Amarillo City Council
Special Meeting

September 30, 2024
11:00 AM
City Hall - Council Chamber
601 S. Buchanan Street, 3rd Floor
Amarillo, Texas 79101

AGENDA

1. **Call to Order**

2. **Public Comment** The public will be permitted to offer public comment on agenda items and items related to City business. Citizens interested in commenting may sign up online at https://www.amarillo.gov/departments/city-manager/city-secretary/public-address-registration-form, by calling the City Secretary's office at (806) 378-3014, or in person in Room 303 of City Hall, 601 S. Buchanan. Citizens should signup at least 15 minutes prior to the scheduled meeting start time.

3. **Agenda Items**

3.A. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8157
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Greenways Public Improvement District (PID). The Greenways PID is generally located at the southwest corner of Hillside Road and Coulter Street. This ordinance is recommended for approval by a unanimous vote of the Greenways Public Improvement District Advisory Board.

(Contact: Carrie Roberts, PIDs Coordinator)

3.B. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8158
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Heritage Hills Public Improvement District (PID). The Heritage Hills PID is generally located at the southwest corner of Soncy and Arden Roads. This ordinance is recommended for approval by a unanimous vote of the Heritage Hills Public Improvement District Advisory Board.

(Contact: Carrie Roberts, PIDs Coordinator)

3.C. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8159
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Pinnacle Public Improvement District (PID). The Pinnacle PID is generally located at the northeast corner of Bell Street

and West Sundown Lane. This ordinance is recommended for approval by a unanimous vote of the Pinnacle Public Improvement District Advisory Board.

(Contact: Carrie Roberts, PIDs Coordinator)

3.D. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8160
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Point West Public Improvement District (PID). The Point West PID is generally located at the northwest corner of Amarillo Boulevard West and Research Street. This ordinance is recommended for approval by a unanimous vote of the Point West Public Improvement District Advisory Board.

(Contact: Carrie Roberts, PIDs Coordinator)

3.E. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8161
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Quail Creek Public Improvement District (PID). The Quail Creek PID is generally located at the intersection of Clear Meadow Circle and Plum Creek Drive. This ordinance is recommended for approval by a unanimous vote of the Quail Creek Public Improvement District Advisory Board.

(Contact: Carrie Roberts, PIDs Coordinator)

3.F. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8162
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Town Square Public Improvement District (PID). The Town Square PID is generally located in the northeast corner of Helium and Hillside Roads. This ordinance is recommended for approval by a unanimous vote of the Town Square Public Improvement District Advisory Board.

(Contact: Carrie Roberts, PIDs Coordinator)

3.G. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8163
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Tutbury Public Improvement District (PID). The Tutbury PID is generally located at the intersection of Tutbury Court and Van Winkle Drive. This ordinance is recommended for approval by a unanimous vote of the Tutbury Public Improvement District Advisory Board.

(Contact: Carrie Roberts, PIDs Coordinator)

3.H. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8164
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Vineyards Public Improvement District (PID). The Vineyards PID is generally located at the northwest corner of West Hastings Avenue and Broadway Drive. This ordinance is recommended for approval by a unanimous vote of the Vineyards Public Improvement District Advisory Board.

(Contact: Carrie Roberts, PIDs Coordinator)

3.I. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8165
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Colonies Public Improvement District (PID). The Colonies PID is generally located at the northeast corner of Hillside and Soncy roads. This ordinance is recommended for approval by a unanimous vote of the Colonies PID Advisory Board.

(Contact: Carrie Roberts, PIDs Coordinator)

3.J. CONSIDERATION OF RESOLUTION NO. 09-30-24-1
This item considers a resolution approving the proposed operating budget for the fiscal year 2024-2025 for the Amarillo Economic Development Corporation.

(Contact: Kevin Carter, Amarillo Economic Development Corporation)

3.K. CONSIDER AWARD - PHARMACY BENEFIT MANAGER SERVICES
This item considers a renewal of pharmacy benefit manager services for a one-year period to MaxorPlus LTD.
Award to: MaxorPlus LTD
Amount: No administrative or fixed fees. Pharmacy utilization and actual cost are based on plan utilization.
Funding Source: General funds.
Is the item budgeted? Yes

(Contact: Mitchell Normand, Director of Human Resources)

4. Adjourn

Please note: The City Council may take up items out of the order shown on any Agenda. The City Council reserves the right to discuss all or part of any item in an executive session at any time during a meeting or work session, as necessary and allowed by state law. The City Attorney's Office has reviewed the agenda and is of the opinion that all items noticed therein described for open and/or closed session comply with the Texas Open Meetings Act ("Act") and that this opinion may be relied upon by City officials for all purposes, including but not limited to, Section 551.144 of the Act as amended. Votes or final decisions are made only in open Regular or Special meetings, not in either a work session or executive session.

Amarillo City Hall is accessible to individuals with disabilities through its main entry on the south side (601 S. Buchanan Street) of the building. An access ramp leading to the main entry is located at the southwest corner of the building. Parking spaces for individuals with disabilities are available in the south parking lot. City Hall is equipped with restroom facilities, communications equipment and elevators that are accessible. Individuals with disabilities who require special accommodations, or a sign language interpreter must contact the City Secretary's Office 48 hours prior to meeting time by telephoning 378-3013 or the City TDD number at 378-4229.

Watch the meeting live: http://amarillo.gov/city-hall/city-government/view-city-council-meetings.

I certify that the above notice of meeting was posted on the electronic bulletin board in City Hall, 601 S. Buchanan, Amarillo, Texas, and the City website (www.amarillo.gov) on or before the 27th day of September 2024 at 11:00 a.m. in accordance with the Open Meetings Laws of the State of Texas, Chapter 551, Texas Government Code.

/s/ Stephanie Coggins

Stephanie Coggins, City Secretary

CITY OF AMARILLO
OPEN SPACES ★ ENDLESS OPPORTUNITIES

Agenda Transmittal Memo

Date: September 30, 2024

Council Priority: Economic Development and Redevelopment

Department: Finance

Contact Person: Carrie Roberts, PIDs Coordinator

Agenda Caption: PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8157
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Greenways Public Improvement District (PID). The Greenways PID is generally located at the southwest corner of Hillside Road and Coulter Street. This ordinance is recommended for approval by a unanimous vote of the Greenways Public Improvement District Advisory Board.

Agenda Item Summary: An assessment against each parcel of property in the Greenways Public Improvement District (PID), determined by the placement of the lot within the neighborhood, must be approved on an annual basis. The Greenways PID Advisory Board met June 27, 2024 to review the proposed FY 2024/25 budget and service plan. The Greenways PID budget projects total maintenance, operation and debt service expenses for FY 2024/25 to be $947,477. The Board recommends increasing property owner assessment rates to $998 for type A lots, $832 for type B lots, $1,247 for type D lots, and $2,495 per acre for commercial property. This will result in assessments totaling $962,212. This decision was made in order to continue to cover all operating costs as well as build up their operating reserve.

A service plan covering a period of at least five years must also be reviewed and approved. This plan defines the annual indebtedness and projected costs for improvements as well as maintenance of improvements within the Greenways PID. Attached is the Greenways Public Improvement District Fiscal Year 2024/25 budget, service plan, and associated ordinance and exhibit.

Requested Action: The PID annual budget and 5-year service plan discussed above have been reviewed and unanimously recommended for approval by the Greenways PID Advisory Board.

Funding Summary: Budget and 5-year service plan attached.

Purchasing Summary: N/A

Community Engagement Summary: Newspaper and property owner notices have been sent to property owners within the Greenways PID boundary regarding this item. At this time of writing, The Public Improvement District Coordinator has not received any comments regarding this request.

Staff Recommendation: Legal, Accounting, and Development Services Staff have reviewed the associated instruments and recommend approval as submitted.

Attachments:

1. Ordinance No. 8157
2. Greenways_PID_Five_Year_Service_Plan - Per March 2024 Meeting

LSS 9/11/2024

ORDINANCE NO. 8157

AN ORDINANCE LEVYING AN ASSESSMENT ON PROPERTY WITHIN THE GREENWAYS PUBLIC IMPROVEMENT DISTRICT AS AUTHORIZED BY CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE FOR FISCAL YEAR 2024-2025; ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025 AND FIVE-YEAR SERVICE PLAN; DESCRIBING THE AREA WITHIN THE PUBLIC IMPROVEMENT DISTRICT; OBLIGATING THE AREA TO PAY THE COSTS ASSOCIATED WITH THE PUBLIC IMPROVEMENT DISTRICT; ESTABLISHING AN ESTIMATE OF THE TOTAL COST OF PROVIDING SPECIAL SERVICES WITHIN THE DISTRICT; SPECIFYING THE METHOD OF PAYMENT OF THE ASSESSMENT; ESTABLISHING THAT ASSESSMENTS MAY BE PAID IN PERIODIC INSTALLMENTS AND OBLIGATING PERSONS PURCHASING PROPERTY WITHIN THE PUBLIC IMPROVEMENT DISTRICT TO PARTICIPATE IN THE PAYMENT OF ASSESSMENTS; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; PROVIDING A REPEALER CLAUSE; PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

WHEREAS, a public hearing was held as required by law where all interested persons were provided with an opportunity to be heard on assessments on property within the Greenways Public Improvement District; and

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and

WHEREAS, the attached exhibit describes property that lies within the Public Improvement District; and

WHEREAS, the attached exhibit describes the method of payment of assessment and assessment amounts; and

WHEREAS, the City of Amarillo is required by law to levy the assessment by ordinance as a special assessment on the property;

WHEREAS, the City of Amarillo and property owners within the District's boundaries share the goal to be as efficient and cost effective as possible regarding the maintenance and operation of the District; and

WHEREAS, the Greenways Public Improvement District Advisory Board (the Board), through direction given by property owners within the District, recommends that the Board be given the authority and responsibility to contract with private businesses for maintenance of manmade hardscape (i.e., fences/walls, street lights) and non-manmade living improvements (i.e., plants) within the District;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1: The tract of land described by the attached exhibit has been established as the above-named Public Improvement District.

SECTION 2: The City of Amarillo hereby grants the Board authority to approve, by a majority vote, the contracting of maintenance of manmade hardscape and non-manmade/living improvements with private businesses in accordance with the Budget and Five-year Service Plan.

SECTION 3: The City of Amarillo will be the administrator of assessments and pay invoices for services rendered in accordance with the Budget and Five-year Plan, unless otherwise requested by the Board or its designee not to pay a proposed invoice.

SECTION 4: A Budget for the fiscal year of 2024-2025 and Five-year Service Plan that defines the annual indebtedness and the projected costs for improvements and maintenance thereof is attached. The Service Plan is subject to annual review and approval as is contemplated by law and is hereby approved.

SECTION 5: The total estimated cost for the maintenance and operation of improvements proposed in the Public Improvement District is described on the attached Exhibit and is hereby approved.

SECTION 6: The assessment roll for each parcel, method of assessment and amount of assessment for the 2024-2025 fiscal year is described on the attached Exhibit and is hereby approved.

SECTION 7: The method of payment of the assessment is described on the attached exhibit and is hereby approved.

SECTION 8: The Amarillo City Council may make supplemental assessments, reassessments, or new assessments of property within the Public Improvement District in compliance with the laws of the State of Texas after a notice and hearing.

SECTION 9: The special improvement district fund for the Public Improvement District shall be held in the municipal treasury and accounted for in the audit of the City of Amarillo.

SECTION 10: In the event the Public Improvement District is ever terminated, a homeowner's association will have the authority and responsibility of continuing the services of the Public Improvement District. The extent to which such services will be continued will be discretionary with the association as determined by its by-laws. The association will be required to remove or repair, at its expense, any improvements that fall into such a state of disrepair as to create a hazard to the public safety as determined by the City of Amarillo.

SECTION 11: If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsection, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 12: If any part, provision, or clause of this Ordinance conflicts with any other ordinance or resolution, then such other ordinance or resolution is hereby repealed to the extent of such conflict with this Ordinance.

SECTION 13: This Ordinance shall become effective upon its second and final reading.

SECTION 14: This Ordinance shall not be codified but shall be kept on file in the City Secretary's office so long as it is administratively valuable.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this 24th day of September 2024; and PASSED on Second and Final Reading on this 30th day of September 2024.

____
Cole Stanley, Mayor

ATTEST:

____
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____
Bryan McWilliams, City Attorney

EXHIBIT

Greenways Public Improvement District
Fiscal Year 2024-2025

A. The boundaries of the Greenways Public Improvement District are as follows:

> A 671.30-acre tract of land being all of Section 39, Block 9, BS&F Survey, Randall County, Texas as indicated in deeds recorded in the real property records of Randall County.

B. The total estimated costs for maintenance, operation, administrative fees, and debt service proposed for the Greenways Public Improvement District is $947,477. Such cost will be apportioned over the development as follows:

Cost of Maintenance...$646,596

Administration Expense $85,206

Debt Service………………………………………………………… $150,675

Developer Reimbursement………………………………………………. $35,000

Total…..….$947,477

C. This year's assessment will total $962,212. The method of assessment will be to divide the total maintenance, operational, and administrative costs, as well as, maintenance reserves as follows:

1. Residential Property: Residential property will consist of Class A, Class B, and Class D lots. At the time a plat is filed, Developer will designate the classification for each lot. Class A lots will generally be larger lots and may have additional amenities. Class B lots will be the majority of the lots and will generally be smaller lots. Class D lots are those located adjacent to Tuscany Village. Class B residential lots will be assessed equally on a per lot basis. Class A lots will be assessed equally on a per lot basis at 120% of the Class B lot assessment. Class D lots will be assessed equally on a per lot basis at 120% of the Class A lot assessment. The 2024-2025 Class A lot assessment will be $998.00 per lot, the Class B lot assessment will be $832.00 per lot, and the Class D lot assessment will be $1,247.00 per lot.

2. <u>Commercial Property:</u> The 2024-2025 Commercial property assessment will be $2,495.00 per acre.

D. The method of payment of the assessment shall be as follows:

1. These assessments are due and payable October 1, 2024.
2. These assessments become delinquent if not paid prior to February 1, 2025 and will accrue interest, penalties and attorney's fees in the same manner as delinquent ad valorem taxes pursuant to Section 372.018(f) of the Local Government Code.
3. These assessments are subject to suit immediately upon becoming delinquent as defined above.
4. Property owners can pay their assessment using any method allowed by the Property Tax Code for the payment of property taxes except the half payment option.

E. The assessment roll per parcel has been properly filed with the City Secretary's office and is approved for fiscal year 2024-2025.

Approved 06-27-2

GREENWAYS AT HILLSIDE PUBLIC IMPROVEMENT DISTRICT (27100)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2027/28
REVISED **20-Sep-24**

				Actual 2022/23			Approved 2023/24			Revised 23/24		
BEGINNING FUND BALANCE				280,990			221,097			221,097		
PROJECTED COSTS		NEW	ACREAGE TOTAL		NEW	ACREAGE TOTAL		NEW	ACREAGE TOTAL		NEW	ACREAGE TOTAL
MAINTENANCE & OPERATION:				2.0%			2.0%			2.0%		
PARK MAINTENANCE COST:			*28.75*	*20,205*		*28.75*	*23,953*		28.75	*21,506*		28.75
Botanical & Agricultural	**51450**			12,413			18,360			12,615		
Electricity	**53150**			4,817			3,018			3,307		
Water & Sewer	**53200**			247,079			224,400			245,460		
Miscellaneous (unassigned)	**61600**			9,681			20,400			7,273		
Contract Labor	**67600**			157,834			178,949			157,834		
Repair & Maintenance of Improvements	**68300**			27,730			35,000			60,183		
Other Improvements	**68312**			41,180			95,000			90,231		
Repair & Maintenance of Lighting	**68318**			-			-			0		
Repair & Maintenance of Irrigation	**68400**			30,651			30,000			32,010		
TOTAL MAINTENANCE				**$ 531,385**			**$ 605,127**			**$ 608,913**		
ADMINISTRATION:												
Postage	**61200**			-			572			-		
Advertising Public Notices	**61300**			1,314			1,260			1,394		
Professional Collection Contract	**62000**			8,536			8,923			8,560		
PID Management Fees	**62015**			10,183			20,200			12,700		
City Administrative fee	**77450**			29,480			52,580			52,580		
TOTAL ADMINISTRATION				**$ 49,513**			**$ 83,535**			**$ 75,234**		
TOTAL MAINTENANCE & OPERATION				**$ 580,898**			**$ 688,662**			**$ 684,147**		
CAPTITAL PROJECTS												
Improvements - Parks (Developer Reimbursement)	**83200**			35,000			35,000			35,000		
Improvements - Parks	**83200**			-			30,000			30,000		
Unit 41 - PID Project	**83200**			-			-			-		
TOTAL CAPTIAL				**$ 35,000**			**$ 65,000**			**$ 65,000**		
DEBT SERVICE PAYMENTS												
DEBT SERVICE REFUNDING (2020Ref 2/15/28 Maturity Date)				84,700			49,900			49,900		
FOURTH ISSUE PAYMENT (2014 COs, 08/15/34 Maturity Date)				50,950			38,550			38,550		
FIFTH ISSUE PAYMENT (2021 Cos, 2/15/2041 Maturity Date)				60,925			59,725			59,725		
Fiscal Agent Fees				-			2,500			2,500		
Total Debt Service				196,575			150,675			150,675		
TOTAL EXPENDITURES				**$ 812,473**			**$ 904,337**			**$ 899,822**		
ASSESSMENTS		*UNITS*	*RATE*		*UNITS*	*RATE*		*UNITS*	*RATE*		*UNITS*	*RATE*
		Yearly Increase		$0	*Yearly Increase*			*Yearly Increase*		0	*Yearly Increase*	
RESIDENTIAL B		*919*	*670*	615,730	*958*	*832*	797,056	*967*	*792*	765,806	*958*	*832*
RESIDENTIAL A		*68*	*804*	54,672	*68*	*998*	67,864	*68*	*950*	64,622	*68*	*998*
RESIDENTIAL D		*26*	*1,005*	26,130	*26*	*1,247*	32,422	*26*	*1,188*	30,886	*26*	*1,247*
COMMERCIAL		*18.47*	*2,010*	37,125	26.00	*2,495*	64,870	18.47	*2,376*	43,881	26.00	*2,495*
TOTAL ASSESSMENTS	**30311**			733,657			962,212			905,195		
COLLECTION RATE				100%			100%			99%		
TOTAL COLLECTIONS				**$ 730,967**			**$ 962,212**			**$ 895,901**		
INTEREST INCOME				19,877						19,485		
MISCELLANEOUS INCOME				1,737						1,947		
INCREASE (DECREASE) IN CASH				**(59,893)**			**57,875**			**17,511**		
ENDING FUND BALANCE				**$ 221,097**			**$ 278,972**			**$ 238,609**		
Three Month Operating Reserve				145,225			172,166			171,037		
Surplus				75,873			106,806			67,572		

Document Number: 2171831
Document Name: Greenways PID Five Year S

GREENWAYS AT HILLSIDE PUBLIC IMPROVEMENT DISTRICT (27100)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2027/28
REVISED 20-Sep-24

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		Approved 2024/25
BEGINNING FUND BALANCE		238,609
PROJECTED COSTS		
MAINTENANCE & OPERATION:		2.0%
PARK MAINTENANCE COST:		*25,454*
Botanical & Agricultural	51450	18,727
Electricity	53150	3,109
Water & Sewer	53200	252,824
Miscellaneous (unassigned)	61600	20,808
Contract Labor	67600	182,528
Repair & Maintenance of Improvements	68300	35,700
Other Improvements	68312	96,900
Repair & Maintenance of Lighting	68318	0
Repair & Maintenance of Irrigation	68400	36,000
TOTAL MAINTENANCE		$ 646,596
ADMINISTRATION:		
Postage	61200	584
Advertising Public Notices	61300	1,285
Professional Collection Contract	62000	9,101
PID Management Fees	62015	20,604
City Administrative fee	77450	53,632
TOTAL ADMINISTRATION		$ 85,206
TOTAL MAINTENANCE & OPERATION		$ 731,802
CAPTITAL PROJECTS		
Improvements - Parks (Developer Reimbursement)	83200	35,000
Improvements - Parks	83200	30,000
Unit 41 - PID Project	83200	
TOTAL CAPTIAL		$ 65,000
DEBT SERVICE PAYMENTS		
DEBT SERVICE REFUNDING (2020Ref 2/15/28 Maturity Date)		38,550
FOURTH ISSUE PAYMENT (2014 COs, 08/15/34 Maturity Date)		49,900
FIFTH ISSUE PAYMENT (2021 Cos, 2/15/2041 Maturity Date)		59,725
Fiscal Agent Fees		2,500
Total Debt Service		150,675
TOTAL EXPENDITURES		$ 947,477
ASSESSMENTS		
		5.0%
RESIDENTIAL B		797,056
RESIDENTIAL A		67,864
RESIDENTIAL D		32,422
COMMERCIAL		64,870
TOTAL ASSESSMENTS	30311	962,212
COLLECTION RATE		100%
TOTAL COLLECTIONS		$ 962,212
INTEREST INCOME		-
MISCELLANEOUS INCOME		
INCREASE (DECREASE) IN CASH		14,735
ENDING FUND BALANCE		$ 253,344
Three Month Operating Reserve		182,950
Surplus		70,393

