STATE OF TEXAS

COUNTIES OF POTTER

AND RANDALL

CITY OF AMARILLO

On the 21st of March 2023 The Colonies Public Improvement District (PID) Advisory Board met at 9:00 AM in room 208, 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	10	10
Luke Austin	Yes	3	3
Allyson Flaming	No	10	2
Jason Burr	Yes	16	16
Josh J Langham	Yes	10	10

CITY OF AMARILLO STAFF:
Justin Oppel, Development Services
Carrie Roberts, Development Services
Devin Jones, Development Services
Leslie Schmidt, Legal
Blair Snow-McCurdy, Finance
Matt Trujillo, Finance

OTHERS IN ATTENDANCE:
Calandra Randolph, FIMC
Andrea Vance, FIMC
Bill Chudej, FIMC
Jason Habeger, TLA
James Shelton, TLA
Matt Griffith, Rockrose Development

ITEM 1: Approval of Minutes from the January 17, 2023 Meeting
Clark moved to approve the minutes as presented. Luke Austin seconded. The minutes were approved unanimously.

ITEM 2: Expense review process and procedure update
Calandra stated that their contract was signed, and now FIMC had the authority to move forward with expenses under $3,000 without needing to go through the purchasing process with the city. Anything between $3,000 and $50,000 they would have to get three bids and have the authority to move forward on expenditures through that solicitation process. Justin stated that they had a good handle on how to process these moving forward, and he didn't foresee any issues like they had over the past year.

ITEM 3: Bond issuance process update.
Blair passed out a document for review. She stated that the total owed to Rockrose was $4,036,000. Matt from Rockrose stated that their updates happened in September, and that was likely the reason that the number was different on what was owed, than in July when they were originally reviewing the budget. Jason asked if everything was paid today if there would be any further payment necessary. Matt explained that there might be a few things, but that would cover most of the Capital Improvements and the professional services cost, which was a majority of what was owed. Jason clarified that the $3 million bond had been issued. Blair confirmed that it was issued on February 26th. It was discussed that when it came time to do budget, they would have a better feel of their costs for the year, and they would be able to investigate their savings to see how easily they could finish paying off Rockrose. Luke was concerned about the continuous accruing interest. There was some discussion about the allocations for the budget, and their plans for utilizing their money. It was

decided to wait for the next meeting at least before deciding on how to pay back the final bit to Rockrose. They decided to have Blair write the check to Rockrose for $3.7 million for the reimbursement.

ITEM 4: Financial statement review.

Luke asked why the collections on assessments were less than what they had budgeted. Blair stated that typically there are some assessments that are paid late, and that she would investigate it and see how much usually comes in late.

ITEM 5: Discuss utility water usage

Jason stated that James from TLA was working with Green Plains to make sure that everything was being watered properly and mowed. Jason stated a strange situation with watering one year caused them to become hyper vigilant about the watering now, and that was why they had requested this information in gallons, so that they could keep an eye out for any issues in the future. The board talked about the fact that they had raised the budget for Irrigation repairs, so that they could address those issues as they came up. Luke asked how they would be holding Green Plains accountable for staying on top of the irrigation repairs, and the mowing contract. It was discussed that Turner Landscape Architecture (TLA) was contracted with the Colonies to help keep the Garrett crew on task, and to keep an eye on things like this.

ITEM 6: Discuss Board Members terms and attendance.

The board wanted to stagger the terms of their board members. Justin stated that they could get board members reinstated to start their three-year term over to restart their term date and stagger the dates that they would come off the board. There were some questions about a member who is never able to come. In discussing how best to handle that, Justin explained that if they wanted this member removed, they would have to take it to City Council to remove them, however if they resigned, that would simply take an e-mail to Development Services.

ITEM 7: Discuss and Consider naming a Board President and Vice President.

There was some discussion on whether the city had any preference for who ran a meeting if the Chairman was not able to attend. Justin stated that it did not matter to the city, and the board decided that having a Vice President was not necessary.

ITEM 8: Discuss and Consider tree specifications for bid.

Calandra stated that they had decided to move forward more with the flower beds, and it might be a good idea to wait on the tree bid. James stated that Cleve was fairly far along in updating the specifications. Luke asked if they could have them by April 1st, and James stated yes. The board decided that they wanted to have the specs ready to vote on and be sent out at the next meeting with the same scoring criteria that they used on the landscape maintenance evaluation.

