

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 8th day of July 2020, the Quail Creek Public Improvement District (PID) Advisory Board met at 11:00 am by video conference at the Jim Simms Building, 808 S Buchanan St., Amarillo, Texas, with the following people present:

MEMBERS PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Kris Culp	10	10
Jason Burgess	5	4
Chad Westenburg	5	5

CITY OF AMARILLO STAFF

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

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

ITEM 1: Approval of Minutes from the August 20, 2019 meeting

Mr. Kelley Shaw opened the meeting and asked if there were any corrections to the meeting minutes from the previous meeting. Hearing none, Mr. Kris Culp motioned to approve the minutes as presented with Mr. Chad Westenburg seconding and the minutes were approved unanimously.

ITEM 2: Discuss ongoing PID operations and Maintenance contract

Mr. Shaw asked if there were any changes to the Yard Barber contract to which the Board said they did not believe there would be any changes again this year. Mr. Shaw mentioned the replacement of a couple of cedar elms that were charged approximately \$3,000. He also explained that the surplus was enough to cover this charge, however, unplanned charges may cause problems to the budget and result in a budget amendment.

Mr. Shaw asked to consider tree replacement and other charges like this during the annual budget review. Mr. Culp stated that additional landscaping, such as feeding trees is needed to continue to improve the PID and estimated approximately \$600 to Yard Barber in addition to the normal \$252 per month. Mr. Shaw asked if there were any other changes to PID operations or maintenance contracts the Board wished to discuss.

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

Mr. Shaw briefly discussed the jump in the budgeted amount for water and sewer and explained that, due to the fund balance falling into negative numbers, the budget was reviewed a second time and sent out again. Mr. Matt Poston then explained the increase in administration fees for the City and explained the formula process used to determine these fees. Mr. Shaw then explained the 2020/21 column by line item with a total of \$8,100 for expenses and \$10,150 coming in from total assessments and explained that the PID continues to build the surplus with a proposed ending fund balance of \$8,886.

Mr. Shaw asked if there were any corrections necessary for the budget or 5-year service plan. Mr. Jason Burgess motioned to approve the proposed budget and 5-year service plan as presented. Mr. Westenburg seconded the motion and the motion was approved unanimously.

ITEM 4: Discuss future agenda items

Mr. Shaw asked if the trash enclosure had been fixed. Mr. Culp stated that it had been fixed correctly. The Board did not express any other concerns or suggest future agenda items.

ITEM 5: Adjourn Meeting

There being no further action, the meeting was adjourned.