



**CITY OF GRAND PRAIRIE**  
**FORUM ESTATES PUBLIC IMPROVEMENT DISTRICT**  
**ANNUAL MEETING**  
**GRAND PRAIRIE MUNICIPAL AIRPORT**  
**3116 S GREAT SOUTHWEST PARKWAY**  
**WEDNESDAY, DECEMBER 1, 2021, 6:30 PM**

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**AGENDA**

*The meeting will be held at Grand Prairie Municipal Airport, 3116 S Great Southwest 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**

- June 7, 2021

**2. Open Meetings Act**

**3. Projects and Contracts**

**a. Screening Walls**

- i. S. Forum Drive
- ii. Paladium Drive
- iii. Atrium Drive
- iv. S. Great Southwest Parkway
- v. Mayfield Road
- vi. S. Hwy. 360

**b. Landscape Maintenance**

- i. S. Forum Drive
- ii. Paladium Drive
- iii. Atrium Drive
- iv. S. Great Southwest Parkway
- v. Mayfield Road
- vi. S. Hwy. 360

**c. Entry Lighting and Sign Improvements**

- i. S. Forum Drive
- ii. Paladium Drive
- iii. Atrium Drive
- iv. S. Great Southwest Parkway
- v. Mayfield Road
- vi. S. Hwy. 360

**d. Decorations**

- i. S. Forum Drive
- ii. Paladium Drive
- iii. Atrium Drive
- iv. S. Great Southwest Parkway
- v. Mayfield Road
- vi. S. Hwy. 360

**e. Cameras**

- i. S. Forum Drive
- ii. Paladium Drive
- iii. Atrium Drive
- iv. S. Great Southwest Parkway
- v. Mayfield Road
- vi. S. Hwy. 360

**f. Traffic Signal Box (TSB) Project**

- i. S. Forum Drive/Mayfield Rd.
- ii. S. Forum Drive/S. Great Southwest Parkway

**g. Wrought Iron Street Signs/Maintenance**

- i. S. Forum Drive
- ii. Paladium Drive
- iii. Atrium Drive
- iv. S. Great Southwest Parkway
- v. Mayfield Road
- vi. S. Hwy. 360

**h. Cluster Mailbox Maintenance**

- i. Proposal – Home Depot/Omnia Partners \$23,777.77
  1. 2911 Olympia
  2. 2911 Olympia
  3. 2911 Olympia
  4. 2913 Spartacus
  5. 2913 Spartacus

**4. Budget to Actual Reports and FY 2022 Budget**

- 9/30/21
- 10/31/22

**5. Advisory Board Nomination and Election**

- Two Board Positions

**6. Selection of Officers**

- President
- Vice President
- Secretary/Treasurer

**7. Next Meeting Date**

**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 Forum Estates PID Board meeting agenda was prepared and posted November 24, 2021.*



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*Lee Harriss, Special District Administrator*

**MINUTES OF  
FORUM ESTATES PID  
BOARD MEETING**

**Monday, June 7, 2021  
3:00 PM**

**Grand Prairie Municipal Airport  
3116 S Great Southwest Pkwy.  
Grand Prairie, Texas**

**AGENDA**

**Call to Order**

The meeting was called to order at 3:00 pm by PID President John Sittmann. Present were board members John Sittmann and Joe Tarrant. Also present were Debbie Landess with Goodwin Management, artist Rapheal Crump, and Lee Harriss with the City of Grand Prairie.

**Traffic Signal Box (TSB) Project**

Discussion of the project. The TSBs designs will have a theme of Roman ruins/architecture, and vinyl wraps will be used. The eligible boxes are located at the intersections Mayfield/Forum Drive and Great Southwest/Forum Drive. The box located on the north side of Mayfield at Great Southwest is outside of the boundaries of the PID.

**Mailboxes**

Debbie is requesting proposals.

**Questions (Citizens Forum)**

There were no citizen questions.

