



**SOUTHWEST VILLAGE PUBLIC IMPROVEMENT DISTRICT**  
**GRAND PRAIRIE MEMORIAL LIBRARY, 901 CONOVER DR. GRAND PRAIRIE, TX 75051**  
**THURSDAY, AUGUST 31, 2023 AT 6:30 PM**

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**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. Code Compliance Update Presentation reviewing changes to the Code Compliance Division policies and procedures over the past year
2. Consider the approval of meeting minutes of the 6.29.23 meeting.
3. Discussion of Brick Wall Improvements and/or Maintenance – Timberlake Drive and Preakness Drive
4. Consider installing Holiday décor not to exceed \$1,000 on Timberlake Drive and Preakness Drive (no quotes have been obtained yet)
5. Discussion of Budget to Actual Financial Report for August 19, 2023
6. Consider FY 2024 Budget and Assessment Rate

**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 August 28, 2023.*

*Lee Harris, CPA*

*Special District Administrator, Finance Department*



## CITY OF GRAND PRAIRIE COMMUNICATION

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**MEETING DATE:** 08/31/23

**REQUESTER:** Lee Harriss

**PRESENTER:** Chad L. McGowan, Code Compliance Manager

**TITLE:** Code Compliance Update Presentation reviewing changes to the Code Compliance Division policies and procedures over the past year

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A presentation will be given reviewing changes to the Code Compliance Division policies and procedures over the past year.



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/31/2023  
**REQUESTER:** Rechelle Bogle  
**PRESENTER:** Patricia Wren, President  
**TITLE:** Consider the approval of meeting minutes of the 6.29.23 meeting.

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**ANALYSIS:**

Consider the approval of meeting minutes of the 6.29.23 meeting.



**Southwest Village Public Improvement District #14**  
Advisory Board Meeting Minutes

**June 29, 2023**

**Advisory Board Members Present:** Patricia Wren, President – Present  
Michael Tunnell, Secretary/Treasurer - present  
Vacant – Vice President

**Others Present:** Rechelle Bogle, FirstService Residential  
Lee Harriss, City of Grand Prairie PID Administrator  
J. West, Crime Prevention with Grand Prairie Police Department

The Advisory Board of the Southwest Village PID #14 held an Advisory Board Meeting on June 29, 2023, at the Grand Prairie Library 901 Conover Dr, Grand Prairie, Texas 75051

**CALL TO ORDER/ESTABLISHMENT OF QUORUM:** The meeting was called to order at 6:45 pm.

**CITIZENS' FORUM/CITIZEN COMMENTS:** 3 citizens were present for this meeting.

**AGENDA ITEMS**

1. Crime Statistics Overview and Crime Prevention Questions and Answers  
J. West was present the crime preventions efforts and provided statistics from the last 5 years of crime reporting.
2. Consider the approval of meeting minutes of the 10.18.22 meeting.  
Patricia Wren motioned to approve the minutes as presented. Michael Tunnell seconded the motion. Motion carried.
3. Discuss landscape maintenance and irrigation system maintenance provided by BrightView Landscapes at Preakness Drive and Timberlake Drive. The Board requested that Rechelle obtain Bids for the next meeting to review as the service has not been consistent or satisfactory.
4. Consider a proposal to install new lighting at the monument sign in the amount of \$15,095.98.  
from Bob's Owens Electric at Peakness Drive.  
Michael Tunnell made the motion to postpone this item until 2024 and obtained 2 additional comparison bids. Patricia Wren seconded the motion. Motion carried.
5. Discussion of Wall Construction and Maintenance at Timberlake Drive and Preakness Drive.  
Michael Tunnell suggested adding a gate and straightening the wall. Management will schedule an onsite visit with the contractor the following week to confirm the scope of work.
6. Review Budget to Actual Financials Report as of 5/31/23 and 9/30/22.
7. Nomination and Election of Advisory Board Member - 1 open position  
Patricia Wren position is open. There were no other candidates for this position. Patricia Wren is elected by acclamation for a 3-year term.
8. Appoint One Advisory Board Member to Fill Remaining Term of Vacant Position, which expires in 2024.  
Michael Tunnell made the motion to appoint Beverly Garrison for the remaining term. Patricia Wren seconded the motion. Motion carried.
9. Selection of Officers - President, Vice President, Secretary/Treasurer  
Michael Tunnell made the motion for Beverly Garrison for Vice President and all other positions the same. Beverly Garrison accepted the position. Patricia Wren seconded the motion. Motion carried.

