

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 14th day of August 2019, the Heritage Hills Public Improvement District (PID) Advisory Board met at 12:00 PM in Room 203 on the second floor of the Jim Simms Building, 808 S. Buchanan, Amarillo, TX with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Perry Williams	Yes	6	4
Seth Williams	Yes	6	6
James Bentley	Yes	6	5
Aaron Johnson	Yes	2	2
Kris Roberts	Yes	2	2

CITY OF AMARILLO STAFF:

Kelley Shaw, City of Amarillo

OTHERS IN ATTENDANCE:

James Bentley, Pega Development

ITEM 1: Approval of the December 10, 2018 Advisory Board minutes

Mr. Shaw gave a brief recap of the December 10, 2018 Advisory Board meeting and then asked if there were any questions or corrections on the previous minutes. Hearing none, Mr. Shaw asked for a motion to approve the minutes. Mr. Aaron Johnson motioned to approve the minutes and Mr. James Bentley seconded the motion. The approval was unanimous.

ITEM 2: Update on PID improvement project

Mr. Shaw then asked for an update on the PID improvement project. Mr. Bentley provided a brief update on the project: irrigation is complete, flat work is complete, and the project is expected to be completed in October. A question was raised in regards to the weeds, PVC pipes, etc. Mr. Johnson asked if there was something that could be done about the PVC pipes sticking up. The Board discussed possible solutions for the PVC pipe issue.

The Board then briefly discussed two houses that B&M are claiming belong to the PID but are not within PID lines. The Board decided to meet to discuss this issue at a later time. Mr. Shaw asked if there was any other business with the improvement project. Hearing none, Mr. Shaw moved on to Item 3.

ITEM 3: Discuss future PID operations, expenses, and maintenance contract

Mr. Shaw explained that there is usually a warranty period on PID improvement projects and described the typical process. Mr. Shaw also stated that the petition says there will be a management company hired or created and this will need to be completed. A question was

asked how long the warranty is for and what the warranty is for. The board discussed the length of the warranty and what the warranty covers. The Board then discussed the set up of a management company and the process of looking for bids with Purchasing. With no further questions, Mr. Shaw continued to Item 4.

ITEM 4: Consider for recommendation 2019/20 Budget and 5-Year Service Plan

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 \$27,623 for expenses and \$319,940 coming in from total assessments and therefore for now continues to build the surplus.

Mr. Shaw explained the process of determining the projected amounts and notified the Board of the 2% inflationary increase per year. The Board then discussed the payments to the city for the current project and when these payments would be made and accepted. The Board asked if an insurance policy could be taken out in the case of repairs needed for the PID. Mr. Shaw explained that when the improvements are dedicated to the city, it falls under the city's umbrella insurance policy. When the improvements are not dedicated, it is up to the PID and they may take out an insurance policy for those items. Mr. Shaw then explained the process of insurance claims with the city.

The Board discussed the process of assessments and when newly platted units will pay PID fees. Mr. Shaw asked if there were any other questions or corrections for the projected budget. The question was asked if the increase in water use in the future would affect the budget. The Board discussed the water and electricity budget amount and decided to add \$20,000 to this item.

Mr. Shaw asked if there were any other corrections necessary for the budget or 5-year service plan. Mr. Williams motioned to recommend approval of the 19/20 budget with the addition of \$20,000 for water and electricity and the 5-year service plan as presented. Ms. Roberts seconded the motion and the motion was approved unanimously.

ITEM 5: Discuss future agenda items

Mr. Shaw stated that the Board will need to meet to discuss the management company in the future. Mr. Shaw then asked if there are any other future agenda items the Board wished to discuss. The Board stated that the next project will need to be discussed and plans will need to be reviewed to Unit 2 and up to units 11 and 13.

ITEM 6: Adjourn Meeting

There being no further action, the meeting was adjourned.