



CITY OF GRAND PRAIRIE
BERKSHIRE PARK PUBLIC IMPROVEMENT DISTRICT
ANNUAL MEETING
BETTY WARMACK LIBRARY, 760 BARDIN RD.
TUESDAY, DECEMBER 6, 2022, 6:30 PM

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) 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. Open Meetings Act Presentation

2. Approve Meeting Minutes

- August 10, 2022

3. Projects/Contracts:

A. Landscaping Maintenance, Improvements, Flowerbeds, Common Areas

- Robinson Road
- Bordeaux Drive
- Arkansas Lane
- Bois D'Arc Lane
- 16 Bloomfield Greenspace Area
- 68 Bloomfield Drive Drainage Area

B. Lighting Improvements and/or Maintenance

- Robinson Road
- Bordeaux Drive
- Arkansas Lane
- Bois D'Arc Lane
- 16 Bloomfield Greenspace Area
- 68 Bloomfield Drive Drainage Area

C. Wall/Monument Repairs

- Robinson Road

- b. Bordeaux Drive
- c. Arkansas Lane
- d. Bois D'Arc Lane

D. Signage

- a. Robinson Road/Bordeaux Drive
- b. Arkansas Lane/Bois D'Arc Lane

E. Decorations

- a. Robinson Road/Bordeaux Drive
- b. Arkansas Lane/Bois D'Arc Lane

F. Security Cameras

- a. Robinson Road/Bordeaux Drive
- b. Arkansas Lane/Bois D'Arc Lane

4. Budget and Financial Reports

5. Advisory Board Nominations:

- Two three-year terms
- One one-year term (fill remaining term - formerly Sunil Shrestha)

6. Selection of Officers

- President
- Vice-President
- Secretary/Treasurer

7. 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

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 Berkshire Park PID Board meeting agenda was prepared and posted December 2, 2022.



Lee Harriss, Special District Administrator

MINUTES OF
Berkshire Park PID
Board Meeting
Grand Prairie Municipal Airport
3116 S. Great Southwest Parkway
Grand Prairie, TX 75052
Wednesday, August 10, 2022
6:30 PM

The meeting was called to order at 6:40pm by Carlos Jackson, President. Those present included Board Members Carlos Jackson, Mona Coleman, and Wendy Washington. Lee Harriss (City of Grand Prairie) and Dolores Jackson (Berkshire Park homeowner). Absent was board member Sylvia Gallegos.

No citizen comments were made.

1) Approval of Minutes of November 16, 2021 minutes.

The minutes were motioned to be approved by Wendy Washington and Carlos Jackson seconded the motion and minutes were approved.

2) Projects/Contracts

A. Landscaping, Maintenance, Improvements, Flowerbeds, Common areas – continued landscaping contract with Patrick McShane

- a. Robinson Road
- b. Bordeaux Drive
- c. Arkansas Lane
- d. Bois D’Arc Lane
- e. Greenspace area (Bloomfield)
- f. 68 Bloomfield Drive Drainage Area

B. Lighting Improvements and/or Maintenance – none currently

- a. Robinson Road
- b. Bordeaux Drive
- c. Arkansas Lane
- d. Bois D’Arc Lane
- e. Greenspace area (Bloomfield)
- f. 68 Bloomfield Drive Drainage Area

C. Wall/Monument Repairs – estimate 20 – 25 panels remaining on wall repair

- a. Robinson Road
- b. Bordeaux Drive
- c. Arkansas Lane
- d. Bois D’Arc Lane

D. Signage – none currently

- a. Robinson Road/Bordeaux Drive
- b. Arkansas Lane/Bois D’Arc Lane

E. Decorations – 2 Holiday wreaths on each entrance

- a. Robinson Road/Bordeaux Drive
- b. Arkansas Lane/Bois D'Arc Lane

F. Security Cameras – In place and operating. Low percentage of residents signed up. Will give another year to see if homeowners participate in program.

- a. Robinson Road/Bordeaux Drive
- b. Arkansas Lane/Bois D'Arc Lane

3) Financial Reports presented by Lee Harriss

10/1/2021 thru 9/30/2022 preliminary financial statement

4) Budget and Assessment Rate presented by Lee Harriss

A 5-year budget plan was also presented in the meeting and adjustments were made to the following expenses

- o Decorations
- o Wall Maintenance
- o Roadway Markings/Signs Maintenance
- o Decorative Lighting Maintenance

A motioned was made by Wendy Washington to reduce the assessment rate from \$0.15 to \$0.12 per \$100 of appraised value for the 2023 assessment. Mona Coleman provided a second on the motion and all was approved.

A motion was made by Wendy Washington to approve the 5-year budget and Carlos Jackson provided a second on the motion and all was approved.

No citizen comments were made.

Adjournment

The meeting adjourned at 7:47 pm.

