STATE OF TEXAS §

COUNTIES OF POTTER §

AND RANDALL §

CITY OF AMARILLO §

On the 3rd day of June 2021, the Vineyards Public Improvement District (PID) Advisory Board met at 10:00 A.M. by video conference in Room 203 Jim Simms Bldg, 808 S. Buchanan, Amarillo, Texas, with the following individuals present:

MEMBERS	TOTAL NO. MEETINGS ATTENDED	TOTAL NO. MEETINGS HELD
Thomas Nielsen, Sr. Chairman	8	11
Thomas Nielsen, Jr.	8	8
Kent Meyer	6	6
Larry Teague	4	5
Jason Henry	3	6

CITY OF AMARILLO STAFF
Kelley Shaw, City of Amarillo
Kim Conley, City of Amarillo
Leslie Schmidt, City of Amarillo

ITEM 1: Approval of the August 9, 2020 meeting minutes.

Mr. Shaw opened the meeting and briefly went over the last meeting topics and asked if there were any corrections to the meeting minutes. Hearing none, Mr. Larry Teague motioned to approve the minutes as presented, with Mr. Kent Meyer seconding the motion, and the minutes were unanimously approved.

ITEM 2: Discuss ongoing PID operations and maintenance contract.

The board discussed the possibility of renewing the maintenance contract with US Lawns. Mr. Shaw explained that if the contract increases, it will need to go to the Purchasing department at the city for administrative approval. He also stated that if the contract is less than $10,000 there would need to be at least three bids, but it could be approved administratively. If the contract is more than $10,000, it would have to be put out to bid.

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

Mr. Shaw stated that it appears the PID will remain within the amount budgeted for 2020/2021. He then began reviewing the 2021/2022 budget and 5-year service plan by line item with a total expense of $10,400. Mr. Shaw stated that the $9,400 budgeted for maintenance and operation and the $1,000 for administrative costs and advertising would likely be lower than the actual expenses, but it is a decent amount to budget for. He also stated that the revenue generated would be even with the budgeted amount for expenses. Mr. Shaw informed the board that, even with the 2% inflationary factor and expenses surpassing revenue within the five-year service plan, the PID would still be in good shape with a positive surplus at the end of the five years.

Mr. Tommy Nielsen, Jr. stated that new lots would need to be added to the plan in the future, around 250 lots would also increase the revenue. Mr. Shaw added an additional 284 lots to the 2023/2024 column to ensure covering additional lots that will be added to the PID. Mr. Shaw stated that the new additions increase the revenue so that the surplus does not begin to dip during the five-year plan. Mr. Kent Meyer motioned to approve the proposed 2021/22 Budget and 5-Year Service Plan, noting the increase to 284 lots in 2023/2024. Mr. Nielsen, Jr. seconded the motion, and the motion was approved unanimously.

ITEM 4: Discuss future agenda items

The board briefly discussed adding maintenance contract renewal to the next board meeting.

ITEM 5: Adjourn Meeting

There being no further action, the meeting was adjourned.