



CITY OF GRAND PRAIRIE
WHISPERING OAKS PUBLIC IMPROVEMENT DISTRICT
ANNUAL MEETING
SPRING CREEK BARBEQUE, 4108 S. CARRIER PARKWAY
TUESDAY, NOVEMBER 1, 2022 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 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. Introductions
2. Open Meetings Act Presentation
3. Approve minutes of August 22, 2021
4. Follow up items:
 - Camera – Corn Valley/Sir Roland
 - Liability insurance
 - Landscaping/Electrical/Monument/Fence/Trees – Corn Valley/Sir Roland
 - National Night Out
5. PID Financial Report
6. PID Assessment Rate
7. FY 2022-2023 Budget
8. PID Board Nomination for 2022-2025 – One Position
9. Selection of officers
 - President
 - Vice President
 - Secretary/Treasurer
10. 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 Whispering Oaks PID Board meeting agenda was prepared and posted October 28, 2022.



Lee Harriss, Special District Administrator

Whispering Oaks PID
Meeting minutes/Annual budget
August 22, 2021

MEETING DATE	Sunday, August 22, 2021	MEETING TIME	5:00pm
PID PRESIDENT	Andy Nelson	MEETING LOCATION	516 Sir Roland Dr. Grand Prairie, TX 75052
MINUTES TAKEN BY	Jana Munoz	NEXT MEETING DATE	TBA
MEETING ATTENDEES	Andy Nelson, President; Kyle Kinslow, Vice President; Jana Munoz, Secretary/Treasurer; Daniel McGee; Ray Munoz; Barry Davis; Mildred Davis; Marshall Warder; Nancy Warder; Jack Yother; Steven Baxter; Siobhan Baxter; Sandi Herrera; Michael Billotto; Tim Beamer		

DISCUSSION	
<ul style="list-style-type: none"> • Meeting Start 	The meeting began at 5:00 pm by PID president, Andy Nelson
<ul style="list-style-type: none"> • Opening 	<ul style="list-style-type: none"> • Introductions were made by all present.
<ul style="list-style-type: none"> • Approval of Minutes July 25, 2021 	<ul style="list-style-type: none"> • The meeting minutes from July 25, 2021 were approved. The motion to approve was introduced by Marshall Warder and seconded by Steven Baxter. All present were in favor. Approved
<ul style="list-style-type: none"> • Camera <p style="text-align: center;">Andy Nelson</p>	<ul style="list-style-type: none"> • The neighborhood entrance flock camera was installed in August 2020 in cooperation with the Grand Prairie Police. It is City funded with the understanding that the PID will finance the camera after 2 years. The Camera was uninstalled a few weeks ago with no explanation. Andy reached out to Chief Scesney. The Sergeant in charge of the project with Whispering Oaks has since retired. Chief Scesney promised to reinstall the camera within two weeks. The camera has been instrumental in helping to identify a suspect involved in a burglary of one of our neighborhood homes. The camera feed is only pulled up and reviewed by the police in the event of a crime.
<ul style="list-style-type: none"> • Liability Insurance <p style="text-align: center;">Andy Nelson</p>	<ul style="list-style-type: none"> • At the July 25, 2021 meeting, the question was brought up if the homeowners would be liable in the event of an accident involving our common areas. Andy reached out with the Dyer Max representative and was directed to the clause in our policy which states that each homeowner is covered in the event of an accident involving our common areas. • If any event should occur on a homeowner's property, that homeowner's insurance would cover any incident occurring on that property. • The policy was e-mailed to the neighbors in the agenda packet.
<ul style="list-style-type: none"> • Landscaping/Electrical/Monument/Fence/Trees 	<ul style="list-style-type: none"> • A Landscape/Tree committee has been formed to review future removal and replanting of trees in the median as well as coordinating the landscaping behind and around the monument. The committee members are: Siobhan Baxter, Kyle Kinslow, and Nancy Warder.
<ul style="list-style-type: none"> • City Boards and Commissions Recap/Open Meetings Act 	<ul style="list-style-type: none"> • Kyle reviewed the City Boards and Commissions Session as well as Open Meetings Act: A meeting of a quorum of board members discussing and taking action must be posted publicly/city wide to allow for the public to contribute opinion and information. In addition, Citizen's forum/Citizen Comments is allowed at the end of each meeting. If items discussed are not previously on the agenda, the Board members cannot

