



**FORUM ESTATES PUBLIC IMPROVEMENT
DISTRICT BOARD MEETING**
GRAND PRAIRIE MUNICIPAL AIRPORT, 3116 S GREAT SOUTHWEST
PKWY.
MONDAY, MARCH 25, 2024 AT 6:00 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. Consider Minutes of September 11, 2023 and October 16, 2023 Meetings
2. Community Updates – Code Compliance update presentation reviewing changes to the Code Compliance Division policies and procedures over the past year.
3. Community Updates:
 - (1) Trucks Illegally Parked within the community to include Residential & Business areas
 - (2) Marketing Signs: Stakes & Banners - Apartments & Businesses
 - (3) Short Term Rentals within the Forum Estates PID
 - (4) Solicitation - Grand Prairie Police Non-Emergency 972-237-8790
 - (5) Apartments
 - (6) Keep Grand Prairie Beautiful. Contact Information: 972.237.8152
4. Discuss City Council Election 5/4/2024 – At Large, Place 8
5. Consider proposals from Bob Owens Electric Company, Incorporated for electrical options for the landscaping bed at the SE corner of Great Southwest Parkway:

Option 1: 135-1 to install new photocell at power source to allow dusk to dawn control for the outlets on the corner in the amount of \$271.31.

Option 2: 135-2 to install new photocell at power source to allow dusk to dawn control for the outlets on the corner and install (4) new LED lights on HD posts to accent the landscaping, powered by existing circuit in the amount of \$4,117.87.

6. Consider the proposal from The Majestic Christmas Company for 4th of July Flag display in the amount of \$1,636.00 (Tax not included). To place flags at the following locations:
 - Forum Dr. (10 Flags & flood lights)
 - Forum Dr. & Mayfield (10 Flags & flood lights)
 - Southeast corner of Great Southwest Pkwy & Forum Dr. (4 flags & flood lights)
 - 2300 block of Mayfield Rd (8 flags and flood lights)
7. Discuss communication methods to residents of Forum Estates PID regarding the wall repair easement letters for Seven Hills Dr. & Tivoli Dr. Example letter attached.
8. Consider designs for the traffic signal boxes located at the intersections of Forum Drive/Mayfield Road and Forum Drive/Great Southwest Parkway
9. Discuss stationary for Forum Estates PID (envelopes and/or letterhead). A photo of the new monument is attached.
10. Consider proposal from Identitec to deliver and install (1) 36 x 48 sign (Trinity River) with fluted pole with small base and supports for frame in the Mayfield median near Mesa Verde in Cimarron Estates in the amount of \$870.00
11. Consider proposal from LandWorks for Cimarron Estates raised bed enhancement located at Forum Dr. and Tamarack Dr. including: bed prep, new plant material, additional irrigation and new mulch in the amount of \$13,443.00
12. Consider proposal from LandWorks for Seven Hills bed enhancement project located in Oak Highlands at Seven Hills Terrace & Forum Dr. to include: bed prep, plant enhancements, new mulch, and additional irrigation in the amount of \$3,435.00
13. Consider proposal from LandWorks to mulch all beds and tree rings for Forum Estates PID in the amount of \$10,920.00
14. Consider the proposal from LandWorks to replace the two (2) missing and one (1) dead Live Oak Trees for Brighton Estates at Pelaw Ln. & South Great Southwest Pkwy including removing dead tree & old root balls in the amount of \$2,835.00
15. Consider the proposal from LandWorks to install new landscape and irrigation after the new bed wall is completed at Great Southwest and Bridge to include bed prep, fill, sod, stone/rock, and plant material in the amount of \$12,507.00
16. Consider proposal from Brick and Stone Master to complete seal two black Oak Highlands monument signs located at Forest Trail and the median at Forum Drive near Palladium in the amount of \$640.00.
17. Consider proposal from Brick and Stone Master to complete the repair of the planter box located at Colosseum & Forum to include removal of the damaged brick rowlock, wash down stone and footing band, relay original brick section and set in new adhesive bond, sealing of adjacent joints, clean up and haul off rubble and debris in the amount of \$594.00.
18. Discussion of Budget to Actual Financial Report for February 29, 2024

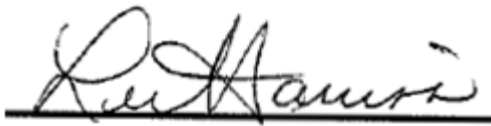
CITIZENS' FORUM

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.

ADJOURNMENT

Certification

In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, this meeting agenda was prepared and posted March 22, 2024.

A handwritten signature in black ink, appearing to read "Lee Harris", is written over a solid black horizontal line.

