

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 15th Day of May, 2020, The Greenways Public Improvement District (PID) Advisory Board met at 10:00 AM by video conference at the Jim Sims Bldg., 808 S Buchanan, Room 203, Amarillo, Texas, with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Page Butler	No	16	14
Stephen Carter	Yes	18	13
Don Carthel	Yes	17	15
Kim Dryden	Yes	13	9
Seth Thomason	Yes	5	5

CITY OF AMARILLO STAFF:
Kelley Shaw, City of Amarillo

OTHERS IN ATTENDANCE:
Eddie Scott, Developer
Muff London, Developer

ITEM 1: Approval of Minutes from August 13, 2019 Greenways PID Advisory Board meeting

Mr. Shaw opened the meeting and established a quorum. Mr. Shaw began the meeting by reviewing the previous meeting briefly. Ms. Dryden motioned to approve the August 13, 2019 minutes and was seconded by Mr. Thomason. The motion was approved unanimously.

ITEM 2: Discuss and consider maintenance and improvements of park areas including drainage areas and facilities

Mr. Thomason asked if the tree trimming had been completed. Ms. London stated that certain areas had been completed and some were replaced by a new contractor. Ms. London also briefly described the new contractor's business and plans to continue using him. Mr. Carter asked if the north area of the new park is watering daily by error or by design and he expressed concern about the water pooling in that area. Ms. London stated that the grass would likely have to be removed and replaced with gravel. She also stated that nothing should be watered every day. Mr. Shaw asked if there were any other concerns or questions. There were no further concerns.

ITEM 3: Discuss PID improvement maintenance contract

Mr. Shaw stated that this is the final year of the one-year extension for the current maintenance contract that would end at the end of August. He stated that the contract must go through a city bidding process, but the process is "best value bid." He also explained that a committee can be formed with board members, staff, etc. and one person from the purchasing department. The bids will be evaluated by the committee and the score goes to the city council for review rather than accepting the lowest bid.

Ms. London stated that she will correct the contract to condense the bidding to qualified contractors. She also asked how the point system functions with the committee. Mr. Shaw explained that it is a predetermined system that the Purchasing department has created with a 100-point total. Ms. London asked if references can be requested and if she can contact bidders directly to discuss the work with them before deciding. Mr. Shaw verified that references can be requested. Mr. Thomason asked if the committee can rate the scoring so that more important items are ranked higher. Mr. Shaw verified that the committee can rate the scoring. Mr. Shaw stated that he will send copies of the current contract for the Board to review. He then asked if there were any other questions. Hearing none, the Board proceeded to Item 4.

ITEM 4: Discuss and consider Developer reimbursement

Mr. Shaw stated that the board had previously discussed reimbursing Eddie by bond issuance and/or reimbursement through surplus funds. He explained that Laura stated the assessment revenue would cover about a \$1 million bond issuance, but this would require the city council agreeing and a budget amendment. Mr. Shaw also stated that issuing a reimbursement through surplus funds is a possibility, but it would also have to go through city council and a budget amendment. Ms. London stated that she had been in contact with the city on reimbursing the developer and requested that the Board vote to reimburse \$300,000 from the surplus funds.

Mr. Shaw explained that the budget for the 2019/20 fiscal year came out to be around 480,000-500,000 in the fund balance. He also stated that taking out 300,000 from the surplus to reimburse the developer would still leave the PID with a healthy fund and that there is a possibility to issue a bond, instead, in July. Mr. Shaw stated if the Board wanted to reimburse Eddie \$300,000 from the surplus funds, there would need to be a recommendation from the Board. A question was raised if the 3-month operating reserve was adequate in the case of an emergency. Mr. Shaw explained that, even if the budget was not enough, the PID is able to do a special assessment to cover expenses. Mr. Don Carthel motioned to reimburse the developer, Mr. Eddie Scott, \$300,000 from the Greenways surplus funds. Mr. Seth Thomason seconded the motion and it was passed unanimously. Mr. Shaw informed that he would get the budget amendment ordinance prepared and inform the Board when it was going to council.

ITEM 5: Discuss future agenda items

Mr. Shaw briefly discussed scheduling another meeting to discuss the Maintenance contract. Ms. London then stated that she had been receiving requests from a resident to have his PID fees waived because he is a veteran. She also requested to have the City send a letter from the legal department stating that the fees cannot be waived. Mr. Shaw stated he would look into it.

ITEM 6: Adjourn meeting

There being no further action, the meeting was adjourned.