



**FAIRWAY BEND PUBLIC IMPROVEMENT  
DISTRICT ANNUAL MEETING  
GRAND PRAIRIE MEMORIAL LIBRARY, 901 CONOVER DR.  
MONDAY, AUGUST 21, 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. Open Meetings Act Presentation
2. Consider Minutes of November 7, 2022 Meeting
3. Discussion of Landscaping Located on Wildwood Drive, Egyptian Way, and Duncan Perry Road
4. Discussion of Entry Monuments, Monument Lighting, and Fencing Located on Wildwood Drive, Egyptian Way, and Duncan Perry Road
5. Discussion of Streets and Street Signs Located on Wildwood Drive, Egyptian Way, Duncan Perry Road, Palace Drive, Kingsley Drive, and Queenston Drive
6. Discussion of Decorations Located on Wildwood Drive, Egyptian Way, and Duncan Perry Road
7. Discussion of Budget to Actual Financial Report for August 12, 2023
8. Consider FY 2024 Budget and Assessment Rate
9. Nomination and Election of Advisory Board Member - 1 Open Position
10. Selection of Officers - President, Vice President, Secretary/Treasurer

**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 18, 2023.*

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**

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**MEETING DATE:** 08/21/2023  
**REQUESTER:** Lee Harriss  
**PRESENTER:** Michael Ferris, President  
**TITLE:** Open Meetings Act Presentation  
**RECOMMENDED ACTION:** None

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/21/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Michael Ferris, President

**TITLE:** Consider Minutes of November 7, 2022 Meeting

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**MINUTES OF**  
**Fairway Bend PID Annual Meeting**  
**Grand Prairie Memorial Library**  
**901 Conover Dr.**  
**Grand Prairie, Texas**  
**Thursday, November 7, 2022**  
**6:30 PM**

**1) Introductions**

The meeting was called to order at 6:55 pm. Present included PID President Michael Ferris, Cheryl Blasdel, Teresa Guinn, and David Lugenbeel. Also present were Lee Harriss, Special District Administrator and two others.

**1. Citizens Forum**

There were no citizen comments.

**2. Approve Meeting Minutes of November 11, 2021**

The minutes were approved.

**3. Projects and contracts - Discussion**

- **Holiday Décor** – Volunteers will purchase decorations (to be reimbursed by the PID).
  - Egyptian Way
  - Duncan Perry Rd.
  - Wildwood Drive
- **Landscape Maintenance** – Looks good!
  - Egyptian Way
  - Duncan Perry Rd.
  - Wildwood Drive
- **Wall/Monument Maintenance** – Repairs made last year. Saving for future replacement.
  - Egyptian Way
  - Duncan Perry Rd.
  - Wildwood Drive
- **Decorative Lighting Maintenance**
  - Egyptian Way
  - Duncan Perry Rd.
  - Wildwood Drive
- **Wrought Iron Street Lights**
  - Egyptian Way
  - Duncan Perry Rd.

- Wildwood Drive
- Palace Drive
- Kingsley Drive
- Queenston Drive

- **Wrought Iron Street Sign Maintenance**

- Egyptian Way
- Duncan Perry Rd.
- Wildwood Drive
- Palace Drive
- Kingsley Drive
- Queenston Drive

- **Security Cameras** – Police installed and paid for cameras.

- Kingsley Drive

- **Flashing Stop Signs**

- Egyptian Way
- Duncan Perry Rd. – This was hit by a vehicle and needs to be replaced.

#### **4. Budget to Actual Reports and FY 2023 Budget**

- Ms. Harriss reviewed the financial reports.

#### **5. Advisory Board Nomination and Election**

- David Lugenbeel and Teresa Guinn were reelected by acclamation.
- Angela Phillips was nominated to fill the remaining term of Toni Cotti.

#### **6. Selection of Officers**

- Michael Ferris - President
- David Lugenbeel - Vice President

**7. Next Meeting Date:** 8/21/23, 6:30 pm

**8. Citizens Forum** - There were no citizen comments.

**9. Adjournment** - The meeting adjourned at 7:47 pm.



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/21/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Michael Ferris, President

**TITLE:** Discussion of Landscaping Located on Wildwood Drive, Egyptian Way, and Duncan Perry Road

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/21/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Michael Ferris, President

**TITLE:** Discussion of Entry Monuments, Monument Lighting, and Fencing  
Located on Wildwood Drive, Egyptian Way, and Duncan Perry Road

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/21/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Michael Ferris, President

**TITLE:** Discussion of Streets and Street Signs Located on Wildwood Drive, Egyptian Way, Duncan Perry Road, Palace Drive, Kingsley Drive, and Queenston Drive

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/21/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Michael Ferris, President

**TITLE:** Discussion of Decorations Located on Wildwood Drive, Egyptian Way, and Duncan Perry Road

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/21/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Michael Ferris, President

**TITLE:** Discussion of Budget to Actual Financial Report for August 12, 2023

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**Budget/Actual Report for Fiscal 2023**  
**321392**  
**Fairway Bend Public Improvement District**  
**as of 8/12/23**