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



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Lee Harriss

PRESENTER: John Sittmann, President

TITLE: Consider Minutes of September 11, 2023 and October 16, 2023 Meetings

MINUTES OF
Forum Estates Public Improvement District No. 5
Board Meeting
Airport, 3116 S Great Southwest Parkway
September 11, 2023
6:30 PM

Call to Order & Introductions

John Sittmann, President, called the meeting to order at 6:36 p.m. Present included Board members John Sittmann, Troy Thorn, Joe Tarrant, and others—Special District Administrator Lee Harriss and PID property manager Lisa McBee. Absent were board members Shawn Connor and Chandra Charles.

Citizens' Forum

There was a request to add gravel along the wall on Great Southwest and a question about the wood fence at 3670 Tivoli.

Consider Minutes of August 10, 2023 Meeting – The minutes were approved.

Consider proposal from LandWorks in the amount of \$4,950 for replacement of 11 (eleven) 10'-12' Tuscarora Crape Myrtles that have freeze damage in the Misc. areas island (Great Southwest W & Forum)

Approved

Consider proposal from LandWorks in the amount of \$5,420 for 80' steel edging and 10 tons cobble with filter fabric in the Erosion Areas at Mayfield Screen Wall (Cimmaron Estates) in 2 areas and add cobble under tree in 1 area to expand cobble area

Tabled – need itemized quote.

Consider proposal from LandWorks in the amount of \$650 to stump grind roots on large Live Oak & Crepe Myrtle pushing on screen wall foundation at Forum Drive, East of Baxter

Approved

Consider Qualifications of Reserve Study Analysts

Approved proposal from Criterium

Discussion of Budget to Actual Financial Report for August 31, 2023 and FY 2024 Budget

Ms. Harriss reviewed the budget to actual report and the FY 2024 budget.

Citizens' Forum

Question - why are so many apartments being built?

Adjournment

The meeting adjourned at 7:20 pm.

MINUTES OF
Forum Estates Public Improvement District No. 5
Board Meeting
Airport, 3116 S Great Southwest Parkway
October 16, 2023
6:30 PM

Call to Order & Introductions

John Sittmann, President, called the meeting to order at 6:35 p.m. Present included Board members Chandra Charles, John Sittmann, Shawn Connor, Cynthia Dorgan, LaPaula Davis, and others—Special District Administrator Lee Harriss.

Citizens' Forum

There were no citizen comments.

1. **Consider Minutes of October 2, 2023 Meeting** – The minutes were approved.
2. **Community Updates** – Chandra Charles discussed:
 - a. Trucks Illegally Parked within the community to include Residential & Business areas
 - b. Marketing Signs: Stakes & Banners - Apartments & Businesses
 - c. Short Term Rentals within the Forum Estates PID
 - d. Solicitation - Grand Prairie Police Non-Emergency 972-237-8790
 - e. Food Trucks - Annual Permit: Public Health & Environmental Quality
 - f. City Wide Alerts & Notifications - TextMyGov
 - g. Trash Collection Days Changing Effective 10/2/23 - Forum Estates is in Area 1 (North of Warrior Trail)
3. **Consider proposals for management services** - The board approved the proposal from First Service Residential in the amount of \$21,600
4. **Discussion of Landscaping, Entry Monuments, Monument Lighting, Walls, and Fencing Located on Forum Drive, S. Great Southwest Parkway, Paladium Drive, Atrium Drive, Mayfield Road, and S. Hwy. 360** - The board discussed these projects.
5. **Consider proposal from LandWorks in the amount of \$5,420 for 80' steel edging and 10 tons cobble with filter fabric in the Erosion Areas at Mayfield Screen Wall (Cimmaron Estates) in 2 areas and add cobble under tree in 1 area to expand cobble area** - Approved
6. **Consider proposal from LandWorks in the amount of \$2,160 per day for daily tree maintenance rate for tree crews to do tree pruning, code compliance, fence clearing, and debris disposal as directed located on Mayfield Road, Great Southwest Parkway, S. Forum Drive, S. Hwy. 360, Atrium Drive, Paladium**

Drive, and Atrium Drive - Approved. How much trimming will be needed? How many days?

