



**CITY OF GRAND PRAIRIE**  
**BERKSHIRE PARK PUBLIC IMPROVEMENT DISTRICT**  
**BOARD MEETING**  
**SPRING CREEK BARBEQUE, 4108 S. CARRIER PARKWAY**  
**TUESDAY, NOVEMBER 16, 2021, 7:30 PM**

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**AGENDA**

*The meeting will be held at Spring Creek Barbeque, 4108 S. Carrier Parkway, Grand Prairie, Texas. The complete agenda packet has been posted on the city's website ([www.gptx.org/pid](http://www.gptx.org/pid)) for those who would like to view it in its entirety.*

**CALL TO ORDER**

**CITIZENS' FORUM/CITIZEN COMMENTS**

*Citizens may speak for up to five minutes on any item not on the agenda by completing and submitting a speaker card.*

**AGENDA ITEMS**

*Citizens may speak for up to five minutes on any item on the agenda by completing and submitting a speaker card.*

**1. Approve Meeting Minutes**

- April 26, 2021

**2. Open Meetings Act**

**3. Presentation - What is a PID?**

**4. Projects/Contracts:**

A. Landscaping Maintenance, Improvements, Flowerbeds, Common Areas

- a. Robinson Road
- b. Bordeaux Drive
- c. Arkansas Lane
- d. Bois D'Arc Lane
- e. 2631 Blackstone Greenspace Area
- f. 68 Bloomfield Drive Drainage Area

B. Lighting Improvements and/or Maintenance

- a. Robinson Road
- b. Bordeaux Drive
- c. Arkansas Lane
- d. Bois D'Arc Lane
- e. 2631 Blackstone Greenspace Area
- f. 68 Bloomfield Drive Drainage Area

- C. Wall/Monument Repairs
  - a. Robinson Road
  - b. Bordeaux Drive
  - c. Arkansas Lane
  - d. Bois D'Arc Lane
  
- D. Signage
  - a. Robinson Road/Bordeaux Drive
  - b. Arkansas Lane/Bois D'Arc Lane
  
- E. Decorations
  - a. Robinson Road/Bordeaux Drive
  - b. Arkansas Lane/Bois D'Arc Lane
  
- F. Security Cameras
  - a. Robinson Road/Bordeaux Drive
  - b. Arkansas Lane/Bois D'Arc Lane

**5. Budget and Financial Reports**

**CITIZENS' FORUM/CITIZEN COMMENTS**


*Citizens may speak for up to five minutes on any item not on the agenda by completing and submitting a speaker card.*

**ADJOURNMENT**

*The meeting facility is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972-237-8091 or email LHarriss@gptx.org at least three (3) business days prior to the scheduled meeting to request an accommodation.*

*Certification*

*In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, the Berkshire Park PID Board meeting agenda was prepared and posted November 4, 2021.*



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*Lee Harriss, Special District Administrator*

**MINUTES OF**  
**Berkshire Park PID**  
**Annual Meeting**  
**Spring Creek Barbecue**  
**4108 S Carrier Pkwy.**  
**Monday, April 26, 2021**  
**6:30 PM**

**1) Introductions**

The meeting was called to order at 6:37 pm by Carlos Jackson, President. Present included Board Members Carlos Jackson and Wendy Washington. Lee Harriss (City of Grand Prairie) and about seven others.

**2) Approval of Minutes of December 22, 2020.**

The minutes were approved.

**3) Budget by Lee Harriss**

- A 2020-2021 budget was provided for all in attendance to review.
- A 5-year budget plan was also presented in the meeting

**4) Board Members - newly elected**

- Sylvia Gallegos
- Mona Coleman
- Other board members are Carlos Jackson and Wendy Washington Pondexter

**5) Officers for PID - newly elected**

President – Carlos Jackson  
Vice President – Sylvia Gallegos  
Secretary/Treasurer – Wendy Washington Pondexter

**6) Projects/Contracts**

- A. Landscaping** – Patrick McShane is the landscaping company. Finally fixed all the sprinkler systems through the PID and now the grass and flowers are looking better, already improved flowers beds on Arkansas.
- B. Lighting Improvements and/or Maintenance** – no issues
- C. Wall** – We had the Northside wall on Robinson replaced and now working on the South side and working North.
- D. Signage**- Will be repainted
- E. Decorations** - Will also request holiday decorations on entrance ways
- F. Cameras** – Will be placing cameras one on Arkansas entry and Robinson entry. Flock Safety cameras. This will help track license plates to help with any crime issues.