**Adjournment**

The meeting adjourned at 3:30 pm.



# QUOTE

Quote is pursuant to US Communities/Omnia Contract # 16154: Maintenance and Hardware Supplies

THD Bid #
BID-0049738

Date
11/11/2021

CUSTOMER INFORMATION	
<b>Client Name:</b>	City of Grand Prairie - Purchasing & Finance
<b>Contact Name:</b>	John Sittman
<b>Contact Phone:</b>	(817) 617-0401
<b>Project Name:</b>	City of Grand Prairie - Forum Estates
<b>Project Address:</b>	2911 Olympia Dr, Grand Prairie, TX 75052
<b>Unit:</b>	

DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
2911 Olympia - Remove mailbox unit. Remove concrete pad. Install new concrete pad. Approx 60"x60" +/- #3 rebar with dowels. 4" depth and 3000 psi. Install new mount bolts. Re-install mailboxes. Includes haul of debris. Install brick enclosures.	1	Each	\$ 4,488.89	\$ 4,488.89
2916 Olympia - Remove mailbox unit with brick enclosure. Remove concrete pad. Install new concrete pad. Approx 60"x60" +/- #3 rebar with dowels. 4" depth and 3000 psi. Install new mount bolts. Re-install mailboxes. Includes haul of debris. Install brick enclosures.	1	Each	\$ 4,933.33	\$ 4,933.33
2931 Olympia - Remove mailbox unit. Remove concrete pad. Install new concrete pad. Approx 60"x60" +/- #3 rebar with dowels. 4" depth and 3000 psi. Install new mount bolts. Re-install mailboxes. Includes haul of debris. Install brick enclosures.	1	Each	\$ 4,488.89	\$ 4,488.89
2913 Spartacus - Remove mailbox unit with brick enclosure. Remove concrete pad. Install new concrete pad. Approx 60"x60" +/- #3 rebar with dowels. 4" depth and 3000 psi. Install new mount bolts. Re-install mailboxes. Includes haul of debris. Install brick enclosures.	1	Each	\$ 4,933.33	\$ 4,933.33
2910 Spartacus - Remove mailbox unit with brick enclosure. Remove concrete pad. Install new concrete pad. Approx 60"x60" +/- #3 rebar with dowels. 4" depth and 3000 psi. Install new mount bolts. Re-install mailboxes. Includes haul of debris. Install brick enclosures.	1	Each	\$ 4,933.33	\$ 4,933.33
<b>TOTAL INSTALLATION COST</b>				<b>\$ 23,777.77</b>

\*Items outside of scope above will require a Change Order

**Comments**

I hereby authorize the described scope of work for the above referenced property.

1. Pricing is valid for 30 days from the quote date.
2. Pricing reflects all work and materials required at the time of quote. Any changes to the scope, products, differing or unforeseen conditions at the time of installation, may result in a change in the pricing.
3. Additional permit costs will be charged to Customer if required by the local jurisdiction to perform the quoted work.
4. Product availability is subject to change.
5. Execution of this Quote either by authorized physical or electronic signature (email), serves as acceptance of the Quote by the Customer. The Quote is subject to and governed by the terms and conditions contained in the Home Depot Commercial Construction Agreement, which is incorporated herein by reference and available upon request, unless a different form of agreement is executed by the parties, in which case the terms and conditions in such form shall govern the parties' relationship. Any other terms and conditions not expressly agreed in writing between the Home Depot and Customer shall be invalid

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Authorizing Name (please print)

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Authorizing Signature

**ACCEPTANCE AND AUTHORIZATION OF NOTICE PROCEED**

Acceptance of this Order, either by authorized physical or electronic signature (email), serves as a Notice To Proceed by the Customer listed above to Home Depot U.S.A., Inc. ("The Home Depot") to order and arrange for the delivery of all goods and services required for the completion of the above referenced scope of work, and is a promise to pay upon completion of that work as outlined in the referenced Program Agreement. Customer further agrees and understands that this Agreement supersedes all prior discussions and agreements, either oral or written, relating to said goods and services for this property. This Agreement cannot be assigned or amended without the expressed written consent of both the Customer and The Home Depot.