7. **Consider proposal from LandWorks in the amount of \$1,753 for irrigation repairs located on Mayfield Road, Great Southwest Parkway, S. Forum Drive, and S. Hwy. 360** – Approved. These repairs are routine maintenance.
8. **Consider contracting with Identitec in an amount not to exceed \$8,780 to install signs located on:**
 - a. Mayfield Road
 - b. Great Southwest Parkway,
 - c. S. Forum Drive
 - d. S. Hwy. 360
 - e. Atrium Drive
 - f. Paladium Drive
 - g. Atrium Drive

- Approved
9. **Discussion of Holiday Decorations Located on Forum Drive, S. Great Southwest Parkway, Paladium Drive, Atrium Drive, Mayfield Road, and S. Hwy. 360** – The board discussed the decorations.
7. **Discussion of Budget to Actual Financial Report for September 30, 2023 and FY 2024 Budget** - Ms. Harriss reviewed the budget to actual report and the FY 2024 budget.
9. **Selection of Officers:**
 - John Sittmann, President
 - Chandra Charles, Vice President
 - Shawn Connor, Secretary/Treasurer

Citizens' Forum

There were no citizen comments.

Adjournment

The meeting adjourned at 8:10 pm.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittmann, President

TITLE: Community Updates – Code Compliance update presentation reviewing changes to the Code Compliance Division policies and procedures over the past year.

ANALYSIS:



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/24

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: Chandra Charles, Vice President

TITLE: Community Updates:

- (1) Trucks Illegally Parked within the community to include Residential & Business areas
- (2) Marketing Signs: Stakes & Banners - Apartments & Businesses
- (3) Short Term Rentals within the Forum Estates PID
- (4) Solicitation - Grand Prairie Police Non-Emergency 972-237-8790
- (5) Apartments
- (6) Keep Grand Prairie Beautiful. Contact Information: 972.237.8152



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittmann, President

TITLE: Discuss City Council Election 5/4/2024 – At Large, Place 8

ANALYSIS:



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: Chandra Charles, Vice President

TITLE: Consider proposals from Bob Owens Electric Company, Incorporated for electrical options for the landscaping bed at the SE corner of Great Southwest Parkway:

Option 1: 135-1 to install new photocell at power source to allow dusk to dawn control for the outlets on the corner in the amount of \$271.31.

Option 2: 135-2 to install new photocell at power source to allow dusk to dawn control for the outlets on the corner and install (4) new LED lights on HD posts to accent the landscaping, powered by existing circuit in the amount of \$4,117.87.

ANALYSIS:



Bob Owens Electric

FORUM ESTATES PID
 2599 Forum Dr
 Grand Prairie, TX 75052

☎ (972) 237-8091
 ✉ Lharriss@GPTX.org

ESTIMATE	Item 5.
EXPIRATION DATE	Mar 30, 2024
TOTAL	\$271.31

CONTACT US

2652 Brenner Dr
 Dallas, TX 75220

☎ (972) 243-0008
 ✉ jordan@bobowenselectric.com

ESTIMATE

Services	amount
Custom Services - Bid Work (Single Man) Install new photocell at power source to allow dusk to dawn control for the outlets on corner.	\$210.00
Custom Services - CC FEE: CONTACT US TO REMOVE FEE IF PAYING WITH CHECK OR CASH.	\$7.90
Services subtotal: \$217.90	
Materials subtotal: \$49.34	
Subtotal	\$267.24
Tax (TX-Dallas-3057994 8.25%)	\$4.07
Total	\$271.31



Bob Owens Electric

FORUM ESTATES PID
 2599 Forum Dr
 Grand Prairie, TX 75052

☎ (972) 237-8091
 ✉ Lharriss@GPTX.org

ESTIMATE	Item 5.
EXPIRATION DATE	Mar 30, 2024
TOTAL	\$4,117.87

CONTACT US

2652 Brenner Dr
 Dallas, TX 75220

☎ (972) 243-0008
 ✉ jordan@bobowenselectric.com

ESTIMATE

Services	amount
Custom Services - Bid Work (Two-Man)	\$2,560.00
1. Install new photocell at power source to allow dusk to dawn control for the outlets on corner. 2. install (4) new LED lights on HD posts to accent the landscaping, powered by existing circuit.	
Custom Services - CC FEE: CONTACT US TO REMOVE FEE IF PAYING WITH CHECK OR CASH.	\$119.94
Services subtotal: \$2,679.94	
Materials subtotal: \$1,355.02	
Subtotal	\$4,034.96
Tax (TX-Dallas-3057994 8.25%)	\$82.91
Total	\$4,117.87



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: Chandra Charles, President

TITLE: Consider the proposal from The Majestic Christmas Company for 4th of July Flag display in the amount of \$1,636.00 (Tax not included). To place flags at the following locations:

- Forum Dr. (10 Flags & flood lights)
- Forum Dr. & Mayfield (10 Flags & flood lights)
- Southeast corner of Great Southwest Pkwy & Forum Dr. (4 flags & flood lights)
- 2300 block of Mayfield Rd (8 flags and flood lights)

ANALYSIS:

THE
Majestic
CHRISTMAS COMPANY

1131 CR 561
Princeton, TX 75047

<http://majesticchristmasco.com>

972-774-9725

Email: info@majesticchristmasco.com

Grand Praire 4th of July
Forum Estates

Chandra Charles
Forum Estates PID Board Member
469-387-6090

Summary of Flag Placement:

Place 20 flags and flood lights at two granite monuments, located on Forum Dr. and the second location is Forum and Mayfield. (10 flags at each location)

Each monument will have 5 flags placed in the flower bed on the arch on both sides of the monument

Item 6.