**7) Citizens' Forum:**

- Lighting and sidewalks, stop signs etc.
- Resident at 2651 Blackstone has an uneven sidewalk

**8) Adjournment** - The meeting adjourned at 7:57 pm.

The background is a light green gradient with several white butterfly silhouettes scattered across it. The butterflies are of various sizes and orientations, some appearing to fly towards the right and others away from it. The overall aesthetic is clean and nature-themed.

*Public Improvement Districts  
In Grand Prairie*



# *Public Improvement District*

***Chapter 372 of the Texas Local Government Code authorizes city creation of PIDs: a defined geographical area established to provide specific types of improvements or maintenance within the area financed by assessments against the property owners within the area.***

## *What is it?*

- **A tool for neighborhoods to upgrade the appearance and maintenance of public areas.**
- **Funds from a special assessment are used to provide enhanced landscaping, signage, irrigation, lighting, security, entry features and perimeter fences.**
- **Improvements are determined by a resident advisory board.**



# *Present*

- In Grand Prairie, used for residential development

- Two Types

  - Developer Initiated

  - Resident/Neighborhood Initiated





# *PID: How does it operate?*

- Neighborhood-based
- Pays for a higher level of maintenance than city will provide
- Governed by City Council
- Resident advisory board election held annually
  - 3-year staggered terms
  - 3 to 9 board members
- Pays for improvements and maintenance the community wants to maintain community values
- Economies of scale for larger PIDs
- City pays PID for base level maintenance it would have provided except for the PID

# *PID: How does it operate?*

- Annual budget/five-year plan/assessment rate prepared by board and approved by Council in September of every year
- Residents are notified of proposed assessment and invited to public hearing before the Council before rate is set
- Assessments are collected through the mortgage escrow process just like property taxes



# *PID: How does it operate?*

- **Assessment**

- **Rate**

- Assessment is based on the *appraised* value of the property

- Tax exemptions do not apply to PID assessments

- Assessments collected along with city property taxes (collected by Dallas County) & usually escrowed with mortgagee funds.

- Can only be used for cost of maintenance within the PID boundary and not for private property

- Budget prepared by PID Advisory Board & City and approved by City Council

# *PID: How does it operate?*

- No sales tax for PID
- PID reimburses City for the cost of collections
- Reduced insurance costs for PID (substantially less than HOA insurance cost)
- Reduced water rates for PID maintenance (government rate vs. commercial rate)
- Consistent collections (average 98%-99%); delinquency rate lower than HOA
- Contracts are negotiated by PID Board or property manager and contracts over \$50,000 approved by City Council





