

**STATE OF TEXAS**

**COUNTIES OF POTTER  
AND RANDALL**

**CITY OF AMARILLO**

On the 25th day of May 2021, the Quail Creek Public Improvement District (PID) Advisory Board met at 4:00 P.M. by video conference at the Jim Simms Building, 808 S Buchanan St., Amarillo, Texas, with the following people present:

MEMBERS PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Kris Culp	11	10
Jason Burgess	6	5
Chad Westenburg	6	6

**CITY OF AMARILLO STAFF**

Kelley Shaw, City of Amarillo

Leslie Schmidt, City of Amarillo

ITEM 1: Approval of Minutes from the July 8, 2020 meeting

Mr. Kelley Shaw opened the meeting and established a quorum. Mr. Shaw began the meeting by briefly discussing the purpose of the meeting. Mr. Jason Burgess motioned to approve the minutes of the July 8th, 2020 meeting and it was seconded by Mr. Chad Westenburg. The motion was approved unanimously.

ITEM 2: Discuss ongoing PID operations and Maintenance

Mr. Shaw gave a brief description of the agenda item and the board had no further discussion.

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

Mr. Shaw explained the 2021/22 column by line item with a total of \$11,400 for expenses stated that the PID would result in a negative fund balance if expenses and assessments remained unchanged. The board discussed that assessments have remained \$350 for at least six years and that raising them would be helpful. Mr. Shaw stated that if the expenses were lowered, the fund balance would still decrease, but would not show a negative at the end of the 5-year service plan. He also stated that if assessments were increased, the fund balance would also still decrease, but would not show a negative at the end of the 5-year service plan. Mr. Shaw reminded the board that, if needed, the state law allows for a special assessment or a budget amendment can be done at any time if the PID needs to take care of an unexpected expense.

The board discussed the possibility of decreasing the expenses this year and reviewing the need for increasing assessments at the next budget meeting. Mr. Westenburg motioned to recommend for approval the budget and 5-year service plan using the less expense alternate as presented. Mr. Burgess seconded the motion, and it was approved unanimously.

ITEM 4: Discuss future agenda items

The board briefly discussed the end of Mr. Westenburg's and Mr. Burgess's terms and the possibility of new board members. Mr. Shaw stated that he would need recommendations from the homeowner's association for the two new board members and Ms. Trina Santee was mentioned as a possible new appointee.

ITEM 5: Adjourn Meeting

There being no further action, the meeting was adjourned.