

STATE OF TEXAS

COUNTIES OF POTTER

AND RANDALL

CITY OF AMARILLO

On the 15th day of July, 2020 The Pinnacle Public Improvement District (PID) Advisory Board met at 10:00 AM by video conference at the Jim Sims Bldg., 808 S Buchanan, Room 203, Amarillo, Texas, with the following people present:

MEMBERS PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Wendell Davies	1	1
Cleve Turner	1	1
Marc D Franklin	1	0

CITY OF AMARILLO STAFF:

Kelley Shaw, Community Development
Kim Conley, Development Services

OTHERS IN ATTENDANCE:

ITEM 1: Discuss ongoing PID operations and maintenance contract

Mr. Kelley Shaw opened the meeting and briefly explained that the law requires PIDs to review an annual budget and 5-year service plan. He explained the reason for the Agenda and briefly reviewed the actions taken by the PID in the past. He also reviewed the bid process and explained that the previous bid had been cancelled and that the assessments gathered this year will be ready for improvements next year. Mr. Shaw also briefly went over the spreadsheet created by Matt Griffith.

Mr. Shaw explained how numbers were calculated for the proposed budget, including typical numbers for a PID this size and overshooting numbers to avoid future budget amendments. He also explained that a budget amendment can be done to increase funds if there is not enough budgeted and he explained the process of a budget amendment. He stated that it is best not to go over the total projected maintenance cost of \$53,940. He stated that the spreadsheet shows \$2,000 for electric, \$11,000 for water and sewer, PID management fees, repairs, and \$30,000 maintenance contract. Mr. Shaw stated that there is \$85,000 from assessments and advised that if the money that is budgeted is not spent, it moves into surplus. He explained that surplus could be used to reimburse the developer. The board briefly discussed the need for a maintenance contract before spring.

ITEM 2: Consider for recommendation 2020/21 Budget and 5-Year Service Plan

Mr. Shaw briefly explained the layout of the budget spreadsheet and explained that all PIDs have the same layout. He explained that the previous fiscal year would show actual numbers, the current year would show revision for what was budgeted and what has been used so far. As the PID has not done any improvements, there is nothing showing on the budget under these two columns. Mr. Shaw explained that state law requires the budget to carry out for 4 more years.

Mr. Shaw then went on to review the 2019/20 column by line item with a total of \$53,940 for expenses and \$85,823 coming in from total assessments with a \$0.07 assessment rate and therefore will build surplus. He suggested that the board not decrease any expenses proposed, but recommended increases if the board felt the

need. Mr. Shaw explained the indirect cost formula that determines the administrative fee to the city. He also explained that the city includes a 2% annual inflationary rate to each year shown on the 5-Year Service Plan. Mr. Shaw stated that the board will meet annually and changes can be made, the PID is just required not to have a negative fund balance at the end of the 5-Year Service Plan. The board discussed the assessment rates of \$0.07, \$0.08, and \$0.09 and the effect on the budget and 5-Year Service Plan. It was stated that the assessment payment deadline is January 1st and the budget for 2020/21 begins October 1st. The Board also briefly discussed the process for developer reimbursements.

Mr. Cleve Turner moved to recommend the 2020/21 budget and 5-Year Service Plan as presented. Mr. Wendell Davies seconded the motion and it was approved unanimously. Mr. Shaw reminded the board that, if needed, a budget amendment could be done and a special assessment could be done to gather funds.

ITEM 3: Discuss future agenda items

Mr. Shaw asked if there were any future agenda items. Mr. Turner stated that the PID board would have to approve a bid when bids are received. Mr. Shaw stated that would need to be on the next PID board meeting.

Item 4 Adjourn Meeting

There being no other business, Mr. Shaw adjourned the meeting.