# *Grand Prairie PIDs*

## **19 PIDs:**

### **○ Oldest:**

- Westchester PID created in 1991**

### **○ Largest:**

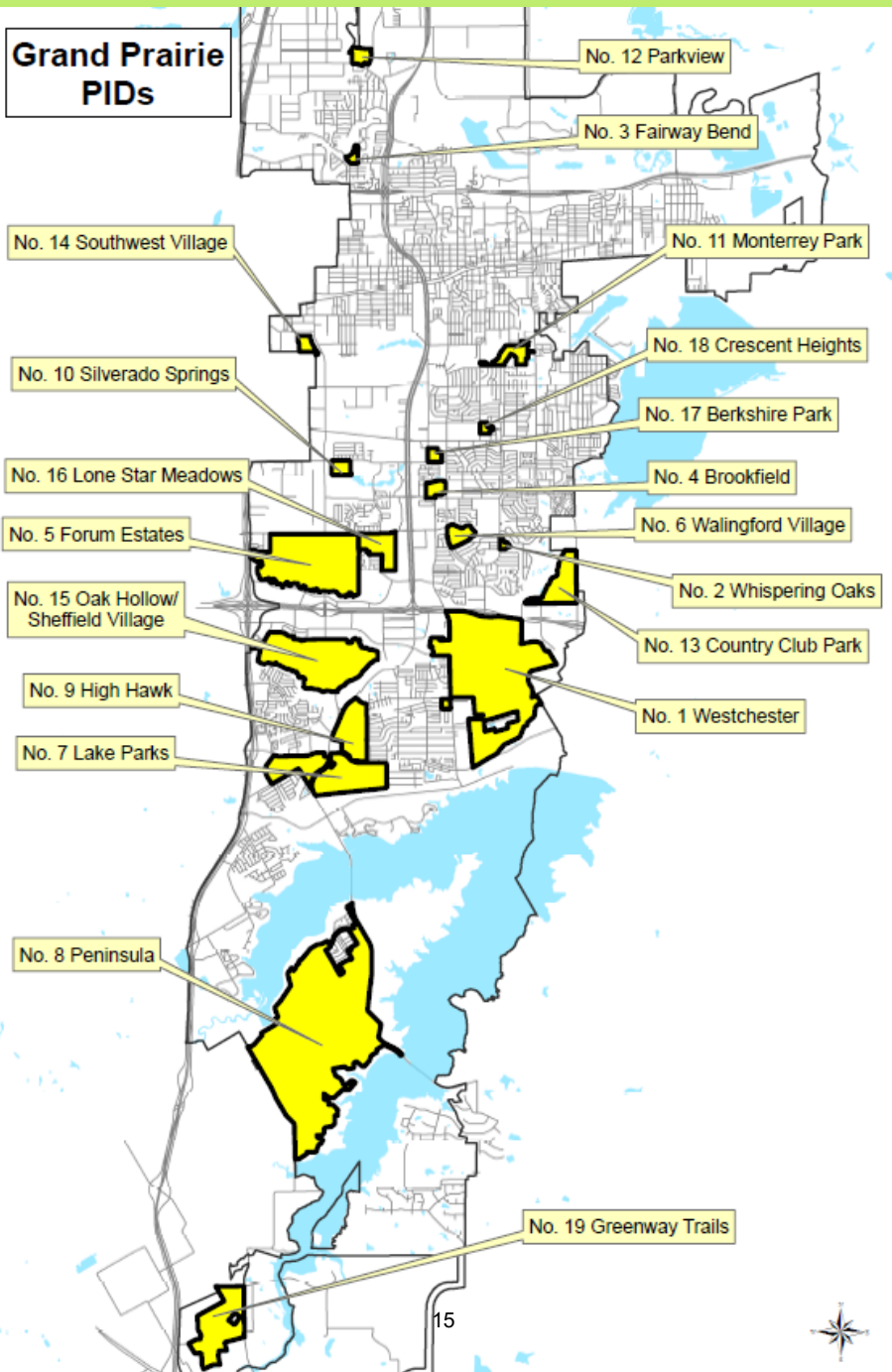
- Peninsula PID created in 2004**

### **○ Newest:**

- Greenway Trails PID and Crescent Heights PID, created in 2020**



# Grand Prairie PIDs



# *What Improvements can be Provided?*



# *Eligible Improvements*

- Perimeter Fencing
- Landscaping & Irrigation
- Fountains, Lighting, Signs
- Sidewalks
- Art or Decorations
- Entry Features
- Parks
- Special Services
- Security





# *Benefits of Having a PID*



- Increased maintenance
- Property owner control
- City oversight
- City collects assessments and administers fund
- Interest charge and lien on unpaid assessments
- Dependable revenue source
- Mortgage companies frequently pay assessments (and property taxes) through escrow.

# *How to Establish a PID*



**Country Club Park PID-Before**





**Country Club Park PID-After**



# *Petition for Establishment*

- Nature & estimated cost of improvement
- Boundaries of proposed assessment district
- Method of assessment
- Apportionment of cost between PID & City
- Management
- Advisory Board
- District improvement plan (5 year budget)
- Submit petition to City—must be signed by owners of :
  - More than 50% of appraised value of taxable properties, and
    - More than 50% of all record owners of all property liable for assessment, or
    - More than 50% of area of all property liable for assessment
- Public Hearing
- City Council authorizes by resolution

