



**CITY OF GRAND PRAIRIE**  
**WALINGFORD VILLAGE PUBLIC IMPROVEMENT DISTRICT**  
**ANNUAL MEETING**  
**BETTY WARMACK LIBRARY, 760 BARDIN RD.**  
**MONDAY, OCTOBER 25, 2021, 6:30 PM**

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## **AGENDA**

*The meeting will be held at Betty Warmack Library, 760 Bardin Rd., 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**

- September 16, 2020
- November 4, 2020
- February 4, 2021
- March 30, 2021

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

#### **3. Woodacre Retaining Wall**

#### **4. Discuss & Review Landscaping Proposals – Carrier Parkway and Beatty greenspace area**

#### **5. Landscape Update & Discussion – Carrier Parkway and Beatty greenspace area**

- Entry Beds on Hobbs & Beatty at Carrier Parkway
  - Fall Flower Selection
- Plantings along Carrier Parkway and Replacement Plant Options
- Tree Trimming & Vine Removal – Carrier Parkway

#### **6. Landscape and Entry Monument Lighting Installation and Repairs – Carrier Parkway**

#### **7. Budget and Financial Reports**

#### **8. Elections (2 Board Member Positions for 3-Year Terms)**

- Nominations
- Cast Ballots
- Election Results

## 9. Officer Selection

- President
- Vice President
- Secretary/Treasurer

## 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 Walingford Village PID Board meeting agenda was prepared and posted October 19, 2021.*



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*Lee Harriss, Special District Administrator*

**MINUTES OF  
WALINGFORD VILLAGE BOARD MEETING  
SEPTEMBER 16, 2020  
7:00 PM  
PUBLIC SAFETY BUILDING  
1525 ARKANSAS LANE**

**Call to Order**

The meeting was called to order at 6:30 pm by President Bill Elliott. Present were board members Bill Elliott, Steven Bradfield, Lori Butler, Cornelia Miller, Kenda Stacy, and others: Debbie Landess (Cornerstone Management), Special District Administrator Lee Harriss, and two others.

**Minutes** - The minutes of the August 19, 2020 meeting were approved.

**Projects and contracts**

- A. Discussion of:
1. Fall Flower Selection
  2. Replacement Plant Options
  3. Entry Beds on Hobbs & Beatty
  4. Plantings Along Carrier
  5. Tree Trimming & Vine Removal

**Financial Reports** The budget for FY 2021 and the 8/31/20 budget to actual report were reviewed.

**Citizen's Forum** - A citizen discussed his concerns about the Woodacre drainage area erosion.

**Adjournment** - The meeting adjourned at 8:55 pm.

**MINUTES OF  
WALINGFORD VILLAGE PID ANNUAL MEETING  
NOVEMBER 4, 2020  
6:30 PM  
GRAND PRAIRIE MUNICIPAL AIRPORT  
3116 S. GREAT SOUTHWEST PARKWAY**

**Call to Order**

The meeting was called to order at 6:30 pm by President Bill Elliott. Present were board members Bill Elliott, Steven Bradfield, Lori Butler, Kenda Stacy, Cornelia Miller, and others: Debbie Landess (Goodwin and Company), Public Works Director Gabe Johnson, Deputy City Manager Bill Hills, Special District Administrator Lee Harriss, and about four others.

**Approve Annual Meeting Minutes – September 16, 2019**

The minutes were approved.

