



**CITY OF GRAND PRAIRIE**  
**WESTCHESTER PUBLIC IMPROVEMENT DISTRICT**  
**BOARD MEETING**  
**BETTY WARMACK LIBRARY, 760 BARDIN RD.**  
**WEDNESDAY, FEBRUARY 16, 2022, 6:30 PM**

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## **AGENDA**

*The meeting will be held at the 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. Invocation**
- 2. Introductions**
- 3. Approve Meeting Minutes**
  - December 7, 2021
- 4. Open Meetings Act**
- 5. Officer Roles & Responsibilities**
- 6. Selection of Officers**
  - President
  - Vice President
  - Secretary/Treasurer
- 7. Projects and Contracts**
  - a. Screening Walls/Fencing**
    - i. Westchase Dr.
    - ii. Dechman Dr.
    - iii. E. Westchester Pkwy.
    - iv. 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
  - 1. Westchester Grove – Entry Lighting & Boring Proposal
  - 2. S. Carrier Parkway/Black Walnut Ln. \$4,800.00 (Already approved)
  - 3. S. Carrier Parkway/Willow Trail Dr. \$9,800.00 (Already approved)
- ii. Robinson Road/Morningside – Entry Lighting & Boring Proposal \$7,900.00 (Already approved)
- iii. Westchester Glen \$4,800.00 – Bid attached
- iv. Westchester Gardens \$7,900.00 – Bid attached
- v. Westchester Meadows bid coming

**d. Bridge Mural Repairs**

- i. Bardin
- ii. Polo

**e. Traffic Signal Box (TSB) Decoration (\$2,000 per TSB)**

- i. S. Carrier Pkwy./Westchase Dr. (already decorated)
- ii. S. Carrier Pkwy./W. Westchester Pkwy.
- iii. S. Carrier Pkwy./E. Bardin Rd. (already decorated??)
- iv. S. Carrier Pkwy./E. Polo Rd.
- v. S. Carrier Pkwy./E. Camp Wisdom Rd.
- vi. W. Polo Rd./Robinson Rd. (already decorated)
- vii. E. Bardin Rd./Payne Pkwy.

**f. Decorations**

- i. Carrier Parkway/Bardin Road
- ii. Robinson Road/Bardin Road
- iii. Robinson Road/Morningside Drive
- iv. Westchester Grove now that we have power
- v. Camp Wisdom if construction done

**g. Consider Claim - 502 Winston Roof Gutter Damage, \$200**

**8. Budget to Actual Report and FY 2023 Budget**

**9. Next Meeting Date**

**CITIZENS' FORUM/CITIZEN COMMENTS**

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**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 February 12, 2022.*



*Lee Harriss, Special District Administrator*

**Westchester PID Annual Meeting**  
**Spring Creek BBQ**  
**4108 S. Carrier Parkway**  
**Minutes – December 7, 2021, 6:30 PM**

**Call to Order 6:30**

Advisory Board Members present: Gary LaGray, Dave Lester, Robert De Los Santos and Stretch Rideaux

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

Advisory Board Members Absent: Rodney Anderson

**Citizens Forum**

There were no citizen comments.

**Invocation and Introductions**

Introductions were made of all present

**Review & Approve Meeting Minutes from August 24, 2021**

Meeting Minutes were approved

**Presidential Update & Pending Business**

- President, Gary LaGray updated on the accomplishments of the 2021 Board and PID commenting on the landscape improvements from the freeze in Feb, 2021, the construction on the gray and brick walls in need of repair or replacement, the partnership with TXDOT on the I-20 expansion and the landscaping involved as well as working with the city on the Dechman and Camp Wisdom construction intersections. Mention was also made of the painting or the iron fencing off Carrier.
- Justin Felts gave update on the walls. Gray walls are moving along on Polo with Bardin to begin Next. The Brick walls on Robinson are about to start as brick has been ordered. Expected start date is first QTR of the year 2022.
- Still no gate added at Dechman and Gary asked Lee to set meeting with TXDOT about that issue or at least get an update.
- Meeting also requested with city regarding status and plans for Camp Wisdom

intersection and what the landscape plans are.

- Lighting – The Board approved boring at three entrances: Morningside & Robinson, Black Walnut & Carrier, and Willow Tr. & Carrier. Tabled until later are Westchester Glen, Westchester Gardens and Westchester Meadows entrances for boring and lighting.
- Traffic signal boxes are tabled until next meeting.
- Homeowners present asked that there be more decorations at the holiday season.

