

STATE OF TEXAS §
COUNTIES OF POTTER §
AND RANDALL §
CITY OF AMARILLO §

On the 19th day of January, 2012, the Point West Public Improvement District (PID) Advisory Board met at 10:00 A.M. in Room 205, on the third floor of City Hall, 509 SE 7th Avenue, Amarillo, Texas with the following individuals present:

<u>MEMBERS</u>	<u>TOTAL NO. MEETINGS ATTENDED</u>	<u>TOTAL NO. MEETINGS HELD</u>
Dick Fausset, Chairman	9	9
Jim Rutledge	3	5
Loyd Romans	2	5

CITY OF AMARILLO STAFF

Kelley Shaw, Planning Director

Kathleen Collins, Comprehensive Planner

ITEM 1: Approval of Minutes from July 19, 2011 meeting.

Mr. Shaw asked if there were any corrections to be made to the July 19, 2011 meeting minutes. Hearing none, Mr. Fausset moved to approve the minutes as presented, Mr. Romans seconded the motion, and the minutes were unanimously approved.

ITEM 2: Discuss expansion of the Point West Public Improvement District Advisory Board from three (3) members to five (5) members.

Mr. Shaw explained that the Petition submitted to establish the Point West Public Improvement District allowed the initial Advisory Board to consist of three (3) board members. This was due to the small number of lot owners. The Petition also stated that, after one year, the Board would expand to include five (5) members. However, the following year, an ordinance was approved to limit the Board to three (3) members until such time that expansion of the Board was necessary.

Mr. Shaw noted that with numerous properties now developed within the Public Improvement District boundary, he believed it is time to expand the Advisory Board to include five (5) members. Mr. Fausset agreed with Mr. Shaw and mentioned that a representative from the Coffee Memorial Blood Center, Atmos Call Center, and a hotel owner have agreed to participate as Board members.

Mr. Shaw stated that Planning staff would forward the nominations and contact information to the City Commission for approval and an ordinance would be created to establish the five (5) member Advisory Board.

ITEM 3: Consider for recommendation reassessing property within the Point West Public Improvement District to correct an error related to the previously approved 2011/2012 Point West Public Improvement District Assessment Roll.

Mr. Shaw explained that a budget, 5-year service plan, and an assessment roll are created and approved every year. The method of assessment for this Public Improvement District is calculated by dividing the total costs by the square footage of property owned within the boundary. However, the 2011/2012 assessment roll indicated three properties which were not being assessed. Essentially, the remaining property owners were paying the additional costs.

Mr. Shaw mentioned that invoices have not yet been sent to property owners and the necessary corrections could still be made. With that, Mr. Shaw requested a motion to recommend the City Commission approve an amendment ordinance reflecting the correct assessment amounts for properties located within the Public Improvement District for 2011/2012. Mr. Romans so moved and Mr. Fausset seconded the motion. Motion carried unanimously.

ITEM 4: Discuss ongoing PID operations

Mr. Fausset mentioned that Outlook St. may have an entry feature along Coulter St. in the future.

ITEM 5: Adjourn Meeting

There being no further action, the meeting was adjourned.