# *Petition for Establishment*

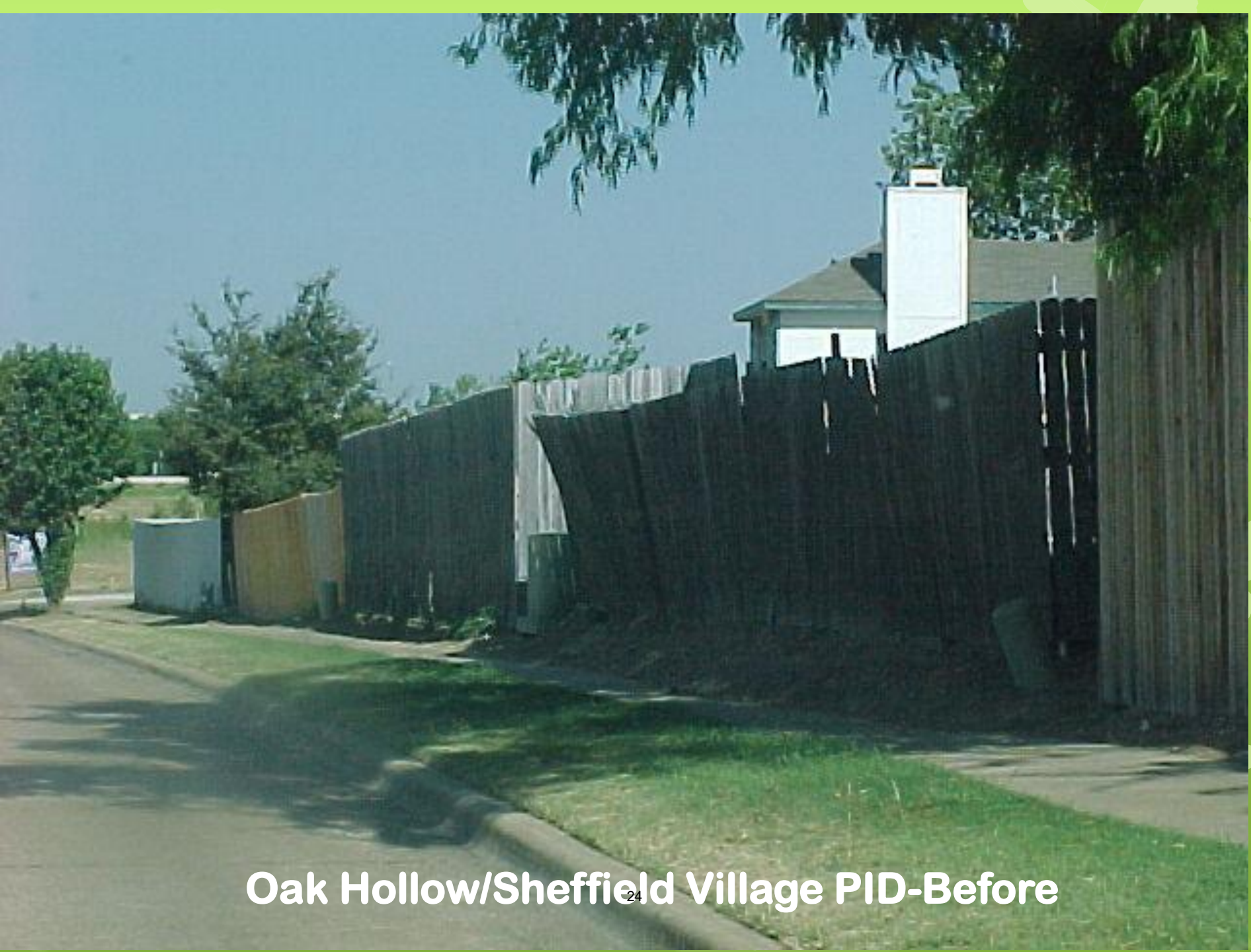
**Deadline for collecting petition signatures:**