Budget/Actual Report for Fiscal 2022
322792
Berkshire Park Public Improvement District
as of 9/30/22 Preliminary

	<u>10/1/2021 - 9/30/2022</u>				<u>Current</u> <u>Month</u>
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>% Used</u>	
BKPID					
322792					
Beginning Resource Balance	7,800	10,156.35			
Revenues					
Spec Assess Delinquent	42610	-	-	0%	-
Special Assessment Income	42620	52,666	52,416.40	(249.60)	100%
Interest On Pid Assessment	42630	-	52.19	52.19	0%
Devlpr Particip/Projects	46110	-	-	-	0%
Miscellaneous	46395	-	-	-	0%
Interest Earnings	49410	-	-	-	0%
Int Earnings - Tax Collections	49470	-	-	-	0%
Trsf-In Risk Mgmt Funds (Prop	49686	-	-	-	0%
Trsf In/Parks Venue (3170)	49780	1,164	1,164.00	-	100%
Total Revenues	53,830	53,632.59	(197.41)	100%	97.01
Expenditures					
Office Supplies	60020	100	-	100.00	0%
Decorations	60132	500	1,295.84	(795.84)	259%
Beautification	60490	3,000	-	3,000.00	0%
Graffiti Cleanup	60775	-	-	-	0%
Wall Maintenance	60776	30,000	30,000.00	-	100%
Professional Engineering Servi	61041	-	-	-	0%
Security	61165	4,500	4,500.00	-	100%
Mowing Contractor	61225	11,000	10,225.00	775.00	93%
Legal Services	61360	-	-	-	0%
Collection Services	61380	400	400.20	(0.20)	100%
Miscellaneous Services	61485	50	30.00	20.00	60%
Fees/Administration	61510	-	-	-	0%
Postage And Delivery Charges	61520	100	-	100.00	0%
Light Power Service	62030	200	104.35	95.65	52%
Water/Wastewater Service	62035	2,500	3,117.35	(617.35)	125%
Bldgs And Grounds Maintenance	63010	-	-	-	0%
Irrigation System Maintenance	63065	1,000	450.00	550.00	45%
Roadway Markings/Signs Maint	63115	-	-	-	0%
Decorative Lighting Maintenan	63146	250	-	250.00	0%
Property Insurance Premium	64080	250	241.00	9.00	96%
Liability Insurance Premium	64090	4,000	4,138.54	(138.54)	103%
Fencing	68061	-	-	-	0%
Architect'L/Engineering Servcs	68240	-	-	-	0%
Landscaping	68250	-	-	-	0%
Irrigation Systems	68635	-	-	-	0%
Lease Payment-Security Cameras	68901	-	-	-	0%
Total Expenditures	57,850	54,502.28	3,347.72	94%	1,489.75
Ending Resource Balance	3,780.00	9,286.66			

Berkshire Park Public Improvement District

These are Lone Star Meadows PID assessments collected from PID residents to pay for PID maintenance.

Exhibit A
GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 17
Berkshire Park
Five Year Service Plan 2023 - 2027 BUDGET

Income based on Assessment Rate of \$0.12 per \$100 of appraised value.
The FY 2022 rate was \$0.15 per \$100 of appraised value
Service Plan projects a 10% increase in assessed value per year.

INCOME:	Value	Assess Rate	Revenue
Appraised Value	\$39,628,620	\$ 0.12	\$ 47,554

Description	Account Number	2023	2024	2025	2026	2027
Beginning Balance (Estimated)		\$ 5,000	\$ 3,278	\$ 9,104	\$ 33,892	\$ 9,102
P.I.D. Assessment	42620	\$ 47,554	\$ 52,310	\$ 57,541	\$ 63,295	\$ 69,624
City Contribution	49780	<u>2,034</u>	<u>2,034</u>	<u>2,034</u>	<u>2,034</u>	<u>2,034</u>
TOTAL INCOME		<u>\$ 49,588</u>	<u>\$ 54,344</u>	<u>\$ 59,575</u>	<u>\$ 65,329</u>	<u>\$ 71,658</u>
Amount Available		<u>\$ 54,588</u>	<u>\$ 57,622</u>	<u>\$ 68,678</u>	<u>\$ 99,221</u>	<u>\$ 80,761</u>

EXPENSES:		2023	2024	2025	2026	2027
Description						
Office Supplies	60020	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Decorations	60132	500	500	500	500	500
Beautification*	60490	3,000	3,000	3,000	10,000	10,000
Wall Maintenance**	60776	22,000	18,000	3,000	50,000	3,000
Mowing Contractor	61225	11,550	12,128	12,734	13,371	14,039
Collection Service (\$2.90/Acct)	61380	400	400	400	400	400
Misc.	61485	50	50	50	50	50
Postage	61520	100	100	100	100	100
Electric Power	62030	210	221	232	243	255
Water Utility	62035	3,000	3,150	3,308	3,473	3,647
Irrigation System Maint.	63065	1,000	1,000	1,000	1,000	1,000
Decorative Lighting Maintenance	63146	-	-	-	-	-
Property Insurance Premium	64080	300	315	331	347	365
Liability Insurance Premium	64090	4,600	4,830	5,072	5,325	5,591
Lease Payment-Security Cameras	68901	4,500	4,725	4,961	5,209	5,470
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES		<u>\$ 51,310</u>	<u>\$ 48,518</u>	<u>\$ 34,787</u>	<u>\$ 90,118</u>	<u>\$ 44,517</u>
Ending Balance**		<u>\$ 3,278</u>	<u>\$ 9,104</u>	<u>\$ 33,892</u>	<u>\$ 9,102</u>	<u>\$ 36,244</u>