Document Number: 2171831
Document Name: Greenways PID Five Year S

GREENWAYS AT HILLSIDE PUBLIC IMPROVEMENT DISTRICT (27100)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2027/28
REVISED 20-Sep-24

				Estimated 2024/25			Estimated 2025/26			Estimated 2026/27		
BEGINNING FUND BALANCE				253,344			299,637			371,910		
PROJECTED COSTS		ACREAGE TOTAL			ACREAGE TOTAL			ACREAGE TOTAL			ACREAGE TOTAL	
				5.0%			5.0%			5.0%		
MAINTENANCE & OPERATION:				2.0%			2.0%			2.0%		
PARK MAINTENANCE COST:			28.75	*25,963*		28.75	*26,751*		28.75	*27,569*		28.75
Botanical & Agricultural	51450			19,102			19,484			19,874		
Electricity	53150			3,171			3,234			3,299		
Water & Sewer	53200			257,880			270,774			284,313		
Miscellaneous (unassigned)	61600			21,224			21,649			22,082		
Contract Labor	67600			186,178			189,902			193,700		
Repair & Maintenance of Improvements	68300			36,414			37,142			37,885		
Other Improvements	68312			98,838			100,815			102,831		
Repair & Maintenance of Lighting	68318			0			0			0		
Repair & Maintenance of Irrigation	68400			36,720			37,454			38,203		
TOTAL MAINTENANCE				**$ 659,528**			**$ 680,455**			**$ 702,187**		
ADMINISTRATION:												
Postage	61200			595			607			619		
Advertising Public Notices	61300			1,311			1,337			1,364		
Professional Collection Contract	62000			9,283			9,469			9,658		
PID Management Fees	62015			21,016			21,436			21,865		
City Administrative fee	77450			54,704			55,798			56,914		
TOTAL ADMINISTRATION				**$ 86,910**			**$ 88,648**			**$ 90,421**		
TOTAL MAINTENANCE & OPERATION				**$ 746,438**			**$ 769,103**			**$ 792,608**		
CAPTITAL PROJECTS												
Improvements - Parks (Developer Reimbursement)	83200			35,000			35,000			4,312		
Improvements - Parks	83200			30,000			30,000			30,000		
Unit 41 - PID Project	83200											
TOTAL CAPTIAL				**$ 65,000**			**$ 65,000**			**$ 34,312**		
DEBT SERVICE PAYMENTS												
DEBT SERVICE REFUNDING (2020Ref 2/15/28 Maturity Date)				42,800			42,000			41,200		
FOURTH ISSUE PAYMENT (2014 COs, 08/15/34 Maturity Date)				48,850			47,800			51,750		
FIFTH ISSUE PAYMENT (2021 Cos, 2/15/2041 Maturity Date)				58,525			62,250			60,900		
Fiscal Agent Fees				2,500			2,500			2,500		
Total Debt Service				152,675			154,550			156,350		
TOTAL EXPENDITURES				**$ 964,113**			**$ 988,653**			**$ 983,270**		
ASSESSMENTS		*UNITS*	*RATE*		*UNITS*	*RATE*		*UNITS*	*RATE*		*UNITS*	*RATE*
		Yearly Increase		5.0%	*Yearly Increase*		5.0%	*Yearly Increase*		5.0%	*Yearly Increase*	
RESIDENTIAL B		*958*	*874*	836,909	*958*	*917*	878,754	*958*	*963*	922,692	*958*	*963*
RESIDENTIAL A		*68*	*1,048*	71,286	*68*	*1,101*	74,850	*68*	*1,156*	78,593	*68*	*1,156*
RESIDENTIAL D		*26*	*1,310*	34,070	*26*	*1,376*	35,774	*26*	*1,445*	37,563	*26*	*1,445*
COMMERCIAL		26.00	*2,621*	68,141	26.00	*2,752*	71,548	26.00	*2,889*	75,125	26.00	*2,889*
TOTAL ASSESSMENTS	30311			1,010,406			1,060,926			1,113,972		
COLLECTION RATE				100%			100%			100%		
TOTAL COLLECTIONS				**$ 1,010,406**			**$ 1,060,926**			**$ 1,113,972**		
INTEREST INCOME				-			-			-		
MISCELLANEOUS INCOME												
INCREASE (DECREASE) IN CASH				**46,293**			**72,273**			**130,702**		
ENDING FUND BALANCE				**$ 299,637**			**$ 371,910**			**$ 502,612**		
Three Month Operating Reserve				186,609			192,276			198,152		
Surplus				113,028			179,634			304,460		

Document Number: 2171831
Document Name: Greenways PID Five Year S

GREENWAYS AT HILLSIDE PUBLIC IMPROVEMENT DISTRICT (27100)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2027/28
REVISED 20-Sep-24

		Estimated 2027/28
BEGINNING FUND BALANCE		502,612
PROJECTED COSTS		
		5.0%
MAINTENANCE & OPERATION:		2.0%
PARK MAINTENANCE COST:		*28,417*
Botanical & Agricultural	51450	20,271
Electricity	53150	3,365
Water & Sewer	53200	298,529
Miscellaneous (unassigned)	61600	22,523
Contract Labor	67600	197,574
Repair & Maintenance of Improvements	68300	38,643
Other Improvements	68312	104,888
Repair & Maintenance of Lighting	68318	0
Repair & Maintenance of Irrigation	68400	38,968
TOTAL MAINTENANCE		$ 724,760
ADMINISTRATION:		
Postage	61200	632
Advertising Public Notices	61300	1,391
Professional Collection Contract	62000	9,852
PID Management Fees	62015	22,302
City Administrative fee	77450	58,053
TOTAL ADMINISTRATION		$ 92,230
TOTAL MAINTENANCE & OPERATION		$ 816,990
CAPTITAL PROJECTS		
Improvements - Parks (Developer Reimbursement)	83200	-
Improvements - Parks	83200	30,000
Unit 41 - PID Project	83200	
TOTAL CAPTIAL		$ 30,000
DEBT SERVICE PAYMENTS		
DEBT SERVICE REFUNDING (2020Ref 2/15/28 Maturity Date)		40,400
FOURTH ISSUE PAYMENT (2014 COs, 08/15/34 Maturity Date)		50,550
FIFTH ISSUE PAYMENT (2021 Cos, 2/15/2041 Maturity Date)		59,550
Fiscal Agent Fees		2,500
Total Debt Service		153,000
TOTAL EXPENDITURES		$ 999,990
ASSESSMENTS		
RESIDENTIAL B		922,692
RESIDENTIAL A		78,593
RESIDENTIAL D		37,563
COMMERCIAL		75,125
TOTAL ASSESSMENTS	30311	1,113,972
COLLECTION RATE		100%
TOTAL COLLECTIONS		$ 1,113,972
INTEREST INCOME		-
MISCELLANEOUS INCOME		
INCREASE (DECREASE) IN CASH		113,983
ENDING FUND BALANCE		$ 616,595
Three Month Operating Reserve		204,247
Surplus		412,348

Document Number: 2171831
Document Name: Greenways PID Five Year S

Agenda Transmittal Memo

Date:	September 30, 2024
Council Priority:	Economic Development and Redevelopment
Department:	Finance
Contact Person:	Carrie Roberts, PIDs Coordinator

Agenda Caption: PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8158
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Heritage Hills Public Improvement District (PID). The Heritage Hills PID is generally located at the southwest corner of Soncy and Arden Roads. This ordinance is recommended for approval by a unanimous vote of the Heritage Hills Public Improvement District Advisory Board.

Agenda Item Summary: An assessment against each parcel of property in the Heritage Hills Public Improvement District (PID), determined by multiplying a cost value per square foot of lot area, must be approved on an annual basis. The Heritage Hills PID Advisory Board met June 25, 2024 to review the proposed FY 2024/25 budget and service plan. The Heritage Hills PID budget projects total maintenance and operation expenses for FY 2024/25 to be $315,444. The Board recommends maintaining property owner assessment rates of $0.08 per square foot. This will result in assessments totaling $459,287. This decision was made in order to cover all operating costs as well as build up an operating reserve.

A service plan covering a period of at least five years must also be reviewed and approved. This plan defines the annual indebtedness and projected costs for improvements as well as maintenance of improvements within the Heritage Hills PID. Attached is the Heritage Hills Public Improvement District Fiscal Year 2024/25 budget, service plan, and associated ordinance and exhibit.

Requested Action: The PID budget (and five-year service plan) discussed above have been reviewed and unanimously recommended for approval by the Heritage Hills PID Advisory Board.

Funding Summary: Budget and 5-year service plan attached.

Purchasing Summary: N/A

Community Engagement Summary: Newspaper and property owner notices have been sent to property owners within the Heritage Hills PID boundary regarding this item. At this time of writing, the Public Improvement District Coordinator has not received any comments regarding this request.

Staff Recommendation: Legal, Accounting, and Development Services Staff have reviewed the associated instruments and recommend approval as submitted.

Attachments:

1. Ordinance No. 8158 Heritage Hills PID 2024-25
2. FY24 - Heritage_Hills_Five_Year_Service_Plan

LSS 9/10/2024

ORDINANCE NO. 8158

AN ORDINANCE LEVYING AN ASSESSMENT ON PROPERTY WITHIN THE HERITAGE HILLS PUBLIC IMPROVEMENT DISTRICT AS AUTHORIZED BY CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE FOR FISCAL YEAR 2024-2025; ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025 AND FIVE-YEAR SERVICE PLAN; DESCRIBING THE AREA WITHIN THE PUBLIC IMPROVEMENT DISTRICT; OBLIGATING THE AREA TO PAY THE COSTS ASSOCIATED WITH THE PUBLIC IMPROVEMENT DISTRICT; ESTABLISHING AN ESTIMATE OF THE TOTAL COST OF PROVIDING SPECIAL SERVICES WITHIN THE DISTRICT; SPECIFYING THE METHOD OF PAYMENT OF THE ASSESSMENT; ESTABLISHING THAT ASSESSMENTS MAY BE PAID IN PERIODIC INSTALLMENTS AND OBLIGATING PERSONS PURCHASING PROPERTY WITHIN THE PUBLIC IMPROVEMENT DISTRICT TO PARTICIPATE IN THE PAYMENT OF ASSESSMENTS; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; PROVIDING A REPEALER CLAUSE; PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

WHEREAS, a public hearing was held as required by law where all interested persons were provided with an opportunity to be heard on assessments on property within the Heritage Hills Public Improvement District; and

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and

WHEREAS, the attached exhibit describes property that lies within the Public Improvement District; and

WHEREAS, the attached exhibit describes the method of payment of assessment and assessment amounts; and

WHEREAS, the City of Amarillo is required by law to levy the assessment by ordinance as a special assessment on the property; and

WHEREAS, the City of Amarillo and property owners within the District's boundaries share the goal to be as efficient and cost effective as possible regarding the maintenance and operation of the District; and

WHEREAS, the Heritage Hills Public Improvement District Advisory Board (the Board), through direction given by property owners within the District, recommends that the Board be given the authority and responsibility to contract with private businesses for maintenance of manmade hardscape (i.e., fences/walls, street lights) and non-manmade living improvements (i.e., plants) within the District;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1: The tract of land described by the attached exhibit has been established as the above-named Public Improvement District.

SECTION 2: The City of Amarillo hereby grants the Board authority to approve, by a majority vote, the contracting of maintenance of manmade hardscape and non-manmade/living improvements with private businesses in accordance with the Budget and Five-year Service Plan.

SECTION 3: The City of Amarillo will be the administrator of assessments and pay invoices for services rendered in accordance with the Budget and Five-year Plan, unless otherwise requested by the Board or its designee not to pay a proposed invoice.

SECTION 4: A Budget for the fiscal year of 2024-2025 and Five-year Service Plan that defines the annual indebtedness and the projected costs for improvements and maintenance thereof is attached. The Service Plan is subject to annual review and approval as is contemplated by law and is hereby approved.

SECTION 5: The total estimated cost for the maintenance and operation of improvements proposed in the Public Improvement District is described on the attached exhibit and is hereby approved.

SECTION 6: The assessment roll for each parcel, method of assessment and amount of assessment for the 2024-2025 fiscal year is described on the attached exhibit and is hereby approved.

SECTION 7: The method of payment of the assessment is described on the attached exhibit and is hereby approved.

SECTION 8: The Amarillo City Council may make supplemental assessments, reassessments, or new assessments of property within the Public Improvement District in compliance with the laws of the State of Texas after a notice and hearing.

SECTION 9: The special improvement district fund for the Public Improvement District shall be held in the municipal treasury and accounted for in the audit of the City of Amarillo.

SECTION 10: In the event the Public Improvement District is ever terminated, a homeowner's association will have the authority and responsibility of continuing the services of the Public Improvement District. The extent to which such services will be continued will be discretionary with the association as determined by its by-laws. The association will be required to remove or repair, at its expense, any improvements that fall into such a state of disrepair as to create a hazard to the public safety as determined by the City of Amarillo.

SECTION 11: If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsection, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 12: If any part, provision, or clause of this Ordinance conflicts with any other ordinance or resolution, then such other ordinance or resolution is hereby repealed to the extent of such conflict with this Ordinance.

SECTION 13: This Ordinance shall become effective upon its second and final reading.

SECTION 14: This Ordinance shall not be codified but shall be kept on file in the City Secretary's office so long as it is administratively valuable.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this 24th day of September 2024; and PASSED on Second and Final Reading on this 30th day of September 2024.

____
Cole Stanley, Mayor

ATTEST:

____
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____
Bryan McWilliams, City Attorney

EXHIBIT

Heritage Hills Public Improvement District
Fiscal Year 2024-2025

A. The boundaries of the Heritage Hills Public Improvement District are as follows:

Vicinity- north of Hollywood Road, east of Helium Road, south of Arden Road and west of Soncy Rd/Loop 335.

A 590.93 acre tract of land located in Section 65, Block 9, BS&F Survey, Randall County, Texas being a portion of a 662.34 acre tract whose warranty deed is recorded in Clerks' File Number 2008005957 of the Official Public Records of Randall County, Texas.

B. The total estimated costs for maintenance, operation, and debt service payments proposed for the Heritage Hills Public Improvement District is $315,444. Such cost will be apportioned over the development as follows:

Cost of Maintenance $174,600

Debt Service Obligation..$93,300

Administration Expense..$47,544

Total $315,444

C. This year's assessment will total $459,287. The method of assessment will be to divide the total maintenance, operational, administrative and debt service costs, as well as, maintenance reserves as follows:

1. Residential Property: Residential property will be assessed an amount equal to $0.08 multiplied by the total square footage of the lot.
2. Commercial Property: Commercial property will be assessed an amount equal to $0.08 multiplied by the total square footage of the lot.

D. The method of payment of the assessment shall be as follows:

1. These assessments are due and payable October 1, 2024.
2. These assessments become delinquent if not paid prior to February 1, 2025 and will accrue interest, penalties and attorney's fees in the same manner as

delinquent ad valorem taxes pursuant to Section 372.018(f) of the Local Government Code.

3. These assessments are subject to suit immediately upon becoming delinquent as defined above.

4. Property owners can pay their assessment using any method allowed by the Property Tax Code for the payment of property taxes except the half payment option.

E. The assessment roll per parcel has been properly filed with the City Secretary's office and is approved for fiscal year 2024-2025.

HERITAGE HILLS PUBLIC IMPROVEMENT DISTRICT (27110)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2027/28
REVISED 11-Sep-24

Approved 06/25/24

Entered 06-25-24

		Actual 2022/23	Budget 2023/24	Revised 2023/24	Approved 2024/25	Estimated 2025/26	Estimated 2026/27	Estimated 2027/28	Estimated 2028/29
BEGINNING FUND BALANCE		$ 349,974	$ 950,766	$ 950,766	$ 967,949	$ 1,111,792	$ 1,322,458	$ 1,508,140	$ 1,711,225
	INFLATION		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
PROJECTED COSTS									
MAINTENANCE & OPERATION:									
PARK MAINTENANCE COST:		-	1.11219	2.99745	1.28902	1.09811	1.25469	1.13702	1.29590
Electricity	53150	$ -	$ 7,322	$ 411	$ 7,600	$ 7,752	$ 7,907	$ 8,065	$ 8,226
Water & Sewer	53200	27,264	40,800	39,630	50,000	40,422	51,000	41,231	52,020
Contract/Temporary Labor	67600	85,216	76,342	66,666	76,400	76,342	77,928	79,487	81,076
B&A - General (flowerbeds)	51452	-	-	-	5,000				
B&A - Tree Care	51454	-	-	-	5,000				
Repair & Maintenance of Improvements	68300	7,932	20,400	7,280	20,400	7,426	20,808	7,574	21,224
Repair & Maintenance of Irrigation	68400	3,904	10,000	5,464	10,200	10,404	10,612	10,824	11,041
Improvements - Parks	83200	1,052,694	-	274,074	-	-	-	-	-
TOTAL MAINTENANCE		$ 1,177,010	$ 154,864	$ 393,525	$ 174,600	$ 142,346	$ 168,255	$ 147,181	$ 173,588
ADMINISTRATION									
Postage	61200	$ -	$ 240	$ -	$ 240	$ -	$ 245	$ -	$ 250
Advertising - Public Notices	61300	1,357	1,099	1,182	1,099	1,206	1,121	1,230	1,143
Professional - Collection Contract	62000	5,808	5,710	6,592	8,000	6,724	6,858	6,995	6,995
PID Management Fees (Private)			20,000	9,594	20,400	20,808	21,224	21,649	22,082
City Admin Fee	77450	2,364	9,758	9,758	17,805	18,161	18,524	18,895	19,273
TOTAL ADMIN		$ 2,240,773	$ 171,912	$ 680,837	$ 47,544	$ 46,899	$ 47,973	$ 48,769	$ 49,743
TOTAL MAINTENANCE & OPERATION		$ 1,186,539	$ 191,670	$ 420,651	$ 222,144	$ 189,244	$ 216,228	$ 195,950	$ 223,331
Debt Service	92150		90,803	90,803	93,300	91,300	89,300	92,175	89,925
DEBT SERVICE		$ -	$ 90,803	$ 90,803	$ 93,300	$ 91,300	$ 89,300	$ 92,175	$ 89,925
TOTAL EXPENDITURES		$ -	$ 90,803	$ 90,803	$ 315,444	$ 280,544	$ 305,528	$ 288,125	$ 313,256
Bond Proceeds	39810	$ 1,250,000		$ -					
RESIDENTIAL 4860225		$ 478,505	$ 393,061	$ 393,061	$ 424,984	$ 456,907	$ 456,907	$ 456,907	$ 456,907
COMMERCIAL			-	-	-	-	-	-	-
MULTIFAMILY 428789			34,303	34,303	34,303	34,303	34,303	34,303	34,303
CHURCH									
COLLECTION RATE		100.00%	100.00%	112.10%	100.00%	100.00%	100.00%	100.00%	100.00%
TOTAL COLLECTIONS	30311	$ 478,505	$ 427,364	$ 479,077	$ 459,287	$ 491,210	$ 491,210	$ 491,210	$ 491,210
INTEREST INCOME	0.00%	58,826	-	49,560	-	-	-	-	-
Increase/Decrease in Cash		600,792	235,694	17,183	143,843	210,665	185,682	203,085	177,954
ENDING FUND BALANCE		$ 950,766	$ 1,186,460	$ 967,949	$ 1,111,792	$ 1,322,458	$ 1,508,140	$ 1,711,225	$ 1,889,179
THREE MONTH OPERATING RESERVE		*296,635*	*47,918*	*(129,109)*	*55,536*	*47,311*	*54,057*	*48,987*	*55,833*
SURPLUS		*654,131*	*1,138,542*	*1,097,058*	*1,056,256*	*1,275,147*	*1,454,083*	*1,662,238*	*1,833,347*

NEW / SO FT TOTAL and UNITS / RATE columns:

		Actual 2022/23	Budget 2023/24	Revised 2023/24	Approved 2024/25	Estimated 2025/26	Estimated 2026/27	Estimated 2027/28	Estimated 2028/29
PARK MAINTENANCE COST: NEW		-	32,000	-	32,000		-	-	-
PARK MAINTENANCE COST: SO FT TOTAL		140,336	172,336	140,336	172,336	172,336	172,336	172,336	172,336
RESIDENTIAL: UNTS		4,623,765	4,913,261	4,913,261	5,312,298	5,711,335	5,711,335	5,711,335	5,711,335
RESIDENTIAL: RATE		0.0800	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800
COMMERCIAL: UNTS		-	-	-	-	-	-	-	-
COMMERCIAL: RATE		0.0800	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800
MULTIFAMILY: UNTS		428,789	428,789	428,789	428,789	428,789	428,789	428,789	428,789
MULTIFAMILY: RATE		0.0800	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800

Debt Service Balances	*9/30/2022 Balance*	2024/25 Payments	*9/30/2023 Balance*	2025/26 Payments	*9/30/2024 Balance*	2026/27 Payments	*9/30/2025 Balance*	2027/28 Payments	*9/30/2026 Balance*	2028/29 Payments
2023 Issue (2/15/23) $1,165,000										
Principal (paid in full in 2043)	*1,165,000*	10,000	*1,155,000*	40,000	*1,115,000*	40,000	*1,075,000*	40,000	*1,035,000*	45,000
Interest		78,803		51,300		49,300		47,300		45,175
Fiscal Agent		2,000		2,000		2,500		2,500		2,500
Total Debt Service		90,803		93,300		89,300		87,300		90,175

Agenda Transmittal Memo

Date: September 30, 2024

Council Priority: Economic Development and Redevelopment

Department: Finance

Contact Person: Carrie Roberts, PIDs Coordinator

Agenda Caption: PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8159
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Pinnacle Public Improvement District (PID). The Pinnacle PID is generally located at the northeast corner of Bell Street and West Sundown Lane. This ordinance is recommended for approval by a unanimous vote of the Pinnacle Public Improvement District Advisory Board.