**April 1<sup>st</sup>**



**Oak Hollow/Sheffield Village PID-Before**





Oak Hollow/Sheffield Village PID-Before





## Oak Hollow/Sheffield Village PID-After





**Oak Hollow/Sheffield Village PID-After**





**Oak Hollow/Sheffield Village PID-After**





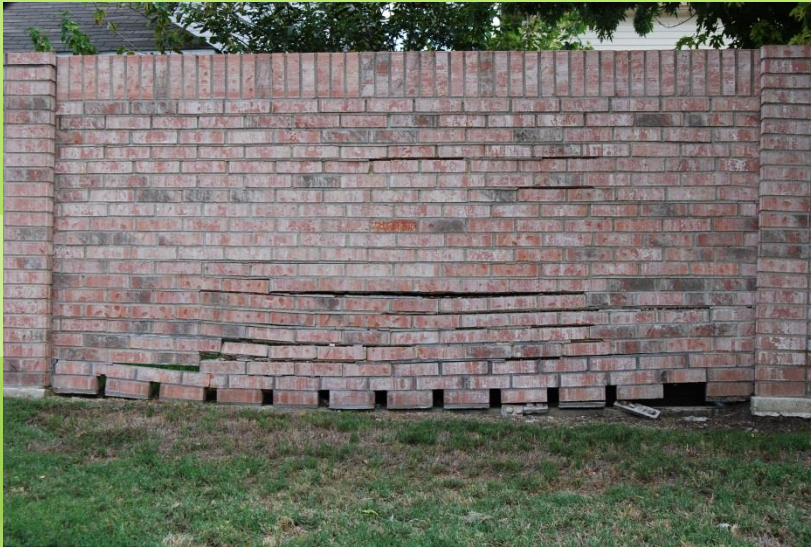
**Silverado Springs PID-Before**





**Silverado Springs PID-After**





## Forum Estates PID-Before





**Forum Estates PID-After**  
(Located on Forum Drive west of Great Southwest Pkwy.)

# Grand Prairie PIDs

- 5-year budget
- Improvements managed by PID Advisory Board
- Annual Public Hearing
- Reviewed/updated annually





# *Grand Prairie PIDs*

- **Governed by City Council**
- **PID Policy**
- **Annual homeowner meetings**
- **All PID meetings open to public**
- **Monthly financial statements provided to PID board**



# *PID versus HOA In Grand Prairie*

	<u>PID</u>	<u>HOA</u>
Type of Property Maintained	Public	Private
Deals with Deed Restrictions	No	Yes
Enhances Public Property Maintenance	Yes	No
Collect through Mortgage Payment	Yes	No
Collect with Property Taxes	Yes	No
Governed by City Council	Yes	No
Cash Held in Separate City Fund	Yes	No
PID Expenses Exempt from Sales Tax	Yes	No
All Meetings & Information Open to Public	Yes	No
Minimum of 175 lots	Yes	No





# *Issues*

- Grand Prairie PIDs may not provide or maintain:
  - Buildings
  - Swimming pools
  - Construction of private facilities or land
  - Social activities/travel
  - Private property