	10/1/2022 - 9/30/2023				Current Month	Estimate 9/30/23
	Budget	Actual	Difference	% Used		
<b>FBPID 321392</b>						
<b>Beginning Resource Balance</b>	<b>22,000</b>	<b>29,851.65</b>				<b>29,851.65</b>
<b>Revenues</b>						
Spec Assess Delinquent	42610	-	-	0%	-	-
Special Assessment Income	42620	27,039	27,012.53	(26.47)	100%	27,012.53
Interest On Pid Assessment	42630	-	137.52	137.52	0%	137.52
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	1,772	1,476.00	(296.00)	83%	1,772.00
<b>Total Revenues</b>	<b>28,811</b>	<b>28,626.05</b>	<b>(184.95)</b>	<b>99%</b>	<b>-</b>	<b>28,922.05</b>
<b>Expenditures</b>						
Office Supplies	60020	-	-	-	0%	-
Decorations	60132	200	-	200.00	0%	-
Beautification	60490	4,000	2,700.00	1,300.00	68%	2,700.00
Wall Maintenance	60776	1,200	-	1,200.00	0%	1,200.00
Mowing Contractor	61225	13,860	5,875.00	7,985.00	42%	2,175.00
Legal Services	61360	-	-	-	0%	-
Collection Services	61380	130	130.20	(0.20)	100%	130.20
Miscellaneous Services	61485	-	52.44	(52.44)	0%	52.44
Postage And Delivery Charges	61520	-	-	-	0%	-
Light Power Service	62030	-	-	-	0%	-
Water/Wastewater Service	62035	-	-	-	0%	-
Bldgs And Grounds Maintenance	63010	-	-	-	0%	-
Irrigation System Maintenance	63065	-	-	-	0%	-
Roadway Markings/Signs Maint	63115	-	-	-	0%	-
Decorative Lighting Maintenanc	63146	-	-	-	0%	-
Property Insurance Premium	64080	150	162.00	(12.00)	108%	162.00
Liability Insurance Premium	64090	40	39.23	0.77	98%	39.23
Fencing	68061	-	-	-	0%	-
Landscaping	68250	-	-	-	0%	-
Signs	68390	-	-	-	0%	-
Lighting	68637	-	-	-	0%	-
<b>Total Expenditures</b>	<b>19,580</b>	<b>8,958.87</b>	<b>10,621.13</b>	<b>46%</b>	<b>2,175.00</b>	<b>13,333.87</b>
<b>Ending Resource Balance</b>	<b>31,231</b>	<b>49,518.83</b>				<b>45,439.83</b>

**Fairway Bend Public Improvement District**

These are Fairway Bend PID assessments collected from PID residents to pay for PID maintenance.



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/21/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Michael Ferris, President

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

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**Exhibit A**  
**GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 3**  
**Fairway Bend**  
**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>	\$15,202,878	\$ 0.19	\$ 28,885

Description	Account	2024	2025	2026	2027	2028
<b>Beginning Balance (Estimated)</b>		<b>\$ 45,000</b>	<b>\$ 59,827</b>	<b>\$ 77,078</b>	<b>\$ 27,018</b>	<b>\$ 49,940</b>
P.I.D. Assessment	42620	\$ 28,885	\$ 31,774	\$ 34,951	\$ 38,447	\$ 42,291
City Contribution	49780	<u>1,772</u>	<u>1,772</u>	<u>1,772</u>	<u>1,772</u>	<u>1,772</u>
<b>TOTAL INCOME</b>		<b><u>\$ 30,657</u></b>	<b><u>\$ 33,546</u></b>	<b><u>\$ 36,723</u></b>	<b><u>\$ 40,219</u></b>	<b><u>\$ 44,063</u></b>
<b>Amount Available</b>		<b><u>\$ 75,657</u></b>	<b><u>\$ 93,373</u></b>	<b><u>\$ 113,801</u></b>	<b><u>\$ 67,237</u></b>	<b><u>\$ 94,004</u></b>

<b>EXPENSES:</b>		2024	2025	2026	2027	2028
<b>Description</b>						
Decorations	60132	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
Beautification	60490	5,000	5,000	5,000	5,000	5,000
Wall Maintenance	60776	1,200	1,200	1,200	1,200	1,200
Mowing Contractor	61225	9,050	9,503	9,978	10,477	11,000
Collection Service (\$3.10/Acct)	61380	130	130	130	130	130
Misc.	61485	-	-	-	-	-
Postage	61520	-	-	-	-	-
Electric Power	62030	-	-	-	-	-
Water Utility	62035	-	-	-	-	-
Irrigation System Maint.	63065	-	-	-	-	-
Decorative Lighting Maintenance	63146	-	-	-	-	-
Property Insurance Premium	64080	200	210	221	232	243
Liability Insurance Premium	64090	50	53	55	58	61
Fencing	68061	-	-	70,000	-	-
Lighting	68637	-	-	-	-	-
<b>TOTAL EXPENSES</b>		<b><u>15,830</u></b>	<b><u>\$ 16,295</u></b>	<b><u>\$ 86,783</u></b>	<b><u>\$ 17,296</u></b>	<b><u>\$ 17,834</u></b>
<b>Ending Balance**</b>		<b><u>\$ 59,827</u></b>	<b><u>\$ 77,078</u></b>	<b><u>\$ 27,018</u></b>	<b><u>\$ 49,940</u></b>	<b><u>\$ 76,169</u></b>

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

Value	Yrly Assmnt.		
\$200,000	\$ 380		
\$250,000	\$ 475		
\$300,000	\$ 570	Avg. Property Value:	\$ 361,973
\$350,000	\$ 665	Avg. Property Assessment:	\$ 688
\$400,000	\$ 760	No. of Properties:	42
\$450,000	\$ 855		

\*\* Future fence replacements \$70,000 (estimated)



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/21/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Michael Ferris, President

**TITLE:** Nomination and Election of Advisory Board Member - 1 Open Position

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 08/21/2023

**REQUESTER:** Lee Harriss

**PRESENTER:** Michael Ferris. President

**TITLE:** Selection of Officers - President, Vice President, Secretary/Treasurer

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