



CITY OF GRAND PRAIRIE
WESTCHESTER PUBLIC IMPROVEMENT DISTRICT
ANNUAL MEETING
SPRING CREEK BARBEQUE, 4108 S. CARRIER PARKWAY
TUESDAY, DECEMBER 7, 2021, 6:30 PM

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) 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. Invocation

2. Introductions

3. Approve Meeting Minutes

- August 24, 2021

4. Open Meetings Act

5. President's Comments

- Accomplishments for 2021 Fiscal Year

6. Projects and Contracts

a. Screening Walls/Fencing

- Westchase Dr.
- Dechman Dr.
- E. Westchester Pkwy.
- E. Bardin Rd.

- v. S. Carrier Pkwy.
- vi. Queens Way
- vii. E. Polo Rd.
- viii. W. Polo Rd.
- ix. E. Camp Wisdom Rd.
- x. W. Sandra Ln.
- xi. Robinson Rd.
- xii. Morningside Dr.
- xiii. W. Bardin Rd.

b. Landscape Maintenance and Tree Pruning

- i. Westchase Dr.
- ii. I-20
- iii. Dechman Dr.
- iv. E. Westchester Pkwy.
- v. E. Bardin Rd.
- vi. S. Carrier Pkwy.
- vii. Queens Way
- viii. E. Polo Rd.
- ix. W. Polo Rd.
- x. Queen's Way
- xi. E. Camp Wisdom Rd.
- xii. W. Sandra Ln.
- xiii. Gotland Dr.
- xiv. Palomino Way
- xv. Robinson Rd.
- xvi. Morningside Dr.
- xvii. W. Bardin Rd.
- xviii. Sesquicentennial Park

c. Entry Lighting and Sign Improvements

- i. Carrier Parkway
- ii. Westchester Grove – Entry Lighting & Boring Proposal
 - 1. S. Carrier Parkway/Black Walnut Ln. \$4,250
 - 2. S. Carrier Parkway/Willow Trail Dr. \$6,980
- iii. Robinson Road/Morningside – Entry Lighting & Boring Proposal
- iv. Westchester Glen
- v. Westchester Gardens
- vi. Westchester Meadows

d. Bridge Mural Repairs (no action)

- i. Bardin
- ii. Polo

e. Traffic Signal Box (TSB) Decoration

- i. S. Carrier Pkwy./Westchase Dr.
- ii. S. Carrier Pkwy./W. Westchester Pkwy.
- iii. S. Carrier Pkwy./E. Bardin Rd.
- iv. S. Carrier Pkwy./E. Polo Rd.
- v. S. Carrier Pkwy./E. Camp Wisdom Rd.

- vi. W. Polo Rd./Robinson Rd.
- vii. E. Bardin Rd./Payne Pkwy.

f. Decorations (no action)

- i. Carrier Parkway/Bardin Road
- ii. Robinson Road/Bardin Road
- iii. Robinson Road/Morningside Drive

7. Budget to Actual Reports and FY 2022 Budget

- 9/30/21
- 11/30/21

8. Advisory Board Nomination and Election

- Two Board Positions

9. 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

Message of Religious Welcome

As many of you are aware, we customarily begin our meetings with an invocation. This prayer is intended for the benefit of the board members and is directed to them and not the audience. Those who deliver the invocation may reference their own religious faith as you might refer to yours when offering a prayer. We wish to emphasize, however, that members of all religious faiths are welcome, not only in these meetings, but in our community as well. The participation of all our citizens in the process of self-government will help our fine city best serve the good people who live here. Employees and audience members are welcome to pray or not pray, and this choice will have no bearing on any vote made by the board.

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 Westchester PID Board meeting agenda was prepared and posted December 3, 2021.



Lee Harriss, Special District Administrator

Westchester PID Board Meeting

Betty Warmack Library

760 Bardin Rd.

Minutes – August 24, 2021

Call to Order 6:30

Advisory Board Members present: Gary LaGray, Dave Lester, Robert De Los Santos and Rodney Anderson

Also present were VCM Management Tonya Smith & Justin Felts and Lee Harriss, City of Grand Prairie, and about four others.