Agenda Item Summary: An assessment against each parcel of property in the Pinnacle Public Improvement District (PID), determined by multiplying a cost value per square foot of lot area, must be approved on an annual basis. The Pinnacle PID Advisory Board met July 10, 2024 to review the proposed FY 2024/25 budget and service plan. The Pinnacle PID budget projects total maintenance and operation expenses for FY 2024/25 to be $ 98,726. The Board recommends keeping the assessment rates to $0.10 per square foot. This will result in assessments totaling $122,594. This decision was made in order to cover all operating costs as well as build up an operating reserve.

A service plan covering a period of at least five years must also be reviewed and approved. This plan defines the annual indebtedness and projected costs for improvements as well as maintenance of improvements within the Pinnacle PID. Attached is the Pinnacle Public Improvement District Fiscal Year 2024/25 budget, service plan, and associated ordinance and exhibit.

Requested Action: The PID budget (and five-year service plan) discussed above have been reviewed and unanimously recommended for approval by the Pinnacle PID Advisory Board.

Funding Summary: Budget and five-year service plan attached.

Purchasing Summary: N/A

Community Engagement Summary: Newspaper and property owner notices have been sent to property owners within the Pinnacle PID boundary regarding this item. At this time of writing, the Public Improvements Coordinator has not received any comments regarding this request.

Staff Recommendation: Legal, Accounting, and Development Services Staff have reviewed the associated instruments and recommend approval as submitted.

Attachments:

1. Ordinance No. 8159
2. FY24 - Pinnacle_Five_Year_Service_Plan

ORDINANCE NO. 8159

AN ORDINANCE LEVYING AN ASSESSMENT ON PROPERTY WITHIN THE PINNACLE PUBLIC IMPROVEMENT DISTRICT AS AUTHORIZED BY CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE FOR FISCAL YEAR 2024-2025; ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025 AND FIVE-YEAR SERVICE PLAN; DESCRIBING THE AREA WITHIN THE PUBLIC IMPROVEMENT DISTRICT; OBLIGATING THE AREA TO PAY THE COSTS ASSOCIATED WITH THE PUBLIC IMPROVEMENT DISTRICT; ESTABLISHING AN ESTIMATE OF THE TOTAL COST OF PROVIDING SPECIAL SERVICES WITHIN THE DISTRICT; SPECIFYING THE METHOD OF PAYMENT OF THE ASSESSMENT; ESTABLISHING THAT ASSESSMENTS MAY BE PAID IN PERIODIC INSTALLMENTS AND OBLIGATING PERSONS PURCHASING PROPERTY WITHIN THE PUBLIC IMPROVEMENT DISTRICT TO PARTICIPATE IN THE PAYMENT OF ASSESSMENTS; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; PROVIDING A REPEALER CLAUSE; PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

WHEREAS, a public hearing was held as required by law where all interested persons were provided with an opportunity to be heard on assessments on property within the Pinnacle Hills Public Improvement District; and

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and

WHEREAS, the attached exhibit describes property that lies within the Public Improvement District; and

WHEREAS, the attached exhibit describes the method of payment of assessment and assessment amounts; and

WHEREAS, the City of Amarillo is required by law to levy the assessment by ordinance as a special assessment on the property;

WHEREAS, the City of Amarillo and property owners within the District's boundaries share the goal to be as efficient and cost effective as possible regarding the maintenance and operation of the District; and

WHEREAS, the Pinnacle Public Improvement District Advisory Board (the Board), through direction given by property owners within the District, recommends that the Board be given the authority and responsibility to contract with private businesses for maintenance of manmade hardscape (i.e., fences/walls, street lights) and non-manmade living improvements (i.e., plants) within the District;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1: The tract of land described by the attached exhibit has been established as the above-named Public Improvement District.

SECTION 2: The City of Amarillo hereby grants the Board authority to approve, by a majority vote, the contracting of maintenance of manmade hardscape and non-manmade/living improvements with private businesses in accordance with the Budget and Five-year Service Plan.

SECTION 3: The City of Amarillo will continue to be the administrator of assessments and pay invoices for services rendered in accordance with the Budget and Five-year Plan, unless otherwise requested by the Board or its designee not to pay a proposed invoice.

SECTION 4: A Budget for the fiscal year of 2024-2025 and Five-year Service Plan that defines the annual indebtedness and the projected costs for improvements and maintenance thereof is attached. The Service Plan is subject to annual review and approval as is contemplated by law and is hereby approved.

SECTION 5: The total estimated cost for the maintenance and operation of improvements proposed in the Public Improvement District is described on the attached exhibit and is hereby approved.

SECTION 6: The assessment roll for each parcel, method of assessment and amount of assessment for the 2024-2025 fiscal year is described on the attached exhibit and is hereby approved.

SECTION 7: The method of payment of the assessment is described on the attached exhibit and is hereby approved.

SECTION 8: The Amarillo City Council may make supplemental assessments, reassessments, or new assessments of property within the Public Improvement District in compliance with the laws of the State of Texas after a notice and hearing.

SECTION 9: The special improvement district fund for the Public Improvement District shall be held in the municipal treasury and accounted for in the audit of the City of Amarillo.

SECTION 10: In the event the Public Improvement District is ever terminated, a homeowner's association will have the authority and responsibility of continuing the services of the Public Improvement District. The extent to which such services will be continued will be discretionary with the association as determined by its by-laws. The association will be required to remove or repair, at its expense, any improvements that fall into such a state of disrepair as to create a hazard to the public safety as determined by the City of Amarillo.

SECTION 11: If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsection, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 12: If any part, provision, or clause of this Ordinance conflicts with any other ordinance or resolution, then such other ordinance or resolution is hereby repealed to the extent of such conflict with this Ordinance.

SECTION 13: This Ordinance shall become effective upon its second and final reading.

SECTION 14: This Ordinance shall not be codified but shall be kept on file in the City Secretary's office so long as it is administratively valuable.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this 24th day of September 2024; and PASSED on Second and Final Reading on this 30th day of September 2024.

____
Cole Stanley, Mayor

ATTEST:

____
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____
Bryan McWilliams, City Attorney

EXHIBIT

Pinnacle Public Improvement District

Fiscal Year 2024-2025

A. The boundaries of the Pinnacle Public Improvement District are as follows:

Vicinity- South of Hollywood Road/Loop 335, west of Western Street, north of Sundown Land, and east of Bell Street.

Being a 510.66 acre tract of land located in Section 3, Block 9, BS&F Survey, Randall County, Texas.

B. The total estimated costs for maintenance, operation, and administration expenses proposed for the Pinnacle Public Improvement District is $98,726. Such cost will be apportioned over the development as follows:

Cost of Maintenance $91,633

Administration Expense..$7,093

Total $98,726

C. This year's assessment will total $ 122,594. The method of assessment will be to divide the total maintenance, operational, and administrative costs, as well as maintenance reserves as follows:

1. Residential Property: Residential property will be assessed an amount equal to $0.10 multiplied by the total square footage of the lot.
2. Commercial Property: Commercial property will be assessed an amount equal to $0.10 multiplied by the total square footage of the lot for the first 43,560 square feet. Any portion of the lot that exceeds 43,560 will be assessed at a rate that is equal to 20% of the rate for Residential Property.

D. The method of payment of the assessment shall be as follows:

1. These assessments are due and payable October 1, 2024.
2. These assessments become delinquent if not paid prior to February 1, 2025 and will accrue interest, penalties and attorney's fees in the same manner as

delinquent ad valorem taxes pursuant to Section 372.018(f) of the Local Government Code.

3. These assessments are subject to suit immediately upon becoming delinquent as defined above.

4. Property owners can pay their assessment using any method allowed by the Property Tax Code for the payment of property taxes except the half payment option.

E. The assessment roll per parcel has been properly filed with the City Secretary's office and is approved for fiscal year 2024-2025.

PINNACLE PUBLIC IMPROVEMENT DISTRICT (27050)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2025/26 TO 2028/29
REVISED 11-Sep-24

				Actual 2022/23			Budget 2023/24			Revised 2023/24			Approved 7/10/2024 2024/25
BEGINNING FUND BALANCE				167,491			269,785			269,785			315,820
				2.00%			2.0%			2.0%			2.0%
PROJECTED COSTS		NEW	SQ FT TOTAL		NEW	SQ FT TOTAL		NEW	SQ FT TOTAL		NEW	SQ FT TOTAL	
MAINTENANCE & OPERATION:													
PARK MAINTENANCE COST:		-	-	-	-	78,362	0.9710	-	78,362	1.1911	-	78,362	1.2599
Electricity	53150			-			2,287			399			$ 2,356
Water & Sewer	53200			24,681			6,448			10,182			$ 10,487
PID Management Fees (private)	62015			986			20,250			21,216			$ 16,000
PID Maintenance Oversight (private)	62015						-			-			$ 7,500
Temporary/Contract Labor	67600			-			2,100			45,275			$ 42,290
B&A - General	51452						-			-			$ 2,000
B&A - Tree Care	51454			-			2,756			-			$ 3,500
Repair & Maintenance - Improvements	68300			-			34,477			10,573			$ 5,000
Repair & Maintenance Other Improvements	68312			-			2,625			744			$ -
Repair & Maintenance Irrigation	68400			-			-			-			$ 2,500
Improvements	83200			-			-			-			$ -
TOTAL MAINTENANCE				25,667			70,943			88,389			91,633
ADMINISTRATION													
Postage	61200						102			-			$ 104
Advertising - Public Notices	61300			116			357			280			$ 364
Professional - Collection Contract	62000			832			850			832			$ 867
City Admin Fee	77450			788			3,838			3,838			$ 5,758
TOTAL ADMINISTRATION				1,736			5,147			4,950			7,093
TOTAL MAINTENANCE & OPERATION				27,403			76,090			93,339			98,726
Bond Proceeds				-			-			-			
Developer Reimbursements				-			-			-			
Debt Service Proposed Issues				-			-			-			-
Fiscal Agent Fees				-			-			-			-
Total Debt Service				-			-			-			-
TOTAL EXPENDITURES				27,403			76,090			93,339			98,726
ASSESSMENTS													
		UNTS	RATE		UNTS	RATE		UNTS	RATE		UNTS	RATE	
RESIDENTIAL		1,213,540	0.1000	121,354	1,225,942	0.1000	122,594	1,225,942	0.1000	122,594	1,225,942	0.1000	122,594
CISD PROPERTY (EXEMPTED)		-	0.0000	-	-	0.0000	-	-	0.0000	-	-	0.0000	-
OTHER PROPERTY (>43,560 SQ FT)		-	0.0120	-	-	0.0120	-	-	0.0120	-	-	0.0120	-
COLLECTION RATE				100.00%			100.00%			100.00%			100.00%
TOTAL COLLECTIONS				121,354			122,594			123,471			122,594
INTEREST INCOME	37110			8,326			-			15,724			-
Prepaid by Developer				-									
Prior Yr Collection - Randall Co	30322			17						179			
Increase/Decrease in Cash				102,294			46,504			46,035			23,868
ENDING FUND BALANCE				269,785			316,289			315,820			339,688
THREE MONTH OPERATING RESERVE				*6,851*			*19,023*			*23,335*			*24,682*
SURPLUS				*262,934*			*297,267*			*292,485*			*315,007*

			Estimated 2025/26			Estimated 2026/27			Estimated 2027/28			Estimated 2028/29
BEGINNING FUND BALANCE			339,688			361,582			381,461			342,600
			2.0%			2.0%			2.0%			2.0%
PROJECTED COSTS	NEW	SQ FT TOTAL		NEW	SQ FT TOTAL		NEW	SQ FT TOTAL				
MAINTENANCE & OPERATION:												
PARK MAINTENANCE COST:	260,050	338,412	0.2976		338,412	0.3035	-	338,412	0.3096	-	338,412	0.3158
Electricity			$ 2,403			$ 2,451			$ 2,500			$ 2,550
Water & Sewer			$ 10,697			$ 10,911			$ 11,129			$ 11,352
PID Management Fees (private)			$ 16,320			$ 16,646			$ 16,979			$ 17,319
PID Maintenance Oversight (private)			$ 7,650			$ 7,803			$ 7,959			$ 8,118
Temporary/Contract Labor			$ 43,136			$ 43,999			$ 44,878			$ 45,776
B&A - General			$ 2,040			$ 2,081			$ 2,122			$ 2,165
B&A - Tree Care			$ 3,570			$ 3,641			$ 3,714			$ 3,789
Repair & Maintenance - Improvements			$ 5,100			$ 5,202			$ 5,306			$ 5,412
Repair & Maintenance Other Improvements			$ -			$ -			$ -			$ -
Repair & Maintenance Irrigation			$ 2,550			$ 2,601			$ 2,653			$ 2,706
Improvements			$ -			$ -			$ -			$ -
TOTAL MAINTENANCE			93,466			95,335			97,242			99,187
ADMINISTRATION												
Postage			$ 106			$ 108			$ 110			$ 113
Advertising - Public Notices			$ 371			$ 379			$ 386			$ 394
Professional - Collection Contract			$ 884			$ 902			$ 920			$ 938
City Admin Fee			$ 5,873			$ 5,991			$ 6,110			$ 6,233
TOTAL ADMINISTRATION			7,235			7,380			7,527			7,678
TOTAL MAINTENANCE & OPERATION			100,701			102,715			104,769			106,864
Bond Proceeds									750,000			
Developer Reimbursements									(750,000)			-
Debt Service Proposed Issues			-			-			55,186			55,186
Fiscal Agent Fees			-			-			1,500			1,500
Total Debt Service			-			-			56,686			56,686
TOTAL EXPENDITURES			100,701			102,715			161,455			163,551
ASSESSMENTS												
	UNTS	RATE		UNTS	RATE		UNTS	RATE		UNITS	RATE	
RESIDENTIAL	1,225,942	0.1000	122,594	1,225,942	0.1000	122,594	1,225,942	0.1000	122,594	2,746,454	0.1000	274,645
CISD PROPERTY (EXEMPTED)	-	0.0000	-	-	0.0000	-	-	0.0000	-	-	0.0000	-
OTHER PROPERTY (>43,560 SQ FT)	-	0.0120	-	-	0.0120	-	-	0.0120	-	-	0.0120	-
COLLECTION RATE			100.00%			100.00%			100.00%			100.00%
TOTAL COLLECTIONS			122,594			122,594			122,594			274,645
INTEREST INCOME			-			-			-			-
Prepaid by Developer												
Prior Yr Collection - Randall Co												
Increase/Decrease in Cash			21,893			19,879			(38,861)			111,095
ENDING FUND BALANCE			361,582			381,461			342,600			453,695
THREE MONTH OPERATING RESERVE			*25,175*			*25,679*			*40,364*			*40,888*
SURPLUS			*336,406*			*355,782*			*302,236*			*412,807*

CITY OF AMARILLO
OPEN SPACES ★ ENDLESS OPPORTUNITIES

Agenda Transmittal Memo

Date:	September 30, 2024
Council Priority:	Economic Development and Redevelopment
Department:	Finance
Contact Person:	Carrie Roberts, PIDs Coordinator

Agenda Caption: PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8160
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Point West Public Improvement District (PID). The Point West PID is generally located at the northwest corner of Amarillo Boulevard West and Research Street. This ordinance is recommended for approval by a unanimous vote of the Point West Public Improvement District Advisory Board.

Agenda Item Summary: An assessment against each parcel of property in the Point West Public Improvement District (PID), which is allocated based on the percentage of total square footage owned within the PID, must be approved on an annual basis. The Point West PID Advisory Board met on July 16, 2024 to review the proposed FY 2024/25 budget and service plan. The Point West PID budget projects total maintenance and operation expenses for FY 2024/25 to be $71,619. The Board believes that last year's assessment rate is adequate and recommends no assessment increase for the 2024/25 budget and service plan. As mentioned above, the current assessment level remains adequate for all expenses and operating reserve and totals $52,000.

A service plan covering a period of at least five years must also be reviewed and approved. This plan defines the annual indebtedness and projected costs for improvements as well as maintenance of improvements within the Point West PID. Attached is the Point West Public Improvement District Fiscal Year 2024/25 budget, service plan, and associated ordinance and exhibit.

Requested Action: The PID budget (and five-year service plan) discussed above have been reviewed and unanimously recommended for approval by the Point West PID Advisory Board.

Funding Summary: Budget and five-year service plan attached.

Purchasing Summary: N/A

Community Engagement Summary: Newspaper and property owner notices have been sent to property owners within the Point West PID boundary regarding this item. At this time of writing, the Public Improvement District Coordinator has not received any comments regarding this request.

Staff Recommendation: Legal, Accounting, and Development Services Staff have reviewed the associated instruments and recommend approval as submitted.

Attachments: 1. Ordinance No. 8160
2. FY24 - Point_West_PID_Five_Year_Service_Plan

LSS 9/10/24

ORDINANCE NO. 8160

AN ORDINANCE LEVYING AN ASSESSMENT ON PROPERTY WITHIN THE POINT WEST PUBLIC IMPROVEMENT DISTRICT AS AUTHORIZED BY CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE FOR FISCAL YEAR 2024-2025; ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025 AND FIVE-YEAR SERVICE PLAN; DESCRIBING THE AREA WITHIN THE PUBLIC IMPROVEMENT DISTRICT; OBLIGATING THE AREA TO PAY THE COSTS ASSOCIATED WITH THE PUBLIC IMPROVEMENT DISTRICT; ESTABLISHING AN ESTIMATE OF THE TOTAL COST OF PROVIDING SPECIAL SERVICES WITHIN THE DISTRICT; SPECIFYING THE METHOD OF PAYMENT OF THE ASSESSMENT; ESTABLISHING THAT ASSESSMENTS MAY BE PAID IN PERIODIC INSTALLMENTS AND OBLIGATING PERSONS PURCHASING PROPERTY WITHIN THE PUBLIC IMPROVEMENT DISTRICT TO PARTICIPATE IN THE PAYMENT OF ASSESSMENTS; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; PROVIDING A REPEALER CLAUSE; PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

WHEREAS, a public hearing was held as required by law where all interested persons were provided with an opportunity to be heard on assessments on property within the Point West Public Improvement District; and

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and

WHEREAS, the attached exhibit describes property that lies within the Public Improvement District; and

WHEREAS, the attached exhibit describes the method of payment of assessment and assessment amounts; and

WHEREAS, the City of Amarillo is required by law to levy the assessment by ordinance as a special assessment on the property;

WHEREAS, the City of Amarillo and property owners within the District's boundaries share the goal to be as efficient and cost effective as possible regarding the maintenance and operation of the District; and

WHEREAS, the Point West Public Improvement District Advisory Board (the Board), through direction given by property owners within the District, recommends that the Board be given the authority and responsibility to contract with private businesses for maintenance of manmade hardscape (i.e., signs), and non-manmade living improvements (i.e., plants) within the District;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1: The tract of land described by the attached exhibit has been established as the above-named Public Improvement District.

SECTION 2: The City of Amarillo hereby grants the Board authority to approve, by a majority vote, the contracting of maintenance of manmade hardscape and non-manmade/living improvements with private businesses in accordance with the Budget and Five-year Service Plan.

SECTION 3: The City of Amarillo will continue to be the administrator of assessments and pay invoices for services rendered in accordance with the Budget and Five-year Plan, unless otherwise requested by the Board or its designee.

SECTION 4: A Budget for the fiscal year of 2024-2025 and Five-year Service Plan that defines the annual indebtedness and the projected costs for improvements and maintenance thereof is attached. The Service Plan is subject to annual review and approval as is contemplated by law and is hereby approved.