Place 4 flags and flood lights in the flowerbed at the Southeast corner of Great Southwest Parkway & Forum Dr.

Place 8 flags and flood lights in the flowerbed at the new location, 2300 block of Mayfield Rd.



Outlet plugs will be available at the locations. PID is responsible for power at these locations and that all outlets are working correctly.

Scope of Work

Item	Price	Initial
32 - (3X 5) Flags \$28.00 per flag	\$896.00	
16 units Landscape flood lights 4 at each location	\$640.00	
Trip Charge	\$100.00	
Total (Tax not included)	\$1,636.00	

Desired Light Up: _____

Disconnect Date: _____

Signature: _____

Printed Name: _____

Date: _____

A signed proposal indicates acceptance of the scope of work, pricing and terms.



CITY OF GRAND PRAIRIE
COMMUNICATION

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: Chandra Charles, President

TITLE: Discuss communication methods to residents of Forum Estates PID regarding the wall repair easement letters for Seven Hills Dr. & Tivoli Dr. Example letter attached.

ANALYSIS:

- A. Oak Highlands: Seven Hills Dr. & Tivoli Dr. – 6 of 26 easements have been recorded.**
Remaining easements needed:
 - I. Seven Hills Dr: 2538, 2542, 2546, 2550, 2554, 2558, 2562, 2566**
 - II. Tivoli Dr.: 3602, 3614, 3626, 3630, 3634, 3638, 3642, 3646, 3654, 3658, 3666, 3670**



Forum Estates

Public Improvement District

“Building a Better Tomorrow”

September 19, 2023

Dear Forum Estates Homeowner:

The Forum Estates Public Improvement District (PID) was established in 2000 and has enhanced the appearance of the Community by providing landscaping and improvements for Great Southwest Parkway, Mayfield and Forum Drive and includes the install of arterial Stop Signs, Decorations for the Holiday Seasons, and Subdivision’s Signage just to name a few. The Forum Estates PID has ten subdivisions that are part of its community – Arbor Creek, Brighton Estates, Brookfield Estates, Cimarron Estates, Forum Meadows, Forum Place, Forum Village on the Creek, Harbourtown, Oak Highlands and Quail Run.

The Forum Estates PID had several different perimeter fencing materials which included concrete, brick, and wood that were originally installed by the developers with the establishment of the various subdivision(s). To enhance the overall look of the Forum Estates Community, the PID for the last nine years has embarked on a wall project securing easements from individual homeowners to grant the PID the right to maintain your fence/wall.

*The Forum Estates PID is concluding the wall project with your subdivision, Oak Highlands. **The Forum Estates PID is requesting property owners within the Oak Highlands subdivision that have concrete fencing that backs up to or is adjacent to Forum Drive and/or Great Southwest Parkway to grant an easement.** This easement will allow the PID to construct and/or maintain a wall/fence that remains your property.*

Included in this mailer is a Survey of your property & Easement Letter that must be notarized; please sign the Easement Letter in blue ink with the notary to allow easy identification of an original signature. After securing notary services for all homeowners of the property, please mail the original Easement Letter and Survey to the City of Grand Prairie’s PID Administrator at the following address:

***Forum Estates PID
PO Box 534045
Grand Prairie, TX 75053-4045
Attn: Lee Harriss, PID Administrator***

You may contact PID Board Member Chandra Charles at (469)387-6090 to either return your Easement & Survey and/or obtain notary services for your Easement at no cost and answer any questions you may have regarding this wall project.

Sincerely,

John Sittmann,
Forum Estates PID Board President

Enclosures: Easement Letter & Survey

cc: Lee Harriss, City of Grand Prairie PID Administrator (972)237-8091



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittman, PID Board President

TITLE: Consider designs for the traffic signal boxes located at the intersections of Forum Drive/Mayfield Road and Forum Drive/Great Southwest Parkway

ANALYSIS:

MAYFIELD RD. & FORUM DR.
GRAND PRARIE, TX



Looking from Forum



Looking from Mayfield

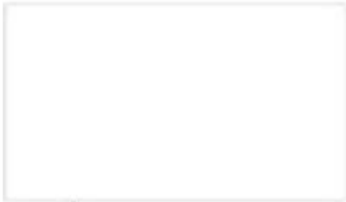
GREAT SW BLVD. & FORUM DR. GRAND PRARIE, TX



Looking from Great SW BLVD.



