

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 30th day of April 2021, the Heritage Hills Public Improvement District (PID) Advisory Board met at 10:00 AM by video conference 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	No	9	5
Seth Williams	No	10	9
James Bentley	Yes	10	9
Aaron Johnson	Yes	6	6
Kris Roberts	Yes	6	6

CITY OF AMARILLO STAFF:

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

OTHERS IN ATTENDANCE:

ITEM 1: Approval of Minutes from the November 9, 2020 meeting

Mr. Kelley Shaw opened the meeting by establishing a quorum. Mr. James Bentley asked if there were any questions or concerns about the November 9, 2020 meeting minutes. Mrs. Kris Roberts motioned to approve the minutes. Mr. Aaron Johnson seconded the motion, and it was approved unanimously.

ITEM 2: Discuss Ongoing PID Maintenance and Operations

The board briefly discussed the weed barriers and crushed gravel mentioned in the previous meeting and Mr. Bentley stated that he would follow up on the status of installation. Mr. Johnson expressed concern about a tree that has still not been staked near the entryway. Mr. Bentley stated that he would also follow up on the tree stake.

ITEM 3: Discuss and Consider PID Improvement Design Project

Mr. Bentley began with describing Phase 2 of the improvements. He stated that this phase will cover two large common areas, starting at Crestline Drive and continuing to Arlo Drive. He stated that this phase will be for landscape and irrigation and will align with the previous phase and the next phase. He explained that the irrigation used would be the same system as in the first phase and they will connect. Mr. Johnson asked if there would be electrical work done to prepare for light poles to be installed at a later date. Mr. Bentley stated that currently there is no electrical work being done in this phase and that, due to increase in costs, there is not an estimated cost yet. Mr. Shaw stated that the plans and the specs for the bid are ready to be put out and briefly explained the bidding process to the board. He informed the board

that the bid is awarded to the lowest, responsive bid that meets all criteria. He also stated that, if the board would like to go with a different bid, they would have to provide a good reason for the recommendation.

The board then discussed the options for adding lighting to the PID including adding conduit for electrical during Phase 2 for easier installation in the future. The board also briefly discussed the possibility of solar lighting. Mr. Johnson motioned to move forward with the landscape and irrigation plan for Phase 2 with a recommendation that the developer add an add alternate bid for walkway lighting in the same phase. Mrs. Roberts seconded the motion, and it was passed unanimously.

Mr. Johnson asked when Phase 3 would begin, and Mr. Bentley stated that it would likely start after Phase 2 had been bid out and awarded. The board then discussed setting a deadline on the plans. Mr. Shaw explained that setting a deadline would likely increase the costs and that if the deadline is left blank, it would allow the bidders to state how long they believe the project will take and will not put as many constraints on the bids.

ITEM 4: Discuss Future Agenda Items

Mr. Shaw reminded the board that budget meetings will be coming up within the next 3 to 4 weeks and that the board can discuss bond issuance at that time. Mr. Bentley stated that he would follow up on the weed barrier, crushed gravel, and he would speak with the developer about adding the add alternate for the lighting in Phase 2.

ITEM 5: Adjourn Meeting

There being no further action, the meeting was adjourned.