**CITIZEN FORUM AND OPEN DISCUSSION** – Three (3) citizens present.



**Southwest Village Public Improvement District #14**  
Advisory Board Meeting Minutes

**ADJOURNMENT:** With no further business, the meeting was adjourned at 8:01 PM.

**APPROVED:**

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Board Member



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/31/2023

**REQUESTER:** Rechelle Bogle

**PRESENTER:** Patricia Wren, President

**TITLE:** Discussion of Brick Wall Improvements and/or Maintenance –  
Timberlake Drive and Preakness Drive

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**ANALYSIS:**

Discussion of progress of the brick wall project.



CITY OF GRAND PRAIRIE  
COMMUNICATION

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**MEETING DATE:** 08/31/2023

**REQUESTER:** Rechelle Bogle

**PRESENTER:** Patricia Wren, President

**TITLE:** Consider installing Holiday décor not to exceed \$1,000 on Timberlake Drive and Preakness Drive (no quotes have been obtained yet)

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**ANALYSIS:**

Discussion of Holiday décor on Timberlake Drive and Preakness Drive (quotes have not been obtained yet)

Scope of Work

QTY2 - 9' X 14" Unlit FRASER FIR GARLAND, 280 tips/INSTALLED

QTY3 - SMALL DELUXE OUTDOOR WIRED VELVET BOW RED/INSTALL

QTY2 - 36' Unlit DELUXE FRASER FIR WREATH INSTALLED

QTY1 - MEDIUM DELUXE OUTDOOR WIRED VELVET BOW RED/INSTALL





**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 07/31/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Patricia White Wren, President

**TITLE:** Discussion of Budget to Actual Financial Report for August 19, 2023

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**Budget/Actual Report for Fiscal 2023**  
**322492**  
*Southwest Village Public Improvement District*  
*as of 8/19/23*

	<u>10/1/2022 - 9/30/2023</u>				<u>Current Month</u>	<u>Estimate 9/30/2023</u>	
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>% Used</u>			
SVPID 322492							
<b>Beginning Resource Balance</b>	<b>20,000</b>	<b>27,023.87</b>				<b>27,023.87</b>	
<b>Revenues</b>							
Spec Assess Delinquent	42610	-	233.46	233.46	0%	-	233.46
Special Assessment Income	42620	71,402	71,353.53	(48.47)	100%	-	71,353.53
Interest On Pid Assessment	42630	-	209.00	209.00	0%	-	209.00
Devlpr Particip/Projects	46110	-	-	-	0%	-	-
Miscellaneous	46395	-	-	-	0%	-	-
Interest Earnings	49410	-	-	-	0%	-	-
Int Earnings - Tax Collections	49470	-	-	-	0%	-	-
Trsfr-In Cap Rsrv Lndg Fund (4	49681	100,000	100,000.00	-	100%	-	100,000.00
Trsfr-In Risk Mgmt Funds (Prop	49686	-	-	-	0%	-	-
Trsf In/Parks Venue (3170)	49780	-	-	-	0%	-	-
<b>Total Revenues</b>	<b>171,402</b>	<b>171,795.99</b>	<b>393.99</b>	<b>100%</b>	<b>-</b>	<b>171,795.99</b>	
<b>Expenditures</b>							
Office Supplies	60020	20	-	20.00	0%	-	20.00
Decorations	60132	800	320.00	480.00	40%	-	320.00
Public Relations	60160	-	-	-	0%	-	-
Beautification	60490	5,000	1,272.00	3,728.00	25%	-	1,472.00
Wall Maintenance	60776	2,000	10,946.89	(8,946.89)	547%	-	10,946.89
Mowing Contractor	61225	18,736	16,315.00	2,421.00	87%	-	19,630.00
Legal Services	61360	-	-	-	0%	-	-
Collection Services	61380	394	393.70	0.30	100%	-	393.70
Miscellaneous Services	61485	700	28.50	671.50	4%	-	28.50
Fees/Administration	61510	11,422	9,258.44	2,163.56	81%	1,905.30	11,421.60
Postage And Delivery Charges	61520	20	90.72	(70.72)	454%	-	90.72
Light Power Service	62030	420	242.96	177.04	58%	-	420.00
Water/Wastewater Service	62035	7,350	4,743.18	2,606.82	65%	-	7,350.00
Bldgs And Grounds Maintenance	63010	-	-	-	0%	-	-
Irrigation System Maintenance	63065	3,500	2,906.73	593.27	83%	-	3,500.00
Playgrounds/Picnic Areas Maint	63135	2,800	976.34	1,823.66	35%	-	976.34
Decorative Lighting Maintenanc	63146	200	-	200.00	0%	-	200.00
Property Insurance Premium	64080	80	81.00	(1.00)	101%	-	81.00
Liability Insurance Premium	64090	150	377.85	(227.85)	252%	-	377.85
Fencing	68061	130,000	66,379.00	63,621.00	51%	-	132,650.00
Row/Easement Title Purchase	68091	-	-	-	0%	-	-
ArchitectL/Engineering Servcs	68240	-	-	-	0%	-	-
Landscaping	68250	-	-	-	0%	-	-
Irrigation Systems	68635	-	-	-	0%	-	-
Trf To Capital Lending Res (40	90061	5,000	5,000.00	-	100%	-	5,000.00
<b>Total Expenditures</b>	<b>188,592</b>	<b>119,332.31</b>	<b>69,259.69</b>	<b>63%</b>	<b>1,905.30</b>	<b>194,878.60</b>	
<b>Ending Resource Balance</b>	<b>2,810</b>	<b>79,487.55</b>				<b>3,941.26</b>	

