



**WHISPERING OAKS PUBLIC IMPROVEMENT
DISTRICT ANNUAL MEETING
BETTY WARMACK LIBRARY, 760 BARDIN RD.
THURSDAY, JUNE 27, 2024 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.](#) Open Meetings Act Presentation
- [2.](#) Consider Minutes of July 12, 2023 Annual Meeting
- [3.](#) Discussion of Landscaping, Entry Monument, Monument Lighting, and Fence Located on Corn Valley Road and Sir Roland Drive
- [4.](#) Discussion of Budget to Actual Financial Reports for May 31, 2024 and September 30, 2023
- [5.](#) Consider FY 2025 Budget and Assessment Rate
- [6.](#) Nomination and Election of Advisory Board Member - 2 Open Positions
- [7.](#) 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 21, 2024.

This location 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 at least three (3) business days prior to the scheduled meeting to request an accommodation.

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: 06/27/2024

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Open Meetings Act Presentation



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 06/27/2024

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Consider Minutes of July 12, 2023 Annual Meeting

**MINUTES OF
WHISPERING OAKS BOARD MEETING
GRAND PRAIRIE MUNICIPAL AIRPORT
3116 S GREAT SOUTHWEST PKWY.
GRAND PRAIRIE, TEXAS
WEDNESDAY, JULY 12, 2023 6:30 PM**

Call to Order - The meeting was called to order at 6:31 pm by President Siobhan Baxter. Present were board members William Boyle and Siobhan Baxter and others: Special District Administrator Lee Harriss and about 15 others. Absent was board member Mike Billotto.

Citizens' Forum/Citizen Comments:

- Homeowners thanked Andy Nelson for putting up flags.
- The street sign needs to be repaired.
- Why are we meeting?
- Need more neighborhood social events such as a cookout, National Night Out, Easter decorations, or an Easter egg hunt
- Facebook page.

Consider Minutes of November 1, 2022 Annual Meeting - The minutes were approved.

Discussion of Landscaping, Entry Monument, Monument Lighting, and Fence Located on Corn Valley Road and Sir Roland Drive – The fence needs to be repaired and stained. William Boyle will request quotes. The PID needs another landscaper.

Discuss Progress and Status of Repair of Electric Meter Located at 500 Sir Roland Drive – This needs to be inspected. William Boyle will request a proposal for solar lights in the median.

Discussion of Budget to Actual Financial Reports for May 31, 2023 and September 30, 2022 - Ms. Harriss reviewed the reports.

Consider FY 2024 Budget and Assessment Rate – Approved.

Consider Activating the Whispering Oaks HOA – Not approved.

Consider Petitioning to Dissolve Whispering Oaks PID – Not approved.

Nomination and Election of Advisory Board Member - 1 Open Position – Scott Jorgenson was elected.

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

Siobhan Baxter – President

William Boyle – Vice President

Mike Billotto – Secretary/Treasurer

Scott Jorgensen – Board Member

Citizen's Forum:

- National Night Out
- Gating Neighborhood
- Whispering Oaks PID needs its own website

Adjournment - The meeting adjourned at 7:56 pm.



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 06/27/2024

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: 6/27/2024

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Discussion of Budget to Actual Financial Reports for May 31, 2024 and September 30, 2023

Budget/Actual Report for Fiscal 2024
321292
Whispering Oaks Public Improvement District
as of 5/31/24

		10/1/2023 - 9/30/2024				Current	9/30/24
		<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>% Used</u>	<u>Month</u>	<u>Estimated</u>
		WOPID 321292					
Beginning Resource Balance		18,500	23,636.97				23,636.97
Revenues							
Spec Assess Delinquent	42610	-	-	-	0%	-	-
Special Assessment Income	42620	13,300	12,825.00	(475.00)	96%	-	12,825.00
Interest On Pid Assessment	42630	-	451.25	451.25	0%	-	451.25
Insurance Recovery Property	42770	-	-	-	0%	-	-
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	1,003.00
Total Revenues		14,303	13,943.25	(359.75)	97%	84.00	14,279.25
Expenditures							
Office Supplies	60020	-	-	-	0%	-	-
Beautification	60490	1,700	2,750.00	(1,050.00)	162%	-	2,750.00
Wall Maintenance	60776	7,000	-	7,000.00	0%	-	7,495.00
Security	61165	-	-	-	0%	-	-
Mowing Contractor	61225	6,142	2,896.00	3,246.00	47%	687.00	6,286.00
Legal Services	61360	-	-	-	0%	-	-
Collection Services	61380	81	81.20	(0.20)	100%	-	81.20
Miscellaneous Services	61485	50	54.00	(4.00)	108%	-	54.00
Postage And Delivery Charges	61520	14	-	14.00	0%	-	-
Light Power Service	62030	160	55.27	104.73	35%	0.51	250.00
Water/Wastewater Service	62035	775	303.94	471.06	39%	51.11	775.00
Bldgs And Grounds Maintenance	63010	-	-	-	0%	-	-
Irrigation System Maintenance	63065	500	270.00	230.00	54%	35.00	500.00
Decorative Lighting Maintenanc	63146	5,000	-	5,000.00	0%	-	500.00
Property Insurance Premium	64080	60	108.00	(48.00)	180%	-	108.00
Liability Insurance Premium	64090	3,250	2,989.49	260.51	92%	-	2,989.49
Fencing	68061	-	-	-	0%	-	-
Row/Easement Title Purchase	68091	-	-	-	0%	-	-
Architect'L/Engineering Servcs	68240	-	-	-	0%	-	-
Landscaping	68250	-	-	-	0%	-	-
Signs	68390	-	-	-	0%	-	-
Irrigation Systems	68635	-	-	-	0%	-	-
Total Expenditures		24,732	9,507.90	15,224.10	38%	773.62	21,788.69
Ending Resource Balance		8,071	28,072.32				16,127.53