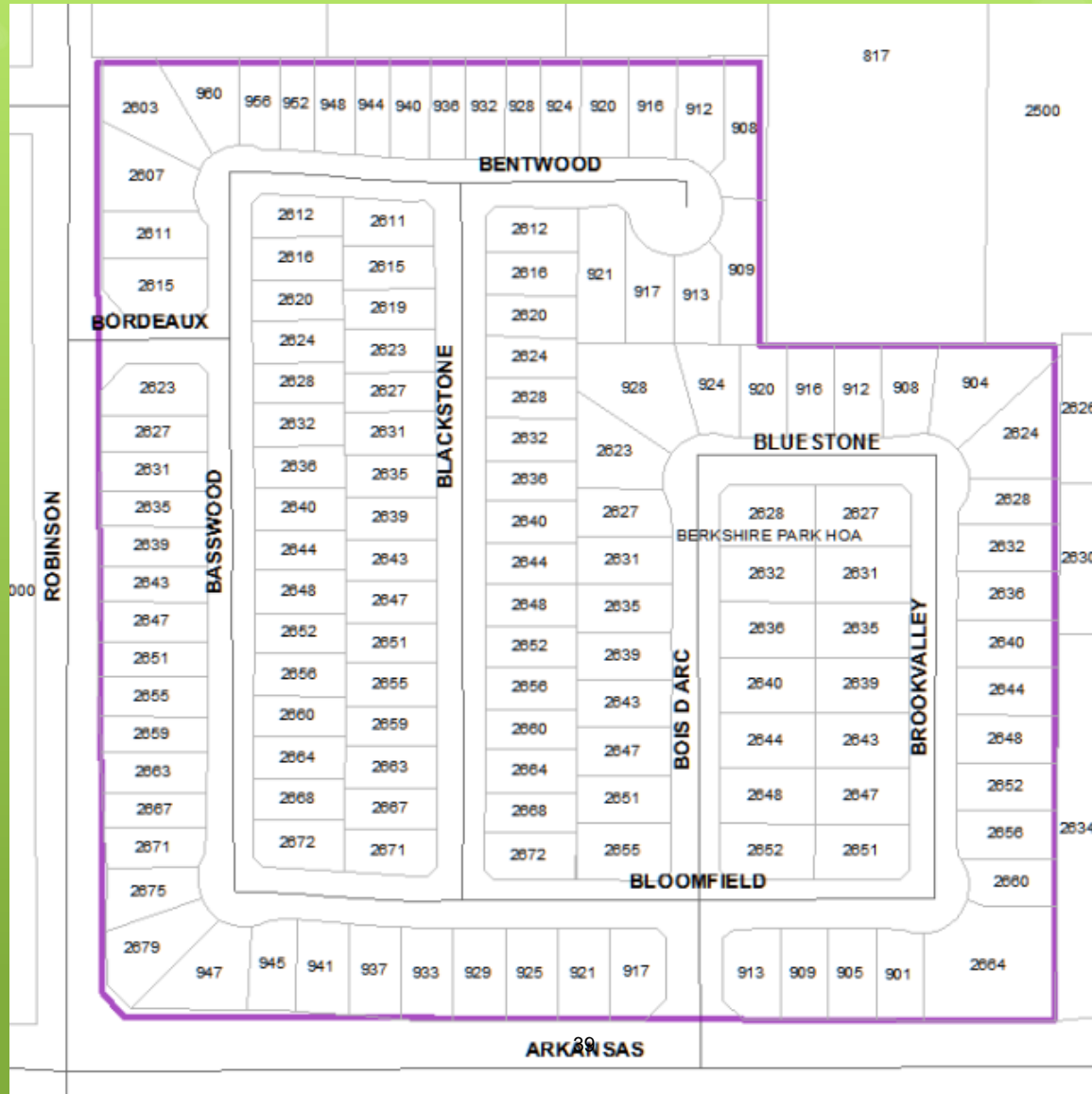


# *More*

- Existing neighborhoods with PIDs (in Grand Prairie) exempt from City fees, but must obtain permits
  - Includes meter fees, tap fees, security deposits, impact fees, inspection fees, other permits and city fees as required
- PID volunteers given same rights and protections as other City volunteers (provided they act strictly in accordance with City policies and procedures)
- More information and PID meeting dates posted on [www.gptx.org/pid](http://www.gptx.org/pid)



