

**STATE OF TEXAS
COUNTIES OF POTTER
AND RANDALL
CITY OF AMARILLO**

On the 2nd day of February 2024, The Pinnacle Public Improvement District (PID) Advisory Board met at 11:00 A.M. at City Hall, Room 306, 601 S. Buchanan, Amarillo, Texas, with the following people present:

MEMBERS PRESENT	PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Marc Franklin	Yes	7	7
Wendell Davies	Yes	7	6
Cleve Turner	Yes	7	6

CITY OF AMARILLO STAFF:

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

OTHERS IN ATTENDANCE:

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

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

2.A: Approval of Minutes from the December 11, 2023 Meeting

Cleve moved to approve the minutes as presented. Marc seconded. The minutes were approved unanimously.

- **ITEM 3: Items for Discussion**

3A: Discuss and Consider the Approval of Vendor for Best Value Bid No. 7794 Landscape Maintenance

Carrie started off the discussion going over the Bid Evaluation Scores, with Green Plains being the top bidder. Cleve stated they have prior positive experiences with Green Plains. Cleve motioned to approve Green Plains Design as Pinnacle's PID Landscape Maintenance Contractor. Marc seconded the motion. The motion passed unanimously.

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

Calandra brought up the agreement with Turner Land Architecture for the oversight of the landscaping contract beginning October 1, 2023 and ending September 30, 2024. The total fee is \$7,300.00. The fee is over the budgeted amount of \$5,250.00. Marc stated that Rockrose is agreeable to the cost. Marc motioned to approve the Turner Landscape fee. Cleve seconded. The vote passed unanimously.

3.C. Discuss Future Agenda Items

Cleve and Marc inquired about the upcoming City Council date for Green Plains contract to be approved. Carrie replied February 13th is when this will be presented to City Council

and the timeline up to the Notice to Proceed Letter being sent to Green Plains.

Cleve asked if the City is requiring bid bonds. Trent stated it depends on the projects and there is nothing in State Law that requires a bid bond.

Calandra inquired about the PID Board Terms and if they were staggered. Carrie explained come the next PID Board appointing's, the board will then have staggered terms.

Wendell mentioned the Panhandle Steel Builders warranty items and if it was taken care of. TLA James Shelton said there is one plant they are waiting on, maybe in April, and that is the last item on their warranty list.

Carrie stated that once the warranty items were taken care of she needs acceptance letters from Rockrose stating they approve in order for that PID property to be deeded to the City.

- **ITEM 4: Adjourn Meeting**

There being no further action, this meeting was adjourned.