

**CEDAR HILL WINDSOR PARK
PUBLIC IMPROVEMENT DISTRICT (PID) #4
BOARD MEETING MINUTES – May 23, 2022**

The Cedar Hill Windsor Park Public Improvement District (PID) #4 met May 23, 2022, at the Grady Lamb Building, 601E Belt Line Rd, Cedar Hill, Texas 75104.

ATTENDEES: Denise Ortiz, Emelda Martin, Carolyn Walker; Dorothy Gillenwater; Leah Carter with Neighborhood Services; Jennifer Jennings with Goodwin & Company; Corporal Donald Breckenridge with the Cedar Hill Police Department; and two Windsor Park residents.

I. Regular Meeting Called to Order @ 7:10 PM

Meeting Administrator: Leah Carter, Neighborhood Services
Meeting Facilitator: President, Denise Ortiz

II. Invocation by Vice President, Emelda Martin

III. Minutes from last Regular Meeting

Meeting Minutes for April 25, 2022 were read and approved.

**IV. Project Updates Reported by Jennifer Jennings with Goodwin & Company:
Joe Wilson/Weaver Entrance:**

There were three contractors she was trying to get bids from: Torres, Aimes and Clark Electric. They were nonresponsive. They worked with the Grand Prairie PID quite a bit. They did not respond to her. She turned it over to their maintenance company and their maintenance team and they had someone come out on Friday, so she is waiting for that. She was hoping it would be here today but it did not come in. She followed up with them to see if it would.

They had meetings all day today, so she wanted to forewarn the board that the maintenance team did tell them that because of all of the shortages with laborers and supplies that for electrical and plumbing, at least, will start charging to provide bids for big projects. She asked that the board keep that in mind. The board asked about the price. Jennifer said they did not give a price because it will be different for each vendor because they have a pool of vendors that they pull from. She wanted to forewarn the board because that could impact the bottom line for sure. Sometimes they are running into wait times as well.

Jennifer stated that she held off on requesting a bid for the other Weaver entry monument until she can get the land survey.

Hooks for Announcement Banners

When they worked on the wall, they did not put the banner hooks back on. Emelda explained to Jennifer where we want the hooks to be installed. The banner is 4 X 6. Jennifer acknowledged this request.

Joe Wilson/Weaver Entrance Survey

Jennifer stated she has located the homeowner. Her question is that, how does she handle the bill for the survey? They are not going to bid. They will come out and charge us. She asked Leah should she get an invoice and send it? Leah responded: "Yes, if that's what the board approved."

The board asked and Jennifer replied that she knows who the owner is but has not contacted them. The board asked if it is a company or actual person. Jennifer replied that it looks like it is an actual person based on CAD. Denise asked if we need to talk with them before we do the survey. It was agreed that it would be the right thing to do before the survey.

Emelda asked Jennifer how the request would be made. Is the presentation she is giving is that the PID would like to enhance that section of the corner? Jennifer replied, "Yes." Also, let them know how we want to enhance it and that this would make their property a little more secure and attractive.

Denise asked about the work to finish off the monument at Joe Wilson/Weaver. We have the bid from Brick and Stone Masters. The bid from the company that originally put the monument up was \$3,000. We need to vote on the lowest bid of \$3,000.

It was moved and seconded that we accept the bid of \$3,000 from Brick & Stone Masters.

Belt Line/Waterford Oaks Entrance

The board wanted lights on that entrance. She will be meeting with a vendor and see what he thinks that plan should be to get those lights on that entryway. Bob Owens is the vendor. We want lights to go to the first alley. There should be five on each side and that is what the city told us we could have.

Christmas Lights

Jennifer stated that she met with two vendors and waiting on those bids. Denise asked if she had the names of the companies. Jennifer stated she did not remember them right off the top of her head. She said one of them is the Christmas Lights by Amy. Leah asked if one was the Christmas Light Company and Jennifer said she thinks it is. Leah stated that is the company that High Pointe used. The board likes the High Pointe lights.

Emelda stated we want lights and garland all the way around the posts.

The Christmas bid is for both entrances.

Christmas Décor

Jennifer asked the board how they would like to handle that. The cost for storage is about \$70 - \$75/month. The board stated that we have other things that need to be stored. The board stated that if we can get a storage that would be better. When asked about the location of the storage, Jennifer did not know the name of the facility. When asked if it is Cube, she said no. She said the one by Waterford Oaks did not pull up when she did the Google Search. Jennifer continued to respond that she did not know which storage facility when the board gave her names of some nearby.

We need to get a signed contract to send to the city for approval. The board asked if the \$70 storage has climate control. Jennifer responded that she did not remember. The board asked her if she could check and verify because that makes a difference. Jennifer agreed to do that. The board stated that the smallest space should accommodate us. Jennifer will follow-up on information on the storage and Denise will follow-up with Finance.

Electrical

It was clarified by Leah that the city requires two bids total. If over \$50,000, it has to go to City Council. Denise stated that if we can get the company they are working with to provide a bid, which should be all we need to move forward with a decision. This is so we can get the sprinkler for the flowerbed for the Joe Wilson/Weaver entrance.

Denise asked if Bob Owen does that kind of electrical light work. Jennifer responded that they do. That is the one we already have the bid for.

V. Flock Cameras update – Denise Ortiz

Flock is the license plate reader cameras that are to be at each entrance. Denise stated she received the email and Jennifer stated she has not received emails regarding this except those that were forwarded to her. Denise received another email today with an update on the status. The last information stated they have identified an issue with the camera and a

technician will be on site to resolve the issue. The cameras have been installed. They have been helpful in communities where they were installed.

Leah stated that she needs to add them to our insurance policy. She asked that we provide her with the serial numbers and make and models of each. Jennifer stated she has the contact information for Flock and will reach out to them and get that information. She will also let them know that she needs to be added to their emails regarding the Windsor Park PID.

VI. Report on Garage Sale - Emelda Martin

Emelda reported that the garage sale was very successful as far as vendors. We had a total of 17 vendors. We raised \$340 for National Night Out. This will be a big help to us because the board usually use our own money to fund it. Our buyer turnout was not as good as we would like to have had. One of the problems was that it was raining in other places so people thought it was raining here.

Corporal Breckenridge set up an information table for Crime Watch. He even walked around to each vendor table providing information. When the event was over, he drove around in the neighborhood and when he saw someone out, he talked with them about Crime Watch and explained to them about our Public Improvement District (PID).

VII. New Business

PID Budget Meeting Wednesday, June 1 @ 6:00 PM City Council Chambers

After that meeting, we will set our PID Budget Meeting based on Budget due date.

VIII. Open Discussion

Because of our gratitude for Corporal Brackenridge's service to our community, the board presented him with a gift.

Corporal Brackenridge mentioned that some of the people he talked with did not know what the PID is. This prompted Denise to suggest that

we do another mailout. This would explain in real layman's terms what the PID is all about. It should explain the difference in a PID and HOA. It should tell about the improvements that have been made since our PID has been organized; the traffic lights that was added at the Joe Wilson/Weaver entrance; and the Flock cameras that have been installed. We should put that letter in our New Neighbor Welcome bags.

There are 519 homes in Windsor Park Neighborhood. We are not sure how many have absentee owners.

PID cannot pay to have the lawns of vacant homes mowed. If someone continues to report it, the city will pay to have it mowed.

Solar Lights

Emelda stated that even though we have Bob Owens and the lights in limbo, Green Frog has solar lights down the street. She talked with Leonard Howza and he said they have some fantastic solar lights near the school. That might be a good option for us.

IX. Meeting Adjourned @ 8:07 PM