<p>Kyle Kinslow</p>	<p>comment or contribute to those discussions at that time. Rather, those items can be added to the next agenda and meeting so that they can be posted publicly.</p>
<ul style="list-style-type: none"> • National Night Out, Tuesday, October 5, 2021 <p>Jana Munoz</p>	<p>National Night Out is on Tuesday, October 5, 2021. It was decided at our last meeting to hold this event in the Sir Stewart Cul-de-sac at 6pm. Everyone is to bring a snack to share and a beverage of choice as well as a folding chair. There will be Children’s activities. Jana Munoz will register our neighborhood for the event. We would like to invite Dennis King, our City Council Member for District 2 as well as Lee Harris, our Special District Administrator</p>
<ul style="list-style-type: none"> • PID Assessment <p>Andy Nelson</p>	<ul style="list-style-type: none"> • The PID assessment will not increase at this time. It is currently \$475 per year. The new home on Corn Valley will now be assessed at a full developed rate of \$475 per year.
<ul style="list-style-type: none"> • Approval of LandWorks Landscaping Company for 2021-2022 	<ul style="list-style-type: none"> • The motion to approve LandWorks Landscaping Company for 2021-2022 was made by Sandi Herrera and Seconded by Mike Billotto. All were in favor. Approved
<ul style="list-style-type: none"> • Approval of Chippers Tree Service to clean up Median Trees 	<ul style="list-style-type: none"> • The motion to approve Chippers Tree Service to trim the median trees as well as remove the mistletoe for 2021-2022 was made by Siobhan Baxter and Seconded by Mike Billotto. All were in favor. Approved
<ul style="list-style-type: none"> • Final approval of 2021-2022 Budget 	<ul style="list-style-type: none"> • The motion to approve the Budget for 2021-2022 was made by Mike Billotto and Seconded by Steven Baxter. All were in favor. Approved
<ul style="list-style-type: none"> • HOA discussion <p>Andy Nelson</p>	<ul style="list-style-type: none"> • A neighborhood can be a PID and a HOA at the same time. There are several in Grand Prairie. • Our neighborhood was initially an HOA. It was very difficult to manage the collection of fees as well as impose the covenants. As a result, our neighborhood voted to become a PID. As a PID, the collection of assessments and management of preferred vendors and work is managed by the City of Grand Prairie. The Board and neighborhood have a say in managing the common areas of the neighborhood. However, we do not impose covenant restrictions on the residences. • Our PID is the only Grand Prairie PID in which the City directly collects the assessments. Our assessments are a flat rate at \$475 per developed property. Other PIDs in the City of Grand Prairie pay their assessments with their taxes and are assessed based on their property values. • The request for research into a coexisting HOA was brought up at the last meeting to address Airbnb and Multifamily residences. Andy reached out to 4 of the top HOA’s in Grand Prairie and this is what he learned: <ul style="list-style-type: none"> ○ We are a small community. It will be expensive for each homeowner/ approximately another \$425 per homeowner per year. (On top of the PID assessment) ○ We will need to hire an attorney to draw up bylaws. ○ In 2018, the Texas State Legislature ruled against HOA’s, in favor of Airbnb. Cities have permits for Airbnb’s and they benefit from the revenue. ○ Currently, Single residences can house several families