Looking from Forum

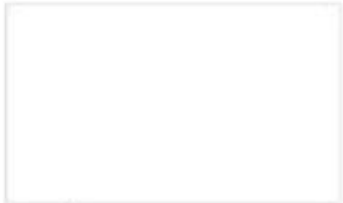


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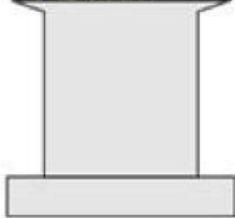
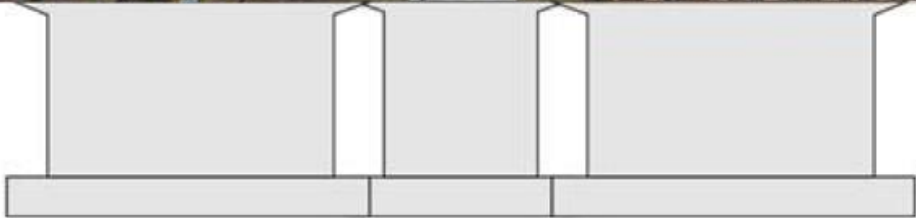




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**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: Chandra Charles, Vice President

TITLE: Discuss stationary for Forum Estates PID (envelopes and/or letterhead). A photo of the new monument is attached.

ANALYSIS:





**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittman, PID Board President

TITLE: Consider proposal from Identitec to deliver and install (1) 36 x 48 sign (Trinity River) with fluted pole with small base and supports for frame in the Mayfield median near Mesa Verde in Cimarron Estates in the amount of \$870.00

ANALYSIS:

IDENTITEC

...experts in architectural signage

A Proposal For Your Review

Submitted To: John Sittmann
Forum Estates PID

March 7, 2024
– REVISED –

[JohnnyRock1226@sbcglobal.net]
cc: [LHarriss@GPTX.org]

**RE: Upgrades of Misc. Signs
to Decorative Signage**

Quantity	Type	Description	Unit Price	Amount
1	only	<p><i>Mayfield Rd median near Mesa Verde:</i></p> <p>Fluted pole with small base & supports for frameless 36x48 sign (Trinity River...), back is painted black, delivered and installed.</p>		870.00
			Total	870.00

Note: Pricing is good for 90 days. Thank you for this opportunity!

Submitted By:

John Pichler

John Pichler via email
(John@IdentitecSigns.com)

Accepted By:

Date: _____

Please Sign And Return With Your Approval



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittman, PID Board President

TITLE: Consider proposal from LandWorks for Cimmaron Estates raised bed enhancement located at Forum Dr. and Tamarack Dr. including: bed prep, new plant material, additional irrigation and new mulch in the amount of \$13,443.00

ANALYSIS:

LandWorks

A Division of BBLW, LLC



2609 Skyway Drive
Grand Prairie, TX 75052
972-606-0311 (O)
11.27.2023

Forum Estates PID Cimmaron Estates Raised Bed

Raised bed along Forum bed install soil, plants, mulch with new drip lines/valves. 1,100 linear feet

10 yards bed prep	\$1,350.00
106 - 3 gal Gulf Muhly Grasses	\$3,074.00
148 - 3 gal Salvia Greggii - Red	\$2,035.00
148 - 3 gal Salvia Greggii - White	\$2,035.00
2 new drip valves, 2,200 drip line	\$3,329.00
12 yards mulch	\$1,620.00
TOTAL	\$13,443.00



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittman, PID Board President

TITLE: Consider proposal from LandWorks for Seven Hills bed enhancement project located in Oak Highlands at Seven Hills Terrace & Forum Dr. to include: bed prep, plant enhancements, new mulch, and additional irrigation in the amount of \$3,435.00

ANALYSIS:

LandWorks

A Division of BBLW, LLC



2609 Skyway Drive
Grand Prairie, TX 75052
972-606-0311 (O)
11.27.2023

Forum Estates PID Seven Hills - Bed Enhancement

2 beds at seven hills add landscaping for new monuments

- 4 - 8' - 10' Tuscarora Crape Myrtle	\$1,160.00
- 32 - 1 gal Turks Cap	\$352.00
- 50 - 1 gal Giant Liriope	\$450.00
- 19 - 1 al Skull cap	\$209.00
- 4 yards Harwood mulch	\$540.00
- add drip line for expanded bed/plants	\$454.00
- 2 yards bed prep	\$270.00
TOTAL	\$3,435.00



