



**BROOKFIELD PUBLIC IMPROVEMENT DISTRICT
BOARD MEETING
GRAND PRAIRIE MUNICIPAL AIRPORT, 3116 S GREAT SOUTHWEST
PARKWAY
WEDNESDAY, APRIL 10, 2024 AT 6:30 PM**

AGENDA

CALL TO ORDER

CITIZENS' FORUM

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

AGENDA ITEMS

1. Discussion regarding new PID Manager – Brenda Waters. Lindsay has been promoted to a new position and all GP PIDS have been moved to Brenda Waters effective Immediately
2. Discussion of Landscaping, Entry Monuments, Monument Lighting, and Walls Located on Carrier Parkway, Warrior Trail, and Robinson Road
3. Discuss obtaining proposals for the repair of the brick columns at main entrances at Carrier Parkway and Robinson Road
4. Discussion regarding the request to have “no parking” lines painted at the entrances to the PID due to multiple vehicles parking and blocking the entrances at Carrier Parkway and Robinson Road
5. Discussion of Budget to Actual Financial Report for March 31, 2024
6. Consider FY 2025 Budget and Assessment Rate

CITIZENS' FORUM

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ADJOURNMENT

Certification

In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, this meeting agenda was prepared and posted April 5, 2024.

A handwritten signature in black ink, appearing to read "Lee Harris", is written over a solid black horizontal line.

Lee Harris, CPA
Special District Administrator, Finance Department



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 04/10/2024

REQUESTER: Lindsay Dunn

PRESENTER: Lindsay Dunn, PID Manager

TITLE: Discussion regarding new PID Manager – Brenda Waters. Lindsay has been promoted to a new position and all GP PIDS have been moved to Brenda Waters effective Immediately

ANALYSIS:



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 4/10/2024

REQUESTER: Lee Harriss

PRESENTER: Dennis Hale, President

TITLE: Discussion of Landscaping, Entry Monuments, Monument Lighting, and Walls Located on Carrier Parkway, Warrior Trail, and Robinson Road



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 04/10/2024

REQUESTER: Lindsay Dunn

PRESENTER: Dennis Hale, President

TITLE: Discuss obtaining proposals for the repair of the brick columns at main entrances at Carrier Parkway and Robinson Road

ANALYSIS:



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 04/10/2024

REQUESTER: Lindsay Dunn

PRESENTER: Elizabeth Duenes, PID Vice President

TITLE: Discussion regarding the request to have “no parking” lines painted at the entrances to the PID due to multiple vehicles parking and blocking the entrances at Carrier Parkway and Robinson Road

ANALYSIS:



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 04/10/2024

REQUESTER: Lee Harriss

PRESENTER: Dennis Hale, President

TITLE: Discussion of Budget to Actual Financial Report for March 31, 2024

Budget/Actual Report for Fiscal 2024
321492
Brookfield Public Improvement District
as of 3/31/24 Preliminary

	10/1/2023 - 9/30/2024				Current Month	Estimate 9/30/2024	
	Budget	Actual	Difference	% Used			
BRPID							
321492							
Beginning Resource Balance	49,000	55,789.05				55,789.05	
Revenues							
Spec Assess Delinquent	42610	-	0.01	0.01	0%	-	0.01
Special Assessment Income	42620	71,050	70,707.44	(342.56)	100%	-	70,707.44
Interest On Pid Assessment	42630	-	-	-	0%	-	-
Insurance Recovery Property	42770	-	-	-	0%	-	-
Devlpr Particip/Projects	46110	-	-	-	0%	-	-
Miscellaneous	46395	-	-	-	0%	-	-
Interest Earnings	49410	-	-	-	0%	-	-
Int Earnings - Tax Collections	49470	-	-	-	0%	-	-
Trsf-In Risk Mgmt Funds (Prop	49686	-	-	-	0%	-	-
Trsf In/Parks Venue (3170)	49780	4,244	1,766.00	(2,478.00)	42%	-	4,244.00
Total Revenues	75,294	72,473.45	(2,820.55)	96%			74,951.45
Expenditures							
Office Supplies	60020	420	-	420.00	0%	-	420
Decorations	60132	4,000	3,563.00	437.00	89%	-	3,563
Beautification	60490	10,000	-	10,000.00	0%	-	10,000
Wall Maintenance	60776	5,000	-	5,000.00	0%	-	5,000
Professional Engineering Servi	61041	3,000	-	3,000.00	0%	-	3,000
Mowing Contractor	61225	17,547	5,397.34	12,149.66	31%	-	17,547
Collection Services	61380	499	498.80	0.20	100%	-	499
Roadway Markings/Signs Maint	63115	-	340.00	(340.00)	0%	-	340
Miscellaneous Services	61485	-	-	-	0%	-	-
Fees/Administration	61510	11,088	3,736.40	7,351.60	34%	988.20	11,088
Postage And Delivery Charges	61520	-	-	-	0%	-	-
Light Power Service	62030	500	152.84	347.16	31%	51.31	500
Water/Wastewater Service	62035	7,500	1,619.85	5,880.15	22%	75.20	7,500
Bldgs And Grounds Maintenance	63010	-	-	-	0%	-	-
Irrigation System Maintenance	63065	5,000	527.73	4,472.27	11%	-	5,000
Decorative Lighting Maintenc	63146	-	-	-	0%	-	-
Property Insurance Premium	64080	400	399.00	1.00	100%	(2,634.00)	399
Liability Insurance Premium	64090	200	166.16	33.84	83%	-	166
Fencing	68061	-	-	-	0%	-	-
Architect'L/Engineering Servcs	68240	-	-	-	0%	-	-
Landscaping	68250	-	-	-	0%	-	-
Signs	68390	-	-	-	0%	-	-
Irrigation Systems	68635	-	-	-	0%	-	-
Total Expenditures	65,154	16,401.12	48,752.88	25%	(1,519.29)		65,021.96
Ending Resource Balance	59,140	111,861.38					65,718.54