Advisory Board Members Absent: Stretch Rideaux

Invocation and Introductions

Introductions were made of all present

Review & Approve Meeting Minutes from July 29, 2021

Meeting Minutes were approved

Current Business/Current Status

- Dave Lester update on the Blue Park Gazebo lights and they should be up and running within the next three weeks pending no more issues. LED lamps were found that fit and are suitable for underwater use, and they have been ordered.
- Justin Felts gave update on the walls. Gray walls are moving along on Polo with Bardin to begin Next. The Brick walls are still on hold pending finding the actual brick. A new vendor has been hired to install and make the brick wall repairs. Walls along Westchester Square (Robinson Road) are a hazard, and Sightline will be sending over a crew to secure this by week's end until the repairs can be made.

Financials - Reviewed by Lee Harriss.

Budget - The Board approved the next fiscal Budget with the .10 assessment rate to be presented to City Council for approval.

The Board also asked for volunteers to oversee the Holiday Décor placement up to \$12,000.00. Robert and Rodney said they would do this with Tonya's assistance.

Next Meeting Date set for December 7, 2021 - Annual Meeting

Citizens Forum - Thanked the Board for a great meeting.

Meeting adjourned at 7:34 PM

Lee Harriss

From: Bob Owens <bob@bobowenselectric.com>
Sent: Friday, August 27, 2021 9:47 AM
To: Tonya Smith
Subject: RE: Westchester PID

Tonya,

I was out last week to walk this property for a proposal.

Please see my proposal below, for power and lights @ both entry monuments, and let me know if you have any questions.

1. Black Walnut

Bore under Black Walnut Ln. from existing electrical service

Add PVC conduit/wiring underground & under road @ 18" minimum below grade

Supply and install 2 – LED flood lights and GFCI receptacle in front of monument sign.

Lights are photocell controlled (dusk to dawn).

Lights are mounted on top of schedule 80 PVC post – secured in concrete

Permits and underground utility locates included

\$4,250.00 + tax.

2. Willow Trail

Bore to transformer in front of 4576 Mountain Laurel & trench to monument sign

Add approx.. 175' PVC underground conduit/wiring

Add new electric meter pedestal with integral loadcenter (breaker box) next to concrete fence

Supply and install 2 – LED flood lights and GFCI receptacle in front of monument sign.

Lights are photocell controlled (dusk to dawn)

Lights are mounted on top of schedule 80 PVC post – secured in concrete

Permits and underground utility locates included

\$6,980.00 + tax.

Please let me know if you have any questions.

Thanks,

Bob Owens

Bob Owens Electric Company, Inc.
2652 Brenner Drive
Dallas, Texas 75220
972-243-0008
972-243-0029 Fax



From: Tonya Smith <Tonya@vcmtexas.com>
Sent: Thursday, August 12, 2021 3:46 PM
To: Stephanie Linton <slinton@bobowenselectric.com>

Cc: Jason Hosford <jason@bobowenselectric.com>

Subject: RE: Westchester PID

No just need a proposal for this. Thanks.

Thank you and please let us know if we can further assist you,



Hey Neighbor!

Tonya Smith

Community Association Manager

Phone: 972-612-2303 x3195

www.vcmtexas.com

3950 Fossil Creek Blvd Suite 208

Fort Worth, TX 76179

From: Stephanie Linton <slinton@bobowenselectric.com>

Sent: Thursday, August 12, 2021 3:44 PM

To: Tonya Smith <Tonya@vcmtexas.com>

Cc: Jason Hosford <jason@bobowenselectric.com>

Subject: RE: Westchester PID

Hello Tonya,

I have copied Jason to help with your request.

If there is anything else that we can help you with, please just let us know.

We Appreciate Your Business!

Thank you,

Stephanie

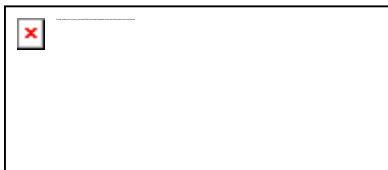
Bob Owens Electric Company, Inc.

