

**STATE OF TEXAS**

**COUNTIES OF POTTER  
AND RANDALL**

**CITY OF AMARILLO**

On the 9th day of July 2019, the Tutbury Public Improvement District (PID) Advisory Board held an Advisory Board meeting at 7:30 P.M. at the 7420 SW 45<sup>th</sup> Ave., Amarillo, Texas, with the following people present:

<b>MEMBERS PRESENT</b>	<b>TOTAL NO. MEETINGS HELD</b>	<b>TOTAL NO. MEETINGS ATTENDED</b>
Kathi Clift	5	5
Cheryl Orman	2	2
Steve Wolfe	2	2

**CITY OF AMARILLO STAFF**

Kelley Shaw, Development Services, City of Amarillo

Matthew Poston, Budget Analyst, City of Amarillo

ITEM 1: Discussion from Tutbury HOA members regarding PID operations and maintenance contract

Mr. Shaw briefly explained the use of PID assessment regarding irrigation, maintenance, and landscaping and that PID assessments can go toward any maintenance repairs or operations. The HOA discussed use of PID funds and public bids.

A question was raised regarding the repair and maintenance line on the budget spreadsheet: Why did the amount in 2018/19 show \$500 when the 2019/20 showed \$5,700? Mr. Shaw explained higher water bills caused a budget amendment and what was projected was higher than what was required to avoid another budget amendment, the extra would remain in the budget if unused and is a cushion in the case of further water issues.

Mr. Shaw explained that the values included in the 2017/18 column are actual, while the numbers in the 2018/19 column are revised estimates, and the numbers in the 2019/20 column are budgeted numbers for this upcoming fiscal year. Mr. Shaw then went on to review the 2019/20 column by line item with a total of \$15,928 for expenses and \$16,296 coming in from total assessments and therefore for now continues to build the surplus. The projected surplus is \$31,709. 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.

The HOA discussed sewers and ditch repairs.

ITEM 2: Consider for recommendation 2019/20 Budget and 5-Year Service Plan

Mr. Shaw asked if there are any comments or changes needed to the budget and service plan as he described in Item 1. Ms. Clift motioned for approval of the 2019/20 Budget and 5-Year Service Plan. Mr. Wolfe seconded the motion and it was approved unanimously.

ITEM 3: Select PID Board Chair

Mr. Shaw asked for a nomination for a PID Board chair. Mr. Wolfe nominated Ms. Clift. Ms. Orman seconded, and the nomination was approved.

ITEM 4: Approval of Minutes from the January 16, 2019 meeting

Mr. Shaw briefly gave a summary of the last meeting's minutes. Mr. Shaw asked if there were any corrections to the meeting minutes. Hearing none, Mr. Wolfe motioned for approval of the minutes, seconded by Ms. Orman, and carried unanimously

ITEM 5: Discuss future agenda items

The Board did not express any concerns or suggest future agenda items.

ITEM 6: Adjourn Meeting

Being no other business, the meeting was adjourned.