**Updates & Discussion Items**

- Discussion with Public Works Director Gabe Johnson and Deputy City Manager Bill Hills about Woodacre retaining wall
- Discussion of landscaping proposals
- Landscape Update & Discussion
  - Entry Beds on Hobbs & Beatty
    - Fall Flower Selection
    - Replacement Plant Options
  - Plantings Along Carrier
    - Tree Trimming & Vine Removal
- Review & Discuss Preliminary Budget/Actual Report (9/30/20) and FY 21 Budget
  - Ms. Harriss reviewed the budget to actual report and budget
- Elections (2 Board Member Positions for 3-Year Terms)
  - Steven Bradfield and Cornelia Miller were selected by acclamation.
- Officer Selection
  - Bill Elliott, President
  - Steven Bradfield, Vice President
  - Lori Butler, Secretary/Treasurer
  - Cornelia Miller, Board Member
  - Kenda Stacy, Board Member

**Citizen's Forum** – There were no citizen comments.

**Adjournment** - The meeting adjourned at 8:30 pm.

**MINUTES OF  
WALINGFORD VILLAGE BOARD MEETING  
FEBRUARY 4, 2021  
6:30 PM  
SPRING CREEK BARBEQUE  
4108 S CARRIER PKWY.**

**Call to Order**

The meeting was called to order at 6:30 pm by President Bill Elliott. Present were board members Bill Elliott, Steven Bradfield, Lori Butler, Kenda Stacy, and others: Debbie Landess (Goodwin and Company), Special District Administrator Lee Harriss, and about four others. Absent was board member Cornelia Miller.

**Projects and contracts**

Discussion of:

1. Hiring SPSD Architect to Assist with Plantings
2. Seasonal Color for Spring – Board approved SPSD proposal, \$2,244.50
3. Entry beds Hobbs & Beatty

**Review financial report** – Ms. Harriss reviewed the preliminary January 2021 budget to actual report.

**Proposal from Halff Associates** for Woodacre retaining wall/erosion issues – The board discussed the retaining wall and requested that Public Works Director Gabe Johnson and Councilman Mike Del Bosque attend the next meeting.

**Citizen's Forum** – What is the project at Carrier and Mayfield at the creek?

**Adjournment** - The meeting adjourned at 8:55 pm.

**MINUTES OF  
WALINGFORD VILLAGE BOARD MEETING  
MARCH 30, 2021  
6:30 PM  
SPRING CREEK BARBEQUE  
4108 S CARRIER PKWY.**

**Call to Order**

The meeting was called to order at 6:30 pm by President Bill Elliott. Present were board members Bill Elliott, Steven Bradfield, Lori Butler, Kenda Stacy, Cornelia Miller, and others: Debbie Landess (Goodwin and Company), Public Works Director Gabe Johnson, Deputy City Manager Bill Hills, Special District Administrator Lee Harriss, and about four others.

**Discussion of:**

- Woodacre retaining wall/erosion issues – discussion. If the PID can pay for 50% of the retaining wall, then the City can pay for the other 50% of the cost. Will a rate increase be needed?
- Hiring SPSD architect to assist with plantings - approved
- Seasonal color for spring – approved for Beatty. Leave Hobbs entrance alone.
- Discussion of distressed plantings from the freeze
- Discussion of wall and monument maintenance
- Discussion of lighting repairs and maintenance
- Ms. Harriss reviewed the February 2021 budget to actual report.

**Citizen's Forum** – There were no citizen comments.

**Adjournment** - The meeting adjourned at 8:09 pm.

**Budget/Actual Report for Fiscal 2020**  
**321692**  
**Walingford Village Public Improvement District**  
**as of 9/30/20**