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 2023
321292
Whispering Oaks Public Improvement District
as of 9/30/23

		10/1/2022 - 9/30/2023				Current
		<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>% Used</u>	<u>Month</u>
		WOPID				
		321292				
Beginning Resource Balance		14,900	18,989.76			
Revenues						
Spec Assess Delinquent	42610	-	-	-	0%	-
Special Assessment Income	42620	13,300	13,775.00	475.00	104%	-
Interest On Pid Assessment	42630	-	598.50	598.50	0%	-
Miscellaneous	46395	-	-	-	0%	-
Interest Earnings	49410	-	-	-	0%	-
Trsf-In Risk Mgmt Funds (Prop	49686	-	-	-	0%	-
Trsf In/Parks Venue (3170)	49780	1,003	1,003.00	-	100%	84.00
Total Revenues		14,303	15,376.50	1,073.50	108%	84.00
Expenditures						
Office Supplies	60020	-	-	-	0%	-
Beautification	60490	700	-	700.00	0%	-
Wall Maintenance	60776	-	-	-	0%	-
Security	61165	-	-	-	0%	-
Mowing Contractor	61225	5,977	5,139.00	838.00	86%	769.00
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	219.61	(59.61)	137%	9.21
Water/Wastewater Service	62035	775	504.48	270.52	65%	121.84
Bldgs And Grounds Maintenance	63010	-	-	-	0%	-
Irrigation System Maintenance	63065	500	4,755.00	(4,255.00)	951%	30.00
Decorative Lighting Maintenan	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	10,729.29	837.71	93%	930.05
Ending Resource Balance		17,636	23,636.97			

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: 06/27/2024

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Consider FY 2025 Budget and Assessment Rate

Exhibit A
GRAND PRAIRIE PUBLIC IMPROVEMENT DISTRICT NO. 2
Whispering Oaks
Five Year Service Plan 2025 - 2029 BUDGET

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

INCOME:

Description	Account	2025	2026	2027	2028	2029
Beginning Balance (Estimated)		\$ 16,100	\$ 11,681	\$ 11,640	\$ 10,958	\$ 9,617
P.I.D. Assessment	42620	\$ 13,300	\$ 13,300	\$ 13,300	\$ 13,300	\$ 13,300
City Contribution	49780	<u>1,312</u>	<u>1,312</u>	<u>1,312</u>	<u>1,312</u>	<u>1,312</u>
TOTAL INCOME		<u>\$ 14,612</u>	<u>\$ 14,612</u>	<u>\$ 14,612</u>	<u>\$ 14,612</u>	<u>\$ 14,612</u>
Amount Available		<u>\$ 30,712</u>	<u>\$ 26,293</u>	<u>\$ 26,252</u>	<u>\$ 25,570</u>	<u>\$ 24,229</u>

EXPENSES:

Description		2025	2026	2027	2028	2029
Beautification	60490	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700
Wall Maintenance	60776	1,000	1,000	1,000	1,000	1,000
Security Cameras	61165	-	-	-	-	-
Mowing Contractor	61225	6,286	6,600	6,930	7,277	7,641
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	250	263	276	289	304
Water Utility	62035	775	814	854	897	942
Irrigation System Maint.	63065	500	500	500	500	500
Decorative Lighting Maintenance***	63146	5,000	-	-	-	-
Property Insurance Premium	64080	125	131	138	145	152
Liability Insurance Premium*	64090	3,250	3,500	3,750	4,000	4,250
Fencing	68601	-	-	-	-	-
Landscaping	68250	-	-	-	-	-
Irrigation System		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES		<u>\$ 19,031</u>	<u>\$ 14,653</u>	<u>\$ 15,293</u>	<u>\$ 15,953</u>	<u>\$ 16,634</u>
Ending Balance**		<u>\$ 11,681</u>	<u>\$ 11,640</u>	<u>\$ 10,958</u>	<u>\$ 9,617</u>	<u>\$ 7,595</u>

Improved lots are based at \$475 per year.
Unimproved lots are based at \$237.50 per year.

Avg. Property Value: \$ 368,735
Avg. Property Assessment: \$ 475
No. of Properties: 28

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

**Future fence replacement

***Entrance lighting



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 06/27/2024

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

TITLE: Nomination and Election of Advisory Board Member - 2 Open Positions



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 06/27/2024

REQUESTER: Lee Harriss

PRESENTER: Siobhan Baxter, President

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