	<ul style="list-style-type: none"> ○ We would need a second board for our HOA ● Currently, the City only charges us \$81 per year for Assessment billing and collection for our PID. ● The PID only manages the common areas of the neighborhood. Any issues involving properties must be resolved through the City or Code Compliance. ● The motion was made to not pursue an HOA at this time. Motion made by Siobhan Baxter and Seconded by Marshall Warder.
<ul style="list-style-type: none"> ● Whispering Oaks Bylaws and Duties of Board Members <p>Andy Nelson</p>	<ul style="list-style-type: none"> ● The Bylaws have been distributed via e-mail. Board member duties were reviewed. The bylaws suggest that each board member serve a 3-year term and stagger terms. <ul style="list-style-type: none"> ○ The President presides at each meeting. He/she appears before the City Council as needed. He/She signs off on statements and invoices to be paid by the City ○ The Vice President assists the President and exercises the powers of the President in their absence. The Vice president carries out other duties as assigned by the president or advisory board. ○ The Secretary/Treasurer takes the minutes at each meeting and keeps/stores the minutes, financial records, and communications with the City, Board, and Neighborhood. He/She will make these available when requested. He/She gives all notices to the City Special Administrator and Neighborhood Community.
<ul style="list-style-type: none"> ● Options for Whispering Oaks PID <p>Andy Nelson</p>	<ul style="list-style-type: none"> ● Andy discussed the need for new and rotating leadership in our PID community. If new and different residents do not step up to serve, the following are options: <ul style="list-style-type: none"> ○ We could continue with our current advisory board. However, Andy and Jana have served for going on six years. It is time for us to step down. ○ Kyle could serve by himself as President. ○ We could enlist the help of a management company used by other PIDS. This would impose additional fees on top of our current PID assessment similar to hiring an HOA management company. ○ Dissolution. The City would mow the common areas every 4 weeks. There would be no watering, no flowers, the monument and common fence would not be maintained. Each homeowner along Corn Valley would be responsible for the maintenance and style replacement of their fence at their own choosing.
<ul style="list-style-type: none"> ● PID Board Nominations for 2021-2022/Selection of Officers 	<ul style="list-style-type: none"> ● The following were nominated and approved to serve as the 2021-2022 PID Board: ● President: Kyle Kinslow. Andy Nelson nominated. Siobhan Baxter Seconded. All in favor. Approved ● Vice President: Siobhan Baxter. Self-nominated. Seconded by Mike Billotto. All in favor. Approved ● 2nd Vice President: Tim Beamer. Jana Munoz nominated. Seconded by Mike Billotto. All favor. Approved. ● Sec/Treas: Mike Billotto. Tim Beamer nominated. Seconded by Marshall Warder. All in favor. Approved. ● New advisory board members shall take office immediately after the selection process concludes. (article III, section 1, G, 4)

<ul style="list-style-type: none"> • Citizens' Forum/Citizen Comments 	<ul style="list-style-type: none"> • Jack Yother requests that a new and updated Neighborhood directory be e-mailed out. • Steven Baxter recommends that the PID meeting sign be updated to reflect: "Neighborhood PID" meeting to be more inclusive. • Several attendees mentioned Cars parking on the street. There is no regulation against parking in the street. Only if the car has not moved within a certain period of time. It is then up to code compliance to enforce. Several items were discussed concerning parking in the street: <ul style="list-style-type: none"> ○ Emergency vehicles cannot see the addresses and may have trouble with egress. ○ Safety and Security concerns. • Mike, Steven, and Siobhan voiced the need to include more neighbors at the meetings and how to reach out to the neighbors. Some recommendations were mailings, flyers, and door to door. • Mike Billotto asked about the land between his property line and the creek i.e. who should maintain this area. Also, if there is any liability if there should be an occurrence in that area. Mike will follow up with Code compliance as well as reach out to the City to get more information. • Marshall thanked Andy and Jana for their service on the board.
<ul style="list-style-type: none"> • Meeting Ended 	6:14pm Jack Yother made the motion to adjourn. Mike Billotto Seconded the motion.

Budget/Actual Report for Fiscal 2022
321292
Whispering Oaks Public Improvement District
as of 9/30/22 Preliminary