2652 Brenner Drive

Dallas, TX 75220

[972.243.0008](tel:972.243.0008) (o)

[972.243.0029](tel:972.243.0029) (f)

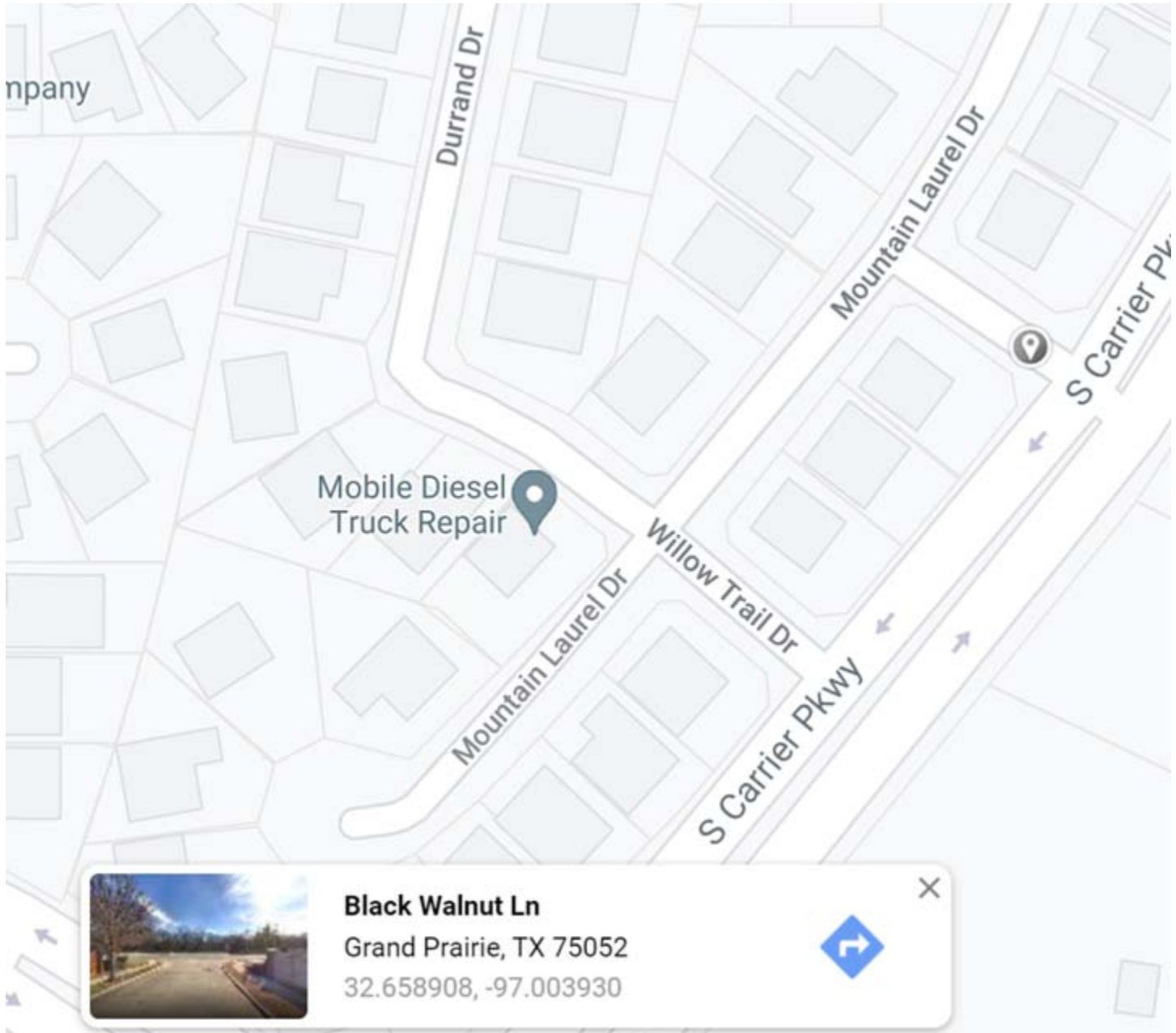


From: Tonya Smith <Tonya@vcmtexas.com>
Sent: Thursday, August 12, 2021 3:42 PM
Subject: Westchester PID

Hello:

I would like a proposal to add lighting to the entrances at Black Walnut and Willow Drive off Carrier in the Westchester PID. Need ASAP if possible.

We have a power source there that powers the irrigation meters so I need to know what it would take to get monument lighting on at least one corner of each of these entrances.



Thank you and please let us know if we can further assist you,



Hey Neighbor!