**Southwest Village Public Improvement District**

These are Southwest Village PID assessments collected from PID residents to pay for PID maintenance.



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 07/31/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Patricia White Wren, President

**TITLE:** Consider FY 2024 Budget and Assessment Rate

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**Exhibit A  
GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 14  
Southwest Village  
Five Year Service Plan 2024 - 2028 BUDGET**

Income based on Assessment Rate of \$0.19 per \$100 of appraised value.  
The FY 2023 rate was \$0.19 per \$100 of appraised value  
Service Plan projects a 10% increase in assessed value per year.

<b>INCOME:</b>		Value	Assess Rate	Revenue		
<b>Appraised Value</b>		\$42,778,722	\$ 0.19	\$ 81,280		
<b>Description</b>	<b>Account</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Balance (Estimated)</b>		<b>\$ 3,000</b>	<b>\$ 25,134</b>	<b>\$ 53,498</b>	<b>\$ 88,822</b>	<b>\$ 131,913</b>
P.I.D. Assessment	42620	\$ 81,280	\$ 89,408	\$ 98,348	\$ 108,183	\$ 119,001
		-	-	-	-	-
<b>TOTAL INCOME</b>		<b>\$ 81,280</b>	<b>\$ 89,408</b>	<b>\$ 98,348</b>	<b>\$ 108,183</b>	<b>\$ 119,001</b>
<b>Amount Available</b>		<b>\$ 84,280</b>	<b>\$ 114,542</b>	<b>\$ 151,847</b>	<b>\$ 197,005</b>	<b>\$ 250,914</b>

<b>EXPENSES:</b>		<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Description</b>						
Office Supplies	60020	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20
Decorations	60132	800	800	800	800	800
Beautification	60490	5,000	5,000	5,000	5,000	5,000
Wall Maintenance	60776	2,000	2,000	2,000	2,000	2,000
Mowing Contractor	61225	19,630	20,219	20,825	21,450	22,094
Collection Service	61380	394	394	394	394	394
Misc.	61485	100	100	100	100	100
Admin./Management	61510	11,422	11,993	12,592	13,222	13,883
Postage	61520	20	20	20	20	20
Electric Power	62030	420	441	463	486	511
Water Utility	62035	7,350	7,718	8,103	8,509	8,934
Irrigation System Maint.	63065	3,500	3,675	3,859	4,052	4,254
Playground/Picnic Area Maintenance	63135	2,800	2,940	3,087	3,241	3,403
Decorative Lighting Maintenance	63146	200	210	221	232	243
Property Insurance Premium	64080	90	95	99	104	109
Liability Insurance Premium	64090	400	420	441	463	486
Fencing*	68061	-	-	-	-	150,000
Trf To Capital Lending Res (4026)**	90061	5,000	5,000	5,000	5,000	5,000
<b>TOTAL EXPENSES</b>		<b>\$ 59,145</b>	<b>\$ 61,043</b>	<b>\$ 63,024</b>	<b>\$ 65,093</b>	<b>\$ 217,251</b>
<b>Ending Balance*</b>		<b>\$ 25,134</b>	<b>\$ 53,498</b>	<b>\$ 88,822</b>	<b>\$ 131,913</b>	<b>\$ 33,663</b>

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

Value	Yrly Assmnt.		
\$150,000	\$285		
\$200,000	\$380		
\$250,000	\$475	Avg. Property Value:	\$ 336,840
\$300,000	\$570	Avg. Property Assessment:	\$ 640
\$350,000	\$665	No. of Properties:	127
\$400,000	\$760		

\*Future fence replacement  
\*\*RhinoRock: \$100,000--\$5,000/year for 20 years