SECTION 5: The total estimated cost for the maintenance and operation of improvements proposed in the Public Improvement District is described on the attached exhibit and is hereby approved.

SECTION 6: The assessment roll for each parcel, method of assessment and amount of assessment for the 2024-2025 fiscal year is described on the attached exhibit and is hereby approved.

SECTION 7: The method of payment of the assessment is described on the attached exhibit and is hereby approved.

SECTION 8: The Amarillo City Council may make supplemental assessments, reassessments, or new assessments of property within the Public Improvement District in compliance with the laws of the State of Texas after a notice and hearing.

SECTION 9: The special improvement district fund for the Public Improvement District shall be held in the municipal treasury and accounted for in the audit of the City of Amarillo.

SECTION 10: In the event the Public Improvement District is ever terminated, a homeowner's association will have the authority and responsibility of continuing the services of the Public Improvement District. The extent to which such services will be continued will be discretionary with the association as determined by its by-laws. The association will be required to remove or repair, at its expense, any improvements that fall into such a state of disrepair as to create a hazard to the public safety as determined by the City of Amarillo.

SECTION 11: If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsection, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 12: If any part, provision, or clause of this Ordinance conflicts with any other ordinance or resolution, then such other ordinance or resolution is hereby repealed to the extent of such conflict with this Ordinance.

SECTION 13: This Ordinance shall become effective upon its second and final reading.

SECTION 14: This Ordinance shall not be codified but shall be kept on file in the City Secretary's office so long as it is administratively valuable.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this 24th day of September 2024; and PASSED on Second and Final Reading on this 30th day of September 2024.

____
Cole Stanley, Mayor

ATTEST:

____
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____
Bryan McWilliams, City Attorney

EXHIBIT

Point West Public Improvement District

Fiscal Year 2024-2025

A. The boundaries of the Point West Public Improvement District are as follows:

A 165.66-acre tract, a 4.20-acre tract, and a 1.81-acre tract of land, all being situated in Section 43, Block 9, BS&F Survey, Potter County, Texas.

B. The total estimated costs for maintenance, operation, and administrative fees proposed for the Point West Public Improvement District is $71,619. Such cost will be apportioned over the development as follows:

Cost of Maintenance and Operation	$ 65,168
Administration Expense	$ 6,451
Total	$ 71,619

C. This year's assessment will total $52,000. The method of assessment is to divide the total maintenance, operational, and administrative costs, as well as maintenance reserves based on percentage of total square footage of property owned within the PID boundary.

D. The method of payment of the assessment shall be as follows:

1. These assessments are due and payable October 1, 2024.
2. These assessments become delinquent if not paid prior to February 1, 2025 and will accrue interest, penalties and attorney's fees in the same manner as delinquent ad valorem taxes pursuant to Section 372.018(f) of the Local Government Code.
3. These assessments are subject to suit immediately upon becoming delinquent as defined above.
4. Property owners can pay their assessment using any method allowed by the Property Tax Code for the payment of property taxes except the half payment option.

E. The assessment roll per parcel has been properly filed with the City Secretary's office and is approved for fiscal year 2024-2025.

POINT WEST PUBLIC IMPROVEMENT DISTRICT (27510)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2020/21 AND ESTIMATED 2021/22 TO 2026/27
POINT WEST PUBLIC IMPROVEMENT DISTRICT (27510)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2028/29
REVISED 11-Sep-24

		Actual 2022/23	Budget 2023/24	Revised 2023/24	Approved 7/16/2024 Proposed 2024/25	Estimated 2025/26	Estimated 2026/27	Estimated 2027/28	Estimated 2028/29
BEGINNING FUND BALANCE		295,156	320,685	320,685	310,342	286,239	260,613	233,435	204,674
PROJECTED COSTS									
		Inflation		2%					
MAINTENANCE & OPERATION:									
PARK MAINTENANCE COST									
Botany & Agriculture	51450	-	-	-	-	-	-	-	-
Electricity	53150	1,810	2,040	1,310	2,101	2,143	2,186	2,230	2,274
Water & Sewer	53200	22,115	12,485	8,453	12,860	13,117	13,379	13,647	13,920
Contract/Temporary Labor	67600	12,200	12,240	14,982	12,485	12,734	12,989	13,249	13,514
Repair & Maintenance of Improvements	68300	-	2,164	45,822	2,207	2,251	2,296	2,342	2,389
Other Improvements	68312	-	40,000	-	40,000	40,800	41,616	42,448	43,297
R & M - Irrigation	68400	416	-	-	-	-	-	-	-
TOTAL MAINTENANCE		36,541	68,929	70,567	69,653	71,046	72,467	73,916	75,394
ADMINISTRATION									
Postage	61200		17	-	17	18	18	18	19
Advertising - Public Notices	61300	51	412	308	420	429	437	446	455
City Admin Fee	77450	1,496	5,084	5,084	6,013	6,133	6,256	6,381	6,509
Professional Collection Contract	62000	232	-	232	-	-	-	-	-
TOTAL ADMIN					6,451				
TOTAL MAINTENANCE & OPERATION		38,320	74,442	76,191	76,103	77,625	79,178	80,762	82,377
				0.00%					
ASSESSMENTS		52,922	52,000	50,210	52,000	52,000	52,000	52,000	52,000
Interest Income	37110	10,927	-	15,638	-	-	-	-	-
COLLECTION RATE		100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
TOTAL COLLECTIONS	30310	52,922	52,000	50,210	52,000	52,000	52,000	52,000	52,000
ENDING FUND BALANCE		320,685	298,243	310,342	286,239	260,613	233,435	204,674	174,297
Three Month Operating Reserve		*9,580*	*18,611*	*19,048*	*19,026*	*19,406*	*19,794*	*20,190*	*20,594*
Surplus		*311,105*	*279,633*	*291,295*	*267,213*	*241,207*	*213,641*	*184,484*	*153,703*

Agenda Transmittal Memo

Date:	September 30, 2024
Council Priority:	Economic Development and Redevelopment
Department:	Finance
Contact Person:	Carrie Roberts, PIDs Coordinator

Agenda Caption: PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8161
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Quail Creek Public Improvement District (PID). The Quail Creek PID is generally located at the intersection of Clear Meadow Circle and Plum Creek Drive. This ordinance is recommended for approval by a unanimous vote of the Quail Creek Public Improvement District Advisory Board.

Agenda Item Summary: An assessment against each parcel of property in the Quail Creek Public Improvement District (PID), determined by a flat value per lot, must be approved on an annual basis. The Quail Creek PID Advisory Board met July 16, 2024 to review the proposed FY 2024/25 budget and service plan. The Quail Creek PID budget projects total maintenance and operation expenses for FY 2024/25 to be $13,111. The Board recommends increasing property owner assessment rates to $400 per lot. This will result in assessments totaling $11,600. This decision was made in order to continue to cover all operating costs along with the assistance of available surplus reserve funds.

A service plan covering a period of at least five years must also be reviewed and approved. This plan defines the annual indebtedness and projected costs for improvements as well as maintenance of improvements within the Quail Creek PID. Attached is the Quail Creek Public Improvement District Fiscal Year 2024/25 budget, service plan, and associated ordinance and exhibit.

Requested Action: The PID budget (and five-year service plan) discussed above have been reviewed and unanimously recommended for approval by the Quail Creek PID Advisory Board.

Funding Summary: Budget and five-year service plan attached.

Purchasing Summary: N/A

Community Engagement Summary: Newspaper and property owner notices have been sent to property owners within the Quail Creek PID boundary regarding this item. At this time of writing, the Public Improvement Coordinator has not received any comments regarding this request.

Staff Recommendation: Legal, Accounting, and Development Services Staff have reviewed the associated instruments and recommend approval as submitted.

Attachments:

1. Ordinance No. 8161
2. FY24 - Quail_Creek_Five_Year_Service_Plan

LSS 9/10/24

ORDINANCE NO. 8161

AN ORDINANCE LEVYING AN ASSESSMENT ON PROPERTY WITHIN THE QUAIL CREEK PUBLIC IMPROVEMENT DISTRICT AS AUTHORIZED BY CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE FOR FISCAL YEAR 2024-2025; ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025 AND FIVE-YEAR SERVICE PLAN; DESCRIBING THE AREA WITHIN THE PUBLIC IMPROVEMENT DISTRICT; OBLIGATING THE AREA TO PAY THE COSTS ASSOCIATED WITH THE PUBLIC IMPROVEMENT DISTRICT; ESTABLISHING AN ESTIMATE OF THE TOTAL COST OF PROVIDING SPECIAL SERVICES WITHIN THE DISTRICT; SPECIFYING THE METHOD OF PAYMENT OF THE ASSESSMENT; ESTABLISHING THAT ASSESSMENTS MAY BE PAID IN PERIODIC INSTALLMENTS AND OBLIGATING PERSONS PURCHASING PROPERTY WITHIN THE PUBLIC IMPROVEMENT DISTRICT TO PARTICIPATE IN THE PAYMENT OF ASSESSMENTS; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; PROVIDING A REPEALER CLAUSE; PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

WHEREAS, a public hearing was held as required by law where all interested persons were provided with an opportunity to be heard on assessments on property within the Quail Creek Public Improvement District; and

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and

WHEREAS, the attached exhibit describes property that lies within the Public Improvement District; and

WHEREAS, the attached exhibit describes the method of payment of assessment and assessment amounts; and

WHEREAS, the City of Amarillo is required by law to levy the assessment by ordinance as a special assessment on the property; and

WHEREAS, the City of Amarillo and property owners within the District's boundaries share the goal to be as efficient and cost effective as possible regarding the maintenance and operation of the District; and

WHEREAS, the Quail Creek Public Improvement District Advisory Board (the Board), through direction given by property owners within the District, recommends that the Board be given the authority and responsibility to contract with private businesses for maintenance of manmade hardscape (i.e., common area sidewalks, brick dumpster enclosures, street lights) and non-manmade, living improvements (i.e., plants) within the District;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1: The tract of land described by the attached exhibit has been established as the above-named Public Improvement District.

SECTION 2: The City of Amarillo hereby grants the Board authority to approve, by a majority vote, the contracting of maintenance of manmade hardscape and non-manmade/living improvements with private businesses in accordance with the Budget and Five-year Service Plant.

SECTION 3: The City of Amarillo will be the administrator of assessments and pay invoices for services rendered in accordance with the Budget and Five-year Plan, unless otherwise requested by the Board or its designee.

SECTION 4: A Budget for the fiscal year of 2024-2025 and Five-year Service Plan that defines the annual indebtedness and the projected costs for improvements and maintenance thereof is attached. The Service Plan is subject to annual review and approval as is contemplated by law and is hereby approved.

SECTION 5: The total estimated cost for the maintenance and operation of improvements proposed in the Public Improvement District is described on the attached exhibit and is hereby approved.

SECTION 6: The assessment roll for each parcel, method of assessment and amount of assessment for the 2024-2025 fiscal year is described on the attached exhibit and is hereby approved.

SECTION 7: The method of payment of the assessment is described on the attached exhibit and is hereby approved.

SECTION 8: The Amarillo City Council may make supplemental assessments, reassessments, or new assessments of property within the Public Improvement District in compliance with the laws of the State of Texas after a notice and hearing.

SECTION 9: The special improvement district fund for the Public Improvement District shall be held in the municipal treasury and accounted for in the audit of the City of Amarillo.

SECTION 10: In the event the Public Improvement District is ever terminated, a homeowner's association will have the authority and responsibility of continuing the services of the Public Improvement District. The extent to which such services will be continued will be discretionary with the association as determined by its by-laws. The association will be required to remove or repair, at its expense, any improvements that fall into such a state of disrepair as to create a hazard to the public safety as determined by the City of Amarillo.

SECTION 11: If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsection, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 12: If any part, provision, or clause of this Ordinance conflicts with any other ordinance or resolution, then such other ordinance or resolution is hereby repealed to the extent of such conflict with this Ordinance.

SECTION 13: This Ordinance shall become effective upon its second and final reading.

SECTION 14: This Ordinance shall not be codified but shall be kept on file in the City Secretary's office so long as it is administratively valuable.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this 24th day of September 2024; and PASSED on Second and Final Reading on this 30th day of September 2024.

____

Cole Stanley, Mayor

ATTEST:

____

Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____

Bryan McWilliams, City Attorney

EXHIBIT A

Quail Creek Public Improvement District

Fiscal Year 2024-2025

A. The boundaries of the Quail Creek Public Improvement District are as follows:

> All that portion of property containing a total area of 20,072 square feet and designated as Common Area 1, Common Area 2, and Common Area 3 as shown on the subdivision plat Quail Creek Addition, Unit No. 25, an addition to the City of Amarillo and being located in Section 25, Block 9, B.S. & F. Survey, Potter County, Texas, as described in the instrument of record in Volume 3695, Page 43 of the Official Public Records of Potter County, Texas.

B. The total estimated costs for maintenance, operation, and administrative fees proposed for the Quail Creek Public Improvement District is $13,111. Such cost will be apportioned over the development as follows:

Cost of Maintenance and Operation $9,788

Administration Expense...$3,323

Total $13,111

C. The method of assessment is to divide the total maintenance, operational, and administrative costs, as well as, maintenance reserves equally among the 29 platted lots. This year's assessment will total $11,600 ($400 per lot).

D. The method of payment of the assessment shall be as follows:

1. These assessments are due and payable October 1, 2024.
2. These assessments become delinquent if not paid prior to February 1, 2025 and will accrue interest, penalties and attorney's fees in the same manner as delinquent ad valorem taxes pursuant to Section 372.018(f) of the Local Government Code.
3. These assessments are subject to suit immediately upon becoming delinquent as defined above.

4. Property owners can pay their assessment using any method allowed by the Property Tax Code for the payment of property taxes except the half payment option.

E. The assessment roll per parcel has been properly filed with the City Secretary's office and is approved for fiscal year 2024-2025.

QUAIL CREEK PUBLIC IMPROVEMENT DISTRICT (27610)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2025/26 TO 2028/29
REVISED 11-Sep-24

				Actual 2022/23	Budget 2023/24	Revised 2023/24		Approved 2024/25	
BEGINNING FUND BALANCE				12,764	11,977	11,977		11,416	
PROJECTED COSTS									
			2.00%						
MAINTENANCE & OPERATION:									
PARK MAINTENANCE COST									
Electricity		**53150**		307	255	227		263	
Water & Sewer		**53200**		3,566	5,437	3,869		3,985	
Contract/Temporary Labor		**67600**		3,612	3,366	3,366		4,500	
Repair & Maintenance of Improvements		**68300**		1,243	1,020	1,020		1,040	
Repair & Maintenance - Irrigation		**68400**		502	-	-		-	
83200 Improvements		**83200**		-	-	-		-	
TOTAL MAINTENANCE				9,230	10,078	8,482		9,788	
ADMINISTRATION									
Postage		**61200**		-	20	-		21	
Advertising - Public Notices		**61300**		555	1,100	555		1,122	
City Admin Fee		**77450**		944	963	4,522		2,180	
Loss on Bad Debt		**78230**		-	-	-		-	
Professional Collection Contract		**62000**		240	-	240		-	
TOTAL ADMIN								3,323	
TOTAL MAINTENANCE & OPERATION				10,969	12,161	13,799		13,111	
ASSESSMENTS	**LOTS**	**29**	$ 350	10,182	11,600	11,600	$ 400	11,600	$ 400
COLLECTION RATE				100.00%	100.00%	100.00%		100.00%	
TOTAL COLLECTIONS		**30310**		10,182	11,600	11,600		11,600	
INTEREST INCOME	**0.00%**			-	-	-		-	
ENDING FUND BALANCE				11,977	11,416	9,778		9,905	
THREE MONTH OPERATING RESERVE				*2,742*	*521*	*3,450*		*3,278*	
SURPLUS				*9,235*	*10,895*	*6,328*		*6,627*	

Agenda Transmittal Memo

Date: September 30, 2024

Council Priority: Economic Development and Redevelopment

Department: Finance

Contact Person: Carrie Roberts, PIDs Coordinator

Agenda Caption: PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8162
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Town Square Public Improvement District (PID). The Town Square PID is generally located in the northeast corner of Helium and Hillside Roads. This ordinance is recommended for approval by a unanimous vote of the Town Square Public Improvement District Advisory Board.

Agenda Item Summary: An assessment against each parcel of property in the Town Square Public Improvement District (PID), determined by multiplying a cost value per square foot of lot area, must be approved on an annual basis. The Town Square PID Advisory Board met June 20, 2024 to review the proposed FY 2024/25 budget and service plan. The Town Square PID budget projects total maintenance and operation expenses for FY 2024/25 to be $390,441, which includes a $200,000 developer reimbursement. The Board recommends property owner assessment rates remain at $0.1111 per square foot. This will result in assessments totaling $195,693. This decision was made in order to cover all operating costs along with the assistance of available surplus reserve funds.

A service plan covering a period of at least five years must also be reviewed and approved. This plan defines the annual indebtedness and projected costs for improvements as well as maintenance of improvements within the Town Square PID. Attached is the Town Square Public Improvement District Fiscal Year 2024/25 budget, service plan, and associated ordinance and exhibit.

Requested Action: The PID budget (and 5-year service plan) discussed above have been reviewed and unanimously recommended for approval by the Town Square PID Advisory Board.

Funding Summary: Budget and 5-year service plan attached.

Purchasing Summary: N/A

Community Engagement Summary: Newspaper and property owner notices have been sent to property owners within the Town Square PID boundary regarding this item. At this time of writing, the Public Improvement District Coordinator has not received any negative comments regarding this request.

Staff Recommendation: Legal, Accounting, and Development Services Staff have reviewed the associated instruments and recommend approval as submitted.

Attachments: 1. Ordinance No. 8162
2. FY24 - Town_Square_Five_Year_Service_Plan

ORDINANCE NO. 8162

AN ORDINANCE LEVYING AN ASSESSMENT ON PROPERTY WITHIN THE TOWN SQUARE PUBLIC IMPROVEMENT DISTRICT AS AUTHORIZED BY CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE FOR FISCAL YEAR 2024-2025; ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025 AND FIVE-YEAR SERVICE PLAN; DESCRIBING THE AREA WITHIN THE PUBLIC IMPROVEMENT DISTRICT; OBLIGATING THE AREA TO PAY THE COSTS ASSOCIATED WITH THE PUBLIC IMPROVEMENT DISTRICT; ESTABLISHING AN ESTIMATE OF THE TOTAL COST OF PROVIDING SPECIAL SERVICES WITHIN THE DISTRICT; SPECIFYING THE METHOD OF PAYMENT OF THE ASSESSMENT; ESTABLISHING THAT ASSESSMENTS MAY BE PAID IN PERIODIC INSTALLMENTS AND OBLIGATING PERSONS PURCHASING PROPERTY WITHIN THE PUBLIC IMPROVEMENT DISTRICT TO PARTICIPATE IN THE PAYMENT OF ASSESSMENTS; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; PROVIDING A REPEALER CLAUSE; PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

WHEREAS, a public hearing was held as required by law where all interested persons were provided with an opportunity to be heard on assessments on property within the Town Square Public Improvement District; and

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and

WHEREAS, the attached exhibit describes property that lies within the Public Improvement District; and

WHEREAS, the attached exhibit describes the method of payment of assessment and assessment amounts; and

WHEREAS, the City of Amarillo is required by law to levy the assessment by ordinance as a special assessment on the property; and

WHEREAS, the City of Amarillo and property owners within the District's boundaries share the goal to be as efficient and cost effective as possible regarding the maintenance and operation of the District; and

WHEREAS, the Town Square Public Improvement District Advisory Board (the Board), through direction given by property owners within the District, recommends that the Board be given the authority and responsibility to contract with private businesses for maintenance of manmade hardscape (i.e., fences/walls, street lights) and non-manmade living improvements (i.e., plants) within the District;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1: The tract of land described by the attached exhibit has been established as the above-named Public Improvement District.

SECTION 2: The City of Amarillo hereby grants the Board authority to approve, by a majority vote, the contracting of maintenance of manmade hardscape and non-manmade/living improvements with private businesses in accordance with the Budget and Five-year Service Plan.

SECTION 3: The City of Amarillo will be the administrator of assessments and pay invoices for services rendered in accordance with the Budget and Five-year Plan, unless otherwise requested by the Board or its designee not to pay a proposed invoice.

SECTION 4: A Budget for the fiscal year of 2024-2025 and Five-year Service Plan that defines the annual indebtedness and the projected costs for improvements and maintenance thereof is attached. The Service Plan is subject to annual review and approval as is contemplated by law and is hereby approved.

SECTION 5: The total estimated cost for the maintenance and operation of improvements proposed in the Public Improvement District is described on the attached exhibit and is hereby approved.

SECTION 6: The assessment roll for each parcel, method of assessment and amount of assessment for the 2024-2025 fiscal year is described on the attached exhibit and is hereby approved.