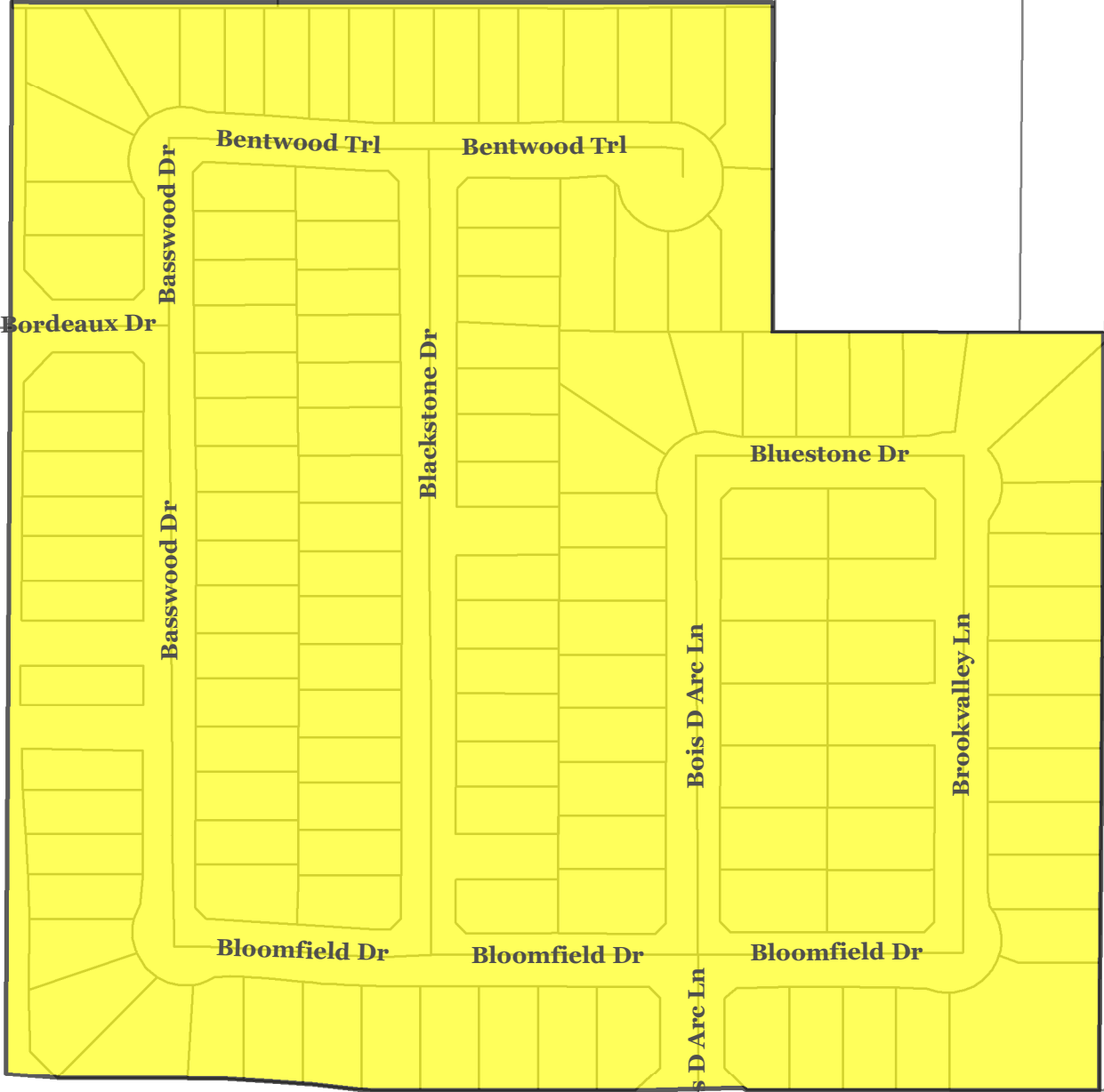
Avg. Annual Assessment by Home Value:

Value	Yrly Assmnt.	
\$200,000	\$ 240	
\$250,000	\$ 300	
\$300,000	\$ 360	Avg. Property Value: \$ 287,164
\$350,000	\$ 420	Avg. Property Assessment: \$ 345
\$400,000	\$ 480	No. of Properties: 138
\$450,000	\$ 540	

*Includes flowerbed renovations

**Brick wall repairs/replacement-Arkansas/Robinson 2023-24; Bentwood 2026

Berkshire Park PID



Robinson Rd

Robinson Rd

Bordeaux Dr

Robinson Rd

Basswood Dr

Bentwood Trl

Bentwood Trl

Basswood Dr

Blackstone Dr

Bluestone Dr

Bois D Arc Ln

Brookvalley Ln

Bloomfield Dr

Bloomfield Dr

Bloomfield Dr

Bois D Arc Ln

Arkansas Ln

Arkansas Ln

Robinson Rd

Quail Creek Dr

Fielstone Dr