Tonya Smith

Community Association Manager

Phone: 972-612-2303 x3195

www.vcmtexas.com

3950 Fossil Creek Blvd Suite 208

Fort Worth, TX 76179

Lee Harriss

From: Lee Harriss
Sent: Friday, November 5, 2021 11:44 AM
To: Lee Harriss
Subject: Public Improvement Districts - Round 3 of the Traffic Signal Box Public Art Project

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Blue Category

Dear PID Board Members,

You have probably seen decorated Traffic Signal Boxes (TSBs) at some of the intersections in Grand Prairie (some examples are shown below). Well, the City is getting ready to publish a Call for Artists for the next round of TSBs with themes of “hearts” and “purple martins”!

Would your PID like to fund its own TSBs with a special theme? If so, we could include your theme in this upcoming Call for Artists.

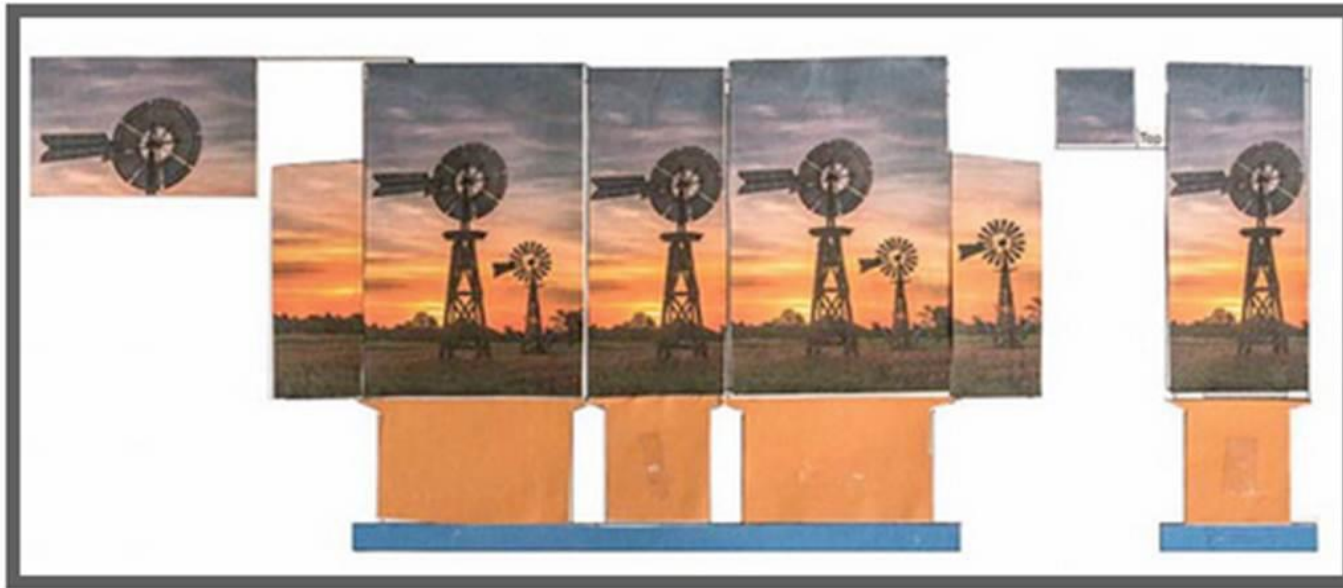
Of course, the TSB must be located within the boundaries of your PID.

Please let me know if you would like to participate.

[https://www.gptx.org/about-us/public-art/2018-traffic-signal-box-winners#ad-image-2:](https://www.gptx.org/about-us/public-art/2018-traffic-signal-box-winners#ad-image-2)

