

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 5th of February, 2025, the Tutbury Public Improvement District (PID) Advisory Board held an Advisory Board meeting at 10:30 A.M. at the City Hall Building, Room 306, 601 S. Buchanan, Amarillo, Texas, with the following people present:

MEMBERS	PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Cathy Bailey	Yes	5	5
Richard Drake	Yes	9	8
Theresa Cruz	Yes	4	4

CITY OF AMARILLO STAFF

Carrie Roberts, Finance – PID Coordinator
Nick Bonner, Finance
Elizabeth Baker, Finance

ITEM 1: Call to Order

Carrie called the meeting to order.

ITEM 2: Approval of Minutes

2.A. Approval of Minutes from the July 10, 2024 Meeting

Richard motioned to approve the minutes as presented. Theresa seconded the motion. The motion passed unanimously.

ITEM 3: Items for Discussion

3.A. Discuss and Consider Vendor for Landscape Maintenance Services

Carrie opened the discussion on selecting a vendor for landscape maintenance services, since Mitchell’s contract is ending.

Carrie requested estimates from three vendors and only two vendors submitted: Ramirez Lawn & Sprinkler @ \$9,690.00 annually and Mitchell @ \$12,004.00 annually. Both vendors agreed to honor their prices for a two-year contract.

Board reviews the scope of work and requests that the first fertilization stated needs to be deleted. Pre-emergent and post emergent needs to change to one application each annually and core aeration twice annually.

Cathy makes a motion to approve the two-year proposal from Ramirez Lawn & Sprinkler for the Tutbury landscape maintenance with the attachment of the revised scope of work to be initialed by Ramirez. Motion passes unanimously.

3.B. Discuss and Consider Entryway Planter Box Ornamental Grasses and Shrubbery

This item to be tabled until our March meeting.

3.C. Discuss and Consider Underground Irrigation Repair

Tabled until our next meeting.

3.D. Discuss and Consider Planter Box Drip Line Replacement

Tabled until next meeting

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

Nothing to discuss at this time due to the upcoming new landscape maintenance contract With Ramirez Lawn & Sprinkler.

3.C. Discuss Future Agenda Items

Tree trimming on Van Winkle

ITEM 4: Adjourn Meeting

With no other business the meeting was adjourned.