	<u>10/1/2019 - 9/30/2020</u>			<u>Current</u> <u>Month</u>	
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>		
<b>WVPID</b>					
<b>321692</b>					
<b>Beginning Resource Balance</b>	<b>13,100</b>	<b>10,866.72</b>			
<b>Revenues</b>					
Spec Assess Delinquent	42610	-	(7.21)	(7.21)	-
Special Assessment Income	42620	37,736	37,656.45	(79.55)	(8.85) 99.8%
Interest On Pid Assessment	42630	-	7.36	7.36	0.09
Miscellaneous	46395	-	-	-	-
Interest Earnings	49410	-	-	-	-
Int Earnings - Tax Collections	49470	-	-	-	-
Trsf-In Risk Mgmt Funds (Prop	49686	-	-	-	-
Trsf In/Parks Venue (3170)	49780	756	756.00	-	63.00
<b>Total Revenues</b>	<b>38,492</b>	<b>38,412.60</b>	<b>(79.40)</b>	<b>54.24</b>	
<b>Expenditures</b>					
Office Supplies	60020	100	7.56	92.44	-
Beautification	60490	7,000	530.00	6,470.00	530.00
Wall Maintenance	60776	1,000	-	1,000.00	-
Mowing Contractor	61225	16,702	10,309.93	6,392.07	1,306.42
Data Processing Services	61315	-	-	-	-
Legal Services	61360	-	-	-	-
Collection Services	61380	624	624.25	(0.25)	-
Miscellaneous Services	61485	25	-	25.00	-
Fees/Administration	61510	5,400	5,200.00	200.00	900.00
Postage And Delivery Charges	61520	300	-	300.00	-
Light Power Service	62030	350	234.67	115.33	38.15
Water/Wastewater Service	62035	1,800	1,005.69	794.31	86.77
Bldgs And Grounds Maintenance	63010	-	-	-	-
Irrigation System Maintenance	63065	500	-	500.00	-
Decorative Lighting Maintenan	63146	6,000	-	6,000.00	-
Property Insurance Premium	64080	85	81.00	4.00	-
Liability Insurance Premium	64090	5,000	4,908.30	91.70	4,908.30
Prepaid Items	16510	-	-	-	-
Fencing	68061	-	-	-	-
Row/Easement Title Purchase	68091	-	-	-	-
Architect/L/Engineering Servcs	68240	-	-	-	-
Landscaping	68250	-	-	-	-
Irrigation Systems	68635	-	-	-	-
Lighting	68637	-	-	-	-
<b>Total Expenditures</b>	<b>44,886</b>	<b>22,901.40</b>	<b>21,984.60</b>	<b>7,769.64</b>	
<b>Ending Resource Balance</b>	<b>6,706</b>	<b>26,377.92</b>			

**Walingford Village Public Improvement District**

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

<p><b>Budget/Actual Report for Fiscal 2021</b>  <b>321692</b>  <b>Walingford Village Public Improvement District</b>  <b>as of 9/30/21 Preliminary</b></p>
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	<b>10/1/2020 - 9/30/2021</b>			<b>Current</b>
	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>	<b>Month</b>
		<b>WVPID</b>		
		<b>321692</b>		
<b>Beginning Resource Balance</b>	<b>25,000</b>	<b>26,377.92</b>		
<b>Revenues</b>				
Spec Assess Delinquent	42610	-	-	-
Special Assessment Income	42620	38,095	37,968.18	(126.82)
Interest On Pid Assessment	42630	-	80.01	80.01
Miscellaneous	46395	-	-	-
Interest Earnings	49410	-	-	-
Int Earnings - Tax Collections	49470	-	-	-
Trsfr-In Risk Mgmt Funds (Prop	49686	-	-	-
Trsf In/Parks Venue (3170)	49780	855	855.00	-
		<b>855</b>	<b>855.00</b>	<b>71.25</b>
<b>Total Revenues</b>	<b>38,950</b>	<b>38,903.19</b>	<b>(46.81)</b>	<b>71.25</b>
<b>Expenditures</b>				
Office Supplies	60020	100	-	100.00
Beautification	60490	17,000	3,011.78	13,988.22
Wall Maintenance	60776	1,000	-	1,000.00
Mowing Contractor	61225	10,348	8,800.08	1,547.92
Data Processing Services	61315	-	-	-
Legal Services	61360	-	-	-
Collection Services	61380	624	624.25	(0.25)
Miscellaneous Services	61485	25	21.20	3.80
Fees/Administration	61510	5,400	5,900.00	(500.00)
Postage And Delivery Charges	61520	300	-	300.00
Light Power Service	62030	350	185.17	164.83
Water/Wastewater Service	62035	1,800	925.56	874.44
Bldgs And Grounds Maintenance	63010	-	-	-
Irrigation System Maintenance	63065	1,000	-	1,000.00
Decorative Lighting Maintenanc	63146	6,000	-	6,000.00
Property Insurance Premium	64080	85	84.00	1.00
Liability Insurance Premium	64090	5,000	4,967.10	32.90
Prepaid Items	66510	-	-	-
Fencing	68061	-	-	-
Row/Easement Title Purchase	68091	-	-	-
Architect/L/Engineering Servcs	68240	-	-	-
Landscaping	68250	-	-	-
Irrigation Systems	68635	-	-	-
Lighting	68637	-	-	-
		<b>49,032</b>	<b>24,519.14</b>	<b>24,512.86</b>
<b>Total Expenditures</b>	<b>49,032</b>	<b>24,519.14</b>	<b>24,512.86</b>	<b>3,659.72</b>
<b>Ending Resource Balance</b>	<b>14,918</b>	<b>40,761.97</b>		

