



**GREENWAY TRAILS PUBLIC IMPROVEMENT
DISTRICT ANNUAL MEETING
TANGLE RIDGE GOLF CLUB (CLUBHOUSE), 818 TANGLE RIDGE
DRIVE, GRAND PRAIRIE, TX 75052
WEDNESDAY, NOVEMBER 08, 2023 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. District 6 Update
2. Consider Meeting Minutes from 05/24/2023 and 08/23/2023 Board Meetings
3. Discuss Landscaping, Irrigation Systems, Screening Walls and Fencing, Entryways and Signage, Trees and Beds Areas, Decorative Lighting, and Pet stations at Heritage Parkway, Double Oak Ave, Oaktree Lane, Branch Hollow Drive, Walnut Ridge Drive, and Pond area
4. Discuss Emergency Irrigation Repairs completed by Site Landscape Development during the period of 08/24/2023 – 10/26/2023 in the total amount of \$4,359.61
5. Discussion of Budget to Actual Financial Report for September 30, 2023 and FY 2024 Budget
6. Nomination and Election of Advisory Board Member - 1 Open Position
7. Selection of Officers - President, Vice President, Secretary/Treasurer

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.

ADJOURNMENT

Certification

In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, this meeting agenda was prepared and posted November 2, 2023.

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: 11/08/2023
REQUESTER: Lee Harriss
PRESENTER: Council Member Johnson
TITLE: District 6 Update



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 11/08/2023

REQUESTER: Casey Hernon

PRESENTER: Casey Herndon, VCM - Assistant Regional Vice President

TITLE: Consider Meeting Minutes from 05/24/2023 and 08/23/2023 Board Meetings

ANALYSIS:

Consider Meeting Minutes from 05/24/2023 and 08/23/2023 Board Meetings

**MINUTES OF
GREENWAY TRAILS PID BOARD MEETING
WEDNESDAY, MAY 24, 2023 @ 5:30 PM
Athletic Complex Community Room, Mansfield ISD
203 Hillcrest St. Mansfield TX 76063**

Call to Order – The meeting was called to order at 6:05 pm. Present from the Board were Justin Bosworth, Katie Sabin, and April Avery. Others present included Casey Herndon Assistant Regional Vice President (VCM), Laurie Klimek, Association Manager (VCM) and Lee Harriss, Special District Administrator (City of Grand Prairie).

- 1. Consider Meeting Minutes 09/27/2022** – Meeting Minutes were approved.
- 2. Consider proposal from Site Landscape Development** – The Landscape Maintenance Contract, Beautification, and Irrigation System Maintenance in the amount of \$151,227.71. – No Approval at this time. Needing to add the addition of Phase 5 to contract and revise.
- 3. Consider Proposal for Mulch in the amount of \$11,380.63** – Proposal from Site Landscape Development was approved.
- 4. Discuss Landscaping, Irrigation Systems, Screening Walls and Fencing, Entryways and Signage, Trees and Beds, Decorative Lighting, and Pet Stations.**
- 5. Discussion of Budget to Actual Financial Report for April 30, 2023.**

Citizen’s Forum –

- Citizens discussed the TWRD Easement and the mowing schedule they have.

Adjournment – The meeting adjourned at 7:15 PM

**MINUTES OF
GREENWAY TRAILS PID BOARD MEETING
WEDNESDAY, AUGUST 23, 2023 @ 6:30 PM
Beef O’Brady’s @ 1000 George Hopper Road**

Call to Order – The meeting was called to order at 6:39 pm. Present from the Board were Justin Bosworth and April Avery. Others present included Casey Herndon Assistant Regional Vice President (VCM) and Lee Harriss, Special District Administrator (City of Grand Prairie). Absent was board member Katie Sabin.

1. **Consider proposal from Site Landscape Development** – The Landscape Maintenance Contract was approved for the amount of \$174,152.23, Beautification in the amount of \$10,000, and Irrigation System Maintenance in the amount of \$2,000. Proposal Approved.
2. **Discussion of Budget to Actual Financial Report for August 12, 2023.**
3. **Consider FY 2024 Budget and Assessment Rate:** Approved
4. **Next Meeting Date** – Annual - To be determined.