Traffic Signal Box Public Art Project Winners

Updated on 10/15/2019 3:30 PM

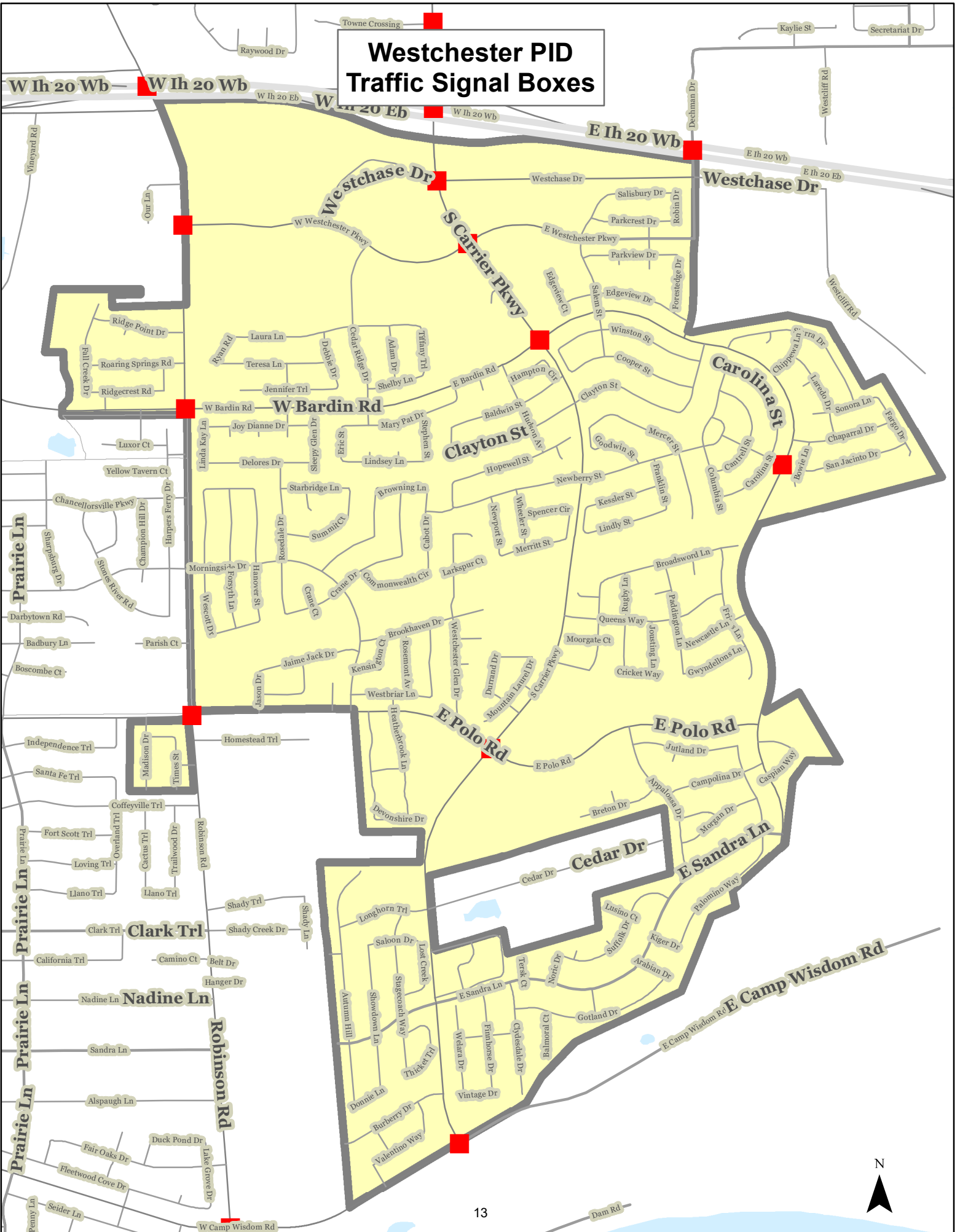


3 / 23
Play | Pause

"West Texas Windmills at Sunrise" by Gary Kelly
(Vinyl Wrap)
Environment Category



Westchester PID Traffic Signal Boxes



Budget/Actual Report for Fiscal 2021
321192
Westchester Public Improvement District
as of 9/30/21 Preliminary

