

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 17th Day of July, 2020, The Greenways Public Improvement District (PID) Advisory Board met at 2:00 PM by video conference at the Jim Sims Bldg., 808 S Buchanan, Room 203, Amarillo, Texas, with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Page Butler	No	17	14
Stephen Carter	Yes	19	14
Don Carthel	Yes	18	16
Kim Dryden	Yes	14	10
Seth Thomason	Yes	6	6

CITY OF AMARILLO STAFF:

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

OTHERS IN ATTENDANCE:

Eddie Scott, Developer
Muff London, Developer
Sara Nickson – HOA Manager

ITEM 1: Approval of Minutes from the May 15, 2020 meeting

Mr. Shaw opened the meeting and established a quorum. Mr. Shaw began the meeting by reviewing the previous meeting briefly. Mr. Seth Thomason motioned to approve the May 15, 2020 minutes and was seconded by Mr. Stephen Carter. The motion was approved unanimously.

ITEM 2: Discuss ongoing operations and maintenance of PID improvements

Mr. Carter mentioned having dead trees replaced in the new park area and Ms. Muff London stated that the replacement is scheduled for the fall to avoid replacing them in the Summer heat. She explained that the trees will do better if they are planted during cooler temperatures. Mr. Carter asked if there was a committee that tagged the trees and Ms. London stated that Mr. Cleve Turner came out to check them.

Ms. London explained that there was a meeting to discuss changing the way certain areas were being watered to meet specifications on the contract. She explained that the watering was not being done as it was supposed to be, and she asked that Oscar's instructions be followed to keep to the warranty. She stated that watering has been cut back to four times a week but, during hot temperatures, the water has been increased. The board then briefly discussed a house that is not being watered, Ms. London explained that the sprinklers in the yard had just been replaced.

The board discussed the issue of cars doing donuts in the park. Ms. London informed the board of the damages from the past car issue. She stated that the grass is looking better where the car drove and stated that there cannot be fences put up as there will eventually be businesses in the area. The question was raised if the PID should add security cameras in the area. Ms. London stated that it is up to the PID, but there had to be someone to watch the cameras if they are put in.

The board then discussed the replacement or removal of the fountain. Ms. London stated that there was another sealer placed on the fountain, but she believes the fountain will not last another summer. She suggested the PID do something more traditional.

Mr. Shaw asked if there were any other concerns or questions. There were no further concerns.

ITEM 3: Discuss and consider ongoing PID operations and maintenance contract

Mr. Shaw stated that he spoke with Oscar to verify that he is willing to work through the end of September. He also stated that he checked with the Purchasing department and verified that this is acceptable. Ms. London stated that she took the information from the last meeting and explained how she changed the requirements for the contract bidding to ensure qualified bids.

Mr. Carter asked if contractors should be licensed to handle chemicals. Mr. Shaw stated that to do any irrigation work, a contractor must be licensed, but he was not sure what certifications there are for chemical handling. Ms. London stated that it depends on the strength of the chemical. The stronger chemicals must have a licensed handler, but the chemicals that are being used by the PID can be purchased and handled by anyone.

Mr. Shaw explained the process of selecting a review committee and choosing a bid. He then asked if there were any other questions. Hearing none, the Board proceeded to Item 4.

ITEM 4: Consider for recommendation 2020/21 Budget and 5-Year Service Plan

Mr. Shaw reviewed the 2020/21 column by line item. Mr. Shaw explained that the first column for the 2018/19 is actual numbers. The budget for the 2020/21 fiscal year came out to be around 250,000 in the ending fund balance. Mr. Poston explained the calculations in the numbers provided, he also mentioned water usage due to the hot summers and explained that he does not believe the PID will go over the 200,000 budgeted for water but the amount gives a good cushion if the PID should need it.

Mr. Shaw stated that the proposed budget shows \$444,722 for total maintenance and operation. He also stated that the \$300,000 developer reimbursement that was approved from city council is also listed. He explained that the surplus would be about \$136,000 at the end of September. He then explained that the administration fees for the city have increased. Mr. Poston explained the indirect cost formula used to calculate administrative fees and verified that all PIDs are using the same indirect cost formula, but most did not have as high of an increase due to their smaller PIDS, therefore they have less services taken care of by the city. Mr. Shaw explained that the city is allocating time for anyone that touches the PID in the city.

Mr. Poston explained that the budget also shows a \$700,000 developer reimbursement that plugs in the debt and debt service payment. The board discussed the possibility of reimbursing Mr. Scott in full and using a bond issuance while interest rates are low. Mr. Poston stated if the full \$1,000,000 was issued, the PID would have to increase rates or lower costs due to cash flow issues. The board then discussed increasing assessments to allow full developer reimbursement. Ms. Kim Dryden moved to accept the proposed 2020/21 budget and 5-year service plan with an increase of \$25 to residential B lot for a future bond issue of \$1,000,000. The motion was seconded by Mr. Thomason and the motion was approved unanimously.

ITEM 5: Discuss future agenda items

Mr. Shaw briefly discussed scheduling another meeting to discuss the Maintenance contract and stated

that a review panel would need volunteers. He stated that Ms. Dryden and Mr. Carter have stated that they would be on the panel. Mr. Carter mentioned getting a water pump and Ms. London then stated that she had met with Jared Miller and Floyd Hartman to discuss. She said the PID is still on the project list for 2024 and that she was told about a year ago that it would be about 5 years before money could come through. Mr. Shaw stated that there could be an update at the next meeting.

Ms. London introduced Ms. Sara Nickson as the new HOA manager.

ITEM 6: Adjourn meeting

There being no further action, the meeting was adjourned.