



**CITY OF GRAND PRAIRIE**  
**HIGH HAWK PUBLIC IMPROVEMENT DISTRICT**  
**BOARD MEETING**  
**SPRING CREEK BARBEQUE, 4108 S. CARRIER PARKWAY**  
**THURSDAY, DECEMBER 2, 2021, 6:30 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. Introductions**

**2. Open Meetings Act**

**3. Approve Meeting Minutes**

- a) November 11, 2021

**4. Projects:**

a) Wall/Fence Maintenance

- 1. Painting Brick Wall Columns on Eyrie and Screech Owl
- 2. Vinyl fence repairs on High Hawk Blvd.
- 3. Repairing/replacing the soil to cover the footing of the Lake Ridge retaining wall
- 4. Wall/Fence Locations:
  - a. W. Polo Rd.
  - b. Lake Ridge Parkway
  - c. High Hawk Blvd.
  - d. Palmer Trail
  - e. W. Camp Wisdom Rd.
  - f. Eyrie Ct.
  - g. Screech Owl Ln.

b) Landscape Maintenance

- 1. Hiring landscape architect
- 2. Replacement of dead tree on High Hawk Blvd.

3. Locations:

- a. W. Polo Rd.
- b. Lake Ridge Parkway
- c. High Hawk Blvd.
- d. Palmer Trail
- e. W. Camp Wisdom Rd.
- f. 4731 High Hawk
- g. Playground/Greenspace Area/Concession Stand - 4731 High Hawk Blvd.

c) Decorative Lighting Maintenance – 4731 High Hawk Blvd.

- 1. Photocells

d) Installation of 2 trash cans, 2 pet waste stations, and 1 bench at Lake Ridge/High Hawk Blvd.

e) Installation of 1 trash can, 1 pet waste station, and 2 benches at the end of Eyrie Ct.

f) Frequent maintenance of restroom door locks - 4731 High Hawk Blvd.

g) Quotes for digital signage

- 2. Entech Signs – 4 Quotes
- 3. Signs Manufacturing
- 4. Locations:
  - i. Lake Ridge/High Hawk Blvd.
  - ii. Lake Ridge/Palmer Tr.

h) Decorations – First Choice Lights

- 1. Lake Ridge/High Hawk Blvd.
- 2. Lake Ridge/Palmer Tr.
- 3. Swainson’s Hawk Ln./W. Camp Wisdom Rd.

i) Flagpoles - Lake Ridge/Palmer Tr.

**5. Security Options**

a) Traffic/Security Cameras

b) Lighting

c) Patrols

d) Locations:

- 1. Lake Ridge/High Hawk Blvd.
- 2. Lake Ridge/Palmer Tr.
- 3. Swainson’s Hawk Ln./W. Camp Wisdom Rd.
- 4. Clark Tr.
- 5. Lewis Tr.
- 6. Palmer Tr.
- 7. Spanish Tr.

**6. Management Company Selection**

**7. Wrought Iron Street Light Maintenance:**

- a) Painting or replacing
- b) Locations:

1. Bald Eagle Way
2. Barn Owl Trl
3. W Camp Wisdom Rd
4. Carcara Ct
5. Clark Trl
6. Colca Canyon Rd
7. Condor St
8. Coopers Hawk Ct
9. Eyrie Ct
10. Golden Eagle Dr
11. Golden Hawk Dr
12. Goshawk St
13. Harrier St
14. High Hawk Blvd
15. Hobby Falcon Trl
16. Horned Owl St
17. Kestrel St
18. Kite Rd
19. Lake Ridge Pkwy
20. Lewis Trl
21. Marsh Harrier Av
22. Merlin Dr
23. Palmer Trl
24. Peregrine Ct
25. W Polo Rd
26. Prairie Falcon Ct
27. Prairie Falcon St
28. Raptor Ct
29. Screech Owl Ln
30. Sea Hawk St
31. Snowy Owl St
32. Soaring Eagle Ct
33. Spanish Trl
34. Sparrow Hawk Ct
35. Swainsons Hawk Ln
36. Talon St
37. Tawny Owl Rd

**8. Wrought Iron Street Sign Maintenance**

- c) Locations:

38. Bald Eagle Way
39. Barn Owl Trl
40. W Camp Wisdom Rd
41. Carcara Ct
42. Clark Trl

43. Colca Canyon Rd
44. Condor St
45. Coopers Hawk Ct
46. Eyrie Ct
47. Golden Eagle Dr
48. Golden Hawk Dr
49. Goshawk St
50. Harrier St
51. High Hawk Blvd
52. Hobby Falcon Trl
53. Horned Owl St
54. Kestrel St
55. Kite Rd
56. Lake Ridge Pkwy
57. Lewis Trl
58. Marsh Harrier Av
59. Merlin Dr
60. Palmer Trl
61. Peregrine Ct
62. W Polo Rd
63. Prairie Falcon Ct
64. Prairie Falcon St
65. Raptor Ct
66. Screech Owl Ln
67. Sea Hawk St
68. Snowy Owl St
69. Soaring Eagle Ct
70. Spanish Trl
71. Sparrow Hawk Ct
72. Swainsons Hawk Ln
73. Talon St
74. Tawny Owl Rd