**PAYMENT TERMS**

Customers agree to standard payment terms of net 30 days. All payments are to be made by electronic ACH, wire or check. Any other form of payment must be agreed to in writing by and between Home Depot and Customer. Customer agrees and acknowledges that interest fee of 1.5% per month will be added to any past due amounts. If a breach in payment obligations occurs, Home Depot reserves the right to revoke Customer's credit privileges, including, without limitation, PRO credit privilege.

<p><b>Budget/Actual Report for Fiscal 2021</b>  <b>321592</b>  <b>Forum Estates Public Improvement District</b>  <b>as of 9/30/21 Preliminary</b></p>
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	10/1/2020 - 9/30/2021			Current Month
	Budget	Actual	Difference	
<b>FRPID</b>				
<b>321592</b>				
<b>Beginning Resource Balance</b>	<b>672,000</b>	<b>646,168.36</b>		
<b>Revenues</b>				
Spec Assess Delinquent	42610	-	3,479.02	(142.40)
Special Assessment Income	42620	467,293	463,749.31	(144.66)
Interest On Pid Assessment	42630	-	2,014.21	(74.43)
Devlpr Particip/Projects	46110	3,000	13,076.82	-
Miscellaneous	46395	-	-	-
Refunding Bond Proceeds	49050	-	-	-
Interest Earnings	49410	-	-	-
Int Earnings - Tax Collections	49470	-	-	-
Trnsfr-In Strt Cap Proj (4001)	49625	-	-	-
Trsfr-In Risk Mgmt Funds (Prop	49686	-	-	-
Trsf In/Parks Venue (3170)	49780	21,283	21,282.96	1,773.58
	<b>491,576</b>	<b>503,602.32</b>	<b>12,026.32</b>	<b>1,412.09</b>
<b>Total Revenues</b>				
<b>Expenditures</b>				
Office Supplies	60020	100	-	100.00
Decorations	60132	17,500	17,552.96	(52.96)
Beautification	60490	50,000	69,540.60	(19,540.60)
Graffiti Cleanup	60775	-	-	-
Wall Maintenance	60776	15,000	16,690.00	(1,690.00)
Security	61165	-	27,500.00	(27,500.00)
Mowing Contractor	61225	101,647	77,216.00	24,431.00
Data Processing Services	61315	350	-	350.00
Collection Services	61380	4,257	4,203.75	53.25
Miscellaneous Services	61485	2,000	559.00	1,441.00
Fees/Administration	61510	10,800	10,800.00	-
Postage And Delivery Charges	61520	100	-	100.00
Fiscal Fees	61950	-	-	-
Light Power Service	62030	2,800	1,562.05	1,237.95
Water/Wastewater Service	62035	28,000	23,851.80	4,148.20
Bldgs And Grounds Maintenance	63010	-	-	-
Irrigation System Maintenance	63065	11,000	15,298.85	(4,298.85)
Roadway Markings/Signs Maint	63115	2,100	-	2,100.00
Decorative Lighting Maintenanc	63146	4,600	9,292.70	(4,692.70)
Property Insurance Premium	64080	1,200	1,425.00	(225.00)
Liability Insurance Premium	64090	3,000	611.72	2,388.28
Fencing	68061	-	-	-
Architect/L/Engineering Servcs	68240	-	-	-
Landscaping	68250	-	-	-
Irrigation Systems	68635	-	-	-
Interest Expense Bonds	91070	13,100	13,100.00	-
Fiscal Fees	91110	-	-	-
Principal Payment Bonds	95015	70,000	70,000.00	-
	<b>337,554</b>	<b>359,204.43</b>	<b>(21,650.43)</b>	<b>83,165.03</b>
<b>Total Expenditures</b>				
<b>Ending Resource Balance</b>	<b>826,022</b>	<b>790,566.25</b>		

