

STATE OF TEXAS

COUNTIES OF POTTER

AND RANDALL

CITY OF AMARILLO

On the 7th of June 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	4	4
Tracy Byars	Yes	45	43
Allyson Flaming	No	4	2
Jason Burr	Yes	10	10
Josh J Langham	Yes	4	4

CITY OF AMARILLO STAFF:

Justin Oppel, Development Services
Devin Jones, Development Services
Leslie Schmidt, Legal
Blair Snow-McCurdy, Finance
Jessica Valenzuela, Finance

OTHERS IN ATTENDANCE:

Todd Boykin, Colonies HOA
Cleve Turner, TLA
Luke Austin, Colonies Resident
Calandra Randolph, FIMC
Brittany Stephens, FIMC

ITEM 1: Approval of Minutes from the May 27, 2022 Meeting

Tracy Byars motioned to approve the minutes as presented, Josh J Langham seconded. The minutes were approved unanimously.

ITEM 2: Discuss ongoing PID improvement maintenance items.

Cleve Turner from Turner Landscape Architects discussed that he should have the technical portion of the specs for all the trees and lawncare done but the following Thursday. He stated that there were some things that he wanted to revisit on the tree care portion. Cleve stated there was some complaints that the Aberdeen grass was not getting sufficient water, and after looking at it, Amarillo Integrated was not mowing the grass short enough for the sprinkler heads to water appropriately.

Custom Gardens has taken out all the roses and have been given specs of what they're wanting them to do once they can take over after the contract is terminated. Currently they are doing what they can do, outside of what Amarillo Integrated is doing. Jason asked if everything was received that was needed to get the contract termination on the Council Agenda. Justin stated he just received the last documents right before the meeting, but he believed they should have everything, he just hasn't had a chance to look over and verify that.

ITEM 3: Discuss and Consider for recommendation 2022/23 Budget and 5-Year Service Plan

Jason stated that he was hoping to have the ability today to come out of the meeting with a very firm idea of the budget, because they were hoping they would have more data at an earlier time, but they simply did not, and they hadn't had a chance to review the information they'd been given. He stated that he and Tracy were the only board members who had gone through the budget process before. Jason stated that he wanted to change the name of the line item for 'Custom Gardens' to 'Turf Maintenance'. He stated that they had talked about breaking out that contract into three different areas, the turf maintenance, the tree care, and the flowers and landscaping.

There was some discussion on what the city needed in order to break those out, or if the city needed it to be labor versus product, but ultimately it was determined they could split the line item up into the requested lines. The board also discussed the benefits of splitting the one landscape maintenance into several different contracts.

Clark Damon asked for some explanation on each of the line item, and what was paid for out of each one so that he would be aware of what was budgeted. Jason went through and explained each line item for him. Jason talked about the landscaping line, and some invoices he had requested to see what was actually spent over the last year in both the landscape (Botany and Agriculture) line, and the Contract Labor (Custom Gardens) line. He stated that some of that was to Custom Gardens before their contract was up. Justin asked Blair to explain how the revised estimate was calculated for clarity. Blair stated that the revised estimate was where they take what was already spent from October through April, and they took the previous year from May to September to have a good estimate of where they would end up at the end of the year. Jason asked about the 'Custom Gardens line' and Justin explained that's why they have both Custom Gardens and Amarillo Integrated numbers making that Revised number. Jason stated that that wasn't an accurate number then, because the Amarillo Integrated contract would be rescinded within a few weeks. They adjusted the revised estimate according to what would be through actuals for Amarillo Integrated, since there would be no further invoices for them past June.

Clark Damon then asked about the Botany and Agriculture line, and what that was for. Calandra stated that those were calculated for tree and bush trimming, fertilizing and pest control, and that quite a bit of what was budgeted in there was for tree care, flower bed maintenance, mulch, and Cleve's services.

There was further discussion over what each line item was for. Clark asked if irrigation was one of the three separate line items Jason was wanting to break out. Jason stated that no, irrigation needed to be its own thing because of all the sprinkler repair they'd needed to do this year, along with all the Baseline updates. Jason then asked if they could speak about the bonds, and Blair said that she would try to help however she could. Jason asked for her to explain the bonds, and how they get paid back for the newer board members. Both Clark and Josh stated they had a pretty good understanding of how it's incurred, but they had questions on how it gets paid back. Clark asked why those specific years were chosen for payment, since that seemed to be why the budget was going negative.

Blair explained that the city issued the bond so that the PID could take advantage of their bond rate to repay the developer, and they repay the bond through the PID Assessments. She explained that on their handout there was a pay schedule to show. Jason stated that last year for the budget, he and Tracy were the only board members, and they were told the budget was going to be negative by the end of five years, and that they needed to fix it. They pushed the payment further down the road because it didn't need to be paid back immediately and with so few members, Jason was not comfortable raising assessments especially being the only resident on the board at the time. There was some discussion about one bond they currently have being completed for payment in 2028, as well as deciding to talk to Rockrose about when might be best to have the bond issued to pay them back for their current improvements. Luke Austin asked what the rules were for single purchase buys, and why it was so lenient there but so strict on things like the Landscape contract. Jason stated that they can't, there is still a process determined by the purchasing department. There was some further discussion including examples on how they process a smaller one-time purchase. It was stated that there is a \$50,000 limit per contract to need to send it out to public bid.

Clark Damon asked why their units ended up going down, and Jason explained that it went down because when a lot was developed, the roads and alleys were no longer included in the lot square footage. They also discussed that there was a cap on what commercial properties paid for their assessments per square foot, so they weren't paying for the full square footage of their lot.

Clark asked about the City Administration fee going from \$5,000 to \$30,000, and if the city had hired the position Justin had been talking about for the project manager for PID Contracts yet. Blair explained that the city has now hired a firm to come in and calculate these numbers. Previously, they had taken a sample of timecards from every department that touched the PIDs and charge them a percentage of that cost that went to the PIDs. They have someone helping to refine that process. Justin also stated that the new position has not been filled, that it would not be able to be filled until after the new fiscal year starts at least. Clark asked if City Taxes paid for those services, and now the colonies residents were paying for those services as well, and why were they paying for that fee. Luke explained that it seemed like the city has been covering the admin fees for the Colonies, and now they're realizing that they have been spending quite a bit more time than was originally budgeted. Blair stated that there is quite a bit that goes above and beyond for a PID Like debt management and the public meetings that are not done for every neighborhood in Amarillo, so there is an additional cost to the Colonies for those additional services.

Blair asked if they were adding anymore green space. Jason stated that no, there is no more greenspace, only commercial so their watering needs should not drastically change. Blair did state that there was a water rate increase. Blair stated if they approve the budget as it stands now, it does not mean that they have to issue the debt in the years they have it set out, it just gives them permission to. Jason stated that in 22/23 Fiscal Year, there is a 2 million bond listed under their budget.

Luke Austin asked how much the PID owes to Rockrose. Blair showed him where on the budget that appeared and explained how the developer gets repaid through bond issuance. There was a discussion on the bond interest rate, which Blair believed to be about 3%. Jason asked what the timeline was that they needed to approve the budget for. Blair stated that Council will vote on the budget in August.

Luke Austin asked about any large expenses that might be coming up. Calandra stated that large expenses in the future was the lighting on Valcour, the curb at Spartanburg, and the Tree care.

The board discussed a date for the next meeting, and it was set for July 20th at 2pm.

ITEM 4: Discuss future agenda items

There were no future agenda items.

ITEM 5: Adjourn meeting

There being no further business, the meeting was adjourned.