	<u>10/1/2021 - 9/30/2022</u>				<u>Current Month</u>
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>% Used</u>	
WOPID					
321292					
Beginning Resource Balance	13,700	15,299.83			
Revenues					
Spec Assess Delinquent	42610	-	-	0%	-
Special Assessment Income	42620	13,300	12,348.50	(951.50)	93%
Interest On Pid Assessment	42630	-	237.31	237.31	0%
Miscellaneous	46395	-	-	-	0%
Interest Earnings	49410	-	-	-	0%
Trsf-In Risk Mgmt Funds (Prop	49686	-	-	-	0%
Trsf In/Parks Venue (3170)	49780	574	574.00	-	100%
Total Revenues	13,874	13,159.81	(714.19)	95%	48.00
Expenditures					
Office Supplies	60020	-	-	-	0%
Beautification	60490	3,700	164.00	3,536.00	4%
Wall Maintenance	60776	-	-	-	0%
Security	61165	-	-	-	0%
Mowing Contractor	61225	5,977	4,506.00	1,471.00	75%
Legal Services	61360	-	-	-	0%
Collection Services	61380	81	158.20	(77.20)	195%
Miscellaneous Services	61485	50	130.00	(80.00)	260%
Postage And Delivery Charges	61520	12	-	12.00	0%
Light Power Service	62030	160	123.63	36.37	77%
Water/Wastewater Service	62035	600	749.10	(149.10)	125%
Bldgs And Grounds Maintenance	63010	-	-	-	0%
Irrigation System Maintenance	63065	400	594.00	(194.00)	149%
Decorative Lighting Maintenanc	63146	-	-	-	0%
Property Insurance Premium	64080	45	53.00	(8.00)	118%
Liability Insurance Premium	64090	2,664	2,991.95	(327.95)	112%
Fencing	68061	-	-	-	0%
Row/Easement Title Purchase	68091	-	-	-	0%
ArchitectL/Engineering Servcs	68240	-	-	-	0%
Landscaping	68250	-	-	-	0%
Signs	68390	-	-	-	0%
Irrigation Systems	68635	-	-	-	0%
Total Expenditures	13,689	9,469.88	4,219.12	69%	1,145.90
Ending Resource Balance	13,885	18,989.76			

Whispering Oaks Public Improvement District

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

Exhibit A
GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 2
Whispering Oaks
Five Year Service Plan 2023 - 2027 BUDGET

Income based on Fixed Rate Assessment of \$475 per improved lot and \$237.50 per unimproved lot within the district.

INCOME:

Description	Account	2023	2024	2025	2026	2027
Beginning Balance (Estimated)		\$ 14,900	\$ 17,636	\$ 18,773	\$ 13,294	\$ 13,181
P.I.D. Assessment	42620	\$ 13,300	\$ 13,300	\$ 13,300	\$ 13,300	\$ 13,300
City Contribution	49780	1,003	1,003	1,003	1,003	1,003
TOTAL INCOME		\$ 14,303	\$ 14,303	\$ 14,303	\$ 14,303	\$ 14,303
Amount Available		\$ 29,203	\$ 31,939	\$ 33,076	\$ 27,597	\$ 27,484

EXPENSES:

Description		2023	2024	2025	2026	2027
Beautification	60490	\$ 700	\$ 1,700	\$ 700	\$ 1,700	\$ 700
Wall Maintenance**	60776	-	-	7,000	-	-
Security Cameras	61165	-	-	-	-	-
Mowing Contractor	61225	5,977	6,276	6,590	6,919	7,265
Collection Service (\$2.90/Acct)	61380	81	81	81	81	81
Misc.	61485	50	50	50	50	50
Admin./Management	61510	-	-	-	-	-
Postage	61520	14	14	14	14	14
Electric Power	62030	160	168	176	185	194
Water Utility	62035	775	814	854	897	942
Irrigation System Maint.	63065	500	500	500	500	500
Decorative Lighting Maintenance	63146	-	-	-	-	-
Property Insurance Premium	64080	60	63	66	69	73
Liability Insurance Premium*	64090	3,250	3,500	3,750	4,000	4,250
Fencing	68601	-	-	-	-	-
Landscaping	68250	-	-	-	-	-
Irrigation System		-	-	-	-	-
TOTAL EXPENSES		\$ 11,567	\$ 13,166	\$ 19,782	\$ 14,416	\$ 14,070
Ending Balance***		\$ 17,636	\$ 18,773	\$ 13,294	\$ 13,181	\$ 13,414

Improved lots are based at \$475 per year.	Avg. Property Value:	\$ 368,735
Unimproved lots are based at \$237.50 per year.	Avg. Property Assessment:	\$ 475
	No. of Properties:	28

*Includes Officers/Directors Liability & Supplemental Property/General Liability

**Fence staining

***Future fence replacement