**Forum Estates Public Improvement District**

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

<b>Budget/Actual Report for Fiscal 2022</b> <b>321592</b> <b>Forum Estates Public Improvement District</b> <b>as of 10/31/21 Preliminary</b>
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	10/1/2021 - 9/30/2022			Current Month
	Budget	Actual	Difference	
<b>FRPID</b>				
<b>321592</b>				
<b>Beginning Resource Balance</b>	<b>821,000</b>	<b>790,566.25</b>		
<b>Revenues</b>				
Spec Assess Delinquent	42610	-	296.84	296.84
Special Assessment Income	42620	493,604	8,662.28	(484,941.72)
Interest On Pid Assessment	42630	-	73.94	73.94
Devlpr Particip/Projects	46110	3,000	-	(3,000.00)
Miscellaneous	46395	-	-	-
Refunding Bond Proceeds	49050	-	-	-
Interest Earnings	49410	-	-	-
Int Earnings - Tax Collections	49470	-	-	-
Trnsfr-In Strt Cap Proj (4001)	49625	-	-	-
Trsfr-In Risk Mgmt Funds (Prop	49686	-	-	-
Trsf In/Parks Venue (3170)	49780	21,283	1,769.00	(19,514.00)
<b>Total Revenues</b>	<b>517,887</b>	<b>10,802.06</b>	<b>(507,084.94)</b>	<b>10,802.06</b>
<b>Expenditures</b>				
Office Supplies	60020	100	-	100.00
Decorations	60132	17,500	-	17,500.00
Beautification	60490	50,000	-	50,000.00
Graffiti Cleanup	60775	-	-	-
Wall Maintenance	60776	20,000	-	20,000.00
Security	61165	-	-	-
Mowing Contractor	61225	101,647	-	101,647.00
Data Processing Services	61315	350	-	350.00
Collection Services	61380	4,388	-	4,388.00
Miscellaneous Services	61485	2,000	-	2,000.00
Fees/Administration	61510	10,800	-	10,800.00
Postage And Delivery Charges	61520	100	-	100.00
Fiscal Fees	61950	-	-	-
Light Power Service	62030	2,800	-	2,800.00
Water/Wastewater Service	62035	28,000	3,427.09	24,572.91
Bldgs And Grounds Maintenance	63010	-	-	-
Irrigation System Maintenance	63065	11,000	-	11,000.00
Roadway Markings/Signs Maint	63115	2,100	-	2,100.00
Decorative Lighting Maintenanc	63146	8,000	-	8,000.00
Property Insurance Premium	64080	1,600	-	1,600.00
Liability Insurance Premium	64090	3,000	-	3,000.00
Fencing	68061	-	-	-
Architect/L/Engineering Servcs	68240	-	-	-
Landscaping	68250	-	-	-
Irrigation Systems	68635	-	-	-
Interest Expense Bonds	91070	10,200	-	10,200.00
Fiscal Fees	91110	-	-	-
Principal Payment Bonds	95015	75,000	-	75,000.00
<b>Total Expenditures</b>	<b>348,585</b>	<b>3,427.09</b>	<b>345,157.91</b>	<b>3,427.09</b>
<b>Ending Resource Balance</b>	<b>990,302</b>	<b>797,941.22</b>		

**Forum Estates Public Improvement District**

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



**Exhibit A**  
**GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 5**  
**Forum Estates**  
**Five Year Service Plan 2022 - 2026 BUDGET**

