

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

On the 20th day of June 2024, the Town Square Public Improvement District (PID) Advisory Board met at 10:30 A.M. at Williams Group, 5701 Time Square Space 200, Amarillo, Texas, with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Seth Williams	Yes	12	10
Noah Williams	No	11	6
Chris Rhynehart	Yes	10	8
Kevin Golden	Yes	9	8
Tiffany Hooker	No	9	8

CITY OF AMARILLO STAFF:

Carrie Roberts, PID's
Trent Davis, Purchasing
Justin Blackstock, Finance

OTHERS IN ATTENDANCE:

- **ITEM 1: Call to Order**
Kevin called the meeting to order.
- **ITEM 2: Approval of Minutes**

2.A. Discuss and Consider the Approval of minutes for the August 30, 2023 meeting.

Chris made a motion to approve the minutes as presented.
Motion passed unanimously.

- **ITEM 3: Items for Discussion**

3.A. Discuss and Consider 2024-25 Budget and Five-year Service Plan

Justin presents the 2024-25 Budget and Five-year Service Plan to the Board.

The first thing I just want to put out there is, I kept all of the expenses flat. It sounds like we're starting to get up and running, but we're not quite there yet. So anything that was in prior year budget, it pretty much stayed which is the revised 23-24. It looks like collections are going to be in the 195 range for 23-24 so collections are probably going to be, I don't know what the anticipated rate or anything like that is for y'all, but I conservatively put 190 in there and that should be a good number for y'all. The only big change I did was the city admin fee is now \$1,725 and that number is actually really good for y'all as well. And in comparing other PIDs and other activity, overall costs went up for the city of Amarillo. And when we do these allocations, it's based on how much work we provide for y'all. So how many invoices, how many agendas, how much accounting do we have to do, how much does legal have to get involved, purchasing etc. and since things were pretty flat or showed a little bit of a decrease, your fees actually went down for 24-25. Now that you are moving

forward with projects, more services will be utilized from the city and that will factor into that admin fee. I can't guarantee that that's not going to jump. I think Heritage Hills actually saw for 23-24 a pretty good jump. I want to put that in your minds for next year, because this fluctuates depending activity.

Kevin asks where does the money sit.

Justin goes over the interest that was accumulated in 22-23 was 36k and projects by the end of 23-24 it will increase into the 50's.

Justin discusses the Surplus as being the "savings account" for the PID.

Kevin rather see improvements happening instead of seeing \$400k just sitting there.

A motion was made to approve the 2024-25 Budget and five-year service plan.

Motion passes unanimously.

3.B. Discuss Town Square Phase II Improvements Timeline

Trent informs the board of the new bid software "Bonfire" the CoA has transitioned over to replacing "Public Purchase."

Carrie stated Green Plains is working on a price item list to add into the bid packet and once that is received, we can move forward with presenting it to the public.

Board would like to have a pre-bid meeting during the week of July 22nd or the week of August 8th depending on availability of the Board.

Carrie states they are hopeful for this project to begin in September.

3.C. Discuss Future Agenda Items.

Schedule Board meeting to approve bids once rec'd and evaluated.

- **ITEM 4: Adjourn Meeting**

There being no further action, the meeting was adjourned.