**Financials** - Reviewed by Lee Harriss.

**Advisory Board Nomination and Election**

- There were two open positions for the Board as Dave Lester and Rodney Anderson's positions were up.
- We had three nominees from the floor.
  - Eula Vaughan
  - Jeff Woolridge
  - Jacquin Headen
- Election held, ballots collected, counted by Lee Harriss and Tonya Smith
- Winners announce
  - Eula Vaughan
  - Jacquin Headen

**Next Meeting Date** set for February 16, 2022- Library

**Citizens Forum** – Thanked the Board for a great meeting.

Meeting adjourned at 7:33 PM

Herring Electric, Inc.  
 2517 MARIAN ST  
 Grand Prairie, TX 75050  
 972-262-2222  
 herringelectric@yahoo.com

# Estimate

ADDRESS  
 LAKE PARK P.I.D.

ESTIMATE # 1319  
 DATE 12/07/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		SCOPE: ELECTRICAL SERVICE TO LIGHT ENTRIES TO THE FOLLOWING LOCATIONS			
		1) POLO/WESTCHESTER (Westchester Glen)			
	APQ	AS PER QUOTE	1	4,800.00	4,800.00
		2) ROBINSON/ MORNINGSID	12-16-21		
	APQ	AS PER QUOTE	1	7,900.00	7,900.00
		3) WILLOW TRAIL/ CARRIER	12-16-21		
	APQ	AS PER QUOTE	1	9,800.00	9,800.00
		4) BLACK WALNUT/ CARRIER	12-16-21		
	APQ	AS PER QUOTE	1	4,800.00	4,800.00
		5) HEATHERBROOK/ POLO ( Westchester Gardens)			
	APQ	AS PER QUOTE	1	7,900.00	7,900.00
		6) AS PER QUOTE			
		SUBTOTAL			35,200.00
		TAX			0.00
		TOTAL			<b>\$35,200.00</b>

Accepted By

Accepted Date

MHC  
RAIN GUTTERS

Serving The Metroplex  
Fort Worth - Dallas

Seamless Gutters 5" & 6"  
Leafguard  
Repairs  
Choice of Colors

Free Estimates



MHC  
682-472-0914  
682-472-0499

Rose Kirby  
502 Winston St  
Gd Prairie, TX 75052

Est. \$200.00 Labor + Materials  
12/21/21 - Gutters installed left side garage  
paid \$200.00 cash

Attn: Jonya Smith, PID Manager  
972-612-2303 (EXT. 3195)

Lynn Courtney, Sup Manager  
469-594-5897



City Attorney's Office  
300 West Main Street  
P.O. Box 534045  
Grand Prairie, Texas 75050  
(972) 237-8026 (972) 237-8030 Fax

## NOTICE OF CLAIM

**(Please Print)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**Describe WHERE, WHEN, and HOW the damages or injury occurred. Attach additional pages if necessary. Give names and addresses of others involved if known.**

Location: \_\_\_\_\_

Date: \_\_\_\_\_ Approximate Time: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The TOTAL amount of your claim against the City is:  
(If available, please attach copies of any bills, estimates, medical reports, etc.)

ALL OF THE STATEMENTS MADE IN THIS CLAIM ARE TRUE AND CORRECT TO  
THE BEST OF MY KNOWLEDGE:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Signature of Claimant









**Budget/Actual Report for Fiscal 2022**  
**321192**  
**Westchester Public Improvement District**  
**as of 1/31/22 Preliminary**

	<u>10/1/2021 - 9/30/2022</u>			<u>Current Month</u>
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	
		<b>WCPID 321192</b>		
<b>Beginning Resource Balance</b>	<b>958,000</b>	<b>944,351.25</b>	<b>(13,648.75)</b>	
<b>Revenues</b>				
Spec Assess Delinquent	42610	-	(5,597.55)	571.54
Special Assessment Income	42620	1,088,222	743,488.04	(344,733.96)
Interest On Pid Assessment	42630	-	194.55	161.93
Oper Contrib-Private Source	46010	-	-	-
Miscellaneous	46395	-	3,755.00	210.00
Int Earnings - Tax Collections	49470	-	-	-
Trsf In Risk Mgmt Funds (Prop	49686	-	-	-
Trsf In/Parks Venue (3170)	49780	33,500	8,372.00	-
<b>Total Revenues</b>	<b>1,121,722</b>	<b>750,212.04</b>	<b>(371,509.96)</b>	<b>126,357.16</b>
<b>Expenditures</b>				
Office Supplies	60020	1,800	-	1,800.00
Decorations	60132	30,000	12,285.00	17,715.00
Beautification	60490	322,000	18,746.12	303,253.88
Wall Maintenance	60776	75,000	-	75,000.00
Professional Engineering Servi	61041	12,000	-	12,000.00
Mowing Contractor	61225	276,000	31,090.00	244,910.00
Tree Services	61226	86,250	23,949.00	62,301.00
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	1,124.46	4,875.54
Water/Wastewater Service	62035	126,500	52,237.59	74,262.41
Irrigation System Maintenance	63065	53,000	4,872.00	48,128.00
Decorative Lighting Maintenanc	63146	15,000	2,954.15	12,045.85
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	-	-	-
Architect/L/Engineering Servcs	68240	-	-	-
Landscaping	68250	-	-	-
Construction	68540	80,000	-	80,000.00
	-	-	-	-
<b>Total Expenditures</b>	<b>1,542,893</b>	<b>147,342.32</b>	<b>1,395,550.68</b>	<b>15,244.38</b>
<b>Ending Resource Balance</b>	<b>536,829</b>	<b>1,547,220.97</b>		

