

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 11th of May 2023, the Heritage Hills Public Improvement District (PID) Advisory Board met at 10:00 AM in Room 275 on the second floor of the Jim Simms Building, 808 S. Buchanan, Amarillo, TX with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Perry Williams	No	18	6
Seth Williams	No	18	13
James Bentley	Yes	18	17
Aaron Johnson	Yes	14	14
Tolk Persons	Yes	8	8

CITY OF AMARILLO STAFF:

Justin Oppel, Development Services
Carrie Roberts, Development Services
Devin Jones, Development Services
Matt Trujillo, Finance
Magali Morales, Finance
Leslie Schmidt, Legal

OTHERS IN ATTENDANCE:

Bill Chudej, FIMC
Calandra Randolph, FIMC
Andrea Vance, FIMC

ITEM 1: Call to Order

ITEM 2: Approval of Minutes

2.A. Approval of Minutes from the February 28, 2023 meeting

Tolk moved to approve the minutes as presented. Aaron seconded the motion. The motion passed unanimously.

ITEM 3: Items for Discussion

3.A. Discuss and Consider 2023-24 Budget and 5-year Service Plan

Matt explained the budget as it stood today. There was some discussion on breaking out the admin fees for the PID management in the future. Tolk motioned to approve the budget as amended Aaron seconded the motion. The motion passed unanimously.

3.B. Discuss and Consider FIMC Management Contract associated with administration responsibilities related to maintenance and operations activities associated with the Heritage Hills PID Improvements

Justin explained that the contract had not gone through legal, so it could not be voted on. It could be discussed, but not considered. Aaron was upset that they had met three times now on this, and it was always waiting on the Purchasing department. Bill Chudej from FIMC stated that they are trying to get information about the PID because they were asked for qualifications, then told they were selected, so things have been done in an odd order. Aaron asked if there was a price

that had been discussed. Bill stated they were thinking around \$15,000.

Leslie stated that the purchasing department was asking around for estimates to verify that it was a good price. Once purchasing has received those estimates, they will begin negotiating the price with FIMC. If they can't settle the price, it will fall through, and they will need to begin the process again.

Tolk motioned to table the item. Aaron seconded the motion. The motion passed unanimously.

3.C Discuss and Consider Heritage Hills Phase III Change Order No. 1 from Tri-State General Contractors

James asked if Carrie had been in contact with Tri-State about what the change order was for. Carrie stated that this change order was for a material cost increase since they placed their original bid. Tolk asked if this was for all raw materials, or just steel. Carrie stated that this was just for the steel. Tolk wants the Contractor to be there for explanation purposes in the future, and an evaluation of all materials before submitting another change order.

James motioned to approve the change order. Tolk seconded the motion. The motion was approved unanimously.

3.D. Discuss and Consider Green Plains Design Invoice #13927 for Heritage Hills Phase III

James explained that this invoice was for reviewing change orders etc., because Green Plains designed the construction. Tolk asked if this was for the full Phase III review. James said that yes it was for the full project. Aaron made the motion to approve payment of the invoice. Tolk seconded the motion. The motion passed unanimously.

3.E. Discuss and Consider Ongoing PID Maintenance

James asked about the illumination in the area, and Tolk said it was all looking good. Aaron stated that the roundabouts are dark and suggested possibly adding streetlights.

3.F. Discuss Future Agenda Items

The board would like to discuss Christmas Lights for the common areas at the next meeting.

ITEM 4: Adjourn meeting

There being no further action, the meeting was adjourned.