Income based on Assessment Rate of \$0.12 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>	\$411,336,966	\$ 0.12	\$ 493,604			
<b>Description</b>	<b>Account</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Beginning Balance (Estimated)</b>		<b>\$ 821,000</b>	<b>\$ 990,303</b>	<b>\$ 1,171,791</b>	<b>\$ 1,355,615</b>	<b>\$ 1,548,075</b>
P.I.D. Assessment	42620	\$ 493,604	\$ 498,540	\$ 503,526	\$ 508,561	\$ 513,647
Devlpr Particip/Projects*	46110	3,000	3,000	3,000	3,000	3,000
City Contribution	49780	21,283	21,283	21,283	21,283	21,283
<b>TOTAL INCOME</b>		<b>\$ 517,887</b>	<b>\$ 522,823</b>	<b>\$ 527,809</b>	<b>\$ 532,844</b>	<b>\$ 537,930</b>
<b>Amount Available</b>		<b>\$ 1,338,887</b>	<b>\$ 1,513,126</b>	<b>\$ 1,699,600</b>	<b>\$ 1,888,460</b>	<b>\$ 2,086,005</b>

<b>EXPENSES:</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Description</b>						
Office Supplies	60020	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Decorations	60132	17,500	17,500	17,500	17,500	17,500
Beautification	60490	50,000	50,000	50,000	50,000	50,000
Wall Maintenance	60776	20,000	15,000	15,000	15,000	15,000
Mowing Contractor	61225	101,647	101,647	101,647	101,647	101,647
Website	61315	350	350	350	350	350
Collection Service (\$2.90/Acct)	61380	4,388	4,388	4,388	4,388	4,388
Misc.	61485	2,000	2,000	2,000	2,000	2,000
Admin./Management	61510	10,800	10,800	10,800	10,800	10,800
Postage	61520	100	100	100	100	100
Electric Power	62030	2,800	2,800	2,800	2,800	2,800
Water Utility	62035	28,000	28,000	28,000	28,000	28,000
Irrigation System Maint.	63065	11,000	11,000	11,000	11,000	11,000
Roadway Markings/Signs Maint	63115	2,100	2,100	2,100	2,100	2,100
Decorative Lighting Maintenance	63146	8,000	8,000	8,000	8,000	8,000
Property Insurance Premium	64080	1,600	1,600	1,600	1,600	1,600
Liability Insurance Premium	64090	3,000	3,000	3,000	3,000	3,000
Fencing	68061	-	-	-	-	-
Row/Easement Title Purchase	68091	-	-	-	-	-
Int. Exp. Bonds	91070	10,200	7,950	5,600	2,000	-
Princl. Pmts. Bonds	95015	75,000	75,000	80,000	80,000	-
<b>TOTAL EXPENSES</b>		<b>\$ 348,585</b>	<b>\$ 341,335</b>	<b>\$ 343,985</b>	<b>\$ 340,385</b>	<b>\$ 258,385</b>
<b>Ending Balance**</b>		<b>\$ 990,303</b>	<b>\$ 1,171,791</b>	<b>\$ 1,355,615</b>	<b>\$ 1,548,075</b>	<b>\$ 1,827,620</b>