## **9. 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](mailto: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 High Hawk PID Board meeting agenda was prepared and posted November 29, 2021.*



*Lee Harriss, Special District Administrator*

## MINUTES

### High Hawk PID #9 – Board Meeting

High Hawk Pavilion

4731 High Hawk Blvd, Grand Prairie, Texas

**November 11, 2021 – 6:00 PM**

### **ATTENDEES:**

PID Advisory Board: Michel Carroll and Derrick Jones

Thomas Armstrong representing Associa/Principal Management Group

Absent was board member Michael A. Boyle.

Citizens: Ms. Clem Smith, Mr. John Walker, and Mr. Suhaib Allababidi.

### **1. Call to Order and Introductions**

- The meeting was called to order at 6:00 p.m. by president, Mr. Carroll. He reported this meeting notice had been posted on the City website, the HOA website, and Facebook.
- All six attendees introduced themselves.

### **2. Open Meetings Act.**

- The agenda packet contained a flyer of Key Provisions of the Texas Open Meetings Act. Content was reviewed.

### **3. Increasing number of Board Members from Three to Five.**

- Mr. Carroll moved to increase number of board members from 3 to 5, Second made by Mr. Jones. A brief discussion [followed](#), then the motion was called to vote. Motion was adopted.

### **4. Nomination and election of new board members**

- Mr. Walker nominated Ms Smith, second by Mr. Carroll.
- Ms Smith nominated Mr. Walker, second by Mr. Jones
- No further nominations. Votes made by paper ballots. Unanimously both Mr. Walker and Ms. Smith were elected.

### **5. Proposal from Pro Maintenance \$12,700 Painting brick wall column of new brick screening fence on Eyrie and Screech Owl.**

- The agenda packet contained a copy of the quote by Pro Maintenance. Mr. Walker motioned to accept the proposal, seconded by Mr. Jones. Vote to approve was unanimous by 4 directors.

### **6. Security Option – Traffic/Security cameras**

- Mr. Allababidi presented information regarding placement of cameras on at 6 locations in community. A Q & A session followed. Board resolved to have him send written proposal with specifications to Mr. Armstrong, who will then send to all Board members and Lee Harriss of the City. The topic will be considered for possible vote at next board meeting.

### **7. Set next meeting date and adjournment**

The Board wants to meet December 2, 2021, at the Spring Creek BBQ. Restaurant. The meeting was adjourned at 7:15 PM.

Submitted by Thomas Armstrong, Manager and Acting Secretary

**Budget/Actual Report for Fiscal 2021**  
**321992**  
**High Hawk Public Improvement District**  
**as of 9/30/21 Preliminary**

	<u>10/1/2020 - 9/30/2021</u>			<u>Current</u> <u>Month</u>
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	
<b>HHPID</b>				
<b>321992</b>				
<b>Beginning Resource Balance</b>	<b>700,000</b>	<b>698,407.20</b>		
<b>Revenues</b>				
Spec Assess Delinquent	42610	-	2,449.54	2,449.54
Special Assessment Income	42620	404,883	403,723.73	(1,159.27)
Interest On Pid Assessment	42630	-	2,718.05	2,718.05
Devlpr Particip/Projects	46110	-	-	-
Miscellaneous	46395	-	-	-
Interest Earnings	49410	-	-	-
Int Earnings - Tax Collections	49470	-	-	-
Trnsfr-In Strt Cap Proj (4001)	49625	-	-	-
Trsf In Risk Mgmt Funds (Prop	49686	-	3,458.85	3,458.85
Trsf In/Parks Venue (3170)	49780	2,310	2,310.00	-
<b>Total Revenues</b>	<b>407,193</b>	<b>414,660.17</b>	<b>7,467.17</b>	<b>1,000.59</b>
<b>Expenditures</b>				
Office Supplies	60020	275	135.27	139.73
Decorations	60132	15,000	12,624.00	2,376.00
Public Relations	60160	10,000	1,210.30	8,789.70
Beautification	60490	120,000	18,100.46	101,899.54
Graffiti Cleanup	60775	1,000	-	1,000.00
Wall Maintenance	60776	30,000	3,588.00	26,412.00
Professional Engineering Servi	61041	2,500	-	2,500.00
Security	61165	40,000	-	40,000.00
Mowing Contractor	61225	75,295	87,545.96	(12,250.96)
Tree Services	61226	20,000	-	20,000.00
Collection Services	61380	1,855	1,840.50	14.50
Miscellaneous Services	61485	500	134.17	365.83
Fees/Administration	61510	13,200	13,200.00	-
Postage And Delivery Charges	61520	1,500	-	1,500.00
Building Security Expenses	61560	1,500	892.14	607.86
Light Power Service	62030	8,000	2,963.56	5,036.44
Water/Wastewater Service	62035	22,000	17,128.28	4,871.72
Bldgs And Grounds Maintenance	63010	8,500	1,239.00	7,261.00
Pond Maintenance-Aquatic	63038	4,500	4,073.75	426.25
Pond Maintenance-Equipment	63039	5,000	542.00	4,458.00
Irrigation System Maintenance	63065	20,000	6,922.61	13,077.39
Roadway Markings/Signs Maint	63115	2,000	-	2,000.00
Playgrounds/Picnic Areas Maint	63135	5,000	7,250.00	(2,250.00)
Decorative Lighting Maintenanc	63146	30,000	22,998.00	7,002.00
Concession Stnd/Restroom Maint	63190	5,000	4,665.98	334.02
Property Insurance Premium	64080	1,500	1,484.00	16.00
Liability Insurance Premium	64090	10,000	9,159.00	841.00
Fencing	68061	247,517	202,414.00	45,103.00
Construction Miscellaneous	68151	100,000	-	100,000.00
Landscaping	68250	-	-	-
<b>Total Expenditures</b>	<b>801,642</b>	<b>420,110.98</b>	<b>381,531.02</b>	<b>163,472.63</b>
<b>Ending Resource Balance</b>	<b>305,551</b>	<b>692,956.39</b>		