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittman, PID Board President

TITLE: Consider proposal from LandWorks to mulch all beds and tree rings for Forum Estates PID in the amount of \$10,920.00

ANALYSIS:

LandWorks



P.O BOX 151505
ARLINGTON, TX 76015

TDA 296752
LI 10801

WORK ORDER

Project Name	Forum PID	Project #
Address	City	Date 01.08.2024

- | | |
|--------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Basic Maintenance | <input type="checkbox"/> Irrigation |
| <input type="checkbox"/> Arbor Care | <input checked="" type="checkbox"/> Enhancement |
| <input type="checkbox"/> Fertilization | <input type="checkbox"/> Seasonal Color |
| <input type="checkbox"/> Holiday Deco | <input type="checkbox"/> Other |

Scope of Work

Mulch all beds & tree rings

This helps with bed weeds, moisture conservation, bed appearance & protects drip lines.

* Includes Brighton Estates

Labor	\$ 10,920.00
Materials	Included
Tax	\$ -
Total Amount	\$ 10,920.00

Approved by _____ Date _____

Date Completed _____



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittman, PID Board President

TITLE: Consider the proposal from LandWorks to replace the two (2) missing and one (1) dead Live Oak Trees for Brighton Estates at Pelaw Ln. & South Great Southwest Pkwy including removing dead tree & old root balls in the amount of \$2,835.00

ANALYSIS:

LandWorks



P.O BOX 151505
ARLINGTON, TX 76015

TDA 296752
LI 10801

WORK ORDER

Project Name _____	Forum PID _____	Project # _____
Address _____	City _____	Date <u>10.17.2023</u>

Basic Maintenance

Irrigation

Arbor Care

Enhancement

Fertilization

Seasonal Color

Holiday Deco

Other

Scope of Work

Brighton Estates Replace 2 missing & 1 dead Live Oak. Install 3 - 45 gallon Live Oaks. Includes removing dead tree & old root balls.

Labor \$ 2,835.00

Materials Included

Tax \$ -

Total Amount \$ 2,835.00

Approved by _____

Date _____

Date Completed _____



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittman, PID Board President

TITLE: Consider the proposal from LandWorks to install new landscape and irrigation after the new bed wall is completed at Great Southwest and Bridge to include bed prep, fill, sod, stone/rock, and plant material in the amount of \$12,507.00

ANALYSIS:

LandWorks

A Division of BBLW, LLC



2609 Skyway Drive
Grand Prairie, TX 75052
972-606-0311 (O)
02.04.2024

FORUM PID

GSW Monument at Bridge

New monument install landscape & irrigation after new bed wall is completed

- 25 yds fill	\$ 2,625.00
- 24 yds bed prep	\$ 270.00
- 2 - 10' -12' Natchez crape myrtles	\$ 700.00
- 5 - 6' 8' Tuscarora crape myrtle	\$ 1,050.00
- 7 - 3 gal sunshine ligustrum	\$ 280.00
- 11 - 1 gal misc perennials	\$ 132.00
- 10 tons farmers cobble	\$ 4,600.00
- install drip on bed & bubblers trees	\$ 1,950.00
- 100 yds Bermuda sod	\$ 900.00
Total	\$12,507.00



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittman, PID Board President

TITLE: Consider proposal from Brick and Stone Master to complete seal two black Oak Highlands monument signs located at Forest Trail and the median at Forum Drive near Palladium in the amount of \$640.00.

ANALYSIS:

Courtney Lynas

From: matt@basmp.com
Sent: Monday, March 11, 2024 4:52 PM
To: John Sittmann
Cc: Courtney Lynas
Subject: Re: Forum Estates PID - Request for Repair Bid

You don't often get email from matt@basmp.com. [Learn why this is important](#)

2nd bid- sealing off two black Oak Highlands signs to darken color.

As per photos highlighted in blue, seal off the front, top, and back of the two monument signs with three coats of paver enhancer to darken the cast stone and to enhance the color of the stone. Clean off any excess with rags.

Labor and Materials= \$640.







Please rely back to this email to proceed.

Matt Schultheis | Director of Business Operations
O (817) 485 7200 | F (817) 485 7203 | C (817) 235 8653
3800 Haslet-Roanoke Rd, Suite 32 | Roanoke, TX 76262
www.brickandstonemaster.com matt@basmp.com

On Mar 5, 2024, at 10:07 AM, John Sittmann <johnnyrock1226@sbcglobal.net> wrote:

Courtney, the damage repairs are approved for the entry bed at Forest Trail and the median at Forum near Palladium. Regards John
On Monday, March 4, 2024 at 12:58:21 PM CST, Courtney Lynas <courtney.lynas@fsresidential.com> wrote:

John,

Let me know if we want to go ahead and get this repaired.