Citizen’s Forum –

- Citizen brought up how traffic will be impacted with the new apartments being built.

Adjournment – The meeting adjourned at 7:20 PM



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 11/08/2023

REQUESTER: Casey Hernon

PRESENTER: Casey Herndon, VCM - Assistant Regional Vice President

TITLE: Discuss Landscaping, Irrigation Systems, Screening Walls and Fencing, Entryways and Signage, Trees and Beds Areas, Decorative Lighting, and Pet stations at Heritage Parkway, Double Oak Ave, Oaktree Lane, Branch Hollow Drive, Walnut Ridge Drive, and Pond area

ANALYSIS:

Discuss Landscaping, Irrigation Systems, Screening Walls and Fencing, Entryways and Signage, Trees and Beds Areas, Decorative Lighting, and Pet stations at Heritage Parkway, Double Oak Ave, Oaktree Lane, Branch Hollow Drive, Walnut Ridge Drive, and Pond area

GREENWAY TRAILS PID - TOPICS OPEN FOR DISCUSSION – 11/08/2023**A. Heritage Parkway**

- (1) Landscaping and irrigation systems
- (2) Screening walls and fencing
- (3) Entryways and signage
- (4) Trees and beds areas
- (5) Decorative lighting

B. Double Oak Avenue

- (1) Landscaping and irrigation systems
- (2) Screening walls and fencing
- (3) Entryways and signage
- (4) Trees and beds areas
- (5) Decorative lighting
- (6) Roundabout

C. Oaktree Lane

- (1) Landscaping and irrigation systems
- (2) Screening walls and fencing
- (3) Entryways and signage
- (4) Trees and beds areas
- (5) Decorative lighting

D. Branch Hollow Drive

- (1) Landscaping and irrigation systems
- (2) Screening walls and fencing
- (3) Signage
- (4) Trees and beds areas
- (5) Decorative lighting

E. Walnut Ridge Drive

- (1) Landscaping and irrigation systems
- (2) Screening walls and fencing
- (3) Signage
- (4) Trees and beds areas
- (5) Decorative lighting

F. Drainage, Detention, and Easement Areas

- (1) Cleanup
- (2) Landscaping and irrigation systems
- (3) Screening walls and fencing

G. **Ponds**

- 1) Landscaping and irrigation systems
- 2) Fountain
- 3) Lighting
- 4) Water well
- 5) Sidewalks and improvements thereon

H. **Amenity Center Park/Other Parks**

- 1) Landscaping and irrigation systems
- 2) Lighting
- 3) Sidewalks and improvements thereon
- 4) Parking lot
- 5) Playground
- 6) Trees and beds areas
- 7) Pet Stations



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 11/08/2023

REQUESTER: Casey Hernon

PRESENTER: Casey Herndon, VCM - Assistant Regional Vice President

TITLE: Discuss Emergency Irrigation Repairs completed by Site Landscape Development during the period of 08/24/2023 – 10/26/2023 in the total amount of \$4,359.61

ANALYSIS:

Review Emergency Irrigation Repairs completed by Site Landscaping –

Proposal #15288 – Stuck Valve \$575.21

Proposal #16037 – September Irrigation Report. Mainline Broken at Water Meter, 8 lateral line leak repairs, Master Valve replacement \$3,784.40



Date: 9/6/2023
PO #
Terms: Net 30
Sales Rep: Jonathan Williams

Customer:

Property:
Greenway Trails PID
3688 Rolling Meadows Dr
Grand Prairie, TX 76065

Stuck Valve Repair at Walnut Ridge and Branch Hollow

This proposal is to repair the stuck valve located at the entrance off of Branch Hollow and Walnut Ridge. This includes irrigation labor and materials.

Stuck Valve Repair at Walnut Ridge and Branch Hollow

Irrigation Repair

Items
Replace 1.5" Faulty Electric Valve

Quantity
1.00

Irrigation Repair:	\$575.21
PROJECT TOTAL:	\$575.21
SALES TAX:	\$0.00
TOTAL:	\$575.21

Terms & Conditions

Standard Terms and Conditions Apply. If your office requires a P.O. Number in order for this work to be paid, our office will need to receive the P.O. in written form before we can schedule this work. You can simply sign this estimate and assign a P.O. number on this page and fax it back to our office.

