



**WHISPERING OAKS PUBLIC IMPROVEMENT
DISTRICT ANNUAL MEETING**
GRAND PRAIRIE MUNICIPAL AIRPORT, 3116 S GREAT SOUTHWEST
PKWY.
WEDNESDAY, JULY 12, 2023 AT 6:30 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 November 1, 2022 Annual Meeting
2. Discussion of Landscaping, Entry Monument, Monument Lighting, and Fence Located on Corn Valley Road and Sir Roland Drive
3. Discuss Progress and Status of Repair of Electric Meter Located at 500 Sir Roland Drive
4. Discussion of Budget to Actual Financial Reports for May 31, 2023 and September 30, 2022
5. Consider FY 2024 Budget and Assessment Rate
6. Consider Activating the Whispering Oaks HOA
7. Consider Petitioning to Dissolve Whispering Oaks PID
8. Nomination and Election of Advisory Board Member - 1 Open Position
9. 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 June 29, 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**

MEETING DATE: 07/05/2023
REQUESTER: Lee Harriss
PRESENTER: Siobhan Baxter, President
TITLE: Consider Minutes of November 1, 2022 Annual Meeting

PID Meeting Whispering Oaks 11/1/2022
(Location: Spring Creek BBQ Grand Prairie)

Call To Order – President Kyle Kinslow (Time 6:42 pm)

Present Board Members:

- Kyle Kinslow
- Siobhan Baxter
- Tim Beamer,
- Michael Billotto

Roughly 14 additional tenants of Whispering Oaks PID were also in attendance.

Citizens Forum:

Scott Jorgensen

One way street on Sir Stewart — Less parking on the street.

Chung

Fire department was in the street blocking the street on Sir Stewart

Can the PID send a letter to all families to keep the cars off the street.

1. No New Neighbors announced with exception of late addition William Boyle
2. 8/22/21 Approve minutes — Move by Kyle 2nd Siobhan
3. Deputy Assistant attorney Chuong Phung — TOMA (rules and regulations for meetings)
 1. Must have a forum and business
 2. Keep discussion of items in the public forum
 3. Emails and texting — Subject to records request personal or not
 4. Notice — Public notice must include date time and place for the meeting
 5. Board cannot discuss anything not on the agenda
 6. Agenda is determined by the board but not discussed by the board until the meeting
 7. PID residents can reflect opinion but board determines
 8. Open setting — record meeting, decisions must be made in public
 9. Violations are 1 to 6 months in jail and \$100 to \$500 fine
 10. Be clear and concise when addressing motions
 11. Decorum— be courteous and kind. Listen to others and letting people address their concerns and feelings
4. Agenda Follow up items.

1. Camera cost will be starting to bill we are looking into pricing
 1. Motion to table by Kyle second Siobhan
2. Liability Insurance has been renewed but going up a bit — approved.
3. No major projects done this year
 1. Need to trim trees
 2. Landscaping needs to be better
 3. Perhaps we can look at a new contractor
 4. Look into approved landscapers
 5. Bug treatments
 6. Tree spotlight is out
 7. Erosion at the base of the monument
 8. Quotes for specific trees being removed City Boards — Stricken from agenda
4. National night out did not happen this year
5. PID Financial Report
 1. Project money will roll over
6. PID Assessment Rate
 1. No Increase
7. Budget
 1. All beautifications projects will all be in for next year
 2. 5% increase for the small increase
8. William Boyle added to PID
9. PID Nomination 2022 - 2023
 1. Tim Resigned from honorary position
 2. William Boyle -- VP
 3. Michael Billotto -- Secretary/Treasurer
 4. Siobhan President – President

Meeting Adjourned at 8:03pm 11/1/2022



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 07/05/2023

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Discussion of Landscaping, Entry Monument, Monument Lighting, and Fence Located on Corn Valley Road and Sir Roland Drive



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 07/05/2023

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Discuss Progress and Status of Repair of Electric Meter Located at 500 Sir Roland Drive

ANALYSIS:

From: Bob Owens <bob@bobowenselectric.com>

To: Land Works <landworks1@yahoo.com>

Sent: Wednesday, June 7, 2023 at 10:14:16 AM CDT

Subject: RE: Inspection Results: Whispering Oaks PID Electric Meter, 500 SIR ROLAND DR, 10443720007170689

Bill,

There was nothing right about this installation. All conduits were either at the surface or barely covered, and rusted to pieces where covered.

I will replace the electric service per code, but am excluding any work to the center median conduits and lights.