	<u>10/1/2020 - 9/30/2021</u>			<u>Current Month</u>
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	
		WCPID		
		321192		
Beginning Resource Balance	592,000	585,129.79	(6,870.21)	
Revenues				
Spec Assess Delinquent	42610	-	1,817.08	153.52
Special Assessment Income	42620	1,089,188	1,101,102.53	39.11
Interest On Pid Assessment	42630	-	3,059.78	57.00
Oper Contrib-Private Source	46010	-	-	-
Miscellaneous	46395	-	-	-
Int Earnings - Tax Collections	49470	-	-	-
Trsf In Risk Mgmt Funds (Prop	49686	-	3,095.00	-
Trsf In/Parks Venue (3170)	49780	33,500	33,499.92	2,791.66
Total Revenues	1,122,688	1,142,574.31	19,886.31	3,041.29
Expenditures				
Office Supplies	60020	1,800	310.52	-
Decorations	60132	30,000	7,823.99	360.00
Beautification	60490	145,000	234,367.24	165,070.74
Wall Maintenance	60776	50,000	52,934.25	-
Professional Engineering Servi	61041	12,000	-	-
Mowing Contractor	61225	266,005	225,339.50	42,373.00
Tree Services	61226	75,000	64,572.25	35,327.00
Collection Services	61380	9,097	9,091.50	-
Miscellaneous Services	61485	1,000	633.96	-
Fees/Administration	61510	27,000	20,250.00	-
Postage And Delivery Charges	61520	50	172.47	-
Light Power Service	62030	6,000	4,630.78	433.74
Water/Wastewater Service	62035	115,000	115,399.21	15,859.75
Irrigation System Maintenance	63065	45,000	36,593.00	10,533.00
Decorative Lighting Maintenanc	63146	12,000	5,055.90	2,696.55
Property Insurance Premium	64080	4,000	4,001.00	-
Liability Insurance Premium	64090	2,500	2,177.28	-
Fencing	68061	350,000	-	-
Row/Easement Title Purchase	68091	-	-	-
ArchitectL/Engineering Servcs	68240	-	-	-
Landscaping	68250	-	-	-
Construction	68540	50,000	-	-
	-	-	-	-
Total Expenditures	1,201,452	783,352.85	418,099.15	272,653.78
Ending Resource Balance	513,236	944,351.25		

Westchester Public Improvement District

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

Budget/Actual Report for Fiscal 2022
321192
Westchester Public Improvement District
as of 11/30/21 Preliminary

	<u>10/1/2021 - 9/30/2022</u>			<u>Current Month</u>
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	
		WCPID		
		321192		
Beginning Resource Balance	958,000	944,351.25	(13,648.75)	
Revenues				
Spec Assess Delinquent	42610	-	332.50	-
Special Assessment Income	42620	1,088,222	17,696.82	(1,070,525.18)
Interest On Pid Assessment	42630	-	68.88	-
Oper Contrib-Private Source	46010	-	-	-
Miscellaneous	46395	-	-	-
Int Earnings - Tax Collections	49470	-	-	-
Trsf In Risk Mgmt Funds (Prop	49686	-	-	-
Trsf In/Parks Venue (3170)	49780	33,500	2,788.00	(30,712.00)
Total Revenues	1,121,722	20,886.20	(1,100,835.80)	-
Expenditures				
Office Supplies	60020	1,800	-	1,800.00
Decorations	60132	30,000	5,962.50	24,037.50
Beautification	60490	322,000	7,182.96	314,817.04
Wall Maintenance	60776	75,000	-	75,000.00
Professional Engineering Servi	61041	12,000	-	12,000.00
Mowing Contractor	61225	276,000	-	276,000.00
Tree Services	61226	86,250	9,970.00	76,280.00
Collection Services	61380	9,593	-	9,593.00
Miscellaneous Services	61485	1,000	84.00	916.00
Fees/Administration	61510	27,000	-	27,000.00
Postage And Delivery Charges	61520	50	-	50.00
Light Power Service	62030	6,000	353.32	5,646.68
Water/Wastewater Service	62035	126,500	36,994.08	89,505.92
Irrigation System Maintenance	63065	53,000	-	53,000.00
Decorative Lighting Maintenanc	63146	15,000	-	15,000.00
Property Insurance Premium	64080	4,200	-	4,200.00
Liability Insurance Premium	64090	2,500	-	2,500.00
Fencing	68061	415,000	-	415,000.00
Row/Easement Title Purchase	68091	-	-	-
ArchitectL/Engineering Servcs	68240	-	-	-
Landscaping	68250	-	-	-
Construction	68540	80,000	-	80,000.00
Total Expenditures	1,542,893	60,546.86	1,482,346.14	38,060.54
Ending Resource Balance	536,829	904,690.59		

Westchester Public Improvement District

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

Exhibit A
GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 1
Westchester
Five Year Service Plan 2022 - 2026 BUDGET

Income based on Assessment Rate of \$0.10 per \$100 of appraised value.
Service Plan projects a 2% increase in assessed value per year.