COURTNEY LYNAS
Regional Director

9800 Hillwood Parkway Suite 210 | Fort Worth, TX 76177
Direct 817.953.2725
courtney.lynas@fsresidential.com

24/7 Customer Care Center: 877.378.2388

[Facebook](#) | [LinkedIn](#) | [YouTube](#)

From: matt@basmp.com <matt@basmp.com>
Sent: Monday, March 4, 2024 12:22 PM
To: Courtney Lynas <Courtney.Lynas@fsresidential.com>
Cc: John Sittmann <johnnyrock1226@sbcglobal.net>
Subject: Re: Forum Estates PID - Request for Repair Bid

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Hey Courtney,

I'm unsure if the other small planter box was ever approved for repairs- another other one was hit off of Paladium and I was able to evaluate it this morning. Please see bid below to complete this tomorrow while we are already working onsite at then Great SW bridge:

Remove and rebuild 13' of stone wall using a chisel and hammer. Rebuilding the wall to the existing height and design using a new stone and type s cement of best available match to the existing. Clean up and haul off rubble and debris. Includes a return trip to wash new masonry, if necessary.

Labor and material = \$715

Let me know right away if we can proceed with the repair.



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On Jan 3, 2024, at 9:13 PM, Courtney Lynas <Courtney.Lynas@fsresidential.com> wrote:

Perfect, thank you!

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Regional Director

<image001.png>

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From: matt@basmp.com <matt@basmp.com>
Sent: Wednesday, January 3, 2024 9:03 PM
To: Courtney Lynas <Courtney.Lynas@fsresidential.com>
Cc: Mike Phillips <mike@basmp.com>
Subject: Re: Forum Estates PID - Request for Repair Bid

Courtney,

Yes, I believe I did mention you all in high regards to John Sittman.

Here's a map with the projects overlay on them.

Forum Estates Projects
https://maps.app.goo.gl/YidkuFEybUehTYQXA?g_st=ic

Thanks,

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Hi Matt!

That is SUPER helpful!

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Looking forward to working with you on this property!

<image001.png>

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From: matt@basmp.com <matt@basmp.com>
Sent: Wednesday, January 3, 2024 8:56 PM

To: Courtney Lynas <Courtney.Lynas@fsresidential.com>
Cc: Mike Phillips <mike@basmp.com>
Subject: Re: Forum Estates PID - Request for Repair Bid

Hey Courtney,

I built those and every other planter box out there haha.

I'll get some eyes on it tomorrow and get a bid asap. Give me a call if you have any questions about the property, we recently finished that large \$500k repair for them this past year so I know the property and walls very well.

Thanks,

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www.brickandstonemaster.com matt@basmp.com

On Jan 3, 2024, at 8:53 PM, Courtney Lynas <Courtney.Lynas@fsresidential.com> wrote:

Hello Matt!

I hope this email finds you well.

Please see attached photos and information below. We are needing repair quotes for this area.

1. Repair of the masonry located within the bed at Forum Drive & Forrest Trail in the Arborcreek subdivision. When facing the bed, it is located on the left.

Let me know if you have any questions!

Have a great day!

<image001.png>

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**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Brenda Waters – PID Manager, FSR

PRESENTER: John Sittman, PID Board President

TITLE: Consider proposal from Brick and Stone Master to complete the repair of the planter box located at Colosseum & Forum to include removal of the damaged brick rowlock, wash down stone and footing band, relay original brick section and set in new adhesive bond, sealing of adjacent joints, clean up and haul off rubble and debris in the amount of \$594.00.

ANALYSIS:

Courtney Lynas

From: matt@basmp.com
Sent: Monday, March 11, 2024 4:47 PM
To: John Sittmann
Cc: Courtney Lynas
Subject: Re: Forum Estates PID - Request for Repair Bid

You don't often get email from matt@basmp.com. [Learn why this is important](#)

Subject: Colosseum Way Planter Box Repair

As per photos, remove the damaged brick rowlock using a chisel and hammer. Wash down stone and footing band. On a return trip, relay original brick sections and set in a new adhesive bonded to the stone. Seal the adjacent joints using a urethane sealant of best available match to the existing. Sprinkle sand over while wet to texture. Clean up and haul off rubble and debris. Labor and Materials- \$594.

Please reply here to proceed with the project.



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www.brickandstonemaster.com matt@basmpro.com

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Item 17.