**High Hawk Public Improvement District**

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

**Budget/Actual Report for Fiscal 2022**  
**321992**  
**High Hawk Public Improvement District**  
**as of 10/31/21 Preliminary**

	<u>10/1/2021 - 9/30/2022</u>			<b>Current Month</b>
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	
<b>HHPID 321992</b>				
<b>Beginning Resource Balance</b>	<b>696,000</b>	<b>692,956.39</b>		
<b>Revenues</b>				
Spec Assess Delinquent	42610	-	59.66	59.66
Special Assessment Income	42620	382,428	10,739.98	(371,688.02)
Interest On Pid Assessment	42630	-	19.09	19.09
Devlpr Particip/Projects	46110	-	-	-
Miscellaneous	46395	-	-	-
Interest Earnings	49410	-	-	-
Int Earnings - Tax Collections	49470	-	-	-
Trnsfr-In Strt Cap Proj (4001)	49625	-	-	-
Trsf-In Risk Mgmt Funds (Prop)	49686	-	-	-
Trsf In/Parks Venue (3170)	49780	2,310	187.00	(2,123.00)
<b>Total Revenues</b>	<b>384,738</b>	<b>11,005.73</b>	<b>(373,732.27)</b>	<b>11,005.73</b>
<b>Expenditures</b>				
Office Supplies	60020	275	-	275.00
Decorations	60132	15,000	3,400.00	11,600.00
Public Relations	60160	3,000	-	3,000.00
Beautification	60490	120,000	-	120,000.00
Graffiti Cleanup	60775	1,000	-	1,000.00
Wall Maintenance	60776	20,000	-	20,000.00
Professional Engineering Servi	61041	4,000	-	4,000.00
Security	61165	40,000	-	40,000.00
Mowing Contractor	61225	85,000	-	85,000.00
Tree Services	61226	20,000	-	20,000.00
Collection Services	61380	1,868	-	1,868.00
Miscellaneous Services	61485	500	-	500.00
Fees/Administration	61510	13,200	-	13,200.00
Postage And Delivery Charges	61520	1,500	-	1,500.00
Building Security Expenses	61560	1,500	-	1,500.00
Light Power Service	62030	8,000	-	8,000.00
Water/Wastewater Service	62035	22,000	3,827.69	18,172.31
Bldgs And Grounds Maintenance	63010	8,500	-	8,500.00
Pond Maintenance-Aquatic	63038	4,500	-	4,500.00
Pond Maintenance-Equipment	63039	5,000	-	5,000.00
Irrigation System Maintenance	63065	10,000	-	10,000.00
Roadway Markings/Signs Maint	63115	2,000	-	2,000.00
Playgrounds/Picnic Areas Maint	63135	6,000	-	6,000.00
Decorative Lighting Maintenanc	63146	10,000	-	10,000.00
Concession Stnd/Restroom Maint	63190	5,000	-	5,000.00
Property Insurance Premium	64080	1,700	-	1,700.00
Liability Insurance Premium	64090	10,000	-	10,000.00
Fencing	68061	-	-	-
Construction Miscellaneous	68151	-	-	-
Landscaping	68250	-	-	-
<b>Total Expenditures</b>	<b>419,543</b>	<b>7,227.69</b>	<b>412,315.31</b>	<b>7,227.69</b>
<b>Ending Resource Balance</b>	<b>661,195</b>	<b>696,734.43</b>		

