

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

On the 9th day of July 2020, the Vineyards Public Improvement District (PID) Advisory Board met at 11:00 A.M. by video conference in Room 203 Jim Simms Bldg, 808 S. Buchanan, 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	8	10
Thomas Nielsen, Jr.	7	7
Kent Meyer	5	5
Larry Teague	3	4
Jason Henry	3	5

CITY OF AMARILLO STAFF

Kelley Shaw, City of Amarillo
Kim Conley, City of Amarillo

Matt Poston, City of Amarillo

ITEM 1: Approval of the August 6, 2019 meeting minutes.

Mr. Shaw opened the meeting and briefly went over the last meeting topics and asked if there were any corrections to the meeting minutes. Hearing none, Mr. Tom Nielsen, Sr. motioned to approve the minutes as presented, with Mr. Tommy Nielsen, Jr. seconding the motion, and the minutes were unanimously approved.

ITEM 2: Discuss PID operations and maintenance.

Mr. Shaw asked if there were any changes to maintenance contract with US Lawns to which Mr. Nielsen, Jr. replied that he would like to discuss increasing the annual contract cost from \$2,400 to \$3,800 to allow an increase in services to every two weeks. The board briefly discussed this change.

Mr. Nielsen, Jr. stated that the area where the mailboxes are set has dropped several inches and asked who is responsible for repairing this. Mr. Shaw explained that city ordinance states anything from the curb to the property line is the responsibility of the homeowner. He stated that he would have to research to see if the PID would be eligible to pay for those expenses. He also stated that the PID is only supposed to maintain services above and beyond typical city requirements, which may make sidewalk repairs ineligible for PID funding. Mr. Shaw agreed to look at the area and help determine if the PID could pay for repairs of the mailbox area. Mr. Shaw explained that this

area may be an exception, but he would have to see. However, sidewalks in front of houses is not maintained by the PID.

Mr. Shaw then asked if the new price with US Lawns would require a new contract, as well. Mr. Nielsen, Jr. stated that he could get a proposed contract from US Lawns to discuss and Mr. Shaw explained that a new contract would have to be taken to the Purchasing department and signed off by an agent. Mr. Shaw asked if there were any other questions or concerns. Hearing none, he moved on to item number 3.

ITEM 3: Consider for recommendation 2020/21 Budget and 5-Year Service Plan.

Mr. Shaw began reviewing the 2020/2021 budget and 5-year service plan. He stated that the water expenses were higher than what was originally projected. Mr. Shaw then went on to review the 2020/21 column by line item with a total of \$10,200 for maintenance and operations after adding an increase to \$3,800 for water and sewer. Mr. Shaw stated that with the 50 additional lots that have been platted, the assessments projected \$10,450 coming in. The ending fund balance would approximate \$12,002. After the removal of the 3-month operating reserve, the surplus is about \$9,449. He reminded the board that whatever money is not spent goes into the surplus. Mr. Shaw explained that the City uses a 2% inflationary factor for future years and in next year's budget and the fund balance remains positive.

Mr. Jason Henry asked why the collections for the current year showed 97% paid. Mr. Tommy Nielsen, Jr. stated that there was a bill for 38 lots and there were closings and discrepancies that caused the lower percentage. Mr. Henry then asked if there was a way to pay this online. Mr. Shaw stated the only payments the city are able to receive is via physical check or credit card. Mr. Tom Nielsen, Sr. motioned to approve the proposed 2020/21 Budget and 5-Year Service Plan, noting the changes from \$2,400 to \$3,800 in water and sewer and \$1,000 for botany and agriculture. Mr. Kent Meyer seconded the motion and the motion was approved unanimously.

ITEM 4: Discuss future agenda items

Mr. Shaw asked if there were any other discussion items for future agendas. Mr. Nielsen, Sr. mentioned discussing future landscaping requirements for another entrance to the Vineyards. The Board then requested and heard general comments about the maintenance contract from homeowners present. Mr. Shaw asked if there were any other comments or concerns.

ITEM 5: Adjourn Meeting

There being no further action, the meeting was adjourned.