



**PENINSULA PUBLIC IMPROVEMENT DISTRICT
ANNUAL MEETING
MIRA LAGOS HOA CLUBHOUSE, 3025 S CAMINO LAGOS, GRAND
PRAIRIE, TEXAS
TUESDAY, SEPTEMBER 12, 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 4 and District 6 Update
2. Consider Meeting Minutes for 8.16.2023
3. Discuss Budget to Actual Financial Reports and FY 2024 Budget
4. Presentation by City of Mansfield for Day Miar Road Project- Gus Chavarria Jr.
5. Nomination and Election of One Board Member for South of England Open Seat
6. Consider Next Meeting Date

CITIZENS' FORUM

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ADJOURNMENT

Certification

In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, this amended meeting agenda was prepared and posted September 9, 2023 before 5:00p.m. by Tiffany Bull for

*Lee Harris, CPA
Special District Administrator, Finance Department*



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 09/12/2023

REQUESTER: Brent Toncray

PRESENTER: Mayor Pro Tem Lopez, Council Member Johnson, Council Member Adams

TITLE: District 4 and District 6 Update



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 09/12/2023
REQUESTER: Brent Toncray
PRESENTER: Ken Self, PID Board President
TITLE: Consider Meeting Minutes for 8.16.2023

ANALYSIS:



Peninsula Public Improvement District
PID Advisory Board Meeting Meeting Minutes

Meeting Date: August 16th, 2023 @ 6:30 P.M.

Meeting Location: Mira Lagos Clubhouse
3025 S. Camino Lagos
Grand Prairie, TX

Board Members:
Ken Self- Board President
David Stewart- Vice President
Andrea Kinloch- Secretary/Treasurer (Absent)
Kevin Toth- Board Member
Richard Brown- Board Member

Others Present:
Lee Harriss – City of Grand Prairie
Brent Toncray – First Service Residential/PID Manager
John Schubert - Landcare
Brett Burris – Lake Management Services

CALL TO ORDER: The meeting was called to order at 6:30 PM. Quorum of the board confirmed with Ken Self, David Stewart, and Kevin Toth. Richard Brown arrived at 6:45 PM, and Andrea Kinloch is absent.

CITIZENS FORUM/CITIZEN COMMENTS: None

CONSIDER MEETING MINUTES FOR 7/25/2023: Approved by a motion made by David Stewart, seconded by Kevin Toth, and unanimously approved by the board.

CONSIDER FY 2024 BUDGET AND ASSESSMENT RATE AND DISCUSSION OF BUDGET TO ACTUAL FINANCIAL REPORT FOR JULY 31, 2023: The board is to discuss and set the budget for the upcoming 2024 fiscal year, along with debating whether to adjust the PID assessment rate for 2024. While discussing the renewal of Landcare’s 2024 contract renewal, the topic of irrigation controllers was discussed to see if the board wanted to upgrade them to ‘smart controllers’ to give the irrigation team more control over the system. This would allow us to adjust timers, turn zones on/off, and check for electrical issues remotely. The current setup for the PID forces the irrigation team to physically drive to each controller to make adjustments, which can drastically slow response times. Based off discussions from the last board meeting, Landcare offered a turnkey price to replace 32 controllers located along England Parkway and N/S Grand Peninsula Drive and the board agreed to do this for the 2024 budget at the price of \$160,236.16. A formal vote will not take place for this until the PID’s TBD November board meeting. Landcare also presented their findings for the erosion solution along brick screen walls and sidewalks on England Parkway and Grand Peninsula Drive. The board reviewed the locations and pricing and decided that for fiscal year 2024 the PID will budget a total of \$200,000 for this project. Upcoming projects for 2024 that are also being budgeted, include the remaining repairs to the brick screen walls for \$96,000, a fence replacement on Arlington Webb-Britton for the price of \$117,000, and tree trimming for \$188,500.

With all the budgeted items included for FY2024, at the current assessment rate of \$0.12/100, the ending balance at the end of FY 2024 (assuming we do not overspend) is \$262,000. The board deliberated on lowering the assessment rate to \$0.11/100 but that would of left the PID with only \$17,000 at the end of

the year, which could potentially put the PID in a bind if an emergency repair were to pop up during the year. After factoring in a rate of \$0.115/100 and making further changes to budgeted line items for FY2024, to account for all future projects, the board was able to get the ending balance to \$285,000. With this it allows the PID to successfully be able to account for any emergency situations without risking any other projects in the plans. David Stewart made a motion to approve the FY2024 budget, seconded by Richard Brown, and unanimously approved by the board.

LANDSCAPING SERVICE STATUS UPDATE- LANDCARE: John Schubert with Landcare was in attendance to provide the board with updates to the PID's landscaping. We are nearing the end of summer with all contracted services up to date and fall pre-emergent, mulch, and flower rotations are all currently being scheduled for a late September/October work order. With the current weather conditions the turf is going dormant and the mowing crews are focusing more on flowerbed enhancement, tree cleanup, and trash pickup. The irrigation team is as busy as ever focusing on mainline breaks, lateral line repairs, valve replacements, and also making numerous adjustments to irrigation controllers.

CONSIDER PROPOSAL FOR LANDCARE 2024 PID CONTRACT RENEWAL FOR THE PRICE OF \$625,250 WITH ADDITIONAL OPTIONS: 2ND FULL TIME IRRIGATOR FOR \$120,000 OR 2ND PART TIME IRRIGATOR FOR \$60,000: Landcare is proposing a renewal for the 2024 landscaping contract for a total of \$625,250. The PID currently only has 1 full time irrigator on site, so Landcare is also proposing to add an additional full time irrigator for a price of \$120,000 or at part time (April-September) for \$60,000. The board liked the idea of having a second irrigator onsite to assist during the growing season, which is the busiest time of the year due to the numerous repairs that are required when everything is in full swing. David Stewart made a motion to approve the Landcare 2024 contract at the price of \$625,250 with the addition of a part time irrigator for \$60,000, bringing the total to \$685,250. Richard Alan Brown seconded the motion, with the board unanimously approving.

