

STATE OF TEXAS

COUNTIES OF POTTER

AND RANDALL

CITY OF AMARILLO

On the 3rd day of January 2024, The Colonies Public Improvement District (PID) Advisory Board met at 2:00 PM at City Hall, Room 305, 601 S. Buchanan, Amarillo, Texas, with the following people present:

MEMBERS PRESENT	PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Jason Burr	Yes	20	20
Clark Damon	Yes	14	14
Luke Austin	Yes	7	6
Josh Langham	Yes	14	13
Allyson Flaming	No	14	5

CITY OF AMARILLO STAFF:

Carrie Roberts, PID's
Michael Lindley, Purchasing
Trent Davis, Purchasing

OTHERS IN ATTENDANCE:

Andrea Vance, FIMC
Brandi Parker, FIMC
Jeremy Hall, RockRose
James Shelton, TLA
Calandra Randolph, FIMC

- **ITEM 1: Call to Order**
- **ITEM 2: Approval of Minutes**

2.A: Approval of Minutes from the September 27, 2023 Meeting

Jason Burr motioned to approve minutes. Luke seconded. Motion passed unanimously. Calandra noticed Matt Griffith on the minutes. Correction to replace with Jason Burr noted.

- **ITEM 3: Items for Discussion**

3A: Discuss and Consider the Approval of Vendor for Best Value Bid No. 7733 Planting Bed Replacements

Jason Burr started 3A discussion. Three vendors submitted bids. Based on the Evaluation scoring Criteria, Green Plains won the bid. Jason recommended to the City Green Plains. Motion passed unanimously.

3.B. Discuss and Consider Approval of Vendor for Best Value Bis 7734 Tree Care Maintenance

Jason Burr started 3B discussion. One vendor submitted bid, Arborlogical. Jason pointed out that it's a \$35,000.00 bid but it is a three-year contract total of \$105,000.00. Board discussed Arborlogical trimming all the trees last year. Jason explained the contract and price per items. Luke explained that the bulk of the \$35,000.00 will be the dormant oil application and the herbicide, insecticide, and fertilization application yearly.

Luke went through the extra per hour costs outside of the specifications. Trent explained that the cost can go over of the \$105,000.00 up to 25% of the contract if needed, but if the cost exceeds the \$50,000.00 it will need to go to City Council for approval as a change order to the contract. Luke stated that come the third year of the contract, that will be the time to do a change order. Josh Langham entered a motion to approve Arbological as the approved vendor. Clark Damon seconded. Motion passed unanimously.

3.C. Discuss Board Member Terms

Jason started the discussion on Board Member terms. Luke asked to comment. All of the Board members end in 2024. Luke asked if anyone wanted to resign. Carrie chimed in and said she spoke with Stephanie Coggins and the terms will be staggered next November and the board needs decide in September how they wish to setup the staggering and if someone wished to resign to appoint a new member. Calandra questioned how many terms each board member can serve. Carrie stated the Petition states three terms. Jason asked if that can be changed. Carrie stated there would need to be an addendum created for the Petition and presented to City Council and stated it is an easy process.

3.D. Discuss Utility Water Usage

Carrie stated that on the original spreadsheet from TLA, they were missing two meters. Jason asked James if he is in agreeance with the spreadsheet and he agreed. Carrie asked if they wish to continue with a five-year water usage report and they agreed to let one year fall off per year.

3.E. Discuss and Consider Ongoing PID Operations and Maintenance

Jason started to discuss the lighting in Valcour. Jason stated that Remington with Amarillo Land Services, who specializes in residential and commercial lighting said they recommend removing all of the light fixtures including concrete squares and replace it back to grass. Then go back in the existing concrete sidewalk and core for lighting and run the voltage for lighting into those areas. Amarillo Land Services presented Jason with an example of a commercial light fixture, and Jason stated that they are durable. The price is \$27,000.00. Jason stated they will get two other quotes since it is above the \$3,000.00 price.

Luke mentioned taking one section at a time with Triple AAA, figure out what is wrong with it and get it repaired. Monitor in a group basis to control cost. Luke discusses the budget and wants to make sure there is enough money without breaking into the reserves since they have paid off a lot of debt before jumping off into replacing the lights. Josh Langham agrees with Luke. Luke proposes to do quarterly meetings; March 6th, May 29th, September 4th, and December 4th. Jason wants to change the May 29th meeting to July due to upcoming budget approvals. All agreed.

Calandra brought up the \$10,092.00 for seeding and resodding the bare areas in the Spring. Will discuss again in March.

There are lenses that are broken on the light poles. Calandra has an estimate close to \$3,000.00 and is still a pending item.

FIMC moved forward with fence painting instead of staining due to fence was previously painted not stained. FIMC gave Renu painting permission to move forward with this service for a rough cost of \$8,200.00.

Fountain letters were painted for a cost of \$1,500.00 by Tri-State General Contractors. FIMC will be receiving bids to have all of the remaining signage through-out the Colonies re-painted.

The scale needs to be removed off the fountain and brick. FIMC has two estimates, Prestigious Pools at \$2,250.00 and Renu Painting bid at \$1,076.00.

FIMC received an estimate for \$2,068.00 to seal the fountain by Renu.

The curb at Montserrat and Hillside was damaged. Calandra stated the City will send a supervisor out to see if that is something the City will handle and if so they will take care of it.

The three drinking fountains are in need of repair. Jason and Luke agree to have them removed.

Repointing of the brick will need to be addressed at some point. There are light poles that need to be repainted.

3.F. Discuss Future Agenda Items

No Future Agenda Items

- **ITEM 4: Adjourn Meeting**

There being no further action, the meeting was adjourned.