INCOME:	Value	Assess Rate	Revenue			
Appraised Value	\$1,088,222,390	\$ 0.10	\$ 1,088,222			
Description	Account	2022	2023	2024	2025	2026
Beginning Balance (Estimated)		\$ 958,000	\$ 536,829	\$ 325,462	\$ 165,137	\$ 115,597
P.I.D. Assessment	42620	\$ 1,088,222	\$ 1,109,986	\$ 1,132,186	\$ 1,154,830	\$ 1,177,926
City Contribution	49780	33,500	33,500	33,500	33,500	33,500
TOTAL INCOME		\$ 1,121,722	\$ 1,143,486	\$ 1,165,686	\$ 1,188,330	\$ 1,211,426
Amount Available		\$ 2,079,722	\$ 1,680,315	\$ 1,491,148	\$ 1,353,467	\$ 1,327,024
EXPENSES:		2022	2023	2024	2025	2026
Description						
Office Supplies	60020	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
Decorations	60132	30,000	30,000	30,000	30,000	30,000
Beautification ¹	60490	322,000	322,000	322,000	322,000	322,000
Wall Maintenance ²	60776	75,000	75,000	50,000	50,000	50,000
Professional Engineering Services ³	61041	12,000	12,000	12,000	12,000	12,000
Mowing Contractor ⁴	61225	276,000	276,000	276,000	276,000	276,000
Tree Services ⁵	61226	86,250	86,250	86,250	86,250	86,250
Collection Service (\$2.90/Acct)	61380	9,593	9,593	9,593	9,593	9,593
Misc.	61485	1,000	1,000	1,000	1,000	1,000
Admin./Management	61510	27,000	27,000	27,000	27,000	27,000
Postage	61520	50	50	50	50	50
Electric Power	62030	6,000	6,300	6,615	6,946	7,293
Water Utility ⁶	62035	126,500	132,825	139,466	146,440	153,762
Irrigation System Maint. ⁷	63065	53,000	53,000	41,850	46,035	50,639
Decorative Lighting Maintenance ⁸	63146	15,000	15,000	15,000	15,000	15,000
Property Insurance Premium	64080	4,200	4,410	4,631	4,862	5,105
Liability Insurance Premium	64090	2,500	2,625	2,756	2,894	3,039
Fencing ⁹	68061	415,000	300,000	300,000	200,000	100,000
Construction ¹⁰	68540	80,000	-	-	-	-
		-	-	-	-	-
TOTAL EXPENSES		\$ 1,542,893	\$ 1,354,853	\$ 1,326,011	\$ 1,237,870	\$ 1,150,531
Ending Balance		\$ 536,829	\$ 325,462	\$ 165,137	\$ 115,597	\$ 176,493

Avg. Annual Assessment by Home Value:

Value	Yrly Assmnt.	Avg. Property Value:	
\$100,000	\$100	\$ 328,967	
\$150,000	\$150		Avg. Property Assessment: \$ 329
\$200,000	\$200		No. of Properties: 3,308
\$250,000	\$250		
\$300,000	\$300		
\$350,000	\$350		
\$400,000	\$400		
\$450,000	\$450		

1 2021 Winter Kill Removal; Chandra/Bardin Rehab; Westchester General Landscaping Rehab; Westchester Parkway Landscape Enhancement; Replace/Add Trees/Plantings - Dechman Extension; Entrance Enhancements; Mow tall grass to tree line in wildflower area; Seeding of wildflower area; Repair Art Murals

2 Vision: Site Line; Recurring Small Job Maintenance Contract; Metal Fence Repaint

3 Engineering risk management to hardscape projects; Easement concerns; Design of entrances, beds, enhancements;

4 Dechman Extension Scope Add; Review/reduce mow areas; NO non-recurring expenses in budget acct

5 Additional tree maintenance and removal for replantings; Miseltoe mitigation; Periodic storm clean up;

6 Manage water usage; Scope Add: Dechman + Westchester Crossing + I20 Carrier Relandscape/Rehab ; Incorporate H2O program into Site management responsibility

7 Considering age of system with better managed \$\$; Westchester Crossing + I20 Carrier Rebuild/Rebuild; Evaluate more efficient systems in critical areas; Incorporate H2O program into Site management responsibility

8 Lighting repairs/replacements; Westchester Crossing Upgrade; LED fixture upgrades

9 Wrought Iron Fence paint touch-up; Hills of Westchester Wall repair - ongoing; Rehab Existing Entrance Monuments; Dechman @ Bardin Demolish/Build Entrance Monument; Dechman Extension Fence Installation

10 Add./Rehab Entry Monuments: Westchester Crossing; New Entrance Enhancements: Structures/Lighting; Art Projects; Emergency Issues Out of Scope

Westchester PID

