

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

On the 18th day of September 2024, the Vineyards Public Improvement District (PID) Advisory Board met at 10:30 A.M. in Room 307 City Hall, 601 S. Buchanan, Amarillo, Texas, with the following individuals present:

MEMBERS	Member Present	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Thomas Nielsen, Sr. Chairman	No	16	9
Thomas Nielsen, Jr.	Yes	14	13
Kent Meyer	Yes	12	11
Larry Teague	Yes	11	7
Shawn Venhaus	No	4	3

CITY OF AMARILLO STAFF

Trent Davis – COA Purchasing

OTHER ATTENDEES

- **ITEM 1: Call to Order**

Carrie called the meeting to order.

- **ITEM 2: Approval of Minutes**

- **2.A. Approval of Minutes from the June 25, 2024 meeting**

Tabled the minutes until the next meeting.

- **ITEM 3: Items for Discussion**

- **3.A. Discuss and Consider Vendor for Landscape Maintenance and Term of Contract**

Three bids were presented to the PID Board, Reeder Landscaping, Mitchell Landscaping, and US Lawns.

Mitchell Landscaping bid does not include extra flower beds along the fence line, which adds an additional \$8,674 to their proposed price.

The total cost of the bids was confirmed to be around \$27,500. It was noted that the bids assumed maintenance only for the entrance rather than the entire site, which would increase overall costs. Reader's bid totaled \$22,653.28, while US Lawns submitted both a one-year and a two-year bid.

The two-year bid from US Lawns was discussed as advantageous for long-term cost stability, particularly given rising costs of chemicals and pre-emergent treatments. A preference was expressed for a two-year contract to avoid frequent re-bidding.

A motion was made to select US Lawns for a two-year contract. The motion was seconded and approved unanimously.

3.B. Discuss and Consider PID Board Members and Staggered Terms

Carrie introduced the topic of staggered terms for PID board members and inquired whether all members had completed their applications online. Some difficulty with accessing the application link was noted, and an alternative submission method was suggested.

A staggered term arrangement was proposed: one member for one year, one for two years, and one for three years to ensure continuity. Chris Rhynehart was nominated to replace a current member's father and serve a three-year term. The process for submitting board applications and resignations online was reviewed, with emphasis on completing all documentation by the next meeting.

The importance of clear communication with homeowners about PID's responsibilities and budget was also discussed.

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

Questions were raised about the justification for the recent increase in fees and the process for reviewing administrative costs and their impact on the PIDs budget. It was noted that Treasurer Justin Blackstock was unavailable to provide answers at this meeting but would follow up.

3.D. Discuss Future Agenda Items

No items to discuss.

- **ITEM 4: Adjourn Meeting**

There being no further action, the meeting was adjourned.