# Berkshire Park



# Berkshire Park Entrance

October 2016



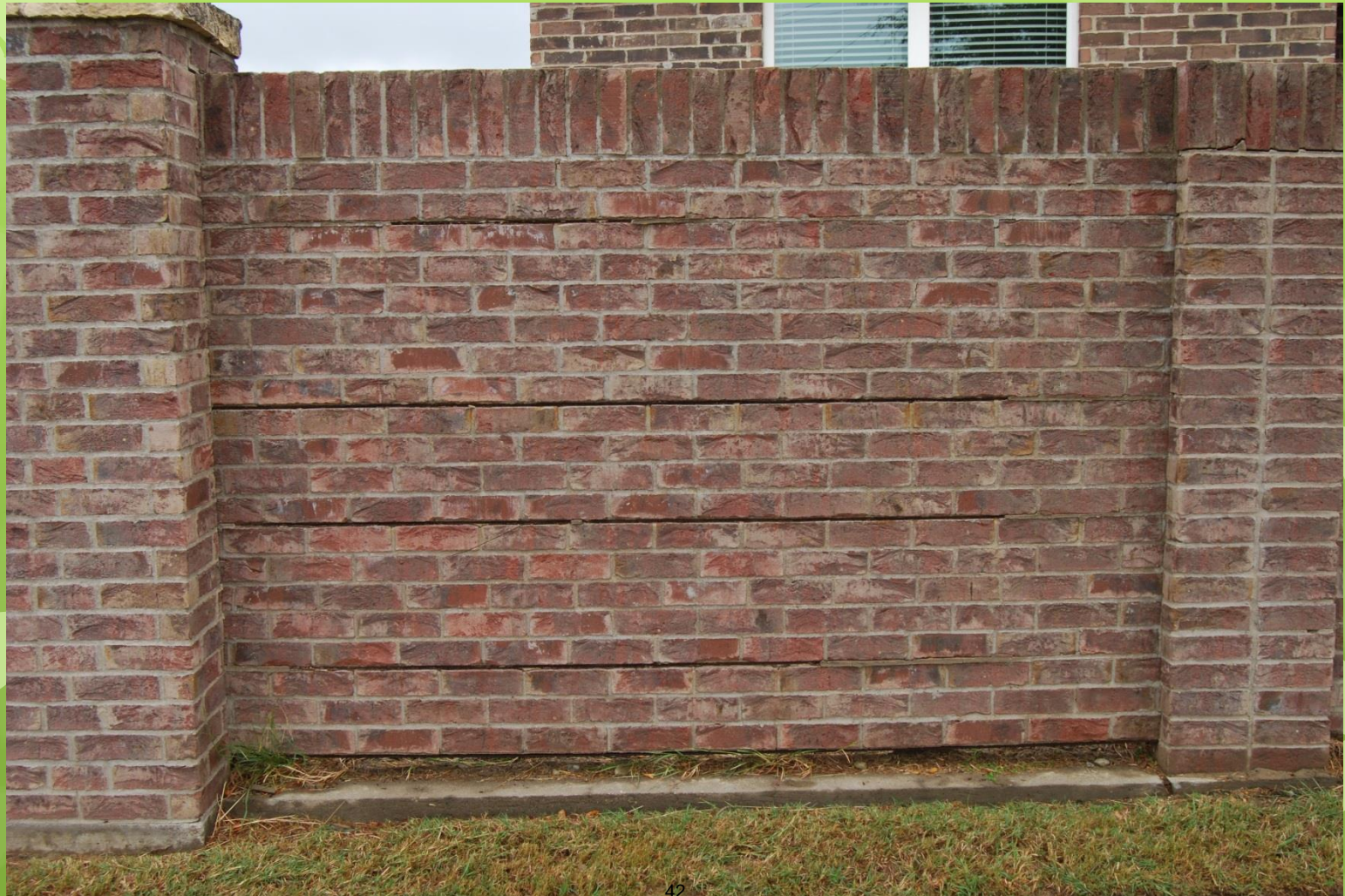


# *Berkshire Park Entrance*





# *Berkshire Park Wall*





# *Berkshire Park Wall*





# *Berkshire Park Wall*





# *Berkshire Park Entrance Sign*



# *Berkshire Park Entrance*





# *Berkshire Park Drainage Area & Fence*





# Berkshire Park





# *How Much Does It Cost?*

## Avg. Annual Assessment by Home Value:

<b>Appraised Value</b>	<b>Rate</b>
	<b>\$0.15</b>
\$150,000	\$ 225
\$200,000	\$ 300
\$250,000	\$ 375
\$300,000	\$ 450
\$350,000	\$ 525
\$400,000	\$ 600

# *Maintenance/Projects*

- Brick wall repairs
- Entry monuments
- Flowerbeds and landscaping
- Park area
- Drainage area
- Wrought iron fence



# *Maintenance/Projects*

- Irrigation systems
- Decorative lighting
- Holiday decorations

# *City Website*

[www.gptx.org/pid](http://www.gptx.org/pid)

[www.gptx.org/pid/berkshire](http://www.gptx.org/pid/berkshire)



# *New Owner?*

- You may check and update the owner name and mailing address for your property at [www.dallascad.org](http://www.dallascad.org).

# Questions





**Budget/Actual Report for Fiscal 2021**  
**322792**  
**Berkshire Park Public Improvement District**  
**as of 9/30/21 Preliminary**

	<u>10/1/2020 - 9/30/2021</u>			<u>Current</u>
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>Month</u>
		<b>BKPID</b>		
		<b>322792</b>		
<b>Beginning Resource Balance</b>	<b>12,000</b>	<b>12,219.22</b>		
<b>Revenues</b>				
Spec Assess Delinquent	42610	-	-	-
Special Assessment Income	42620	47,426	47,561.54	135.54
Interest On Pid Assessment	42630	-	106.87	106.87
Devlpr Particip/Projects	46110	-	-	-
Miscellaneous	46395	-	-	-
Interest Earnings	49410	-	-	-
Int Earnings - Tax Collections	49470	-	-	-
Trsf-In Risk Mgmt Funds (Prop	49686	-	-	-
Trsf In/Parks Venue (3170)	49780	1,164	1,164.00	-
		<u>1,164</u>	<u>1,164.00</u>	<u>97.00</u>
<b>Total Revenues</b>	<b>48,590</b>	<b>48,832.41</b>	<b>242.41</b>	<b>97.00</b>
<b>Expenditures</b>				
Office Supplies	60020	100	5.94	94.06
Decorations	60132	500	-	500.00
Beautification	60490	10,000	2,525.00	7,475.00
Graffiti Cleanup	60775	-	-	-
Wall Maintenance	60776	30,000	27,800.00	2,200.00
Professional Engineering Servi	61041	-	-	-
Security	61165	-	4,500.00	(4,500.00)
Mowing Contractor	61225	11,000	9,127.50	1,872.50
Legal Services	61360	-	-	-
Collection Services	61380	380	379.50	0.50
Miscellaneous Services	61485	1,000	25.30	974.70
Fees/Administration	61510	-	-	-
Postage And Delivery Charges	61520	100	78.03	21.97
Light Power Service	62030	200	86.88	113.12
Water/Wastewater Service	62035	1,600	2,157.12	(557.12)
Bldgs And Grounds Maintenance	63010	-	-	-
Irrigation System Maintenance	63065	1,000	125.00	875.00
Roadway Markings/Signs Maint	63115	-	-	-
Decorative Lighting Maintenanc	63146	250	-	250.00
Property Insurance Premium	64080	200	199.00	1.00
Liability Insurance Premium	64090	100	3,868.67	(3,768.67)
Fencing	68061	-	-	-
Architect'L/Engineering Servcs	68240	-	-	-
Landscaping	68250	-	-	-
Irrigation Systems	68635	-	-	-
		<u>56,430</u>	<u>50,877.94</u>	<u>5,552.06</u>
<b>Total Expenditures</b>	<b>56,430</b>	<b>50,877.94</b>	<b>5,552.06</b>	<b>1,314.92</b>
<b>Ending Resource Balance</b>	<b>4,160.00</b>	<b>10,173.69</b>		