ITEM 9: Discuss and Consider flower bed specifications and plans for bid.

The board discussed what they had been looking at with the flower bed specifications. They are looking at having TLA go through the Colonies and find places to reduce watering and take a look at the flower beds. There are currently flower beds in places they can't be seen, or not very efficient. They want a full master plan so that they can use their money and resources more efficiently and be good stewards of the community's money. Their goal is to have a plan in place within 60 days for getting the 3 entrances perfectly done up. Jason Burr asked for an ETA of when they would be able to have the entrances completed. Jason Habeger from TLA stated it would be approximately 30 days from when they were given the go ahead.

The board decided to discuss Items 10, 14, and 16 together.

ITEM 10: Discuss and Consider Valcour Lights – 3 recommendations for fixtures and/or bids to repair existing.

ITEM 14: Discuss and Consider light replacement contract.

ITEM 16: Discuss and Consider light pole and in-ground light repairs.

Calandra stated that she did not have any updates. FIMC reached out for proposals and received nothing back. However, she stated one of those she had only contacted the week prior, so they hadn't had it for very long. After some discussion on the cost, it was determined that there was no reason to obtain a contract for light replacement in the Colonies.

ITEM 11: Discuss and Consider dormant oil spray and deep root feed of all PID trees.

Calandra stated that Wethington was a third of the cost of anyone else, so they were wanting to go with them. Jason stated that Calandra did call them and verify that they had bid correctly. Jason stated that he would like Calandra to make it very clear that if they felt a tree needed to be removed, to let her know, because that would not be the contractor's call, it would be FIMC/the board's call.

ITEM 12: Discuss and Consider fountain letters to be repainted or potentially replaced with copper

The board discussed that the letters end up looking awful every year from water damage. Jason suggested having them pulled down and repainted every year when they are winterized. There was a discussion of possibly getting them redone in copper so they would patina and just need to be cleaned every year instead of repainted.

ITEM 13: Discuss and Consider clock tower minute hand replacement.

Calandra stated that Skyrite will be replacing the minute hand.

ITEM 15: Discuss and Consider tree mulch ring installation and maintenance of mulch rings.

It was stated that it would be $43k to put in the mulch ring around every tree in the Colonies. Justin asked if Calandra had received an e-mail from Green Plains about the scrivener's error in the contract. She stated that no she had not, and Justin stated that they would need that information if they received it, because the City had not received it either. The board agreed that they wanted to move forward with this.

ITEM 17: Discuss and consider fountain maintenance contract.

Calandra stated that currently they have Prestigious Pools taking care of the fountains, and the cost was $400 a month during the season the fountain is on, and there was a start up and winterizing cost of about $200 a piece. She stated that overall, the cost every year was about $3,200. She stated it is over their $3,000 limit, so they reached out to other contractors, but Prestigious Pools was the only contractor that gave them back a proposal. Calandra stated that they were wanting to do a contract for 3 years, and that Prestigious Pools was good to keep that number for 3 years. Calandra asked if they just needed to have 'price good for three years' on their proposal. It was confirmed just to have them place that on the proposal.

ITEM 18: Discuss ongoing PID improvement maintenance items.

Calandra stated that the brick wall was damaged by a garbage truck, and that they were working with the city on getting that repaired. James stated that Green Plains still had some cast stone left over, and if they had the pieces that they needed, they might be able to pay Green Plains for those stones and be able to have that done without waiting too long for the cast stone. Calandra stated that the light poles on Continental that were damaged by Vexus, and that Vexus was in contact with an electrician that was supposed to be there the day before, but they were not, so it might be a little time before that's finished. However, it was being handled. James stated that he was noticing in Unit 45 the light poles were starting to lose their paint. He said they would need to look at repainting the light poles in the future.

ITEM 19: Discuss future agenda items

It was requested for the next meeting that they have a tentative 5-year plan and whether they needed to do an assessment rate increase and discuss what needed to happen. Matt from Rockrose also stated that he thought Bryan had stated that he would be comfortable with reimbursement back to Rockrose for the landscape maintenance up to the cost of Amarillo Integrated's contract cost. He asked if they could speak about that on the future agenda.

ITEM 20: Adjourn meeting

There being no further business, the meeting was adjourned.