John,

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**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/25/2024

REQUESTER: Lee Harriss

PRESENTER: John Sittmann, President

TITLE: Discussion of Budget to Actual Financial Report for February 29, 2024

Budget/Actual Report for Fiscal 2024
321592
Forum Estates Public Improvement District
as of 2/29/24

	10/1/2023 - 9/30/2024				Current Month	Estimate 9/30/2024	
	Budget	Actual	Difference	% Used			
FRPID							
321592							
Beginning Resource Balance	337,000	376,153.38				376,153	
Revenues							
Spec Assess Delinquent	42610	-	(26,807.53)	(26,807.53)	0%	(27,447.46)	(26,808)
Special Assessment Income	42620	625,351	596,545.63	(28,805.37)	95%	49,115.10	619,097
Interest On Pid Assessment	42630	-	(28,137.87)	(28,137.87)	0%	(28,226.72)	(28,138)
Insurance Recovery Property	42770	-	-	-	0%	-	-
Devlpr Particip/Projects	46110	3,200	-	(3,200.00)	0%	-	3,200
Miscellaneous	46395	-	-	-	0%	-	-
Refunding Bond Proceeds	49050	-	-	-	0%	-	-
Interest Earnings	49410	-	-	-	0%	-	-
Int Earnings - Tax Collections	49470	-	-	-	0%	-	-
Trnsfr-In Strt Cap Proj (4001)	49625	-	-	-	0%	-	-
Trsf-In Risk Mgmt Funds (Prop	49686	-	-	-	0%	-	-
Trsf In/Parks Venue (3170)	49780	37,169	15,490.00	(21,679.00)	42%	3,097.00	37,169
Total Revenues	665,720	557,090.23	(108,629.77)	84%	(3,462.08)	604,521	
Expenditures							
Office Supplies	60020	100	-	100.00	0%	-	100
Decorations	60132	22,500	27,518.96	(5,018.96)	122%	938.95	27,519
Beautification	60490	100,000	20,667.65	79,332.35	21%	2,160.00	100,000
Graffiti Cleanup	60775	-	-	-	0%	-	-
Wall Maintenance	60776	20,000	399.00	19,601.00	2%	-	20,000
Professional Engineering Servi	61041	5,000	-	5,000.00	0%	-	5,000
Security	61165	-	-	-	0%	-	-
Mowing Contractor	61225	158,543	29,289.00	129,254.00	18%	23,876.00	158,543
Data Processing Services	61315	350	-	350.00	0%	-	350
Collection Services	61380	4,690	4,677.90	12.10	100%	-	4,678
Miscellaneous Services	61485	2,000	-	2,000.00	0%	-	2,000
Fees/Administration	61510	11,124	5,400.00	5,724.00	49%	1,800.00	11,124
Postage And Delivery Charges	61520	100	-	100.00	0%	-	-
Fiscal Fees	61950	-	-	-	0%	-	-
Light Power Service	62030	2,800	585.00	2,215.00	21%	(0.20)	2,800
Water/Wastewater Service	62035	35,000	12,082.76	22,917.24	35%	777.58	35,000
Bldgs And Grounds Maintenance	63010	-	-	-	0%	-	-
Mailbox Maintenance	63042	5,000	-	5,000.00	0%	-	5,000
Irrigation System Maintenance	63065	25,000	5,823.00	19,177.00	23%	598.00	25,000
Roadway Markings/Signs Maint	63115	104,100	61,576.00	42,524.00	59%	1,233.00	104,100
Decorative Lighting Maintencanc	63146	10,000	1,676.14	8,323.86	17%	-	10,000
Property Insurance Premium	64080	2,800	399.00	2,401.00	14%	-	399
Liability Insurance Premium	64090	1,500	2,299.08	(799.08)	153%	-	2,299
Fencing	68061	280,316	140,157.00	140,159.00	50%	-	280,316
Architect'L/Engineering Servcs	68240	-	-	-	0%	-	-
Landscaping	68250	-	-	-	0%	-	-
Irrigation Systems	68635	-	-	-	0%	-	-
Lease Payment (Cameras)	68901	25,000	-	25,000.00	0%	-	25,000
Lease Interest Expense	91000	-	-	-	0%	-	-
Interest Expense Bonds	91070	5,600	5,600.00	-	100%	5,600.00	5,600
Fiscal Fees	91110	-	-	-	0%	-	-
Principal Payment Bonds	95015	80,000	80,000.00	-	100%	80,000.00	80,000
Total Expenditures	901,523	398,150.49	503,372.51	44%	116,983.33	904,828	
Ending Resource Balance	101,197	535,093.12				75,847	

Forum Estates Public Improvement District

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