**Berkshire Park Public Improvement District**

These are Lone Star Meadows PID assessments collected from PID residents to pay for PID maintenance.

**Exhibit A**  
**GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 17**  
**Berkshire Park**  
**Five Year Service Plan 2022 - 2026 BUDGET**

Income based on Assessment Rate of \$0.15 per \$100 of appraised value.  
Service Plan projects a 1% increase in assessed value per year.

<b>INCOME:</b>	Value	Assess Rate	Revenue			
<b>Appraised Value</b>	\$35,110,540	\$ 0.15	\$ 52,666			

Description	Account	2022	2023	2024	2025	2026
Beginning Balance (Estimated)	Number	\$ 7,800	\$ 3,780	\$ 3,286	\$ 12,824	\$ 27,900
P.I.D. Assessment	42620	\$ 52,666	\$ 53,192	\$ 53,724	\$ 54,262	\$ 54,804
City Contribution	49780	1,164	1,164	1,164	1,164	1,164
<b>TOTAL INCOME</b>		<b>\$ 53,830</b>	<b>\$ 54,356</b>	<b>\$ 54,888</b>	<b>\$ 55,426</b>	<b>\$ 55,968</b>
<b>Amount Available</b>		<b>\$ 61,630</b>	<b>\$ 58,136</b>	<b>\$ 58,174</b>	<b>\$ 68,250</b>	<b>\$ 83,868</b>

<b>EXPENSES:</b>						
Description		2022	2023	2024	2025	2026
Office Supplies	60020	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Decorations	60132	500	500	1,000	1,000	1,000
Beautification*	60490	3,000	10,000	10,000	10,000	10,000
Wall Maintenance**	60776	30,000	20,000	10,000	5,000	5,000
Security	61165	4,500	4,500	4,500	4,500	4,500
Mowing Contractor	61225	11,000	11,000	11,000	11,000	11,000
Collection Service (\$2.90/Acct)	61380	400	400	400	400	400
Misc.	61485	50	50	50	50	50
Postage	61520	100	100	100	100	100
Electric Power	62030	200	200	200	200	200
Water Utility	62035	2,500	2,500	2,500	2,500	2,500
Irrigation System Maint.	63065	1,000	1,000	1,000	1,000	1,000
Roadway Markings/Signs Maint***	63115	-	-	-	-	30,000
Decorative Lighting Maintenance	63146	250	250	250	250	250
Property Insurance Premium	64080	250	250	250	250	250
Liability Insurance Premium	64090	4,000	4,000	4,000	4,000	4,000
		-	-	-	-	-
<b>TOTAL EXPENSES</b>		<b>\$ 57,850</b>	<b>\$ 54,850</b>	<b>\$ 45,350</b>	<b>\$ 40,350</b>	<b>\$ 70,350</b>
<b>Ending Balance</b>		<b>\$ 3,780</b>	<b>\$ 3,286</b>	<b>\$ 12,824</b>	<b>\$ 27,900</b>	<b>\$ 13,518</b>

**Avg. Annual Assessment by Home Value:**

Value	Yrly Assmnt.		
\$150,000	\$ 225		
\$200,000	\$ 300		
\$250,000	\$ 375		
\$300,000	\$ 450		
\$350,000	\$ 525		
\$400,000	\$ 600		
		Avg. Property Value:	\$ 254,424
		Avg. Property Assessment:	\$ 382
		No. of Properties:	138

\*Includes flowerbed renovations  
\*\*Brick wall repairs  
\*\*\*Wrought iron street signs