Electrical permit included

Demolition of existing underground and surface conduits/wires are included.

All new PVC conduits buried @ NEC depth

Supply and install new meter socket

Remove and re-install existing breakers, panel, timeclock

Add new GFI plug below panel

Add new conduit and connection box to front sign light – new support to raise existing light fixture

Add new feeder for irrigation timer.

Our price for the scope of work, as listed above, will be \$4,340.00 .

Please let me know if you have any questions.

Thanks,

Bob Owens

Bob Owens Electric Company, Inc.

2652 Brenner Drive

Dallas, Texas 75220

972-243-0008

972-243-0029 Fax

<image006.jpg>



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 07/05/2023

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Discussion of Budget to Actual Financial Reports for May 31, 2023 and September 30, 2022

Budget/Actual Report for Fiscal 2023
321292
Whispering Oaks Public Improvement District
as of 5/31/23

	<u>10/1/2022 - 9/30/2023</u>				<u>Current Month</u>	<u>9/30/23 Estimated</u>
	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>% Used</u>		
WOPID						
321292						
Beginning Resource Balance	14,900	18,989.76				18,989.76
Revenues						
Spec Assess Delinquent	42610	-	-	0%	-	-
Special Assessment Income	42620	13,300	13,775.00	475.00	104%	13,775.00
Interest On Pid Assessment	42630	-	598.50	598.50	0%	598.50
Miscellaneous	46395	-	-	-	0%	-
Interest Earnings	49410	-	-	-	0%	-
Trsf-In Risk Mgmt Funds (Prop	49686	-	-	-	0%	-
Trsf In/Parks Venue (3170)	49780	1,003	667.00	(336.00)	67%	84.00
Total Revenues	14,303	15,040.50	737.50	105%	84.00	15,376.50
Expenditures						
Office Supplies	60020	-	-	-	0%	-
Beautification	60490	700	-	700.00	0%	700.00
Wall Maintenance	60776	-	-	-	0%	-
Security	61165	-	-	-	0%	-
Mowing Contractor	61225	5,977	3,025.00	2,952.00	51%	456.00
Legal Services	61360	-	-	-	0%	-
Collection Services	61380	81	81.20	(0.20)	100%	-
Miscellaneous Services	61485	50	(30.00)	80.00	-60%	-
Postage And Delivery Charges	61520	14	-	14.00	0%	-
Light Power Service	62030	160	75.55	84.45	47%	10.51
Water/Wastewater Service	62035	775	277.04	497.96	36%	48.88
Bldgs And Grounds Maintenance	63010	-	-	-	0%	-
Irrigation System Maintenance	63065	500	245.00	255.00	49%	35.00
Decorative Lighting Maintenc	63146	-	-	-	0%	-
Property Insurance Premium	64080	60	60.00	-	100%	-
Liability Insurance Premium	64090	3,250	-	3,250.00	0%	-
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	11,567	3,733.79	7,833.21	32%	550.39	15,803.20
Ending Resource Balance	17,636	30,296.47				18,563.06

Whispering Oaks Public Improvement District

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

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

	<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.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 07/05/2023

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Consider FY 2024 Budget and Assessment Rate

**Exhibit A
GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 2
Whispering Oaks
Five Year Service Plan 2024 - 2028 BUDGET**

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

INCOME:

Description	Account	2024	2025	2026	2027	2028
Beginning Balance (Estimated)		\$ 18,500	\$ 21,071	\$ 22,035	\$ 16,374	\$ 16,070
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		\$ 32,803	\$ 35,374	\$ 36,338	\$ 30,677	\$ 30,373

EXPENSES:

Description		2024	2025	2026	2027	2028
Beautification	60490	\$ 700	\$ 1,700	\$ 700	\$ 1,700	\$ 700
Wall Maintenance**	60776	-	-	7,000	-	-
Security Cameras	61165	-	-	-	-	-
Mowing Contractor	61225	6,142	6,449	6,772	7,110	7,466
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		\$ 11,732	\$ 13,339	\$ 19,964	\$ 14,607	\$ 14,270
Ending Balance***		\$ 21,071	\$ 22,035	\$ 16,374	\$ 16,070	\$ 16,103

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



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 07/05/2023
REQUESTER: Lee Harriss
PRESENTER: Siobhan Baxter, President
TITLE: Consider Activating the Whispering Oaks HOA



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 07/05/2023

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Consider Petitioning to Dissolve Whispering Oaks PID



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 07/05/23

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

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



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 07/05/23

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

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