Thank you for allowing us the ability to provide you with this estimate.

By _____
Jonathan Williams
Date 9/6/2023

Site Landscape Development

By _____

Date _____

Greenway Trails PID



Date: 10/9/2023
PO #
Terms: Net 30
Sales Rep: Jonathan Williams

Customer:
 Casey Herndon
 Vision Communities Management,
 Inc.
 5757 Alpha Road
 Dallas, TX 75240

Property:
 Greenway Trails PID
 3688 Rolling Meadows Dr
 Grand Prairie, TX 76065

September 2023 Irrigation Report

Unless noted below irrigation zones and controllers are considered to be in good working condition. If not listed below no repairs are needed at the time of this irrigation inspection.

Controller 1 - Heritage @ Double Oak

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor No Repairs Needed	0.00	\$0.00	\$0.00
MAINLINE BROKEN AT WATER METER Repair 1.5" Main Line Leak	1.00	\$560.75	\$560.75
Zone 6 Repair Small Lateral Line	1.00	\$120.50	\$120.50
Zone26 Repair Small Lateral Line	1.00	\$120.50	\$120.50
Zone 29 (DAMAGED FROM CONSTRUCTION) Repair Large Lateral Line	1.00	\$229.75	\$229.75
Zone 30 (DAMAGED FROM CONSTRUCTION) Repair Large Lateral Line	1.00	\$229.75	\$229.75
Zone 54 Repair Small Lateral Line	1.00	\$120.50	\$120.50
Zone 104 Repair Small Lateral Line	1.00	\$120.50	\$120.50

Controller 2 - Rolling Meadows @ Wintergreen

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor			

No Repairs Needed

0.00

\$0.00

Item 4.

Controller 3 - Firefly commons

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor			
No Repairs Needed	0.00	\$0.00	\$0.00

Controller 4 - Firefly Ct.

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor			
No Repairs Needed	0.00	\$0.00	\$0.00

Controller 5 - Walnut Ridge

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor			
No Repairs Needed	0.00	\$0.00	\$0.00

Controller 6 - Walnut Ridge

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor			
No Repairs Needed	0.00	\$0.00	\$0.00

Zone 7

Replace 1.5" Faulty Electric Valve	1.00	\$575.21	\$575.21
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Controller 7 - Cornerstone @ Elm Creek

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor			
No Repairs Needed	0.00	\$0.00	\$0.00

Controller 8 - Branch Hollow @ Walnut Ridge

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor			
No Repairs Needed	0.00	\$0.00	\$0.00

Zone 2

Repair 1.5" Main Line Leak	1.00	\$560.75	\$560.75
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Zone 7

Repair Small Lateral Line	1.00	\$120.50	\$120.50
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Controller 9 - Pool commons

Items	Quantity	Price/Unit	
Controller and Rain/Freeze Sensor No Repairs Needed	0.00	\$0.00	\$0.00

Controller 10 - Wintergreen @ Twin Pines

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor No Repairs Needed	0.00	\$0.00	\$0.00

Controller 11 - Highland Woods

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor No Repairs Needed	0.00	\$0.00	\$0.00

Controller 12 - Walnut Ridge

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor No Repairs Needed	0.00	\$0.00	\$0.00

Controller 13 - @ lake

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor No Repairs Needed	0.00	\$0.00	\$0.00

Controller 14- Walnut Ridge

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor No Repairs Needed	0.00	\$0.00	\$0.00

Zone 3 Repair Small Lateral Line	1.00	\$120.50	\$120.50
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Controller 15- Orchard and Walnut Ridge

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor No Repairs Needed	0.00	\$0.00	\$0.00

Controller 16- Walnut Ridge

Items	Quantity	Price/Unit	Price
Controller and Rain/Freeze Sensor No Repairs Needed	0.00	\$0.00	\$0.00