Brookfield Public Improvement District

These are Brookfield PID assessments collected from PID residents to pay for PID maintenance.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 04/10/2024

REQUESTER: Lee Harriss

PRESENTER: Dennis Hale, President

TITLE: Consider FY 2025 Budget and Assessment Rate

Exhibit A
GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 4
Brookfield
Five Year Service Plan 2025 - 2029 BUDGET

Income based on Assessment Rate of \$0.11 per \$100 of appraised value.
 The FY 2023 rate was \$0.11 per \$100 of appraised value
 Service Plan projects a 10% increase in assessed value per year.

INCOME:	Value	Assess Rate	Revenue			
Appraised Value	\$71,050,364	\$ 0.11	\$ 78,155			
Description	Account	2024	2025	2026	2027	2028
Beginning Balance (Estimated)		\$ 65,000	\$ 82,046	\$ 115,035	\$ 154,656	\$ 201,670
P.I.D. Assessment	42620	78,155	\$ 85,971	\$ 94,568	\$ 104,025	\$ 114,427
City Contribution	49780	4,244	4,244	4,244	4,244	4,244
TOTAL INCOME		\$ 82,399	\$ 90,215	\$ 98,812	\$ 108,269	\$ 118,671
Amount Available		\$ 147,399	\$ 172,261	\$ 213,847	\$ 262,925	\$ 320,342

EXPENSES:						
Description		2024	2025	2026	2027	2028
Office Supplies	60020	\$ 420	\$ 420	\$ 420	\$ 420	\$ 420
Decorations	60132	4,000	4,000	4,000	4,000	4,000
Beautification	60490	10,000	3,000	3,000	3,000	3,000
Wall Maintenance	60776	5,000	5,000	5,000	5,000	5,000
Professional Engineering Svcs*	61041	3,000	-	-	-	-
Mowing Contractor	61225	17,547	18,424	19,346	20,313	21,328
Collection Service (\$2.90/Acct)	61380	499	499	499	499	499
Admin./Management	61510	11,088	11,642	12,225	12,836	13,478
Electric Power	62030	500	525	551	579	608
Water Utility	62035	7,500	7,875	8,269	8,682	9,116
Irrigation System Maint.	63065	5,000	5,000	5,000	5,000	5,000
Property Insurance Premium	64080	500	525	551	579	608
Liability Insurance Premium	64090	300	315	331	347	365
		-	-	-	-	-
TOTAL EXPENSES		\$ 65,354	\$ 57,226	\$ 59,191	\$ 61,254	\$ 63,421
Ending Balance**		\$ 82,046	\$ 115,035	\$ 154,656	\$ 201,670	\$ 256,921

Avg. Annual Assessment by Home Value:

Value	Yrly Assmnt.	
\$200,000	\$ 220	
\$300,000	\$ 330	
\$400,000	\$ 440	Avg. Property Value: \$ 413,084
\$500,000	\$ 550	Avg. Property Assessment: \$ 454
		No. of Properties: 172

*Reserve study
 **Future wall repairs and replacements