

STATE OF TEXAS

COUNTIES OF POTTER

AND RANDALL

CITY OF AMARILLO

On the 22nd day of June, 2022 The Pinnacle Public Improvement District (PID) Advisory Board met at 10:00 AM 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	3	3
Cleve Turner	3	2
Marc D Franklin	3	2

CITY OF AMARILLO STAFF:

Justin Oppel, City of Amarillo
Devin Jones, City of Amarillo
Stephen Cross, City of Amarillo
Leslie Schmidt, City of Amarillo

OTHERS IN ATTENDANCE:

Matt Griffith, Rockrose Development
Brittany Stephens, FIMC
Calandra Randolph, FIMC
Will Maynard, Rockrose

ITEM 1: Approval of Minutes from the May 21, 2021 meeting

Justin Oppel opened the meeting and established a quorum. Marc Franklin moved to approve the minutes; Wendell Davies seconded. The minutes passed unanimously.

ITEM 2: Discuss PID operations and maintenance

Justin turned it over to Marc for an update on the PID improvements. Marc stated that the Phase I improvement project was pretty much completed, all they lacked he believed was the final payment. There were a few change orders from the contractor that they were considering. They stated that they had about a month left on the mowing contract for that, with the warranty period. He stated that James was helping to monitor the watering system to keep those numbers down.

Matt Griffith asked if it was going to take a while to get the bid process underway, and the contractor is currently taking care of the lawn, he asked if Rockrose could claim any of those future expenses during reimbursement. Leslie stated that it depended on how much the labor was going to be. Matt asked if there was probably a max on that. Leslie went over the purchasing requirements of having three bids and trying to take the lowest bid. Matt stated that normally there's a \$50,000 limit, Calandra would go out and get three bids, and they could just do it without Council approval. However, in this situation they thought it best to just let the people who put in the grass maintain it, as there were some very specific things that had to happen in a very specific way. He stated because of the hybrid grass that they used, it was critical that the people who put it in, were the ones who took care of it in that early time until it was established. Leslie asked him to e-mail him all the variables, so that she could determine whether it was going to be reimbursable or not.

Calandra asked if the management side of that would have to be put out to bid. Leslie stated that she didn't they had before, but she wasn't sure. Matt stated that some years ago they had been told that there was a certain percentage that didn't require they city bidding process for professional fees. So, they had been treating FIMC, Cleve's fees, and attorney fees under that professional bracket percentage. Leslie stated that there

was an exception in the procurement code for professional fees, and it was a percentage of the overall budget.

ITEM 3: Consider for recommendation 2021/22 Budget and 5-Year Service Plan

Marc stated that he asked Cleve for an estimated cost of the next two phases, and it was the last page of Cleve's projections that he used to edit the budget that he sent to Justin. He stated that Cleve's categories, don't line up with the city categories too well, but he'd done the best he could. He stated that the 2022 budget was within a few hundred dollars, but after that it was way off track, and they needed to make some adjustments in order to be able to even consider approving the budget. Stephen stated that was why they were there in the meeting, since the PID knows the projects better than the city does, that way they could work together to make an appropriate budget.

There was some balancing to the budget, as they discussed where funds needed to be moved based on Cleve's projections. Matt commented on the square footage increase, and the board checked to make sure that these numbers were all correct in the correct year. There was discussion of raising the assessment rate to 10 cents this year as opposed to in a future year, and that eliminated the negative surplus they had by year 5. Matt stated that he felt like there was a lot more adjustments to go over, and that adjustments needed to be made on the maintenance contract estimates, because he felt that they were too high.

The board decided to discuss some numbers further and bring the budget back for discussion once they had a firmer look at square footages and a better hold of the cost of maintenance. Marc moved to table the budget; Wendell seconded. The motion passed unanimously.

ITEM 4: Discuss future agenda items

Marc asked about the city reevaluating the contractor forms. Justin explained that the city was looking at reevaluating the scoring criteria, and that the purchasing department was aware and on board. Marc asked if there was a guideline for percentages, and Justin stated that he did not know exacts, but that they were wanting to maintain equity of some sort. It was mentioned of finding another avenue in the case of termination of a lawn maintenance contractor, something to fill the hole while the bid process happened. Justin stated that he would look into that.

The next meeting date was decided to be July 11th at 1 pm.

ITEM 5: Adjourn Meeting

There being no other business, the meeting was adjourned.