

**CEDAR HILL WINDSOR PARK  
PUBLIC IMPROVEMENT DISTRICT (PID) #4  
BOARD MEETING MINUTES – JUNE 30, 2022**

The Cedar Hill Windsor Park Public Improvement District (PID) #4 met June 30, 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, and Lisa Brooks, Windsor Park Neighbor

**I. Regular Meeting Called to Order @ 7:16 PM**

Meeting Administrator: Leah Carter, Neighborhood Services

Meeting Facilitator: President, Denise Ortiz

**II. Invocation** by Dorothy Gillenwater

**III. Minutes from last Regular Meeting**

Meeting Minutes for May 23, 2022 were read and approved.

**IV. Project Updates**

**Bob Owens** has been confirmed for our electrical at Joe Wilson/Weaver entrance.

**Monsoon Landscaping** will be changing out the flowers at Belt Line/Waterford Oaks Entrance for the summer. We requested that he not change out the ones on the back side of the monuments because they still look good. He will plant new flowers as well as change the soil in the front part of the monuments and the median.

**V. Flock Cameras** are in and confirmed by the Police Department that they are working.

The Police Department will monitor the cameras.

The Flock invoice was submitted with taxes and will have to be resubmitted excluding taxes.

**VI. FY 22/23 Budget – Finalize budget**

Denise and David were to meet regarding the budget but did not due to David's exposure to Covid.

Projects for 22-23 are for the Joe Wilson/Weaver entrance electrical and irrigation. When we completed the budget, we gave the projections for the remainder of the year but was informed later by Susan Shinn that the city wanted the whole year of 2021-2022. We need to give them Fiscal Year, October 1, 2021 – September 30, 2022. Leah will confirm. The storage will be updated on the budget to show \$102/mo. We will have the budget completed prior to the cutoff date of July 15.

The China-Head light has been out for some time. It might only need a bulb change. We were considering putting a brighter light there but will need to get approval from the city to do that. There were previous discussions about that. There seems to be certain requirements for lights in the median.

### **Waterford Oaks Boulevard**

The only bid we have for lights down the boulevard is from Green Frog. We need another bid from someone else. The verbal bid we have from Green Frog is for solar. He stated the cost would be \$950/Light, \$480/Pole – a subtotal of \$1430 X9. Grand total of \$12,870. Emelda has requested nine so far until we talk with Public Works again.

Public Works has stated they would accommodate us to have more lights down the boulevard because we are missing lights. They said we could have five on one side. We are not going to put lights on the side where they are going to build the townhomes. We are going to stop it at the Medical Center. Denise asked Emelda to email the board the bill from Green Frog. The installation is estimated to be \$8,000, so we will put \$20,870 in our budget (tentative). Emelda will get back with Jonathan to see which company is available to install. He will get a price from them.

## **VII. New Business – Discussion options for new management company**

It was agreed that Associa offers more of what we need from a management company. We have feedback from another PID, and they are pleased with them. In review of their presentation, it seems they have more familiarity with working with PIDs. The \$1,000 bid from First Service seems like a lot for what they were going to do.

We need to vote on terminating the contract with Goodwin.

We will terminate the contract based on the 10-day written notice that is required. The termination is due to underperformance by two of their representatives. This has caused us to be two years behind on our projects and that is unacceptable. It was moved and seconded that our contract be terminated with Goodwin as our management company. We will notify Goodwin that our contract will be terminated as of July 31.

It was moved and seconded that we go forward with Associa as our new management company as of August 1, 2022. We want to be sure Associa is aware of their responsibilities regarding our elections.

## **VIII. Open Discussion**

New Neighbor Welcome Bags - We have not seen a list from Tia for new neighbors since March. There were none for April/May. Leah will follow-up on this.

It was suggested that we do something to get the neighbors together or something to celebrate people in various professions. Carolyn will check with the Rotary Club to see if they will put out flags for us for some holidays. We can create signs acknowledging teachers, nurses, first responders; etc. We can use the plastic signs repeatedly. We can go through Vista Print. Emelda asked that we let her know what we want on the signs. For teachers, we should do something around the time school starts.

The cost of the Epson printer and two reams of paper was \$450.29. Emelda will take a picture of the invoice and email it to the board. All invoices should be going to David so he can keep up with expenditures and keep budget documents up to date.

Leah will get the information regarding the benches in the park to Emelda.

Emelda has been looking at shelves for our new storage facility. She has also been Looking for a ladder to use in the storage room.

Emelda has sent a letter to Lisa and told her we have a storage room, and they can give us our Christmas decorations.

Garage Sale. We will do one before National Night Out. It was suggested we have it September 24.

Office Brackenridge has already sent out an email about National Night Out. One suggestion for vendor trucks would be Mister Softee. They work out of Midlothian but only does private events. Denise will send her an email to see if she can come for our National Night Out. Emelda will see if Zina will do face painting for the kids. Maybe John Cobb will be the DJ for us. We cannot pay Zina with PID funds since she is a relative of Emelda. We can use PID money as a promotion of the PID. (Texas Statue 372)

Each year, the city recognizes a community with the "Premier Neighborhood Award". These awards are earned by the Neighborhood Association doing exceptional things to make their neighborhood welcoming and a vibrant place to live; e.g., events that bring neighborhood residents together to become acquainted with each other and have fun building positive community relationships. Leah will check into this and give us more information. We can include events like our Garage Sale, Welcome Bags, Christmas Yard Décor Awards, and National Night Out.

**IX. Meeting Adjourned 8:16 PM**