Zone 2

Replace 4" Broken/Leaking Spray Head	1.00	\$30.32	\$30.32
Repair Large Lateral Line	1.00	\$229.75	\$229.75

NEED TO REPLACE MASTER VALVE

Replace Master Valve	1.00	\$645.12	\$645.12
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PROJECT TOTAL: \$3,784.40

SALES TAX: \$0.00

TOTAL: \$3,784.40

Terms & Conditions

Irrigation in Texas is regulated by Texas Commission on Environmental Quality (TCEQ) (MC-178), P.O. Box 13087, Austin, Texas 78711-3087. TCEQ's website is:

www.tceq.state.tx.us TX LI 6823

Average Cost Reference List:

Irrigation Tech Hourly Rate: \$110.00

Irrigation Helper: \$70.00

Emergency Call: \$175.00

Standard Terms and Conditions Apply. If your office requires a P.O. Number in order for this work to be paid, our office will need to receive the P.O. in written form before we can schedule this work. You can simply sign this estimate and assign a P.O. number on this page and fax it back to our office.

Thank you for allowing us the ability to provide you with this estimate.

By _____

Jonathan Williams

Date 10/9/2023

Site Landscape Development

By _____

Date _____

Greenway Trails PID



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 11/08/2023

REQUESTER: Lee Harriss

PRESENTER: Justin Bosworth, President

TITLE: Discussion of Budget to Actual Financial Report for September 30, 2023 and FY 2024 Budget

Budget/Actual Report for Fiscal 2023
322992
Greenway Trails Public Improvement District
as of 9/30/23

	10/1/2022 - 9/30/2023				Current Month
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>% Used</u>	
GTPID					
322992					
Beginning Resource Balance	1,000	27,855.60			
Revenues					
Spec Assess Delinquent	42610	-	520.67	520.67	0%
Special Assessment Income	42620	259,876	256,708.39	(3,167.61)	99%
Interest On Pid Assessment	42630	-	2,212.77	2,212.77	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	2,057	2,057.00	-	100%
Total Revenues	261,933	261,498.83	(434.17)	100%	908.34
Expenditures					
Office Supplies	60020	600	153.44	446.56	26%
Decorations	60132	10,000	4,455.00	5,545.00	45%
Beautification	60490	10,000	-	10,000.00	0%
Graffiti Cleanup	60775	1,000	-	1,000.00	0%
Wall Maintenance	60776	1,000	-	1,000.00	0%
Professional Engineering Servi	61041	-	-	-	0%
Mowing Contractor	61225	121,000	67,930.05	53,069.95	56%
Legal Services	61360	-	-	-	0%
Collection Services	61380	2,018	1,463.20	554.80	73%
Miscellaneous Services	61485	500	30.00	470.00	6%
Fees/Administration	61510	18,000	8,114.42	9,885.58	45%
Postage And Delivery Charges	61520	600	-	600.00	0%
Light Power Service	62030	12,000	6,762.63	5,237.37	56%
Water/Wastewater Service	62035	50,000	11,518.45	38,481.55	23%
Bldgs And Grounds Maintenance	63010	-	-	-	0%
Pond Maintenance-Aquatic	63038	13,200	6,865.18	6,334.82	52%
Pond Maintenance-Equipment	63039	5,000	200.00	4,800.00	4%
Irrigation System Maintenance	63065	1,000	-	1,000.00	0%
Roadway Markings/Signs Maint	63115	-	-	-	0%
Playgrounds/Picnic Areas Maint	63135	1,000	-	1,000.00	0%
Decorative Lighting Maintenc	63146	500	-	500.00	0%
Property Insurance Premium	64080	1,400	-	1,400.00	0%
Liability Insurance Premium	64090	1,200	500.92	699.08	42%
Fencing	68061	-	-	-	0%
ArchitectL/Engineering Servs	68240	-	-	-	0%
Landscaping	68250	-	-	-	0%
Irrigation Systems	68635	-	-	-	0%
Total Expenditures	250,018	107,993.29	142,024.71	43%	6,238.24
Ending Resource Balance	12,915	181,361.14			

Greenway Trails Public Improvement District

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

Exhibit A
GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 19
Greenway Trails
Five Year Service Plan 2024 - 2028 BUDGET

Income based on Assessment Rate of \$0.20 per \$100 of appraised value.
 The FY 2023 rate was \$0.20 per \$100 of appraised value
 Service Plan projects a 10% increase in assessed value per year.