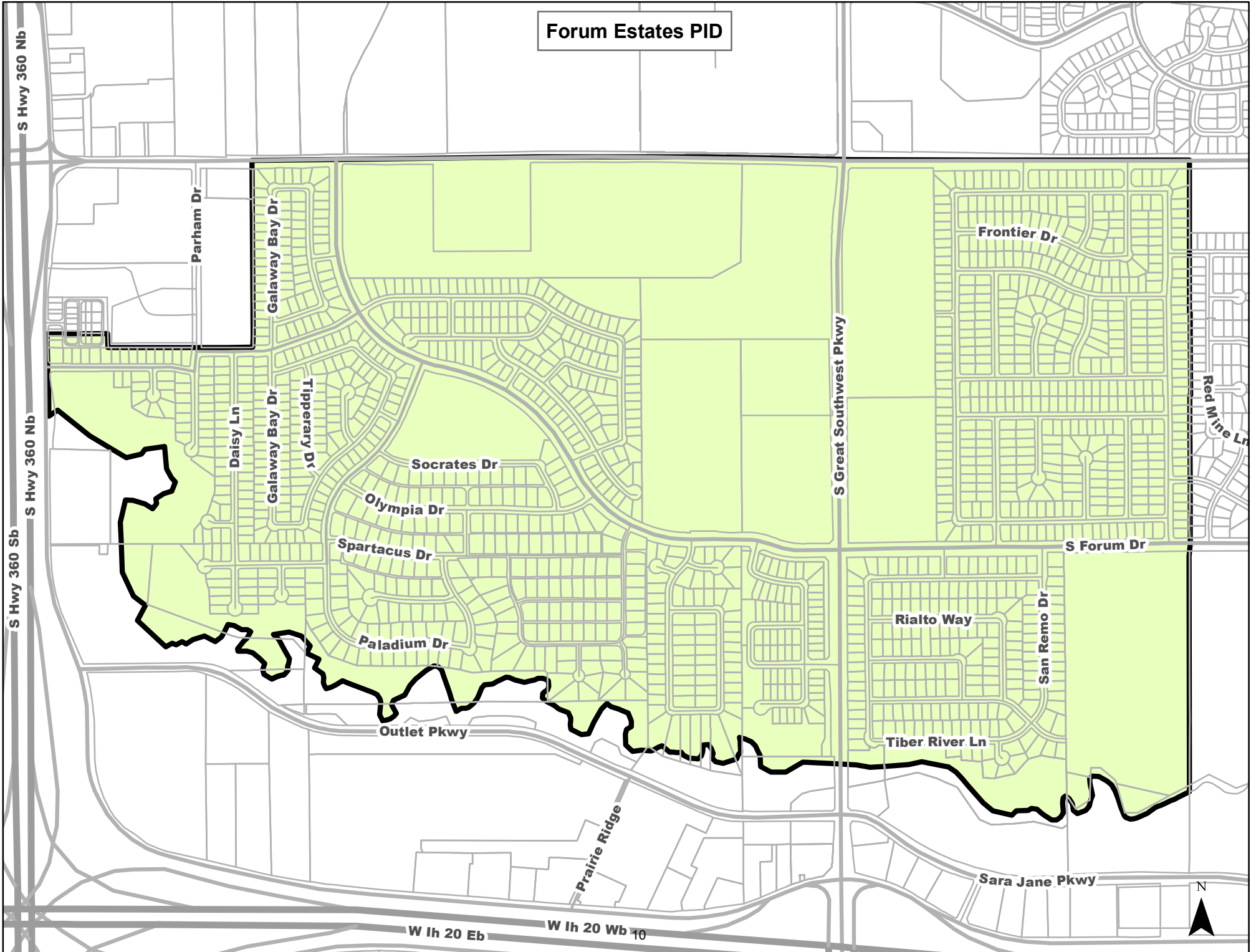
**Avg. Annual Assessment by Home Value:**

Value	Yrly Assmnt.	
\$50,000	\$ 60	
\$100,000	\$ 120	
\$150,000	\$ 180	
\$200,000	\$ 240	
\$250,000	\$ 300	
\$300,000	\$ 360	
\$350,000	\$ 420	
\$400,000	\$ 480	
		Avg. Property Value: \$ 271,868
		Avg. Property Assessment: \$ 326
		No. of Properties: 1,513

\*Reimbursement for additional holiday decorations.

\*\*Fence replacements

**Forum Estates PID**



S Hwy 360 Nb

S Hwy 360 Nb

S Hwy 360 Sb

Parham Dr

Galway Bay Dr

Daisy Ln

Galway Bay Dr

Tipperary Dr

Socrates Dr

Olympia Dr

Spartacus Dr

Paladium Dr

Outlet Pkwy

S Great Southwest Pkwy

Frontier Dr

Red Wine Ln

S Forum Dr

Rialto Way

San Remo Dr

Tiber River Ln

Sara Jane Pkwy

W Ih 20 Eb

W Ih 20 Wb 10