SECTION 7: The method of payment of the assessment is described on the attached exhibit and is hereby approved.

SECTION 8: The Amarillo City Council may make supplemental assessments, reassessments, or new assessments of property within the Public Improvement District in compliance with the laws of the State of Texas after a notice and hearing.

SECTION 9: The special improvement district fund for the Public Improvement District shall be held in the municipal treasury and accounted for in the audit of the City of Amarillo.

SECTION 10: In the event the Public Improvement District is ever terminated, a homeowner's association will have the authority and responsibility of continuing the services of the Public Improvement District. The extent to which such services will be continued will be discretionary with the association as determined by its by-laws. The association will be required to remove or repair, at its expense, any improvements that fall into such a state of disrepair as to create a hazard to the public safety as determined by the City of Amarillo.

SECTION 11: If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsection, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 12: If any part, provision, or clause of this Ordinance conflicts with any other ordinance or resolution, then such other ordinance or resolution is hereby repealed to the extent of such conflict with this Ordinance.

SECTION 13: This Ordinance shall become effective upon its second and final reading.

SECTION 14: This Ordinance shall not be codified but shall be kept on file in the City Secretary's office so long as it is administratively valuable.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this 24th day of September 2024; and PASSED on Second and Final Reading on this 30th day of September 2024.

____
Cole Stanley, Mayor

ATTEST:

____
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____
Bryan McWilliams, City Attorney

EXHIBIT

Town Square Public Improvement District

Fiscal Year 2024-2025

A. The boundaries of the Town Square Public Improvement District are as follows:

A 409.29 acre tract and a 19.38 acre tract of land being situated in Section 63, Block 9, BS&F Survey, Randall County, Texas.

B. The total estimated costs for maintenance, operation, and debt service payments proposed for the Town Square Public Improvement District is $390,441. Such cost will be apportioned over the development as follows:

Cost of Maintenance ....$ 186,815

Administration Expense ....$ 3,626

Developer Reimbursement..$ 200,000

Total ....$ 390,441

C. This year's assessment will total $ 195,693. The method of assessment will be to divide the total maintenance, operational, administrative and debt service costs, as well as, maintenance reserves as follows:

1. Residential Property: Residential property will be assessed an amount equal to $0.1111 multiplied by the total square footage of the lot.
2. Commercial Property: Commercial property will be assessed an amount equal to $0.1111 multiplied by the total square footage of the lot.

D. The method of payment of the assessment shall be as follows:

1. These assessments are due and payable October 1, 2024.
2. These assessments become delinquent if not paid prior to February 1, 2025 and will accrue interest, penalties and attorney's fees in the same manner as delinquent ad valorem taxes pursuant to Section 372.018(f) of the Local Government Code.
3. These assessments are subject to suit immediately upon becoming delinquent as defined above.

4. Property owners can pay their assessment using any method allowed by the Property Tax Code for the payment of property taxes except the half payment option.

E. The assessment roll per parcel has been properly filed with the City Secretary's office and is approved for fiscal year 2024-2025.

TOWN SQUARE PUBLIC IMPROVEMENT DISTRICT (27900)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2028/29
REVISED 20-Sep-24

				Actual 2022/23			Budget 2023/24			Revised 2023/2024			Approved 2024/2025
BEGINNING FUND BALANCE				899,048			1,089,652			1,089,652			1,280,645
		INFLATION					0.02			2.00%			2.00%
PROJECTED COSTS		NEW	SQ FT TOTAL		NEW	SQ FT TOTAL		NEW	SQ FT TOTAL		NEW	SQ FT TOTAL	
MAINTENANCE & OPERATION:													
PARK MAINTENANCE COST:		143,040	326,717	0.0024	143,040	326,717	0.5886	143,040	326,717	0.0145	52,762	379,479	0.5018
Electricity	53150			-			10,537			-			10,853
Water & Sewer	53200			-			96,937			-			96,937
Contract/Temporary Labor	67600			-			46,361			-			46,361
Repair & Maint of Improvements	68300			-			32,664			-			32,664
Other Improvements	68312			-			-			-			-
Improvements	83200			-			-			-			-
TOTAL MAINTENANCE				-			186,499			-			186,815
ADMINISTRATION													
Postage	61200						74			-			74
Advertising - Public Notices	61300			88			731			254			731
Collection Contract	62000			536			1,096			560			1,096
City Admin Fee	77450			164			3,910			3,910			1,725
TOTAL ADMIN													3,626
TOTAL MAINTENANCE & OPERATION				788			192,310			4,724			190,441
Developer Reimbursement	83200						200,000			-			200,000
TOTAL EXPENDITURES													390,441
ASSESSMENTS													
		UNTS	RATE		UNTS	RATE		UNTS	RATE		UNTS	RATE	
RESIDENTIAL		516,803	0.1111	57,417	516,803	0.1111	57,417	516,803	0.1111	57,417	516,588	0.1111	57,393
COMMERCIAL		978,827	0.1111	108,748	978,827	0.1111	108,748	978,827	0.1111	108,748	1,244,822	0.1111	138,300
MULTIFAMILY		-	-	-	-	-	-	-	-	-	-	-	-
CHURCH		-	0.1111	-	-	0.1111	-	-	0.1111	-	-	0.1111	-
COLLECTION RATE				115.18%			99.93%			99.93%			99.93%
TOTAL COLLECTIONS	30311			191,392			166,050			195,717			195,693
P&I Randall County Assessor	30332			2,595			-			597			
Interest Income	37110			36,831			-			50,000			
INTEREST INCOME	0.00%			-			-			-			-
Increase/Decrease in Cash				230,030			(26,260)			241,590			(194,748)
ENDING FUND BALANCE				1,089,652			279,650			1,280,645			1,085,897
THREE MONTH OPERATING RESERVE				*197*			*48,078*			*1,181*			*47,610*
SURPLUS				*1,089,455*			*231,573*			*1,279,464*			*1,038,286*

		Estimated 2025/26			Estimated 2026/27			Estimated 2027/28			Estimated 2028/29
		1,085,897			1,057,811			1,055,234			1,048,694
		2.00%			2.00%			2.00%			2.00%
	SQ FT			SQ FT			SQ FT			SQ FT	
NEW	TOTAL		NEW	TOTAL		NEW	TOTAL		NEW	TOTAL	
-	379,479	0.5119	-	379,479	0.5221	-	379,479	0.5326	-	379,479	0.5432
		11,070			11,291			11,517			11,748
		98,876			100,853			102,870			104,928
		47,288			48,234			49,199			50,183
		33,317			33,984			34,663			35,357
		-			-			-			-
		-			-			-			-
		190,551			194,362			198,250			202,215
		75			77			79			80
		746			761			776			791
		1,118			1,140			1,163			1,186
		1,760			1,795			1,831			1,867
		3,699			3,772			3,848			3,925
		194,250			198,135			202,098			206,139
		194,250			198,135			202,098			206,139
UNTS	RATE		UNITS	RATE		UNITS	RATE		UNITS	RATE	
516,588	0.1111	57,393	516,588	0.1111	57,393	516,588	0.1111	57,393	516,588	0.1111	57,393
1,244,822	0.1111	138,300	1,244,822	0.1111	138,300	1,244,822	0.1111	138,300	1,244,822	0.1111	138,300
-	-	-	-	-	-	-	-	-	-	-	-
-	0.1111	-	-	0.1111	-	-	0.1111	-	-	0.1111	-
		99.93%			99.93%			99.93%			99.93%
		166,164			195,558			195,558			195,558
		-			-			-			-
		(28,086)			(2,577)			(6,540)			(10,582)
		1,057,811			1,055,234			1,048,694			1,038,112
		48,562			*49,534*			*50,524*			*51,535*
		1,009,248			*1,005,700*			*998,170*			*986,578*

Agenda Transmittal Memo

Date: September 30, 2024

Council Priority: Economic Development and Redevelopment

Department: Finance

Contact Person: Carrie Roberts, PIDs Coordinator

Agenda Caption: PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8163
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Tutbury Public Improvement District (PID). The Tutbury PID is generally located at the intersection of Tutbury Court and Van Winkle Drive. This ordinance is recommended for approval by a unanimous vote of the Tutbury Public Improvement District Advisory Board.

Agenda Item Summary: An assessment against each parcel of property in the Tutbury Public Improvement District (PID), determined by a flat value per lot, must be approved on an annual basis. The Tutbury PID Advisory Board met July 10, 2024 to review the proposed FY 2024/25 budget and service plan. The Tutbury PID budget projects total maintenance and operation expenses for FY 2024/25 to be $26,876. The Board recommends increasing property owner assessment rates to $1,200 per lot. This will result in assessments totaling $28,800. This decision was made in order to continue to cover all operating costs as well as build up their operating reserve.

A service plan covering a period of at least five years must also be reviewed and approved. This plan defines the annual indebtedness and projected costs for improvements as well as maintenance of improvements within the Tutbury PID. Attached are the Tutbury Public Improvement District Fiscal Year 2024/25 budget, service plan, and associated ordinance and exhibit.

Requested Action: The PID budget and five-year service plan discussed above have been reviewed and unanimously recommended for approval by the Tutbury PID Advisory Board.

Funding Summary: Budget and five-year service plan attached.

Purchasing Summary: N/A

Community Engagement Summary: Newspaper and property owner notices have been sent to property owners within the Tutbury PID boundary regarding this item. At this time of writing, the Public Improvement District Coordinator has not received any comments regarding this request.

Staff Recommendation: Legal, Accounting, and Development Services Staff have reviewed the associated instruments and recommend approval as submitted.

Attachments:

1. Ordinance No. 8163
2. FY24 - Tutbury_Five_Year_Service_Plan (1)

ORDINANCE NO. 8163

AN ORDINANCE LEVYING AN ASSESSMENT ON PROPERTY WITHIN THE TUTBURY PUBLIC IMPROVEMENT DISTRICT AS AUTHORIZED BY CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE FOR FISCAL YEAR 2024-2025; ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025 AND FIVE-YEAR SERVICE PLAN; DESCRIBING THE AREA WITHIN THE PUBLIC IMPROVEMENT DISTRICT; OBLIGATING THE AREA TO PAY THE COSTS ASSOCIATED WITH THE PUBLIC IMPROVEMENT DISTRICT; ESTABLISHING AN ESTIMATE OF THE TOTAL COST OF PROVIDING SPECIAL SERVICES WITHIN THE DISTRICT; SPECIFYING THE METHOD OF PAYMENT OF THE ASSESSMENT; ESTABLISHING THAT ASSESSMENTS MAY BE PAID IN PERIODIC INSTALLMENTS AND OBLIGATING PERSONS PURCHASING PROPERTY WITHIN THE PUBLIC IMPROVEMENT DISTRICT TO PARTICIPATE IN THE PAYMENT OF ASSESSMENTS; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; PROVIDING A REPEALER CLAUSE; PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

WHEREAS, a public hearing was held as required by law where all interested persons were provided with an opportunity to be heard on assessments on property within the Tutbury Public Improvement District; and

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and

WHEREAS, the attached exhibit describes property that lies within the Public Improvement District; and

WHEREAS, the attached exhibit describes the method of payment of assessment and assessment amounts; and

WHEREAS, The City of Amarillo is required by law to levy the assessment by ordinance as a special assessment on the property;

WHEREAS, the City of Amarillo and property owners within the District's boundaries share the goal to be as efficient and cost effective as possible regarding the maintenance and operation of the District; and

WHEREAS, the Tutbury Public Improvement District Advisory Board (the Board), through direction given by property owners within the District, recommends that the Board be given the authority and responsibility to contract with private businesses for maintenance of manmade hardscape (i.e., fences/walls, street lights) and non-manmade living improvements (i.e., plants) within the District.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1: The tract of land described by the attached exhibit has been established as the above-named Public Improvement District.

SECTION 2: The City of Amarillo hereby grants the Board authority to approve, by a majority vote, the contracting of maintenance of manmade hardscape and non-manmade/living improvements with private businesses in accordance with the Budget and Five-year Service Plan.

SECTION 3: The City of Amarillo will be the administrator of assessments and pay invoices for services rendered in accordance with the Budget and Five-year Plan, unless otherwise requested by the Board or its designee.

SECTION 4: A Budget for the fiscal year of 2024-2025 and Five-year Service Plan that defines the annual indebtedness and the projected costs for improvements and maintenance thereof is attached. The Service Plan is subject to annual review and approval as is contemplated by law and is hereby approved.

SECTION 5: The total estimated cost for the maintenance and operation of improvements proposed in the Public Improvement District is described on the attached exhibit and is hereby approved.

SECTION 6: The assessment roll for each parcel, method of assessment and amount of assessment for the 2024-2025 fiscal year is described on the attached exhibit and is hereby approved.

SECTION 7: The method of payment of the assessment is described on the attached exhibit and is hereby approved.

SECTION 8: The Amarillo City Council may make supplemental assessments, reassessments, or new assessments of property within the Public Improvement District in compliance with the laws of the State of Texas after a notice and hearing.

SECTION 9: The special improvement district fund for the Public Improvement District shall be held in the municipal treasury and accounted for in the audit of the City of Amarillo.

SECTION 10: In the event the Public Improvement District is ever terminated, a homeowner's association will have the authority and responsibility of continuing the services of the Public Improvement District. The extent to which such services will be continued will be discretionary with the association as determined by its by-laws. The association will be required to remove or repair, at its expense, any improvements that fall into such a state of disrepair as to create a hazard to the public safety as determined by the City of Amarillo.

SECTION 11: If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsection, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 12: If any part, provision, or clause of this Ordinance conflicts with any other ordinance or resolution, then such other ordinance or resolution is hereby repealed to the extent of such conflict with this Ordinance.

SECTION 13: This Ordinance shall become effective upon its second and final reading.

SECTION 14: This Ordinance shall not be codified but shall be kept on file in the City Secretary's office so long as it is administratively valuable.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this 24th day of September 2024; and PASSED on Second and Final Reading on this 30th day of September 2024.

____
Cole Stanley, Mayor

ATTEST:

____
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____
Bryan McWilliams, City Attorney

EXHIBIT

Tutbury Public Improvement District

Budget: Fiscal Year 2024-2025

A. The boundaries of the Tutbury Public Improvement District are as follows:

A 5.27-acre tract of land out of a 196.075 acre tract of land according to that certain Correction Warranty Deed recorded in Volume 1596, Page 135, of the Deed Records of Randall County, Texas, situated in the northeast portion of Section 40, Block 9, BS&F Survey, Randall County, Texas.

B. The total estimated costs for maintenance, operation, and administrative fees proposed for the Tutbury Public Improvement District is $ 26,876. Such cost will be apportioned over the development as follows:

Cost of Maintenance and Operation $21,338

Administration Expense...$5,488

Total $26,876

C. The method of assessment is to divide the total maintenance, operational, and administrative costs, as well as, maintenance reserves equally among the 24 platted lots. This year's assessment will total $28,800 ($1,200 per lot).

D. The method of payment of the assessment shall be as follows:

1. These assessments are due and payable October 1, 2024.
2. These assessments become delinquent if not paid prior to February 1, 2025 and will accrue interest, penalties and attorney's fees in the same manner as delinquent ad valorem taxes pursuant to Section 372.018(f) of the Local Government Code.
3. These assessments are subject to suit immediately upon becoming delinquent as defined above.

4. Property owners can pay their assessment using any method allowed by the Property Tax Code for the payment of property taxes except the half payment option.

E. The assessment roll per parcel has been properly filed with the City Secretary's office and is approved for fiscal year 2024-2025.

TUTBURY PUBLIC IMPROVEMENT DISTRICT (27400)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2028/29
REVISED 11-Sep-24

			Actual 2022/23	Budget 2023/24	Revised 2023/24	Approved 2024/25	Estimated 2025/26	Estimated 2026/27	Estimated 2027/28	Estimated 2028/29
BEGINNING FUND BALANCE			44,502	32,600	32,600	11,110	13,035	16,021	18,560	20,576
					2.00%					
PROJECTED COSTS										
MAINTENANCE & OPERATION:										
Electricity		53150	434	560	330	$ 340	347	354	361	368
Water & Sewer		53200	3,195	4,269	3,520	$ 3,626	3,698	3,772	3,848	3,924
Landscape Contractor-Annual Fee		67600	7,081	10,879	11,446	$ 11,382	11,610	11,842	12,079	12,320
Repair & Maintenance - Improvements		68300	15,559	5,000	16,548	$ 5,000	3,500	3,500	3,570	3,641
Other Improvements		68312		-	-	$ -	-	-	-	-
Repair & Maintenance - Irrigation		68400	139	1,020	3,596	$ 1,040	1,061	1,082	1,104	1,126
Improvements		83200	-	-	-	-	-	-	-	-
TOTAL MAINTENANCE			26,407	21,728	35,440	21,388	20,217	20,551	20,961	21,380
ADMINISTRATION										
Postage		61200		15	-	$ 16	16	16	17	17
Advertising - Public Notices		61300	840	359	292	$ 366	374	381	389	396
Professional - Collection Contract		62000	240	245	240	$ 250	255	260	265	270
City Admin Fee		77450	818	5,097	5,097	$ 4,856	4,953	5,052	5,153	5,256
TOTAL ADMIN						$ 5,488	$ 5,597	$ 5,709	$ 5,824	$ 5,940
TOTAL MAINTENANCE & OPERATION			28,305	27,444	41,069	26,876	25,814	26,260	26,785	27,320
TOTAL EXPENDITURE						26,876	25,814	26,260	26,785	27,320
ASSESSMENTS	LOTS	24	$ 779 18,696	$ 779 18,696	$ 779 18,696	$ 1,200 28,800	$1,200 28,800	$ 1,200 28,800	$1,200 28,800	$ 1,200 28,800
COLLECTION RATE			87.16%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
TOTAL COLLECTIONS		30311	16,296	18,696	18,696	28,800	28,800	28,800	28,800	28,800
INTEREST INCOME	0.00%	37110	107	-	883	-	-	-	-	-
Increase/Decrease in Cash			(11,902)	(8,748)	(21,490)	1,924	2,986	2,540	2,015	1,480
ENDING FUND BALANCE			32,600	23,852	11,110	13,035	16,021	18,560	20,576	22,056
THREE MONTH OPERATING RESERVE			*7,076*	*6,893*	*10,267*	*6,719*	*6,454*	*6,565*	*6,696*	*6,830*
SURPLUS			*25,524*	*16,959*	*843*	*6,316*	*9,568*	*11,997*	*13,880*	*15,226*

CITY OF AMARILLO
OPEN SPACES ★ ENDLESS OPPORTUNITIES

Agenda Transmittal Memo

Date: September 30, 2024

Council Priority: Economic Development and Redevelopment

Department: Finance

Contact Person: Carrie Roberts, PIDs Coordinator

Agenda Caption: PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8164
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Vineyards Public Improvement District (PID). The Vineyards PID is generally located at the northwest corner of West Hastings Avenue and Broadway Drive. This ordinance is recommended for approval by a unanimous vote of the Vineyards Public Improvement District Advisory Board.

Agenda Item Summary: An assessment against each parcel of property in the Vineyards Public Improvement District (PID), determined by a flat value per lot, must be approved on an annual basis. The Vineyards PID Advisory Board met June 25, 2024 to review the proposed FY 2024/25 budget and service plan. The Vineyards PID budget projects total maintenance and operating expenses for FY 2024/25 to be $26,245. The Board recommends increasing property owner assessment rates to $75 per lot. This will result in assessments totaling $21,675. This decision was made in order to continue to cover all operating costs along with the assistance of available surplus reserve funds.

A service plan covering a period of at least five years must also be reviewed and approved. This plan defines the annual indebtedness and projected costs for improvements as well as maintenance of improvements within the Vineyards PID. Attached is the Vineyards Public Improvement District Fiscal Year 2024/25 budget, service plan, and associated ordinance and exhibit.

Requested Action: The PID budget (and five-year service plan) discussed above have been reviewed and unanimously recommended for approval by the Vineyards PID Advisory Board.

Funding Summary: Budget and five-year service plan attached.

Purchasing Summary: N/A

Community Engagement Summary: Newspaper and property owner notices have been sent to property owners within the Vineyards PID boundary regarding this item. At this time of writing, the Public Improvement District Coordinator has not received any comments regarding this request.

Staff Recommendation: Legal, Accounting, and Development Services Staff have reviewed the associated instruments and recommend approval as submitted.