INCOME:	Value	Assess Rate	Revenue		
Appraised Value	\$275,946,052	\$ 0.20	\$ 551,892		
	2024	2025	2026	2027	2028
Estimated No. of New Homes Built by Year	282	61	-	-	-
Estimated Total No. of Improved Properties	590	651	651	651	651
Estimated No. of Unimproved Properties	61	-	-	-	-
Total No. of Properties	651	651	651	651	651
Beginning Balance (Estimated)	\$ 54,000	\$ 271,769	\$ 527,076	\$ 746,831	\$ 916,833
Description	Acct. No.				
P.I.D. Assessment	42620	\$ 551,892	\$ 600,893	\$ 600,893	\$ 600,893
City Contribution	49780	2,057	2,057	2,057	2,057
TOTAL INCOME	\$ 553,949	\$ 602,950	\$ 602,950	\$ 602,950	\$ 602,950
Amount Available	\$ 607,949	\$ 874,719	\$ 1,130,025	\$ 1,349,781	\$ 1,519,783

EXPENSES:		2024	2025	2026	2027	2028
Description						
Office Supplies	60020	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
Decorations	60132	15,000	15,000	15,000	15,000	15,000
Beautification	60490	10,000	10,000	10,000	45,000	45,002
Graffiti Cleanup	60775	1,000	1,000	1,000	1,000	1,000
Wall Maintenance	60776	1,000	1,000	5,000	5,000	20,000
Mowing Contractor	61225	174,152	182,860	192,003	201,603	211,683
Collection Service (\$3.10/Acct)	61380	2,018	2,018	2,018	2,018	2,018
Misc.	61485	500	500	10,000	10,000	10,000
Admin./Management	61510	18,900	18,900	18,900	18,900	18,900
Postage	61520	600	600	600	600	600
Electric Power	62030	24,310	24,310	25,526	26,802	28,142
Water Utility	62035	52,500	55,125	57,881	60,775	63,814
Pond Maintenance-Aquatic	63038	16,000	16,000	16,800	17,640	18,522
Pond Maintenance-Equipment	63039	12,000	12,000	12,000	12,000	12,000
Irrigation System Maint.	63065	2,000	2,000	10,000	10,000	25,000
Playgrounds/Picnic Areas Maint	63135	1,000	1,000	1,000	1,000	10,000
Decorative Lighting Maintenance	63146	2,000	2,000	2,000	2,000	10,000
Property Insurance Premium	64080	1,400	1,470	1,544	1,621	1,702
Liability Insurance Premium	64090	1,200	1,260	1,323	1,389	1,459
Fencing		-	-	-	-	-
TOTAL EXPENSES		\$ 336,180	\$ 347,643	\$ 383,194	\$ 432,948	\$ 495,441
Ending Balance*		\$ 271,769	\$ 527,076	\$ 746,831	\$ 916,833	\$ 1,024,342

Avg. Annual Assessment by Home Value:

Value	Yrly Assmnt.		
\$100,000	\$ 200	Avg. Est. Property Value (Improved):	\$ 461,515
\$200,000	\$ 400	Avg. Est. Property Value (Unimproved):	\$ 59,877
\$300,000	\$ 600	Avg. Property Value:	\$ 423,880
\$400,000	\$ 800	Avg. Assessment:	\$ 848
\$500,000	\$ 1,000	No. of Properties:	651
\$600,000	\$ 1,200		

* Future Fence Replacement



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 11/08/2023

REQUESTER: Lee Harriss

PRESENTER: Justin Bosworth, President

TITLE: Nomination and Election of Advisory Board Member - 1 Open Position



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 11/08/2023

REQUESTER: Lee Harriss

PRESENTER: Justin Bosworth. President

TITLE: Selection of Officers - President, Vice President, Secretary/Treasurer
