

**STATE OF TEXAS**

**COUNTIES OF POTTER  
AND RANDALL**

**CITY OF AMARILLO**

On the 10<sup>th</sup> day of July, 2014, The Colonies Public Improvement District (PID) Advisory Board met at 9:00 AM in Room 305, on the Third Floor of City Hall, 509 East 7<sup>th</sup> Avenue, Amarillo, Texas, with the following people present:

<b>VOTING MEMBERS</b>	<b>MEMBERS PRESENT</b>	<b>TOTAL NO. MEETINGS HELD SINCE APPOINTMENT</b>	<b>TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT</b>
Joe Norman, Chair	Yes	31	29
Tracy Byars	Yes	19	19
Eric White	Yes	19	15
Craig Bryan	No	18	15
Lew Bradshaw	Yes	16	12

**CITY OF AMARILLO STAFF:**

Kathleen Collins, Comprehensive Planner  
Clint Stoddard, Parks Superintendent  
Laura Hastings, City Auditor  
Stephanie Coggins, Property Accountant

**OTHERS IN ATTENDANCE:**

Matt Griffith, Developer

**ITEM 1: Approval of Minutes from the April 9, 2014 meeting**

Mr. Norman opened the meeting and asked if there were any corrections to the April 9, 2014 meeting minutes. Hearing none, Mr. Bradshaw moved to approve the minutes as presented with Mr. White seconding the motion, and minutes were approved.

**ITEM 2: Discuss ongoing PID operations and improvements**

Ms. Collins stated the Colonies Unit No. 50-A project is underway. She noted Colonies Unit No. 53 has been platted and includes additional common area. Ms. Collins asked Mr. Griffith to talk about this phase of development.

Mr. Griffith anticipates common area construction for Unit 53 to begin in the early spring of 2015. Improvements will include the remainder of the brick wall along Hillside Rd. and a traffic circle, similar to that of the Westminster Circle.

Ms. Collins noted that City Parks staff will renew the maintenance contract with Reeder Landscape to maintain PID areas within the Colonies and Greenways for 2014/15. At the end of this one-year contract, maintenance and operation of the PID will be positioned either on the Colonies HOA or the PID Advisory Board. Mr. Griffith stated that Mr. Bryan is searching for a potential HOA manager to collect dues, possibly enforce deed restrictions, etc. Mr. Griffith noted that Cleve Turner is currently in the process of combing through the Colonies amenities and compiling a list of items that will require repair either immediately or in the near future. The purpose of this is to provide a complete repair of common area improvements so when this project is handed to the new manager, management company, contractor or

whoever that may be, they will be able to start with a clean slate. Mr. Griffith suggests the company overseeing PID maintenance should be someone with irrigation and landscape expertise.

Mr. Stoddard stated the Parks staff member who was maintaining flower beds is no longer with the City. This position has been extremely difficult to fill. Staff didn't want the materials in the flower beds to deteriorate, so this type of maintenance was sent out for public bid. He stated the contract is with Ramirez Landscaping through this summer. Flower bed maintenance was not part of the original bid that Reeder Landscaping currently has. Mr. Stoddard also mentioned new technology is available that would allow controlling irrigation systems remotely.

ITEM 3: Discuss and consider for recommendation the rate at which commercial property is assessed

Ms. Collins stated the commercial rate is currently set as an amount equal to \$0.07 multiplied by the total square footage of the lot for lots two acres or less. Commercial lots greater than two acres will be assessed an additional \$500 per acre, with a maximum assessment of \$10,000 per lot.

Ms. Collins noted the question from the last meeting consisted of the possibility of changing the multiply factor from two acres to one acre. She stated currently five of the sixteen commercial properties are over two acres. If assessments are changed, the 2014/15 budget would not be significantly affected. Mr. White commented that the pro to this would be the ability to market to a broader range of potential business owners.

Mr. White made a motion to reduce the commercial rates to \$0.07 for the first acre and an additional \$500 for each additional acre, not to exceed \$10,000 per lot. Mr. Bradshaw seconded the motion, and the request was unanimously approved.

ITEM 4: Discuss and consider FY 2014/15 budget and 5-year service plan

Ms. Collins asked Ms. Hastings to discuss this item. Ms. Hastings reviewed the actual revenue and expenditures for 2012/13, revised estimates for 2013/14 and proposed amounts for 2014/15 by line item. She pointed out water usage has increased due to additional common area acres being improved and drought conditions continue. She also noted a bond was issued in early 2014 and fees associated with it will begin to be paid through 2014/15 assessments.

Mr. Griffith pointed out that increases to assessments may be necessary in the next few years but this is largely dependent on the cost of a management company, private landscape contractor or like person. He mentioned the projections within the 5-year service plan could possibly be sufficient.

After further discussion, Mr. Norman requested a motion. Mr. White moved to approve the 2014/15 budget and 5-year service plan as presented and Mr. Byars seconded the motion. Motion was approved.

ITEM 5: Discuss appointment/reappointment of PID Advisory Board member recommended by Developer and Colonies Homeowner's Association whose terms expire September 30, 2014

Mr. Norman stated he has served the PID Advisory Board for 12 years. Although it has been a great experience, he does not wish to serve another term. Ms. Collins thanked Mr. Norman for serving on this board. She also asked that the HOA recommend someone to replace Mr. Norman by September 1, 2014.

ITEM 6: Discuss future agenda items

Ms. Collins asked to be notified at least three days prior to any meeting of the Colonies PID Advisory Board as this relates to the Open Meetings Act. She noted that additional meeting may be necessary to transition from Parks maintenance to private maintenance and operation.

ITEM 7: Adjourn Meeting

Meeting was adjourned at 9:57 AM.