Attachments:

1. Ordinance No. 8164
2. Vineyards_five-year_plan FY24-25 resized

ORDINANCE NO. 8164

AN ORDINANCE LEVYING AN ASSESSMENT ON PROPERTY WITHIN THE VINEYARDS PUBLIC IMPROVEMENT DISTRICT AS AUTHORIZED BY CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE FOR FISCAL YEAR 2024-2025; ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025 AND FIVE-YEAR SERVICE PLAN; DESCRIBING THE AREA WITHIN THE PUBLIC IMPROVEMENT DISTRICT; OBLIGATING THE AREA TO PAY THE COSTS ASSOCIATED WITH THE PUBLIC IMPROVEMENT DISTRICT; ESTABLISHING AN ESTIMATE OF THE TOTAL COST OF PROVIDING SPECIAL SERVICES WITHIN THE DISTRICT; SPECIFYING THE METHOD OF PAYMENT OF THE ASSESSMENT; ESTABLISHING THAT ASSESSMENTS MAY BE PAID IN PERIODIC INSTALLMENTS AND OBLIGATING PERSONS PURCHASING PROPERTY WITHIN THE PUBLIC IMPROVEMENT DISTRICT TO PARTICIPATE IN THE PAYMENT OF ASSESSMENTS; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; PROVIDING A REPEALER CLAUSE; PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

WHEREAS, a public hearing was held as required by law where all interested persons were provided with an opportunity to be heard on assessments on property within The Vineyards Public Improvement District; and

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and

WHEREAS, the attached exhibit describes property that lies within the Public Improvement District; and

WHEREAS, the attached exhibit describes the method of payment of assessment and assessment amounts; and

WHEREAS, the City of Amarillo is required by law to levy the assessment by ordinance as a special assessment on the property; and

WHEREAS, the City of Amarillo and property owners within the District's boundaries share the goal to be as efficient and cost effective as possible regarding the maintenance and operation of the District; and

WHEREAS, the Vineyards Public Improvement District Advisory Board (the Board), through direction given by property owners within the District, recommends that the Board be given the authority and responsibility to contract with private businesses for maintenance of manmade hardscape (i.e., fences/walls) and non-manmade living improvements (i.e., plants) within the District;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1: The tract of land described by the attached exhibit has been established as the above-named Public Improvement District.

SECTION 2: The City of Amarillo hereby grants the Board authority to approve, by a majority vote, the contracting of maintenance of manmade hardscape and non-manmade/living improvements with private businesses in accordance with the Budget and Five-year Service Plan.

SECTION 3: The City of Amarillo will be the administrator of assessments and pay invoices for services rendered in accordance with the Budget and Five-year Plan, unless otherwise requested by the Board or its designee.

SECTION 4: A Budget for the fiscal year of 2024-2025 and Five-year Service Plan that defines the annual indebtedness and the projected costs of improvements and maintenance thereof is attached. The Service Plan is subject to annual review and approval as is contemplated by law and is hereby approved.

SECTION 5: The total estimated cost of the maintenance and operation of improvements proposed in the Public Improvement District is described on the attached exhibit and is hereby approved.

SECTION 6: The assessment roll for each parcel, method of assessment and amount of assessment for the 2024-2025 fiscal year is described on the attached exhibit and is hereby approved.

SECTION 7: The method of payment of the assessment is described on the attached exhibit and is hereby approved.

SECTION 8: The Amarillo City Council may make supplemental assessments, reassessments, or new assessments of property within the Public Improvement District in compliance with the laws of the State of Texas after a notice and hearing.

SECTION 9: The special improvement district fund for the Public Improvement District shall be held in the municipal treasury and accounted for in the audit of the City of Amarillo.

SECTION 10: In the event the Public Improvement District is ever terminated, a homeowner's association will have the authority and responsibility of continuing the services of the Public Improvement District. The extent to which such services will be continued will be discretionary with the association as determined by its by-laws. The association will be required to remove or repair, at its expense, any improvements that fall into such a state of disrepair as to create a hazard to the public safety as determined by the City of Amarillo.

SECTION 11: If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsection, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 12: If any part, provision, or clause of this Ordinance conflicts with any other ordinance or resolution, then such other ordinance or resolution is hereby repealed to the extent of such conflict with this Ordinance.

SECTION 13: This Ordinance shall become effective upon its second and final reading.

SECTION 14: This Ordinance shall not be codified but shall be kept on file in the City Secretary's office so long as it is administratively valuable.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this 24th day of September 2024; and PASSED on Second and Final Reading on this 30th day of September 2024.

____
Cole Stanley, Mayor

ATTEST:

____
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____
Bryan McWilliams, City Attorney

EXHIBIT

The Vineyards Public Improvement District

Fiscal Year 2024-2025

A. The boundaries of The Vineyards Public Improvement District are as follows:

A 145.446 acre tract of land and a 8.622 acre tract of land all in Section 191, Block 2, AB&M Survey, Potter County, Texas.

B. The total estimated costs for maintenance, operation, and administrative fees proposed for the Vineyards Public Improvement District is $ $26,245. Such costs will be apportioned over the development as follows:

Cost of Maintenance and Operation…………….…………………………………$ 21,528
Administrative Expense………..……………………………………………….…$4,717
Total……………………………………………………………………………..$26,245

C. The method of assessment is to divide the total maintenance, operational, and administrative costs, as well as, maintenance reserves equally among the 300 platted lots. This year's assessment will total $21,675 ($75 per lot).

D. The method of payment of the assessment shall be as follows:

1. These assessments are due and payable October 1, 2024.
2. These assessments become delinquent if not paid prior to February 1, 2025 and will accrue interest, penalties and attorney's fees in the same manner as delinquent ad valorem taxes pursuant to Section 372.018(f) of the Local Government Code.
3. These assessments are subject to suit immediately upon becoming delinquent as defined above.
4. Property owners can pay their assessment using any method allowed by the Property Tax Code for the payment of property taxes except the half payment option.

E. The assessment roll per parcel has been properly filed with the City Secretary's office and is approved for fiscal year 2024-2025.

VINEYARDS PUBLIC IMPROVEMENT DISTRICT (27710)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2028/29

Approve 06-25-24

REVISED 20-Sep-24				**Actual 2022/23**			**Budget 2023/24**			**Revised 2023/24**			**Proposed 2024/25**
BEGINNING FUND BALANCE				21,988			24,754			24,754			20,747
MAINTENANCE & OPERATION:		INFLATION		2.0%			2.0%			2.0%			2.0%
PARK MAINTENANCE COST:		8,888.29		1.0048	-	8,888.29	3.0105	-	8,888.29	2.8472	-	8,888.29	2.9528
Botany & Agriculture	**51450**						$ 1,040			$ -			$ 1,061
Electricity	**53150**			$ 549			510			425			$ 525
Water & Sewer	**53200**			3,247			2,101			5,829			$ 2,164
Contract/Temporary Labor	**67600**			2,535			15,240			11,100			$ 15,697
Repair & Maintenance of Improvements	**68300**						2,040			-			$ 2,081
TOTAL MAINTENANCE				6,331			20,931			17,354			21,528
ADMINISTRATION:													
Postage	**61200**						$ 96			$ -			$ 98
Advertising - Public Notices	**61300**			222			632			292			$ 298
Professional Collection Contract	**62000**			1,880			-			2,312			$ 2,358
City Admin Fee	**77450**			497			5,099			5,099			$ 1,963
Loss on Bad Debt	**78230**			-			-			250			$ -
TOTAL ADMINISTRATION				2,599			5,827			7,953			4,717
TOTAL MAINTENANCE & OPERATION				$ 8,931			$ 26,758			$ 25,307			$ 26,245
ASSESSMENTS		UNITS	RATE		UNITS	RATE		UNITS	RATE		UNITS	RATE	
Residential		209	$ 50	$ 10,750	350	$ 75	$ 26,250	350	$ 75	$ 26,250	289	$ 75	$ 21,675
TOTAL ASSESSMENTS				11,697			26,250			21,300			21,675
COLLECTION RATE				100.00%			100.00%			100.00%			100.00%
TOTAL COLLECTIONS	**30310**			$ 11,697			$ 26,250			$ 21,300			$ 21,675
INCREASE (DECREASE) IN CASH				2,766			(508)			(4,007)			(4,570)
ENDING FUND BALANCE				**$ 24,754**			**$ 24,246**			**$ 20,747**			**$ 16,177**
Three Month Operating Reserve				2,233			6,690			6,327			6,561
Surplus				22,521			17,556			14,420			9,616

VINEYARDS PUBLIC IMPROVEMENT DISTRICT (27710)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: ACTUAL 2022/23 AND ESTIMATED 2023/24 TO 2

REVISED 20-Sep-24

				Estimated 2025/26			Estimated 2026/27			Estimated 2027/28			Estimated 2028/29
BEGINNING FUND BALANCE				16,177			18,657			23,601			31,000
MAINTENANCE & OPERATION:				2.0%			2.0%			2.0%			2.0%
PARK MAINTENANCE COST:		-	8,888.29	3.0118	-	8,888.29	3.0721	-	8,888.29	3.1335	-	8,888.29	3.1962
Botany & Agriculture	**51450**			$ 1,082			$ 1,104			$ 1,126			$ 1,148
Electricity	**53150**			536			547			557			569
Water & Sewer	**53200**			2,207			2,251			2,296			2,342
Contract/Temporary Labor	**67600**			16,011			16,331			16,658			16,991
Repair & Maintenance of Improvements	**68300**			2,122			2,165			2,208			2,252
TOTAL MAINTENANCE				21,959			22,398			22,846			23,303
ADMINISTRATION:													
Postage	**61200**			$ 100			$ 102			$ 104			$ 106
Advertising - Public Notices	**61300**			304			310			316			322
Professional Collection Contract	**62000**			2,405			2,454			2,503			2,553
City Admin Fee	**77450**			2,002			2,042			2,083			2,125
Loss on Bad Debt	**78230**			-			-			-			-
TOTAL ADMINISTRATION				4,811			4,908			5,006			5,106
TOTAL MAINTENANCE & OPERATION				$ 26,770			$ 27,305			$ 27,852			$ 28,409
ASSESSMENTS		UNITS	RATE		UNITS	RATE		UNITS	RATE		UNITS	RATE	
Residential		390	$ 75	$ 29,250	430	$ 75	$ 32,250	470	$ 75	$ 35,250	510	$ 75	$ 38,250
TOTAL ASSESSMENTS				29,250			32,250			35,250			38,250
COLLECTION RATE				100.00%			100.00%			100.00%			100.00%
TOTAL COLLECTIONS	**30310**			$ 29,250			$ 32,250			$ 35,250			$ 38,250
INCREASE (DECREASE) IN CASH				2,480			4,945			7,398			9,841
ENDING FUND BALANCE				**$ 18,657**			**$ 23,601**			**$ 31,000**			**$ 40,841**
Three Month Operating Reserve				6,693			6,826			6,963			7,102
Surplus				11,964			16,775			24,037			33,739

Agenda Transmittal Memo

Date:	September 30, 2024
Council Priority:	Fiscal Responsibility
Department:	Finance
Contact Person:	Carrie Roberts, PIDs Coordinator

Agenda Caption: PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 8165
This is a public hearing and second reading of an ordinance adopting the 2024/2025 budget and five-year service plan, along with establishing and levying an annual property assessment for the Colonies Public Improvement District (PID). The Colonies PID is generally located at the northeast corner of Hillside and Soncy roads. This ordinance is recommended for approval by a unanimous vote of the Colonies PID Advisory Board.

Agenda Item Summary: An assessment against each parcel of property in the Colonies Public Improvement District (PID), determined by multiplying a cost value per square foot of lot area, must be approved on an annual basis. The Colonies PID Advisory Board met June 18, 2024 to review the proposed FY 2024/25 budget and service plan. The Colonies PID budget projects total maintenance, operation and debt service expenses for FY 2024/25 to be $1,413,258. The Board unanimously recommended raising the property owner assessment rates to $0.14 per square foot. This will result in assessments totaling $ $1,431,605. This decision was made in order to continue to cover all operating costs as well as an additional $665,538 annual debt service payment.

A service plan covering a period of at least five years must also be reviewed and approved. This plan defines the annual indebtedness and projected costs for improvements as well as maintenance of improvements within the Colonies PID. Attached is the Colonies Public Improvement District Fiscal Year 2024/25 budget, service plan, and associated ordinance and exhibit.

Requested Action: The PID budget and 5-year service plan discussed above have been reviewed and approved by the Colonies PID Advisory Board.

Funding Summary: Budget and five-year service plan attached.

Purchasing Summary: N/A

Community Engagement Summary: Newspaper and property owner notices have been sent to property owners within the Colonies PID boundary regarding this item. At this time of writing, the Public Improvement District Coordinator has not received any comments regarding this request.

Staff Recommendation: Legal, Finance, and Development Services staff have reviewed the associated instruments and recommend approval as submitted.

Attachments:

1. Ordinance No.8165
2. FY24 - Colonies_PID_Five_Year_Service_Plan

ORDINANCE NO. 8165

AN ORDINANCE LEVYING AN ASSESSMENT ON PROPERTY WITHIN THE COLONIES PUBLIC IMPROVEMENT DISTRICT AS AUTHORIZED BY CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE FOR FISCAL YEAR 2024-2025; ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025 AND FIVE-YEAR SERVICE PLAN; DESCRIBING THE AREA WITHIN THE PUBLIC IMPROVEMENT DISTRICT; OBLIGATING THE AREA TO PAY THE COSTS ASSOCIATED WITH THE PUBLIC IMPROVEMENT DISTRICT; ESTABLISHING AN ESTIMATE OF THE TOTAL COST OF PROVIDING SPECIAL SERVICES WITHIN THE DISTRICT; SPECIFYING THE METHOD OF PAYMENT OF THE ASSESSMENT; ESTABLISHING THAT ASSESSMENTS MAY BE PAID IN PERIODIC INSTALLMENTS AND OBLIGATING PERSONS PURCHASING PROPERTY WITHIN THE PUBLIC IMPROVEMENT DISTRICT TO PARTICIPATE IN THE PAYMENT OF ASSESSMENTS; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; PROVIDING A REPEALER CLAUSE; PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

WHEREAS, a public hearing was held as required by law where all interested persons were provided with an opportunity to be heard on assessments on property within the Colonies Public Improvement District; and

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and

WHEREAS, the attached exhibit describes property that lies within the Public Improvement District; and

WHEREAS, the attached exhibit describes the method of payment of assessment and assessment amounts; and

WHEREAS, the City of Amarillo is required by law to levy the assessment by ordinance as a special assessment on the property; and

WHEREAS, the City of Amarillo and property owners within the District's boundaries share the goal to be as efficient and cost effective as possible regarding the maintenance and operation of the District;

WHEREAS, the Colonies Public Improvement District Advisory Board (the Board), through direction given by property owners within the District, recommends that the Board be given the authority and responsibility to contract with private businesses for maintenance of manmade hardscape (i.e., fences/walls, street lights) and non-manmade living improvements (i.e., plants) within the District;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1: The tract of land described by the attached exhibit has been established as the above-named Public Improvement District.

SECTION 2: The City of Amarillo hereby grants the Board authority to approve, by a majority vote, the contracting of maintenance of manmade hardscape and non-manmade/living improvements with private businesses in accordance with the Budget and Five-year Service Plan.

SECTION 3: The City of Amarillo will be the administrator of assessments and pay invoices for services rendered in accordance with the Budget and Five-year Plan, unless otherwise requested by the Board or its designee.

SECTION 4: A Budget for the fiscal year of 2024-2025 and Five-year Service Plan that defines the annual indebtedness and the projected costs for improvements and maintenance thereof is attached. The Service Plan is subject to annual review and approval as is contemplated by law and is hereby approved.

SECTION 5: The total estimated cost for the maintenance and operation of improvements proposed in the Public Improvement District is described on the attached exhibit and is hereby approved.

SECTION 6: The assessment roll for each parcel, method of assessment and amount of assessment for the 2024-2025 fiscal year is described on the attached exhibit and is hereby approved.

SECTION 7: The method of payment of the assessment is described on the attached exhibit and is hereby approved.

SECTION 8: The Amarillo City Council may make supplemental assessments, reassessments, or new assessments of property within the Public Improvement District in compliance with the laws of the State of Texas after a notice and hearing.

SECTION 9: The special improvement district fund for the Public Improvement District shall be held in the municipal treasury and accounted for in the audit of the City of Amarillo.

SECTION 10: In the event the Public Improvement District is ever terminated, a homeowner's association will have the authority and responsibility of continuing the services of the Public Improvement District. The extent to which such services will be continued will be discretionary with the association as determined by its by-laws. The association will be required to remove or repair, at its expense, any improvements that fall into such a state of disrepair as to create a hazard to the public safety as determined by the City of Amarillo.

SECTION 11: If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsection, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 12: If any part, provision, or clause of this Ordinance conflicts with any other ordinance or resolution, then such other ordinance or resolution is hereby repealed to the extent of such conflict with this Ordinance.

SECTION 13: This Ordinance shall become effective upon its second and final reading.

SECTION 14: This Ordinance shall not be codified but shall be kept on file in the City Secretary's office so long as it is administratively valuable.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this 24th day of September 2024; and PASSED on Second and Final Reading on this 30th day of September 2024.

____
Cole Stanley, Mayor

ATTEST:

____
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____
Bryan McWilliams, City Attorney

EXHIBIT

Colonies Public Improvement District

Fiscal Year 2024-2025

A. The boundaries of the Colonies Public Improvement District are as follows:

A 375.8 acre tract of land being situated in Section 40, Block 9, BS&F Survey, Randall County, Texas.

B. The total estimated costs for maintenance, operation, and debt service payments proposed for the Colonies Public Improvement District is $1,413,258. Such cost will be apportioned over the development as follows:

Cost of Maintenance	$674,512
Administration Expense	$73,208
Debt Service Obligation	$665,538
Total	$1,413,258

C. This year's assessment will total $1,431,605 The method of assessment will be to divide the total maintenance, operational, administrative and debt service costs, as well as maintenance reserves as follows:

1. Residential Property: Residential property will be assessed an amount equal to $0.14 multiplied by the total square footage of the lot.
2. Commercial Property: Commercial property will be assessed an amount equal to $0.1021 multiplied by the total square footage of the lot for lots 1 acre or less. Commercial lots greater than 1 acre will be assessed an additional $500 per acre or portion thereof, with a maximum assessment of $10,000 per lot.

D. The method of payment of the assessment shall be as follows:

1. These assessments are due and payable October 1, 2024.
2. These assessments become delinquent if not paid prior to February 1, 2025 and will accrue interest, penalties and attorney's fees in the same manner as delinquent ad valorem taxes pursuant to Section 372.018(f) of the Local Government Code.

3. These assessments are subject to suit immediately upon becoming delinquent as defined above.

4. Property owners can pay their assessment using any method allowed by the Property Tax Code for the payment of property taxes except the half payment option.

E. The assessment roll per parcel has been properly filed with the City Secretary's office and is approved for fiscal year 2024-2025.