**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 2023 - 2027 BUDGET**      **DRAFT**

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

<b>INCOME:</b>	Value	Assess Rate	Revenue			
<b>Appraised Value</b>	<b>\$1,109,986,838</b>	\$ 0.10	\$ 1,109,987			
<b>Description</b>	<b>Account</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
<b>Beginning Balance (Estimated)</b>		<b>\$ 509,000</b>	<b>\$ 304,594</b>	<b>\$ 137,427</b>	<b>\$ 71,747</b>	<b>\$ 117,304</b>
P.I.D. Assessment	42620	\$ 1,109,987	\$ 1,132,187	\$ 1,154,830	\$ 1,177,927	\$ 1,201,486
City Contribution	49780	33,500	33,500	33,500	33,500	33,500
<b>TOTAL INCOME</b>		<b>\$ 1,143,487</b>	<b>\$ 1,165,687</b>	<b>\$ 1,188,330</b>	<b>\$ 1,211,427</b>	<b>\$ 1,234,986</b>
<b>Amount Available</b>		<b>\$ 1,652,487</b>	<b>\$ 1,470,281</b>	<b>\$ 1,325,758</b>	<b>\$ 1,283,174</b>	<b>\$ 1,352,290</b>

<b>EXPENSES:</b>		<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
<b>Description</b>						
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 <sup>1</sup>	60490	322,000	300,000	250,000	250,000	250,000
Wall Maintenance <sup>2</sup>	60776	75,000	75,000	50,000	50,000	50,000
Professional Engineering Services <sup>3</sup>	61041	12,000	12,000	12,000	12,000	12,000
Mowing Contractor <sup>4</sup>	61225	276,000	276,000	276,000	276,000	276,000
Tree Services <sup>5</sup>	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 <sup>6</sup>	62035	126,500	132,825	139,466	146,440	153,762
Irrigation System Maint. <sup>7</sup>	63065	53,000	53,000	41,850	46,035	50,639
Decorative Lighting Maintenance <sup>8</sup>	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 <sup>9</sup>	68061	300,000	300,000	300,000	200,000	100,000
Construction <sup>10</sup>	68540	-	-	-	-	-
		-	-	-	-	-
<b>TOTAL EXPENSES</b>		<b>\$ 1,347,893</b>	<b>\$ 1,332,853</b>	<b>\$ 1,254,011</b>	<b>\$ 1,165,870</b>	<b>\$ 1,078,531</b>
<b>Ending Balance</b>		<b>\$ 304,594</b>	<b>\$ 137,427</b>	<b>\$ 71,747</b>	<b>\$ 117,304</b>	<b>\$ 273,759</b>

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

Value	Yrly Assmnt.		
\$100,000	\$100	Avg. Property Value:	\$ 335,546
\$150,000	\$150	Avg. Property Assessment:	\$ 336
\$200,000	\$200	No. of Properties:	3,308
\$250,000	\$250		
\$300,000	\$300		
\$350,000	\$350		
\$400,000	\$400		
\$450,000	\$450		

<sup>1</sup> 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

<sup>2</sup> Vision: Site Line; Recurring Small Job Maintenance Contract; Metal Fence Repaint

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

<sup>4</sup> Dechman Extension Scope Add; Review/Reduce mow areas; NO non-recurring expenses in budget acct

<sup>5</sup> Additional tree maintenance and removal for replantings; Miseltoe mitigation; Periodic storm clean up;

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

<sup>7</sup> 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

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

<sup>9</sup> 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

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



# Westchester PID

