STATE OF TEXAS

COUNTIES OF POTTER

AND RANDALL

CITY OF AMARILLO

On the 17th of January 2023 The Colonies Public Improvement District (PID) Advisory Board met at 9:00 AM in room 275, second floor of the Jim Simms Bldg., 808 S. Buchanan St., Amarillo, Texas, with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Clark Damon	Yes	9	9
Luke Austin	Yes	2	2
Allyson Flaming	No	9	2
Jason Burr	Yes	15	15
Josh J Langham	Yes	9	9

CITY OF AMARILLO STAFF:
Justin Oppel, Development Services
Carrie Roberts, Development Services
Devin Jones, Development Services
Bryan McWilliams, Legal
Trae Kepley, Purchasing
Matt Poston, Finance
Matt Trujillo, Finance

OTHERS IN ATTENDANCE:
Calandra Randolph, FIMC
Andrea Vance, FIMC
Bill Chudej, FIMC
Cleve Turner, TLA
James Shelton, TLA
Matt Griffith, Rockrose Development
Marc Franklin, Rockrose Development

ITEM 1: Approval of Minutes from the November 18, 2022 Meeting

Jason stated that Reeder was misspelled in the minutes. Josh motioned to approved with the listed changes. Luke Seconded. The motion passed unanimously.

ITEM 2: Discuss and Consider the award of Landscape Maintenance Bid #7416

Justin explained that Green Plains Design came out as the winning bid, and that they were partnered with Garrett landscaping. Their bid came in just over $195,000. Clark asked if Custom Gardens was bid correctly this time. Jason stated that not much had changed with Custom Gardens, but Green Plains did fix all the issues that their bid had in the first set of bids. Matt Griffith stated that they are extremely competent. It was stated that the timeline from here was that once the City Council approved the bid, they would need to finalize the contract. Once all signatures were obtained, they would be good to get started working. The goal for them to begin working was on February 1st.

Luke motioned to approve the bid from Green Plains, and Clark seconded. The motion passed unanimously.

ITEM 3: Discuss and Consider management contract associated with administrative responsibilities related to maintenance and operations activities associated with Colonies PID Improvements

It was stated that Todd Boykin and Bryan McWilliams were working on the details of the contract, but they were very close to completing the contract. Jason asked if they would have to meet again to approve the contract since they had nothing to review. Bryan stated that since the contract was between the City and FIMC there wouldn't be anything for them to review. Jason stated that he was comfortable and trusted Todd Boykin and FIMC on that contract.

ITEM 4: Bond issuance process status update

Matt explained that the bond issuance would be on February 16th. Jason asked if that satisfied everything that was owed to Rockrose. Matt Griffith stated that they had originally approved a $700,000 payment, which appeared to be off the table now, so the accountant for Rockrose was working with Blair to have an accurate final number on how much was owed from The Colonies to Rockrose. Jason stated that he felt that the goal would be to have the true total of what was owed to Rockrose at the next meeting so that they could look at their finances and find out how best to proceed on paying them back all that was owed, sooner rather than later.

ITEM 5: Expense review process and procedure update

Luke stated that they were collecting money from the community, but they weren't using it. He stated that the board needed to have the expense procedure on paper that shows exactly what they can and cannot purchase so that they would know how to use their money. Luke stated that he'd like to have it on paper so that they can follow it to a tee. Justin explained that they were working on this process alongside the contract with FIMC and it would be thoroughly outlined in the contract. Justin stated that it would spread out to other PIDs as well. The board asked if there would be an exhibit of some kind, and Bryan said that was what they were working on with the contract so that they would know what the process is. Luke stated that what he felt needed to be done was that they contacted Justin to make sure before they spent any money that it was agreeable. Bryan stated that was the way it was set up and that would be a good idea.

ITEM 6: Financial statement review.

Carrie presented the board with the information she'd gathered on the water usage, and the board requested she bring to the next meeting a history of around two years of water usage with the cost and the gallons used so that they would be able to have that information for review. The also asked to see it listed in the separate meter accounts as well so they could compare the monthly cost on each meter.

ITEM 7: Discuss ongoing PID improvement maintenance items

Calandra listed a few items that they had waiting to make sure they were going through the correct process for the city to be able to pay the vendors. She mentioned some light poles and irrigation that needed maintenance as well as the installation of the minute hand on the clocktower and painting the letters on the fountain.

ITEM 8: Discuss future agenda items

Jason stated that he'd like to have an item on the reoccurring agenda to discuss PID board members, when their terms end, attendance, naming a president and vice president so they knew who would be running the meeting. Mentioned earlier in the meeting, they wanted to see the finances with the bond information as well as the full total of what was owed to Rockrose.

ITEM 9: Adjourn meeting

There being no further business, the meeting was adjourned.