

STATE OF TEXAS

COUNTIES OF POTTER

AND RANDALL

CITY OF AMARILLO

On the 25th day of April 2022 The Colonies Public Improvement District (PID) Advisory Board met at 2 PM in room 275, second floor of the Jim Simms Bldg., 808 S. Buchanan St., Amarillo, Texas, with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Clark Damon	Yes	2	2
Tracy Byars	Yes	43	41
Allyson Flaming	No	2	1
Jason Burr	Yes	8	8
Josh J Langham	Yes	2	2

CITY OF AMARILLO STAFF:

Justin Oppel, Development Services
Devin Jones, Development Services
Leslie Schmidt, Legal

OTHERS IN ATTENDANCE:

Calandra Randolph, FIMC
Brittany Stephens, FIMC
Cleve Turner, TLA
James Shelton, TLA

ITEM 1: Approval of Minutes from the February 2, 2022 meeting

Jason called the meeting to Order. Tracy Byars motioned to approve, Josh Langham seconded, Accepted unanimously.

ITEM 2: Discuss ongoing PID improvement maintenance items

Jason stated that since the last meeting, they had a few extra meetings with Amarillo Integrated about the tree care contract. Jason stated that he felt like it was a misunderstanding, and that he felt like it was understandable that Keith from Amarillo Integrated didn't understand that the tree care was a part of the contract that he signed. Jason stated that because of the misunderstanding with the scope of the contract, the idea has been brought up about separating out and doing separate contracts for mowing and trimming and general maintenance of the grass in the PID area, and a contract for tree care, with either Amarillo Integrated, or another entity. With the meeting they had with the city that would be the most viable option. He stated that they were looking at 120 days minimum, so they were looking at the fall before they were able to get the bid taken care of and work being done. Tracy asked if he was not under contract for the trees, would Amarillo Integrated be able to do the trees. Jason stated that it would be like any other maintenance.

Clark asked if this was a good time to review his work, and if he wasn't a satisfactory contractor, if they could hold him in breach of his contract and bid out for someone else. Jason said that they could, but given the time of year, it would be difficult to get a new bid, and they need someone here now to mow throughout the summer. Cleve stated that it was a bad time to try and find a new mower, because no one would take it on. Josh asked if it was a good idea to wait on ripping out the trees until fall. Cleve and Jason both stated that they wanted to remove them as soon as possible, as Jason has already gotten quite a few complaints from homeowners on the dead trees, and he felt like it was a good idea to show the homeowners some progress. Jason discussed some things with the board from an e-mail between himself and Keith from Amarillo

Integrated and stated that they wanted to draft a letter to find out his timelines, and if he's not meeting their standards, they will withhold payment.

Josh asked if they could start putting together a new bid packet while they were still under contract. Justin stated he would check on that and get back to the board about it. Clark asked if there were three contracts being discussed, Grass, a separate tree contract, and then the pricing for Amarillo Integrated to rip out the trees. Jason stated ripping out the trees was just a typical maintenance cost, and wouldn't need a contract, but he did feel that the flower beds should be their own contract as well. Finding someone that can do them all together was not possible with the budget they have.

Clark asked if the board felt like doing all the contracts at the same time was a good idea. Jason stated that it might be better to have a rotating timeline for these bids, in order for new PID board members to have an easier time learning how the PID process works. Josh stated that he felt like it was a good idea to have the rotating timeline.

Calandra stated that they needed to address the Colonies fountain and turned it over to Brittany. Brittany stated that the fountain needed to be deep cleaned, to clean up all the calcium, and that Joe Soliz wanted to be there to see it how they are cleaning to make sure it's not going to ruin the fountain. It was asked if a motion was needed, however, since it was in the budget there didn't need to be a motion.

Calandra spoke about the bridge house repainting. With the new scope of work, they sent out for new bids, Tri-state went to \$16000, Renu painting's new bid was around \$8,000 with a wood preservative, however with a stain it would be \$13,000. Renu stated that the stain would be a better option than a wood seal as it would last longer. Jason asked for Cleve's opinion, and Cleve stated that he agreed with Renu Painting's bid. It was agreed upon for FIMC to move forward with Renu Painting's bid.

Clark wondered if they could have a budget that showed what was left versus what the original budget was for. Calandra gave some information on what was left in the discussed budgets.

Calandra asked about the lighting and the list of things Cleve was supposed to bring to everyone at this meeting, Cleve however did not remember to do so, so he will get that for the next meeting.

Calandra mentioned the brick facing damage at Sundial Park. Cleve stated there was nothing that could be done other than replacing it. Cleve stated that the brick was not fired hot enough, so the moisture got in there and froze, causing the damage. It's been there for about 15 years.

ITEM 3: Discuss 2022/23 Budget and 5-Year Service Plan.

Jason opened the discussion for the budget. He stated that for the last few years, it felt like they had looked at it right before it needed to be approved, so he wanted everyone to have a chance to look at the budget and see what they needed to do before the budget was done. He stated that he wanted to have the "Custom Gardens" line fixed. Jason asked for a better description on what the City Admin fee entails, and why it went from \$5,000 to \$30,000. Justin stated that he would have to check why the increase was so large. He stated that before he was in this position, he was working down in Building Safety, he worked with grants and the city admin fees jumped for that as well. He said he would find out why those increased for the PIDs.

Jason stated that something that came up in their city meeting was that the PIDs were handled by Development Services, which is two employees, and that there's been some discussion in the city of creating a department with the city that handles the PIDs with its own budget and would specifically only handle those things, and that the fee would potentially go up to fund that department. Justin said that he'd just had a meeting about that exact thing, and with Development Services being just two people, and not only did they handle all aspects of the PIDs, but also all

of Development Services as well, including intake. He stated that they were looking at a new position for PIDs specifically with project management. He stated with new PIDs coming on, it was just getting to be too much for two employees to handle, so that cost would likely be split amongst the PIDs. Justin stated that he would have a better description for that position and what those costs would be. Cleve asked if the fees would be proportionate to the size of the PIDs. Justin stated right now everything is preliminary, so there is nothing set in stone just yet.

Jason then explained that the prior budget broke in the 5th year, so the Board had to do some adjusting, and called attention to the assessments and how those did not change. So, the cost of everything was going up 6 or 7 percent, but the PID assessments were not going up. Jason stated that he did not feel comfortable raising assessments as the only homeowner on the board at that time. He stated that he did not feel they needed to this year, but it needed to be on the radar. Cleve stated that he'd been around since the beginning of the PID business, and the idea was that if you needed to increase the PID assessments, don't nickel and dime anyone, but increase it in such a way that you would be good for a long time before you had to increase again. Jason stated that he agreed, but he also didn't want to raise assessments when there are so many concerns that have not been addressed.

ITEM 4: Discuss and consider for recommendation PID Landscape maintenance agreement for tree care.

Jason asked about the total time for the bid process. Justin stated about 3 months total, however anything more specific about the process was through accounting, and he'd have to check on. The discussion was that Cleve drew up the scope of the contract. Tracy Motioned, Josh Seconded. The motion passed unanimously.

ITEM 5: Discuss and consider budget amendment
Not needed.

ITEM 6: Discuss future agenda items
Calandra stated just budget stuff and Cleve's items.
Jason wanted to set a new meeting for early June so there would be plenty of time for questions to be answered before they had to vote on the budget.

ITEM 7: Adjourn meeting

There being no further business, the meeting was adjourned.