COLONIES # 5 PUBLIC IMPROVEMENT DISTRICT (27300)
FIVE YEAR IMPROVEMENT PLAN
FISCAL YEARS: Actual 2022/23 and ESTIMATED 2023/24 to 2028/29
Updated 20-Sep-24

					Actual 2022/23			Budget 2023/24			Revised 2023/24			Proposed 2024/25	
BEGINNING FUND BALANCE					$ 1,381,684			$ 646,558			$ 646,558			$ 664,608	
			INFLATION		0.0%			0.0%			0.0%			2.0%	
PROJECTED COSTS				SQ FT NEW TOTAL			SQ FT NEW TOTAL			SQ FT NEW TOTAL			SQ FT NEW TOTAL		NEW
MAINTENANCE & OPERATION:															
PARK MAINTENANCE COST:			-	723,586	0.828		723,586	1.279		723,586	1.071		723,586	1.033	-
41100 Labor (City Parks Staff)	41100				-			-			-			-	
Operating	51200				-			-			-			-	
Janitorial	51250				-			-			-			-	
Electricity	53150				16,606			21,094			12,761			21,516	
Water & Sewer	53200				212,369			210,382			193,297			214,590	
PID Management Fees (private)	62015				39,870			57,000			57,032			58,140	
Landscape Maintenance Contract	67600				136,956			200,000			231,248			200,000	
Tree Care	51454				78,864			75,000			47,404			50,000	
Seasonal Planting	51456				30,763			250,000			92,861			50,000	
Hardscape Repairs	68300				13,703			30,000			74,609			60,000	
Irrigation Repairs	68400				13,012			30,000			16,979			20,000	
Insurance (City Charge)	71100				255			261			259			266	
83200 Improvements - Parks	83200				-			-			-			-	
TOTAL MAINTENANCE					$ 542,398			$ 873,737			$ 726,450			$ 674,512	
ADMINISTRATION:															
Postage	61200				-			500			-			510	
Advertising - Public Notices	61300				1,864			2,500			573			2,550	
Professional Serv. / Tax Assessor Commission	62000				18,727			8,317			7,485			8,483	
City Admin Fee	77450				36,479			40,714			40,714			61,666	
TOTAL ADMINISTRATION					57,070			52,030			48,772			73,208	
TOTAL MAINTENANCE & OPERATION					**$ 599,468**			**$ 925,767**			**$ 775,222**			**$ 747,720**	
Bond Proceeds	39810				3,000,000						-			-	
Developer Reimbursements	83200				4,043,881			-			-			-	
Debt Service First Issue (2006 2/15/26 mat)		585,000	refunded 2020		-										
Debt Service Second Issue (2008B 2/15/28 mat)		$ 1,500,000	refunded 2020		-										
2014 Debt Service Issue (8/15/34 mat)		$ 1,535,000			105,630			106,956			106,956			104,706	
2018 Debt Service Issue (2/15/38 mat)		$ 3,000,000			207,431			207,531			207,531			207,431	
2020 Debt Service Refunding (2/15/28 mat)		$ 950,000			145,300			140,100			140,100			137,500	
2023 Debt Service Issue (2/15/23 mat)		$ 2,795,000			-			209,123			209,123			213,400	
Fiscal Agent Fees					7,198			2,500			2,000			2,500	
Total Debt Service	92150				**$ 458,361**			**$ 666,211**			**$ 665,710**			**$ 665,538**	
TOTAL EXPENDITURES					**$ 5,101,710**			**$ 1,591,977**			**$ 1,440,933**			**$ 1,413,258**	
			UNITS	RATE		UNITS	RATE		UNITS	RATE		UNITS	RATE		UNITS
ASSESSMENTS															
RESIDENTIAL			9,418,586	0.1000	941,859	9,418,586	0.1300	1,224,416	9,418,586	0.1300	1,224,416	9,418,586	0.1300	1,224,416	9,418,586
RESIDENTIAL			9,418,586	0.1000	941,859	9,418,586	0.1400	1,318,602	9,418,586	0.1300	1,224,416	9,381,159	0.1400	1,313,362	9,418,586
RESIDENTIAL (Unit 62)			-	0.1000	-		0.1400	-		0.1300	-		0.1400	-	
COMMERCIAL			1,072,747	0.0778	83,431	1,072,747	0.0778	88,036	1,072,747	0.0821	88,036	1,158,107	0.1021	118,243	1,072,747
TOTAL ASSESSMENTS	30311				1,291,341			1,406,638			1,413,157			1,431,605	
INTEREST INCOME					75,245			-			45,826			-	
MISCELLANEOUS INCOME					-			-			-			-	
COLLECTION RATE					338.14%			1			103.24%			100.00%	
TOTAL COLLECTIONS					**$ 4,366,586**			**$ 1,406,638**			**$ 1,458,983**			**$ 1,431,605**	
INCREASE (DECREASE) IN CASH					**$ (735,124)**			**$ (185,339)**			**$ 18,050**			**$ 18,347**	
Ending Fund Balance					**$ 646,558**			**$ 461,218**			**$ 664,608**			**$ 682,956**	
Three Month Operating Reserve					149,867			231,442			193,806			186,930	
SURPLUS					**$ 496,691**			**$ 229,777**			**$ 470,803**			**$ 496,026**	

										Year 5
	Estimated 2025/26			Estimated 2026/27			Estimated 2027/28			Estimated 2028/29
	$ 682,956			$ 703,448			$ 723,582			$ 723,503
	2%			2.0%			2.0%			2.0%
SQ FT TOTAL		NEW	SQ FT TOTAL		NEW	SQ FT TOTAL		NEW	SQ FT TOTAL	
723,586	1.053	-	723,586	1.074	-	723,586	1.095	-	723,586	1.117
	-			-			0			0
	-			-			-			-
	-			-			-			-
	21,946			22,385			22,833			23,289
	218,882			223,259			227,725			232,279
	59,303			60,489			61,699			62,933
	204,000			208,080			212,242			216,486
	51,000			52,020			53,060			54,122
	50,000			51,000			52,020			53,060
	61,200			62,424			63,672			64,946
	20,400			20,808			21,224			21,649
	271			277			282			288
	$ 687,002			$ 700,742			$ 714,757			$ 729,052
	520			530			541			552
	2,601			2,653			2,706			2,760
	8,653			8,826			9,002			9,182
	62,899			64,157			65,440			66,749
	74,673			76,166			77,689			79,243
	$ 761,674			**$ 776,908**			**$ 792,446**			**$ 808,295**
	-			-			-			-
	-			-			-			-
	107,456			105,056			107,656			105,000
	207,131			206,631			210,831			205,856
	115,100			103,000			101,000			-
	213,775			213,900			213,775			213,400
	2,500			2,500			2,500			2,500
	$ 645,963			**$ 631,088**			**$ 635,763**			**$ 526,756**
	$ 1,407,637			**$ 1,407,995**			**$ 1,428,209**			**$ 1,335,051**
RATE		UNITS	RATE		UNITS	RATE		UNITS	RATE	
0.1300	1,224,416	9,418,586	0.1300	1,224,416	9,418,586	0.1300	1,224,416	9,418,586	0.1300	1,224,416
0.1400	1,318,602	9,418,586	0.1400	1,318,602	9,418,586	0.1400	1,318,602	9,418,586	0.1400	1,318,602
0.1400	-		0.1400	-		0.1400	-		0.1400	-
0.1021	109,527	1,072,747	0.1021	109,527	1,072,747	0.1021	109,527	1,072,747	0.1021	109,527
	1,428,130			1,428,130			1,428,130			1,428,130
	-			-			-			-
	100.00%			100.00%			100.00%			100.00%
	$ 1,428,130			**$ 1,428,130**			**$ 1,428,130**			**$ 1,428,130**
	$ 20,492			**$ 20,134**			**$ (79)**			**$ 93,078**
	$ 703,448			**$ 723,582**			**$ 723,503**			**$ 816,581**
	190,419			194,227			198,112			202,074
	$ 513,029			**$ 529,355**			**$ 525,391**			**$ 614,507**

Agenda Transmittal Memo

Date:	September 30, 2024
Council Priority:	Economic Development and Redevelopment Fiscal Responsibility
Department:	City Manager's Office
Contact Person:	Kevin Carter, Amarillo Economic Development Corporation

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Agenda Caption: CONSIDERATION OF RESOLUTION NO. 09-30-24-1
This item considers a resolution approving the proposed operating budget for the fiscal year 2024-2025 for the Amarillo Economic Development Corporation.

Agenda Item Summary: This resolution approves the 2024/2025 budget for the Amarillo Economic Development Corporation (AEDC). The Amarillo Economic Development Corporation's purpose is promoting and developing warehousing, industrial and manufacturing enterprises to promote and encourage employment and public welfare. This budget is recommended for approval by the Amarillo Economic Development Corporation Board of Directors.

Requested Action: Council consideration and approval of the Amarillo Economic Development Corporation 2024/2025 fiscal year budget.

Funding Summary: Funding of AEDC's budget comes from the 0.5% sales tax rate as previously approved by voters.

Purchasing Summary:

Community Engagement Summary: The 2024/2025 fiscal year budget has been reviewed and approved for City Council consideration at the July 16, 2024 meeting of the Amarillo Economic Development Corporation Board of Directors.

Staff Recommendation: City Council has discussed the AEDC budget in two previous council meetings. The City Council has indicated they are considering several options in regard to approving the AEDC budget. Those will be discussed further at the meeting, but include 1) approval as presented, 2) no approval, or 3) approval with edits and/or conditions. City staff will present some potential conditions for City Council consideration, based on previous council discussions. It is recommended that City Council provide the AEDC with guidance regarding future expenditure of funds.

Attachments:
1. Resolution No. 09-30-24-1
2. Budget Attachment

RESOLUTION NO. 09-30-24-1

A RESOLUTION OF THE CITY OF AMARILLO, TEXAS: APPROVING THE PROPOSED OPERATING BUDGET FOR THE FISCAL YEAR 2024-2025 FOR THE AMARILLO ECONOMIC DEVELOPMENT CORPORATION.

WHEREAS, the creation of the Amarillo Economic Development Corporation was authorized by City of Amarillo Resolution No. 1-16-90-2 for the purpose of promoting and developing warehousing, industrial, and manufacturing enterprises in order to promote and encourage employment and the public welfare, in accordance with state law; and

WHEREAS, by a majority vote of persons voting on November 7, 1989 the City Council levies an additional sales tax of one-half percent to be used for the above stated activities by the Amarillo Economic Development Corporation; and

WHEREAS, the Bylaws of the Amarillo Economic Development Corporation require that it submit its annual budget to the City Council for approval; and

WHEREAS, the Board of Directors of the Amarillo Economic Development Corporation has prepared, approved and submitted a proposed budget for approval; and

WHEREAS, the City Council finds that the proposed budget is in order and should be approved; now, therefore,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS:

SECTION 1. That the Proposed Operating Budget for the period of October 1, 2024 to September 30, 2025 of the Amarillo Economic Development Corporation, a copy of which is appended to this Resolution and incorporated herein by reference, is hereby approved, together with any amendments made in public meeting.

SECTION 2. The City Secretary shall certify a copy of this Resolution to the Amarillo Economic Development Corporation, together with any amendments made in the public meeting at which it is considered.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on this 30th day of September 2024.

____
Cole Stanley, Mayor

ATTEST:

____
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

____
Bryan McWilliams, City Attorney

AEDC 2024/25 Budget Recommendation

1. Approve the **91100 – Amarillo Economic Devel Operating Budget** as presented to allow AEDC to continue conducting the day in and day out parts of their business
2. Approve the **91110 - Business Development Budget** as presented with no **Account** line item to exceed the approved budget without prior authorization from Council. No **Sub-Category** within each **Account** line item (**as shown on Exhibit A**) to be overspent by 25% or more without prior authorization from Council.
3. Approve the **91120 - TPRDC Contractual Budget** as presented due to all amounts being fully reimbursed by Texas Panhandle Regional Development Center (TPRDC) for operating expenses.
4. Most of **91200 – AEDC Projects Budget**, also as shown on the **Cash Flow (Exhibit B)**, have prior authorizations from Council from approved incentive agreements, and any new agreements will be brought to Council to approve. The only exception are the items listed under **Project Support** on page 3 of the **AEDC Provided Budget Details**. We recommend these items cannot be overspent individually by 25% of more without prior authorization from Council.

Below is the updated AEDC Budget Spending Policy that would also apply:

9.1. Amarillo EDC Budget Spending

All Expenditures over $50,000 that are not budgeted for will require Amarillo EDC Board and the Amarillo City Council Approval. In addition, any budgeted line item that exceeds $50,000 over the budgeted amount will require a budget amendment approved by the Amarillo EDC Board and the Amarillo City Council.

9.2. Amarillo EDC Budget Spending

Any expenditure that exceeds $500,000 or greater will require the signature of the President/CEO and the AEDC Board Chair.

#1

City of Amarillo 2025 Department Request by Business Unit
91100 - Amarillo Economic Devel Opera

Description	2021 Actual	2022 Actual	2023 Budget	2023 Revised Estimate	2024 Dept Request	Dept Request Variance
Revenues						
Sales Tax						
30610 - General Sales Tax	2,979,553	3,017,955	3,000,000	3,034,429	3,000,000	-
30600 - Sales Tax	**2,979,553**	**3,017,955**	**3,000,000**	**3,034,429**	**3,000,000**	**-**
Interest Earnings						
37110 - Interest Income	15,370	216,419	80,000	210,000	240,000	160,000
37109 - Interest Earnings	**15,370**	**216,419**	**80,000**	**210,000**	**240,000**	**160,000**
Miscellaneous Revenue						
37410 - Miscellaneous Revenue	108	354	-	354	-	-
37465 - NBV Asset Disposal	-6,255	-3,796	-	-	-	-
37400 - Miscellaneous Revenue	**-6,147**	**-3,441**	**-**	**354**	**-**	**-**
Total Revenues	**2,988,777**	**3,230,932**	**3,080,000**	**3,244,783**	**3,240,000**	**160,000**
Expenditures						
Personal Services						
41100 - Salaries and Wages	884,603	946,890	901,560	905,638	925,120	23,560
41500 - PFP	-	-	122,940	111,738	122,480	-460
41820 - Health Insurance	91,248	99,642	93,701	101,840	110,400	16,699
42300 - State Unemployment	217	236	223	249	300	77
42310 - Federal Unemployment	319	417	328	357	400	72
42400 - Workers Compensation	1,417	1,515	1,455	1,463	1,500	45
42510 - Car Allowance	17,931	18,616	18,413	18,413	20,000	1,587
42560 - Change in Sick and Annua	52,022	-	53,421	52,092	54,546	1,125
41900 - Life	968	914	994	923	1,500	506
42010 - Social Security - Medicare	12,997	13,880	13,346	13,417	15,500	2,154
42020 - Social Security - OASDI	45,329	49,001	46,548	47,104	49,000	2,452
42110 - TMRS	72,033	114,137	73,970	73,046	77,000	3,030
42115 - OPEB Funding	24,775	23,405	25,441	25,058	28,000	2,559
42111 - TMRS Adj (GASB 68)	-	-5,285	-	-	-	-
42116 - OPEB Adj (GASB 75)	-	1,252	-	-	-	-
41000 - Personal Services	**1,203,859**	**1,264,622**	**1,352,340**	**1,351,338**	**1,405,746**	**53,406**
General Supplies						
51110 - Office Expense	27,213	19,809	5,000	24,479	5,000	-
51950 - Minor Office Equipment	2,640	-	-	-	-	-
51100 - General Supplies	**29,853**	**19,809**	**5,000**	**24,479**	**5,000**	**-**
Energy						
51800 - Fuel & Oil	54	-	-	-	-	-
53000 - Energy	**54**	**-**	**-**	**-**	**-**	**-**

#1 cont.

City of Amarillo 2025 Department Request by Business Unit
91100 - Amarillo Economic Devel Opera

Description	2021 Actual	2022 Actual	2023 Budget	2023 Revised Estimate	2024 Dept Request	Dept Request Variance
Contractual Services						
61200 - Postage	729	261	2,000	250	2,000	-
61400 - Dues	11,040	16,085	10,000	10,000	10,000	-
61405 - Subscriptions	2,859	5,480	1,500	2,285	1,500	-
62000 - Professional	38,473	34,959	60,000	50,000	60,000	-
62005 - Fiscal Agent Fee (City)	29,993	32,720	75,000	75,000	75,000	-
60000 - Contractual Services	**83,094**	**89,506**	**148,500**	**137,535**	**148,500**	**-**
Repair and Maint Services						
68710 - Auto Repair & Maint	15,822	4,334	18,000	17,056	18,000	-
68000 - Repair and Maint Services	**15,822**	**4,334**	**18,000**	**17,056**	**18,000**	**-**
Rentals						
69100 - Rental Land & Buildings	17,999	11,038	90,000	90,997	90,000	-
69220 - Rental Other Equipment	3,730	4,039	10,000	4,028	10,000	-
69000 - Rentals	**21,729**	**15,077**	**100,000**	**95,025**	**100,000**	**-**
Other Charges						
72000 - Communication	17,301	16,895	17,500	15,719	17,500	-
75100 - Travel	14,828	16,543	20,000	15,590	20,000	-
75200 - Mileage	-	126	-	151	-	-
75300 - Meals and Local	12,360	11,919	30,000	26,379	30,000	-
76000 - Depreciation	12,900	27,568	-	9,158	-	-
70000 - Other Charges	**57,389**	**73,052**	**67,500**	**66,997**	**67,500**	**-**
Insurance						
71100 - Insurance and Bonds	55,615	55,617	85,000	60,308	85,000	-
71000 - Insurance	**55,615**	**55,617**	**85,000**	**60,308**	**85,000**	**-**
Depreciation						
76100 - Amortization of Leasehold	68,372	74,588	-	-	-	-
76000 - Depreciation	**68,372**	**74,588**	**-**	**-**	**-**	**-**
Charges - Other						
78020 - Interest Expense	9,304	10,468	-	-	-	-
77000 - Charges - Other	**9,304**	**10,468**	**-**	**-**	**-**	**-**
Machinery & Equipment						
84500 - Office Machines & Equipm	8,435	12,900	15,000	9,825	15,000	-
84000 - Machinery & Equipment	**8,435**	**12,900**	**15,000**	**9,825**	**15,000**	**-**
Total Expenditures	**1,553,527**	**1,619,973**	**1,791,340**	**1,762,563**	**1,844,746**	**53,406**
Net Total	**1,435,250**	**1,610,959**	**1,288,660**	**1,482,220**	**1,395,254**	**106,594**

#2

City of Amarillo 2025 Department Request by Business Unit
91110 - Business Development

Description	2021 Actual	2022 Actual	2023 Budget	2023 Revised Estimate	2024 Dept Request	Dept Request Variance
Expenditures						
Contractual Services						
61305 - Marketing Support	38,925	116,572	150,000	135,540	150,000	-
61311 - Content Development	631	5,008	25,000	21,250	25,000	-
61315 - Collateral Materials	4,112	-	30,000	16,755	30,000	-
61322 - Business Retention & Expansion	-	8,508	60,000	56,512	60,000	-
61323 - Workforce Initiatives	24,846	36,214	60,000	52,115	60,000	-
61326 - Marketing Technology & Softwar	21,960	26,160	45,000	42,750	45,000	-
61346 - Business Development	371,568	249,419	360,000	313,200	360,000	-
61347 - Local Market Development	97,178	44,412	70,000	62,895	70,000	-
60000 - Contractual Services	**559,220**	**486,294**	**800,000**	**701,017**	**800,000**	**-**
Total Expenditures	**559,220**	**486,294**	**800,000**	**701,017**	**800,000**	**-**
Net Total	**-559,220**	**-486,294**	**-800,000**	**-701,017**	**-800,000**	**-**

AMARILLO ECONOMIC DEVELOPMENT

EXHIBIT A: MARKETING & BUSINESS DEVELOPMENT BUDGET DETAIL - FY 2024-2025

Sub-category Account

		Estimated Cost	FY 24-25 BUDGET REQUEST
Marketing Support			
Paid Media	Paid social media promotions, Google marketing, and local ad placements	$35,000	
Website	Enhancements, page additions and redesign as needed	$10,000	
Photography for print and web	New local images for use on website and collateral print/digital use	$5,000	
Inbound marketing & sales development support	Full service digital marketing/consulting services for AEDC marketing and biz dev strategies. Includes web design and maintenance, graphic design, media services and or mixed media presentations/animation. Also includes blog content development and additional creative input on all digital and print materials. CRM management to support complete sales cycle.	$100,000	
	SUBTOTAL	*$150,000*	$150,000
Marketing Technology & Software			
EDOIQ	Annual contract cost for website/email/social media monitoring & management with sales software & sales capability	$12,000	
Lightcast	Annual contract for labor market analytics software and data analysis	$18,000	
GIS Systems	Annual contract for mapping and demographic software and website shared with the City of Amarillo	$15,000	
	SUBTOTAL	*$45,000*	$45,000
Content Development			
Copywriting	Additional services needed for website/blog/paid media copy as needed	$5,000	
Graphic Design	Additional graphic design services as needed for print/web content	$5,000	
Video Content Production	Video content production for national campaign use	$15,000	
	SUBTOTAL	*$25,000*	$25,000
Collateral Materials			
Annual Printing Needs	Printing of various reports, brochures and maps	$10,000	
Promotional Giveaways	Promotional items for distribution at conferences/trade shows to support AEDC brand	$12,000	
Prospect Follow Up	Thank you gifts for prospects or key site selectors following favorable discussions or events	$8,000	
	SUBTOTAL	*$30,000*	$30,000
Business Development			
Ports to Plains Events	Registration & travel costs for (3) Ports to Plains events.	$5,000	
Team Texas Events	Registration & travel costs for (8) Team Texas events	$45,000	
High Ground of Texas Events	Registration & travel costs for (6) High Ground of Texas events	$35,000	
Consultant Road Shows/Conferences	Travel costs for trips to visit site consultants and attend CRE events	$40,000	
TEDC Events	Registration & travel costs for participation in TEDC hosted events.	$25,000	
Texas Development Corporation events	Registration & travel costs for participation in Governor's office ED events.	$25,000	
Target Industry Conferences	Registration & travel costs for industry focused conferences	$50,000	
Target Industry Conference Sponsorships	Sponsorships for (3) industry conferences	$85,000	
Private Industry Receptions	Costs associated with (6) private reception events in targeted local markets with key industry individuals	$50,000	
	SUBTOTAL	*$360,000*	$360,000
Local Market Development			
Local Events	Support of City, SBDC, and Chamber events	$25,000	
State of the Economy	Speaker fees, catering, collateral, and promotional needs	$45,000	
	SUBTOTAL	*$70,000*	$70,000
Business Retention and Expansion Initiatives			
Employer Engagement	Existing primary employer outreach	$15,000	
Corporate Site Visits	Site visits to (4) corporate HQ locations outside of Amarillo	$30,000	
BRE Marketing	BRE targeted marketing/events/receptions	$15,000	
	SUBTOTAL	*$60,000*	$60,000
Workforce Initiatives			
Employer Engagement	Building Your Future workforce events (2)	$24,000	
Social Media Promotions / Printed Materials	Monthly campaigns / printed collateral	$3,500	
Sponsored Partnerships	Sponsorships for area events including career fairs, STEM programs, workforce events, etc.	$10,000	
Workforce Digital Content	Workforce software, blogs, videos, photography, etc for Take Root site and events	$15,000	
Intern Experience	Summer Intern Experience events and collateral	$7,500	
	SUBTOTAL	*$60,000*	$60,000
TOTAL MARKETING & BUSINESS DEVELOPMENT			**$800,000**

