

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 13th Day of August, 2019, The Greenways Public Improvement District (PID) Advisory Board met at 4:00 PM at the Jim Sims Bldg., 808 S Buchanan, Room 203, Amarillo, Texas, with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Page Butler	Yes	15	14
Stephen Carter	Yes	17	12
Don Carthel	Yes	16	14
Kim Dryden	Yes	12	8
Seth Thomason	Yes	4	4

CITY OF AMARILLO STAFF:

Kelley Shaw, City of Amarillo
Matt Poston, City of Amarillo
Leslie Schmidt, City of Amarillo

OTHERS IN ATTENDANCE:

Eddie Scott, Developer
Muff London, Developer
Cleve Turner, TLA

ITEM 1: Approval of Minutes from August 27, 2018 and December 6, 2018 Greenways PID Advisory Board meetings

Mr. Shaw opened the meeting and established a quorum. Mr. Shaw began the meeting by explaining the circumstances for having both meeting's minutes on this agenda for approval. Mr. Shaw then asked if there were any questions and/or corrections. Mr. Thomason pointed out a typo (turf instead of tuff) within the August 27th minutes. Mr. Thomason motioned to approve the August 27, 2018 and December 6, 2018 minutes and was seconded by Ms. Dryden. The motion was approved unanimously.

ITEM 2: Update on PID park improvement project

Mr. Turner with TLA began by describing consecutive rain events slowing some of the work. He described the "rolls" of sod being delivered shortly but couldn't be cut after a rain event. He also stated that irrigation work was waiting on City inspections. Mr. Turner stated the project start date was Feb. 6th, and has had 52 days of weather delays. Substantial completion date was Aug. 3rd but was being asked by contractor to be extended to Aug. 16th but will most likely be asking for a few more days since sod delivery was delayed. Mr. Turner stated contractor was making a good faith effort and felt extension was warranted. Mr. Thomason asked about lights and if they were part of the delay as well to which Mr. Turner replied yes.

Ms. London stated the recent rains affected several things in the Greenways, not just this project. There were some issues with the water drainage from playa and excavation project. Mr. Carter voiced a drainage concern on the south end of project area that was pooling and would kill sod. Ms. Dryden asked about delay and possible damages. Mr. Shaw explained change order process and then Mr. Turner explained the legitimate delays related to the sod cutting and delivery and that he didn't think it was be physically possible to get all the work done by original completion date.

Mr. Turner state that once sod was in and the 130 plus trees planted, it would look very good.

ITEM 3: Discuss and consider maintenance and improvements of park areas including drainage areas and facilities

Mr. Shaw asked if there was anyone who wanted to discuss any issues with other parts of the improvement areas? Mr. Carter discussed some burned areas of grass and a broken sprinkler that ran for approximately 10hrs. He called on both and thinks there are some communication issues with contractor. Ms. London stated she has discussed some concerns with contractor (phone calls, irrigation system, etc.) and felt like things have improved. She stated sometimes the parts that are needed take time to be delivered and that this summer was proving to be a difficult summer with the amount of issues that have happened within the greenway areas.

There was general discussion about some issues related to using the new technology that the irrigation system has. Ms. Dryden and Mr. Butler asked about tree trimming and the cost at this point seem cost prohibited but it was agreed that sometime soon, the trees would need to be trimmed by an appropriate professional. Mr. Carter asked about the playa and Mr. Shaw stated that project was related to the development west of the Greenways. Ms. London explained that Greenways provided an easement in order to allow drainage from that development but then would also allow the excavation of the Greenways playa that helps reduce floodplain. Ms. London stated that they have been in communication with City staff on several occasions about this issue.

ITEM 4: Discuss and consider PID improvement maintenance contract

Ms. London stated it was best at this point to let Mr. Ramirez finish out his last renewal option. Mr. Shaw explained that once this contract expires, the Board could once again look at the current scope of services and draft a new contract but that contract would need to be bid out through the City's bidding process. Ms. London voiced concerns about the PID having to be tied to a lowest bid process because that has not worked in the past. Mr. Shaw explained that there is a best value bid process where the contract does not necessarily have to be awarded to the lowest bidder. Ms. London stated that she wonders how other City's requirements are different than ours. Mr. Shaw explained that other cities may interpret Chapter 372 language differently but the City feels that contracts over a specified amount needs to go through the City's bidding process and that will need to be done upon the next contract award.

Ms. Dryden motioned to renew the current contract for the last option term. Mr. Butler seconded the motion and the motion was approved unanimously.

ITEM 5: Discuss and consider for recommendation 2019/20 Budget and 5-Year Service Plan

Mr. Shaw began the discussion by going over the 5-year Service Plan and the budget numbers from 2017 which were actuals and then 2018 revised numbers. Mr. Shaw went over the fund balance and surplus. In general, the overages were due some irrigation repairs. Mr. Poston added that there may be, depending on final numbers, a need to do a budget amendment.

Mr. Carter asked about the sewer language in the line item. Mr. Poston stated that was just the description of the line item but the expenses in that line item were irrigation charges. Mr. Shaw continued to go over the budget and reminded the Board there was a miscellaneous amount put in the budget the previous year for the 2019/20 budget year and that might be for the tree trimming. Mr. Shaw stated that if you want a specific charged coded to a particular line item, that someone can write that on the invoice and that some other PIDs do that. For example the \$34K plus fence work was charged to the "Contract" line item.

Mr. Shaw then went over the Admin. expenses and revenues. Total revenue for the proposed 2019/20 were estimated to be \$643362. Mr. Shaw stated that given the current budget and fund balance, there was a healthy surplus still being projected. Mr. Shaw stated all subsequent years in the 5-year plan were showing current numbers with an additional 2% inflationary increase. Mr. Shaw also pointed out that 50 more B lots were shown coming on line in 2021/22. There was no discussion on any assessment increases.

Mr. Carthel motioned to approve the proposed Greenways FY 2019/20 budget and 5-year Service Plan. Mr. Thomason seconded the motion and it was passed unanimously.

ITEM 6: Discuss future agenda items

There was no discussion of future agenda items.

ITEM 7: Adjourn meeting

Meeting was adjourned.