**High Hawk Public Improvement District**

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



**Exhibit A**  
**GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 9**  
**High Hawk**  
**Five Year Service Plan 2022 - 2026 BUDGET**

**Income based on Assessment Rate of \$0.18 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>		\$212,460,217	\$ 0.18	\$ 382,428		
<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>\$ 696,000</b>	<b>\$ 661,196</b>	<b>\$ 622,716</b>	<b>\$ 586,523</b>	<b>\$ 552,578</b>
P.I.D. Assessment	42620	\$ 382,428	\$ 386,253	\$ 390,115	\$ 394,016	\$ 397,957
City Contribution	49780	2,310	2,310	2,310	2,310	2,310
<b>TOTAL INCOME</b>		<b>\$ 384,738</b>	<b>\$ 388,563</b>	<b>\$ 392,425</b>	<b>\$ 396,326</b>	<b>\$ 400,267</b>
<b>Amount Available</b>		<b>\$ 1,080,738</b>	<b>\$ 1,049,758</b>	<b>\$ 1,015,141</b>	<b>\$ 982,850</b>	<b>\$ 952,845</b>

<b>EXPENSES:</b>						
<b>Description</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Office Supplies	60020	\$ 275	\$ 275	\$ 275	\$ 275	\$ 275
Decorations	60132	15,000	15,000	15,000	15,000	15,000
Public Relations	60160	3,000	3,000	3,000	3,000	3,000
Beautification <sup>1</sup>	60490	120,000	30,000	30,000	30,000	30,000
Graffiti Cleanup	60775	1,000	1,000	1,000	1,000	1,000
Wall Maintenance	60776	20,000	20,000	20,000	20,000	20,000
Professional Engineering Svc <sup>2</sup>	61041	4,000	-	-	-	4,000
Security	61165	40,000	40,000	40,000	40,000	40,000
Mowing Contractor	61225	85,000	85,000	85,000	85,000	85,000
Tree Services	61226	20,000	20,000	20,000	20,000	20,000
Collection Service (\$2.90/acct)	61380	1,868	1,868	1,868	1,868	1,868
Misc.	61485	500	500	500	500	500
Admin./Management	61510	13,200	13,200	13,200	13,200	13,200
Postage	61520	1,500	1,500	1,500	1,500	1,500
Security Camera Operating Expen	61560	1,500	1,500	1,500	1,500	1,500
Electric Power	62030	8,000	8,400	8,820	9,261	9,724
Water Utility	62035	22,000	23,100	24,255	25,468	26,741
Bldgs & Grounds Maintenance	63010	8,500	8,500	8,500	8,500	8,500
Pond Maintenance-Aquatic	63038	4,500	4,500	4,500	4,500	4,500
Pond Maintenance-Equipment	63039	5,000	5,000	5,000	5,000	5,000
Irrigation System Maint.	63065	10,000	10,000	10,000	10,000	10,000
Roadway Markings/Signs Maint	63115	2,000	2,000	2,000	2,000	2,000
Playgrounds/Picnic Areas Maint	63135	6,000	6,000	6,000	6,000	6,000
Decorative Lighting Maintenance	63146	10,000	10,000	10,000	10,000	10,000
Restroom Maintenance	63190	5,000	5,000	5,000	5,000	5,000
Property Insurance Premium	64080	1,700	1,700	1,700	1,700	1,700
Liability Insurance Premium	64090	10,000	10,000	10,000	10,000	10,000
Fencing	68061	-	-	-	-	-
Construction Miscellaneous <sup>3</sup>	68151	-	100,000	100,000	100,000	100,000
		-	-	-	-	-
<b>TOTAL EXPENSES</b>		<b>\$ 419,543</b>	<b>\$ 427,043</b>	<b>\$ 428,618</b>	<b>\$ 430,271</b>	<b>\$ 436,008</b>
<b>Ending Balance<sup>4</sup></b>		<b>\$ 661,196</b>	<b>\$ 622,716</b>	<b>\$ 586,523</b>	<b>\$ 552,578</b>	<b>\$ 516,837</b>

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

Value	Yrly Assmnt.		
\$100,000	\$ 180		
\$200,000	\$ 360		
\$300,000	\$ 540	Avg. Property Value:	\$ 329,907
\$400,000	\$ 720	Avg. Property Assessment:	\$ 594
\$500,000	\$ 900	No. of Properties:	644

- 1 Includes tree replacements & landscape design
- 2 Reserve study (wall repairs/replacements)
- 3 Common area improvements
- 4 Wall repairs/replacement

# High Hawk PID