#3

City of Amarillo 2025 Department Request by Business Unit
91120 - TPRDC Contractual

Description	2021 Actual	2022 Actual	2023 Budget	2023 Revised Estimate	2024 Dept Request	Dept Request Variance
Revenues						
Revenue from Other Agencies						
36523 - TPRDC Contract	223,120	224,415	237,000	235,792	242,770	5,770
35500 - Revenue from Other Agencies	**223,120**	**224,415**	**237,000**	**235,792**	**242,770**	**5,770**
Total Revenues	**223,120**	**224,415**	**237,000**	**235,792**	**242,770**	**5,770**
Expenditures						
Personal Services						
41100 - Salaries and Wages	134,037	127,712	128,480	126,293	133,700	5,220
41500 - PFP	-	-	17,520	17,250	17,520	-
41820 - Health Insurance	17,585	17,775	16,878	18,482	18,678	1,800
42300 - State Unemployment	39	-	39	39	59	20
42310 - Federal Unemployment	59	59	59	59	89	30
42400 - Workers Compensation	217	206	208	214	241	33
42510 - Car Allowance	1,925	1,633	1,847	1,697	1,847	-
41900 - Life	179	168	171	174	173	2
42010 - Social Security - Medicare	1,952	1,864	1,873	1,930	1,879	6
42020 - Social Security - OASDI	7,193	7,127	6,903	6,620	6,997	94
42110 - TMRS	16,223	15,327	15,571	15,878	16,299	728
42115 - OPEB Funding	3,304	3,143	3,171	3,256	3,191	20
41000 - Personal Services	**182,714**	**175,014**	**192,720**	**191,892**	**200,673**	**7,953**
General Supplies						
51110 - Office Expense	1,672	3,434	4,000	1,751	1,750	-2,250
51100 - General Supplies	**1,672**	**3,434**	**4,000**	**1,751**	**1,750**	**-2,250**
Contractual Services						
61200 - Postage	111	80	265	190	200	-65
61300 - Advertising	-	500	-	-	-	-
61347 - Local Market Development	2,000	-	-	2,000	2,000	2,000
61400 - Dues	4,854	7,429	5,350	7,424	3,000	-2,350
61405 - Subscriptions	2,163	8,526	-	8,526	8,000	8,000
62000 - Professional	21,626	13,036	19,580	13,036	16,800	-2,780
60000 - Contractual Services	**30,755**	**29,571**	**25,195**	**31,176**	**30,000**	**4,805**
Other Charges						
72000 - Communication	171	-	815	815	247	-568
75100 - Travel	1,738	2,700	4,250	2,700	4,000	-250
75200 - Mileage	605	1,358	2,415	1,354	-	-2,415
75300 - Meals and Local	775	1,413	1,550	1,413	1,200	-350
70000 - Other Charges	**3,288**	**5,471**	**9,030**	**6,282**	**5,447**	**-3,583**

#3 cont.

City of Amarillo 2025 Department Request by Business Unit
91120 - TPRDC Contractual

Description	2021 Actual	2022 Actual	2023 Budget	2023 Revised Estimate	2024 Dept Request	Dept Request Variance
Insurance						
71100 - Insurance and Bonds	4,691	4,691	6,055	4,691	4,900	-1,155
71000 - Insurance	**4,691**	**4,691**	**6,055**	**4,691**	**4,900**	**-1,155**
Total Expenditures	**223,120**	**218,181**	**237,000**	**235,792**	**242,770**	**5,770**
Net Total	**-**	**6,234**	**-**	**-**	**-**	**-**

#4

City of Amarillo 2025 Department Request by Business Unit
91200 - AEDC Projects

Description	2021 Actual	2022 Actual	2023 Budget	2023 Revised Estimate	2024 Dept Request	Dept Request Variance
Revenues						
Sales Tax						
30610 - General Sales Tax	21,850,057	22,131,668	22,000,000	22,800,000	22,000,000	-
30600 - Sales Tax	**21,850,057**	**22,131,668**	**22,000,000**	**22,800,000**	**22,000,000**	**-**
Other Building & Ground Rental						
34610 - AEDC Leases	-39,280	-	-	-	-	-
34615 - EDC Job Credit	-6,872,607	-19,024,675	-	-	-	-
34640 - Bell Helicopter Rents	46,526	5	36,000	41,385	41,385	5,385
34675 - MWI Building Rentals	-	-	514,000	514,639	514,000	-
34680 - Ground Rentals	12,700	1,700	-	-	-	-
34617 - Lease Revenue	529,613	-	-	-	-	-
34600 - Other Building & Ground Rental	**-6,323,048**	**-19,022,969**	**550,000**	**556,024**	**555,385**	**5,385**
Interest Earnings						
37110 - Interest Income	217,376	2,649,639	920,000	3,100,000	2,250,000	1,330,000
37115 - Unrealized G/L	-306,252	299,705	-	-	-	-
37125 - Other Interest Income	2,387,154	2,100,000	-	-	-	-
37109 - Interest Earnings	**2,298,277**	**5,049,345**	**920,000**	**3,100,000**	**2,250,000**	**1,330,000**
Administrative Charges						
37231 - Bad Debt Exp/Recovery	-	-37,057	-	-	-	-
37200 - Administrative Charges	**-**	**-37,057**	**-**	**-**	**-**	**-**
Miscellaneous Revenue						
37410 - Miscellaneous Revenue	100,000	48,201	-	-	-	-
37460 - Gn/Lss on Prop Disposal	-	9,125,904	-	-	-	-
37400 - Miscellaneous Revenue	**100,000**	**9,174,104**	**-**	**-**	**-**	**-**
Total Revenues	**17,925,286**	**17,295,091**	**23,470,000**	**26,456,024**	**24,805,385**	**1,335,385**
Expenditures						
General Supplies						
51200 - Operating	39,024	612	-	-	-	-
51100 - General Supplies	**39,024**	**612**	**-**	**-**	**-**	**-**
Energy						
53250 - Project Utilities	7,250	13,273	-	15,000	-	-
53000 - Energy	**7,250**	**13,273**	**-**	**15,000**	**-**	**-**
Contractual Services						
62000 - Professional	661,448	296,053	-	200,000	-	-
60000 - Contractual Services	**661,448**	**296,053**	**-**	**200,000**	**-**	**-**

#4 cont.

City of Amarillo 2025 Department Request by Business Unit
91200 - AEDC Projects

Description	2021 Actual	2022 Actual	2023 Budget	2023 Revised Estimate	2024 Dept Request	Dept Request Variance
Repair and Maint Services						
68300 - R & M - Improvements	11,169	3,559	-	-	-	-
68900 - Repair & Maint Other	-	104,147	-	25,000	-	-
68000 - Repair and Maint Services	**11,169**	**107,706**	**-**	**25,000**	**-**	**-**
Rentals						
69510 - Amarillo Enterprise Chal	62,556	71,941	380,000	300,000	500,000	120,000
69525 - Ports to Plains	114,214	114,214	125,000	114,214	125,000	-
69527 - Chamber of Commerce	-	-	80,000	80,000	80,000	-
69000 - Rentals	**176,770**	**186,155**	**585,000**	**494,214**	**705,000**	**120,000**
Other Charges						
76000 - Depreciation	441,633	386,324	-	384,708	384,719	384,719
70000 - Other Charges	**441,633**	**386,324**	**-**	**384,708**	**384,719**	**384,719**
Charges - Other						
78020 - Interest Expense	-45,735	-	-	-	-	-
79900 - Contributed Capital	-	181,694	-	-	-	-
77000 - Charges - Other	**-45,735**	**181,694**	**-**	**-**	**-**	**-**
Land Acquisition						
81100 - Land Acquisition costs	8,629,877	-	-	-	-	-
81000 - Land Acquisition	**8,629,877**	**-**	**-**	**-**	**-**	**-**
Debt Service						
89200 - Bond Interest Payments	1,025,411	916,358	-	815,732	692,680	692,680
89300 - Fiscal Agent Bond Fees	7,000	7,000	-	7,000	-	-
89000 - Debt Service	**1,032,411**	**923,358**	**-**	**822,732**	**692,680**	**692,680**
Operating Transfers						
92010 - Other Grant Funds	5,576,192	3,761,336	90,000	5,908,142	8,211,000	8,121,000
92000 - Operating Transfers	**5,576,192**	**3,761,336**	**90,000**	**5,908,142**	**8,211,000**	**8,121,000**
Total Expenditures	**16,530,038**	**5,856,509**	**675,000**	**7,849,796**	**9,993,399**	**9,318,399**
Net Total	**1,395,248**	**11,438,581**	**22,795,000**	**18,606,228**	**14,811,986**	**-7,983,014**

Exhibit B

	2024-25	2025-26	2026-27	2027-28	2028-29
CASH FLOW FROM OPERATING ACTIVITIES					
Sales Tax Collections	$25,000,000	$25,500,000	$26,010,000	$26,530,200	$27,060,804
Other Revenues					
Rents	$514,000	$514,000	$514,000	$514,000	$514,000
Loan Payments Received					
TPRDC Reimbursement	$237,000	$241,740	$246,575	$251,506	$256,536
Administrative Expenses	$2,087,516	$2,129,266	$2,171,852	$2,215,289	$2,259,594
Marketing/Promotional	$800,000	$816,000	$832,320	$848,966	$865,946
Net Cash Provided By Operating Activities	**$22,863,484**	**$23,310,474**	**$23,766,403**	**$24,231,451**	**$24,705,800**
CASH FLOWS FROM INVESTING - PROJECT ACTIVITIES					
Investments/Interest	$2,250,000	$2,000,000	$1,750,000	$1,750,000	$1,750,000
Budgeted Project Support	$875,000	$892,500	$910,350	$928,557	$947,128
#4 Project Commitments					
WTAMU Amarillo Enterprise Challenge - Annual	$580,000	$590,000	$595,000	$600,000	$600,000
TWC High Demand Job Training Grant - Annual	$150,000	$150,000	$150,000	$150,000	$150,000
Maxor (FY2017)	$210,000	$240,000	$270,000	$300,000	$300,000
TTU School of Veterinary Medicine (FY2018)	$4,000,000	$5,200,000	$5,200,000	$5,200,000	$5,200,000
GSEC (FY2020)	$40,000	$36,000	$32,000	$20,000	$20,000
Panhandle Pure, LLC (FY2020)	$60,000	$60,000	$60,000	$40,000	$40,000
SSI Foods (FY2020)	$300,000	$300,000	$40,000		
Sharpened Iron Studios, LLC (FY2020)	$100,000	$100,000	$100,000	$100,000	$100,000
MWI Veterinary Supply Co. (FY2021)	$36,000	$45,000	$45,000	$45,000	$45,000
American Quarter Horse Association (FY2021)	$300,000	$300,000	$300,000	$300,000	$300,000
Cacique (FY2021)	$420,000	$420,000	$420,000	$500,000	$500,000
Caviness (FY2022)	$200,000	$200,000	$200,000	$200,000	$200,000
CVMR (FY2022)	$0	$1,000,000	$1,250,000	$1,500,000	$1,500,000
POB (FY2022)	$1,000,000	$1,600,000	$1,600,000	$1,600,000	$1,600,000
Austin Hose (FY2022)	$75,000	$75,000	$100,000	$100,000	$100,000
Unmanned Systems Inc /Albers Aerospace (FY2022)	$2,000,000	$0	$0	$0	$0
Amarillo College Innovation Outpost (FY2022)	$600,000	$600,000	$600,000		
Coast Packing Company (FY2023)	$1,000,000	$120,000	$144,000	$144,000	$144,000
Plant AS (FY2023)	$0	$250,000	$375,000	$375,000	$375,000
Jax Transport (FY2023)	$450,000	$300,000	$450,000	$600,000	$600,000
Affiliated Foods (FY2023)	$60,000	$100,000	$100,000	$100,000	$100,000
Asset Protection Unit (FY2024)	$10,000	$30,000	$60,000	$60,000	$60,000
Brushwood Acre Farms (FY2024)	$10,000	$15,000	$25,000	$25,000	$25,000
Sage Oil Vac (FY2024)	$20,000	$40,000	$80,000	$120,000	$120,000
Thrive (FY2024)	$400,000	$420,000	$440,000	$460,000	$480,000
Net Cash Used In Investing - Project Activities	**$10,646,000**	**$11,083,500**	**$11,796,350**	**$11,717,557**	**$11,756,128**
CASH FLOWS FROM FINANCING ACTIVITIES					
Debt Service (RB 2017)($22.48MM)	($2,376,724)	($2,382,427)	($2,378,369)	$0	$0
Debt Service (RB 2019)($27.68MM)	($2,955,956)	($2,956,796)	($2,957,628)	($2,958,394)	($2,960,118)
UMS/Albers Proposed Debt Service ($50MM)	$0	($4,012,129)	($4,012,129)	($4,012,129)	($4,012,129)
COA NE Interceptor Participation ($10MM)	($600,000)	($600,000)	($600,000)	($600,000)	($600,000)
Net Cash Used In Financing Activities	**($5,932,680)**	**($9,951,352)**	**($9,948,126)**	**($7,570,523)**	**($7,572,247)**
NET INCREASE (DECREASE) IN CASH & EQUIVALENTS	**$6,284,804**	**$2,275,622**	**$2,021,927**	**$4,943,371**	**$5,377,425**
Beginning Estimated Cash as of Oct. 1 of year indicated	$80,901,921	$87,186,725	$89,462,347	$91,484,274	$96,427,645
Ending Estimated Cash as of Sept. 30 of year indicated	$87,186,725	$89,462,347	$91,484,274	$96,427,645	$101,805,070

SNAPSHOT OF EXISTING OBLIGATIONS - ASSUMPTION IS NO NEW PROJECTS GOING FORWARD AND NO ADDITIONAL DEBT SERVICE AFTER ALBERS AND NE Int

AMARILLO ECONOMIC DEVELOPMENT CORPORATION
FY 2024-2025 BUDGET REQUEST
SUMMARY

	OPERATING FUND		
	FY 22-23	**FY 23-24**	**FY 24-25**
ADMINISTRATIVE			
Personnel	$1,537,140	$1,545,060	$1,606,419
Operations	$430,200	$483,280	$481,097
Total Administrative	*$1,967,340*	*$2,028,340*	*$2,087,516*
MARKETING/BUSINESS DEVELOPMENT			
Marketing/Business Development	$800,000	$800,000	$800,000
TOTAL ADMINISTRATIVE & MARKETING/BUSINESS DEV.	**$2,767,340**	**$2,828,340**	**$2,887,516**
	PROJECT FUND		
	FY 22-23	**FY 23-24**	**FY 24-25**
TOTAL PROJECT SUPPORT	$1,453,000	$675,000	$875,000
GRAND TOTAL	**$4,220,340**	**$3,503,340**	**$3,762,516**

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AMARILLO
ECONOMIC DEVELOPMENT

AMARILLO ECONOMIC DEVELOPMENT CORPORATION
FY 2024-2025 BUDGET REQUEST
BUDGET DETAIL

OPERATING FUND

ADMINISTRATIVE

PERSONNEL

Payroll		
AEDC Payroll	$925,120	
TPRDC Payroll*	$133,700	
Pay for Performance	$140,000	
Total Payroll (AEDC and TPRDC)		**$1,198,820**
Benefits		
AEDC Benefits (34% of payroll)	$358,146	
TPRDC Benefits (34% of payroll)*	$49,453	
Total Benefits (AEDC and TPRDC)		**$407,599**
TOTAL PERSONNEL (Payroll & Benefits)		**$1,606,419**

*(*Direct Reimbursement from TPRDC to AEDC)*

OPERATIONS

Auto Expenses (AEDC owned vehicle)	$18,000	
Office Supplies	$10,000	
Postage	$2,000	
Dues (local organizations)	$15,000	
Office Rent	$95,000	
Leased Equipment	$10,000	
Subscriptions	$6,500	
Communications	$17,500	
Travel Expense	$20,000	
Expenses (local)	$25,000	
Professional Services(legal, audit, retirement fees)	$60,000	
Fiscal Agent Fee	$75,000	
Insurance & Bond (property, general liability, D&O)	$75,000	
Capital Expense	$10,000	
TOTAL OPERATIONS		**$439,000**

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TPRDC

Travel*	$4,000	
Office Support* (office expense to AEDC)	$38,097	
Total TPRDC Travel and Office Support		**$42,097**

*(*Direct Reimbursement from TPRDC to AEDC)*

TOTAL OPERATIONS	**$481,097**
TOTAL ADMINISTRATIVE	**$2,087,516**

MARKETING

The Marketing budget line items are comprised of select component categories including:

- -Marketing Support, Technology & Software
- -Content Development & Collateral Materials
- -Business Development
- -Business Retention and Expansion
- -Local Market Development
- -Workforce Initiatives

***For more information please see Exhibit A**

TOTAL MARKETING	**$800,000**
TOTAL ADMINISTRATIVE & MARKETING	**$2,887,516**

PROJECT FUND

#4 **PROJECT SUPPORT**

The Project Support budget covers a number of large individual project budget items.

Amarillo Chamber of Commerce (program partnership support)	$80,000	
Ports-to-Plains Membership (paid for the City of Amarillo annually)	$125,000	
Team Texas / Texas ED Council Membership	$40,000	
High Ground of Texas Membership	$25,000	
Texas Economic Development Corporation Membership	$25,000	
WT Enterprise Center - Enterprize Challenge Program	$580,000	
TOTAL PROJECT SUPPORT		**$875,000**
GRAND TOTAL		**$3,762,516**

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Agenda Transmittal Memo

Date: September 30, 2024

Council Priority: Fiscal Responsibility

Department: Human Resources

Contact Person: Mitchell Normand, Director of Human Resources

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Agenda Caption: CONSIDER AWARD - PHARMACY BENEFIT MANAGER SERVICES
This item considers a renewal of pharmacy benefit manager services for a one-year period to MaxorPlus LTD.
Award to: MaxorPlus LTD
Amount: No administrative or fixed fees. Pharmacy utilization and actual cost are based on plan utilization.
Funding Source: General funds.
Is the item budgeted? Yes

Agenda Item Summary: The Human Resources Department is requesting approval to exercise a one-year renewal for pharmacy benefit management services to commence January 1, 2025, with the current pharmacy provider, MaxorPlus LTD. The City Council tasked a subcommittee consisting of Councilmember Scherlen, Councilmember Tipps, and city staff to work with HUB, our third party agent, to examine options for pharmacy renewal. After negotiations between HUB and MaxorPlus, LTD, the subcommittee provided input leading to tonight's recommendation.

Requested Action: Requesting approval to exercise a one-year renewal with MaxorPlus LTD for pharmacy benefit management services to commence January 1, 2025.

Funding Summary: Funding is included in the approved 2024/25 City budget.

Purchasing Summary: N/A

Community Engagement Summary: N/A

Staff Recommendation: The subcommittee and staff recommends approval of a one-year renewal with MaxorPlus LTD, for pharmacy benefit management services to commence January 1, 2025**.**

Attachments: 1. Council Recommendation Memo for Pharmacy 9-30-2024 FINAL

Memo

To: Grayson Path, City Manager
Laura Storrs, Assistant City Manager

From: Mitchell Normand, HR Director

Re: Proposed One-Year Contract Renewal for Pharmacy Benefit Manager Services

Date: September 30, 2024

The following information is presented to you for consideration of the proposed option to exercise a one-year renewal with MaxorPlus LTD (“Maxor”), the City of Amarillo’s (“City”) pharmacy benefits manager (“PBM”) to commence January 1, 2025, through December 31, 2025. Maxor administers the City’s self-funded prescription plan.

HUB International, Inc., the City’s benefits consultant, engaged Maxor to successfully renegotiate the pricing terms and rebate guarantees of the service agreement between the City and Maxor. The updated pricing terms and rebate guarantees align with industry standard. As part of the negotiations, the City will benefit from the updated renewal terms during October, November, and December 2024, pending approval of the proposed one-year renewal. A repricing exercise applying the renegotiated pricing terms revealed cost reduction of approximately $2.1M in claims costs. Actual savings for calendar year (“CY”) 2025 will vary based on future plan utilization. The service agreement amendment also includes the option for two successive one-year renewals for CY 2028 and CY 2029. However, the City reserves the right to terminate the agreement after the expiration of the proposed renewal option on December 31, 2025.

Staff recommends exercising a one-year renewal option with Maxor for CY 2025, to commence October 1, 2024, through December 31, 2025, for pharmacy benefit management services.