DISCUSS PROJECT UPDATES FOR EROSION REPAIRS AT POND 1 AND BEHIND THE PROPERTIES AT 7004-7036 PLAYA BY LANDCARE: Pond 1 project is nearing completion with hand watering taking place as sod is being installed and soon the irrigation will be fully turned on to water in all the new sod. Once the pond 1 project is done the crews will immediately migrate to playa to begin that erosion control and sod project.

POND MAINTENANCE SERVICE STATUS UPDATE- LAKE MANAGEMENT SERVICES: Brett Burriss with Lake Management Services is in attendance to provide the board with updates regarding the overall status of the PID ponds 1-9 and the associated fountains installed throughout. He states that as of right now the fountains are all working with no issues and the ponds are struggling now due to the extreme heat and drought. Routine chemical treatments are implemented to keep algae at bay as best as possible, but things will improve once rain comes back into play and pond water levels begin to rise. Brett also brought up the well system connected to pond 3 that supplies England parkway with irrigation. A proposal was submitted to the PID for repairs, but due to the price the PID manager was not able to approve under his own discretion and will have to call for a special emergency meeting for the board to approve. With this information, the board agreed that Brett Burriss can split the price of the proposal to allow the PID manager to go ahead and approve this repair immediately because its deemed critical infrastructure to the irrigation system.

CONSIDER PROPOSAL FOR LAKE MANAGEMENT SERVICES 2024 PID CONTRACT RENEWAL FOR THE PRICE OF \$168,200: Lake Management Services is proposing a renewal of the 2024 PID pond maintenance contract for the total of \$168,200. Compared to the 2023 cost which was \$164,450, this represents a \$3,750 increase from 2023 to 2024. The increase is due to adjustments in chemical costs rising for 2024. David Stewart made a motion to approve the Lake Management Services 2024 PID contract for the price of \$168,200, seconded by Kevin Toth, and unanimously approved.

DISCUSS PROJECT UPDATES FOR DREDGING AT PONDS 3A LOCATED ON ENGLAND PARKWAY AND POND 5 LOCATED ON NAUTICAL DRIVE: American Underwater Services is still working on obtaining a permit to close a section of North Camino Lagos for the pond 3 dredging. Pond 5 dredging is supposed to begin the week of the 21st of August, but the PID manager will be kept up to date if date changes do occur for a start date.

CITIZENS FORUM/CITIZEN COMMENTS:

ADJOURNMENT: With no further business, the meeting was adjourned at 8:25 PM.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 09/12/2023

REQUESTER: Brent Toncray

PRESENTER: Ken Self, PID Board President

TITLE: Discuss Budget to Actual Financial Reports and FY 2024 Budget

FIVE YEAR FUNDING REQUIREMENTS PLAN FOR THE GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. PENINSULA

2024-2028 BUDGET

Income based on assessment rate of \$0.115 per \$100 of appraised value in FY 24

Table with 15 columns: Calendar Year, Fiscal Year, Budget, Actual, and five pairs of Budget/Actual columns for years 2013-2019. Rows include INCOME (Estimated Sales/Year, # of Homes, Average Appraised Value, Total Appraised Value, Assessment Rate, Average Assessment) and EXPENSES (Supplies, Decorations, Beautification, Wall Maintenance, Professional Engineering, Mowing, Tree Services, Collection Service, Misc., Accounting/Audit, Admin/Management, Postage, Banners, Electric Power, Water Utility, Bldgs and Grounds Maint., Pavement Leveling, Pond Maint-Dredging, Pond Maint-Aquatic, Pond Maint-Equipment, Water Well Maintenance, Irrigation System Maintenance, Decorative Roadway Signs, Playgrounds/Picnic Area, Decorative Lighting, Property Insurance, Liability Insurance, Construction Miscellaneous, Pond Improvement, Fountains, Street Signs, Landscaping, Other Equipment, Construction, Irrigation Systems, Water Wells, Transfer to GPOA, and Total Expenses). Ending Balance is 21,758 Budget and 80,876 Actual.

FIVE YEAR FUNDING REQUIREMENTS PLAN FOR THE GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. PENINSULA

2024-2028 BUDGET

Income based on assessment rate of \$0.115 per \$100 of appraised value in FY 24

Main budget table with columns for Calendar Year (1/1/19 to 1/1/27) and Fiscal Year (2020 to 2028). Rows include INCOME (Estimated Sales/Year, Estimated # of Homes, etc.) and EXPENSES (SUPPLIES, DECORATIONS, MAINTENANCE, etc.).

Water Rates FY 2022 and FY 2023 comparison table. Shows Gov't and Comm rates and notes that the PID saves about \$1,900 for every \$10,000 of expense.

Avg. Annual Assess. by Home Value (12¢) table. Shows Value vs Assessment for home values from 100,000 to 1,000,000.

Avg. Annual Assess. by Home Value (11.5¢) table. Shows Value vs Assessment for home values from 100,000 to 1,000,000.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 09/12/2023

REQUESTER: Brent Toncray

PRESENTER: Ken Self, PID Board President

TITLE: Presentation by City of Mansfield for Day Miar Road Project- Gus Chavarria Jr.

ANALYSIS:



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 09/12/2023

REQUESTER: Brent Toncray

PRESENTER: Ken Self, PID Board President

TITLE: Nomination and Election of One Board Member for South of England Open Seat

ANALYSIS:



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