shaw asked Mrs. Coggins to go over the current budget and proposed budget. Mrs. Coggins explained the numbers as listed on the Budget/5-Yr Service Plan worksheet. She explained that the debt service expense was less now and would remain so. Mr. Carter asked about an increase in the drainage fee. Mrs. Coggins stated that Council had proposed increases in water and drainage fees and those increases were factored into the PID budget. Mrs. Coggins then went over the assessment amounts. She then explained the proposed 17/18 budget and stated that what was proposed showed a healthy position. In going over the assessment amount she reminded the Board that a \$25 increase to the B lot assessment (which in turn affects all other assessment amounts) was discussed and she had put that increase into the proposed 17/18 budget. The increase is about a \$27,000 increase to overall revenue.

Mrs. Coggins stated with this change, a healthy surplus would be generated and possibly could be used to make a reimbursement to the Developer through possible debt service. Mr. Carthel asked if the funds discussed earlier are in the budget to which she replied what line items that they could be drawn from. Mrs. London was concerned about the contractor's amount budgeted given the new areas that would be coming on line. Mrs. Coggins stated that could be increased. Mrs. London stated she would need to get with Mr. Ramirez on the details of the additional areas. Mr. Shaw said the Board could approve the budget now and amend it later once numbers are finalized. Mrs. Coggins stated they could also transfer funds but if above expenses approved, would require a budget amendment. Mrs. Coggins stated the maintenance for contractor could be increased to \$150,000 and still would leave a healthy position.

Commercial acreage was discussed and determined the acreage needed to be increased to reflect new lots totaling 5.4 acres. Mrs. London said she was fine with budget for the contractor being increased to \$150,000.

Mr. Brooks motioned that the 2017/18 Budget be approved with an increase in the contractor's repair and maintenance line item to \$150,000. The motion was seconded by Mrs. Dryden and passed unanimously. Mrs. Dryden motioned to approve the 5-YR Service Plan which was seconded by Mr. Carthel and approved unanimously.

ITEM 5 Discus Board member terms

Mr. Shaw stated who's terms were going to be expiring soon and asked if they would be interested in serving another term. Both Mr. Carthel and Mr. Butler agreed to serve another term.

ITEM 6 Discuss future agenda items

Mr. Carter wanted to discuss what needed to happen to get a pump in Greenways lake? He also had questions about drainage related to development along Hillside. Mr. Shaw stated he would try to facilitate a meeting between Mr. Carter and Mr. Butler and the appropriate City staff to discuss those issues.

ITEM 7: Adjourn meeting

No further comments were made and the meeting was adjourned.