**Walingford Village Public Improvement District**

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



**Exhibit A**  
**GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 6**  
**Walingford Village**  
**Five Year Service Plan 2022 - 2026 BUDGET**

Income based on Assessment Rate of \$0.085 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>		\$51,488,290	\$ 0.085	\$ 43,765		
<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>\$ 35,000</b>	<b>\$ 30,339</b>	<b>\$ 43,615</b>	<b>\$ 57,334</b>	<b>\$ 71,498</b>
P.I.D. Assessment	42620	\$ 43,765	\$ 44,203	\$ 44,645	\$ 45,091	\$ 45,542
City Contribution	49780	855	855	855	855	855
<b>TOTAL INCOME</b>		<b>\$ 44,620</b>	<b>\$ 45,058</b>	<b>\$ 45,500</b>	<b>\$ 45,946</b>	<b>\$ 46,397</b>
<b>Amount Available</b>		<b>\$ 79,620</b>	<b>\$ 75,396</b>	<b>\$ 89,115</b>	<b>\$ 103,280</b>	<b>\$ 117,896</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	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Decorations	60132	-	-	-	-	-
Beautification*	60490	17,000	5,000	5,000	5,000	5,000
Wall Maintenance	60776	1,000	1,000	1,000	1,000	1,000
Mowing Contractor	61225	10,348	10,348	10,348	10,348	10,348
Collection Service (\$2.90/Acct)	61380	658	658	658	658	658
Misc.	61485	25	25	25	25	25
Admin./Management	61510	5,400	5,400	5,400	5,400	5,400
Postage	61520	300	300	300	300	300
Electric Power	62030	350	350	350	350	350
Water Utility	62035	1,800	1,800	1,800	1,800	1,800
Irrigation System Maint.	63065	1,000	1,000	1,000	1,000	1,000
Decorative Lighting Maintenance**	63146	6,000	500	500	500	500
Property Insurance Premium	63147	100	100	100	100	100
Liability Insurance Premium	64090	5,200	5,200	5,200	5,200	5,200
Architect/L/Engineering Servcs	68240	-	-	-	-	-
Landscaping	68250	-	-	-	-	-
<b>TOTAL EXPENSES</b>		<b>\$ 49,281</b>	<b>\$ 31,781</b>	<b>\$ 31,781</b>	<b>\$ 31,781</b>	<b>\$ 31,781</b>
<b>Ending Balance***</b>		<b>\$ 30,339</b>	<b>\$ 43,615</b>	<b>\$ 57,334</b>	<b>\$ 71,498</b>	<b>\$ 86,114</b>

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

Value	Yrly Assmnt.		
\$150,000	\$128		
\$175,000	\$149		
\$200,000	\$170	Avg. Property Value:	\$ 226,821
\$225,000	\$191	Avg. Property Assessment:	\$ 193
\$250,000	\$213	No. of Properties:	227
\$275,000	\$234		
\$300,000	\$255		

\*Flowerbed installation

\*\*Monument lighting installation

\*\*\*Future wall repairs/replacement

