

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 21st day of June 2022, the Quail Creek Public Improvement District (PID) Advisory Board met at 2:00 P.M. in room 203 at the Jim Simms Building, 808 S Buchanan St., Amarillo, Texas, with the following people present:

BOARD MEMBERS	MEMBER PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Kris Culp	No	12	10
Trena Santee	Yes	1	1
Steve Akeroyd	Yes	1	1

CITY OF AMARILLO STAFF

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

ITEM 1: Approval of Minutes from the May 25, 2021 meeting

Trena motioned to approve the minutes as approved, Steve seconded. The minutes were passed unanimously.

ITEM 2: Discuss ongoing PID operations and Maintenance

Justin verified that the Landscape Maintenance contractor was Yard Barber. Trena asked if they had increased their rate, or what their cost was. Stephen stated that they charged 252.03 monthly. Trena asked if they subcontracted out for aerating or fertilizing. Devin stated that she had only received invoices from Yard Barber for Quail Creek.

Trena asked if there was a way to compare last years water usage to this year, as the previous year they had wasted a lot of water. Steve stated that the water line item was less than half of the year before, so he believed that meant they had used less. Stephen stated that yes, their consumption had gone down. Trena stated that perhaps they should get Clearwater out to do a maintenance check on their irrigation system. She also stated that there was a dead pine tree to consider taking out. Trena also mentioned a dark place that Kelley had told them that it was up to the board on whether they wanted to put in a light or not, but she thought it would be alright.

Steve asked if the only contractors were Clearwater and Yard Barber. Devin stated that she believed that Yard Barber was the only contractor, and that Clearwater was just who had put in the irrigation service due to the confusion when she called Clearwater to come service a broken sprinkler head. When he realized it was for where Kris Culp used to call for, he knew what she was talking about.

Steve asked if there was a process to reserve the park at Quail Creek for birthday parties or other events. Justin stated that if there was a massive scale party, it would probably be a good idea, but otherwise it's their park, enjoy it.

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

Justin stated that their budget was sitting good for the projected five years, and that the assessments were set to stay the same so far. Stephen mentioned that they would need to adjust their revised budget for water, since the rate did increase, and the previous year was so low. They had already exceeded their current budget, with the three hottest months of the year left.

Stephen stated that towards the end of that fifth year, their reserves were starting to dwindle, and it would be a good idea to consider raising their assessment cost. Trena stated it had just been raised quite a substantial amount a few years prior. Stephen researched and it went from \$237 to \$350 a lot, which was quite the large jump in cost. There was some discussion on the fact that they needed to anticipate a higher cost for landscape maintenance. Steve asked if the city initiated those contracts, and Justin answered that yes, they did. Steve asked about liability insurance for the park, and how that would be handled. Leslie stated that the City would not be responsible, but if someone did get hurt, they were welcome to submit a claim, and both legal and risk management would look at it and consider it. She stated that it would not go through the PID board members, the City was the one funding it, so it would go through the city.

Stephen explained that Finance calculated in a 2% increase every year after. He stated that with assessments the way they were, the budget would reach a negative in year 6, so they would need to keep that in mind. Steve asked if there was ever something that couldn't be handled by the budget, and Stephen and Justin both stated that not that they were aware of, but that something could have happened that they were not aware of. Trena proposed that they leave the assessments at \$350 since the budget was alright for now and consider changing the assessments the following year if it was needed to raise. Justin stated that at that time if it was necessary then they would have a good reason to give the neighborhood.

Trena stated that last year they'd gotten new trees, and that was around \$3000 that they won't have on this year's budget. Steve asked if there were any further suggestions of improvements. He knew at one point there was talk about a cover over the park benches. Trena stated that no, she hadn't spoken to anyone about improvements. Trena asked about a dog waste station. Justin stated that Parks and Rec should have those and that he would check into it for them.

Trena moved to approve the adjusted budget, and to keep the assessment cost the same. Steve seconded. The item passed unanimously.

Steve had further questions about the surplus fund, but it was determined that with the increase in water, the three-month reserve also went up.

ITEM 4: Discuss future agenda items

The only future agenda item was getting a new board member on, and Justin gave information on how to get that new member, and explained the boards were only appointed new members about twice a year.

ITEM 5: Adjourn Meeting

There being no further action, the meeting was adjourned.