

SUPPLEMENTAL NOTICE OF MEETING BY TELEPHONE CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, the *Waterford Oaks Public Improvement District (PID)* for the City of Cedar Hill, Texas will conduct a Meeting by telephone conference at *7:00 pm on Monday, September 14, 2020*, in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic. **This is an open meeting conducted by telephone conference. There will be no public access to a physical location.**

To submit public comments, visit cedarhilltx.com. All public comments submitted by 4pm on *September 14th* will be provided to the board members and entered into record for the meeting.

Options for public access to the meeting:

Meeting Numbers for the Public

Via webinar: zoom.us/join
Meeting ID: 929 2692 1304
Passcode: 461825

OR

Via Phone: Dial 1-346-248-7799 or toll-free 1-877-853-5247
Meeting ID: 929 2692 1304
Passcode: 461825

A recording of the telephonic meeting will be made available to the public in accordance with the Open Meetings Act upon written request.

This written notice, the meeting agenda and the agenda packet are posted online at www.cedarhilltx.com



Cedar Hill Public Improvement District #2 at Waterford Oaks
BOARD OF DIRECTORS MEETING
Annual Election Meeting
Monday, September, 14, 2020,
7:00 p.m.
Tele Conference Call
Cedar Hill, TX

- 1. Call Board of Directors Meeting to Order**
- 2. Introduction of meeting attendees**
- 3. Approve Minutes from 2019 Election**
- 4. Election Results**
- 5. Election of Officers**
- 6. Adjourn**

Leonard E. Howza

President - Cedar Hill Public Improvement District # 2

214-949-7888

Email: lhowza@hotmail.com

Website: <http://www.cedarhilltx.com/wopid>

"PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY"

"CONFORME A LA SECCIÓN 30.07, DEL CÓDIGO PENAL (ENTRADA SIN AUTORIZACIÓN POR TITULAR DE LICENCIA CON UNA PISTOLA VISIBLE), UNA PERSONA CON LICENCIA BAJO EL SUBCAPÍTULO H, CAPÍTULO 411 DEL CÓDIGO DE GOBIERNO (LEY DE LICENCIAS DE PISTOLAS), NO PUEDE ENTRAR EN ESTA PROPIEDAD CON UNA PISTOLA VISIBLE "

Waterford Oaks PID #2
Grady Lamb Police Building
601 E. Belt Line Rd., 401 N. Waterford Oaks Blvd., Cedar Hill, TX

Minutes
Annual Meeting
Monday, September 9, 2019

1. **Call to Order** - The Annual Meeting of the Waterford Oaks PID #2 was called to order at 6:30 p.m. by Leonard Howza, Board President. The following Directors were also in attendance: Randy Dark, Clodette Turner, Pam Williams, Bertha Walker, Roland Fuller, and Jerry Reed. Principal Management Group was represented by Thomas Armstrong
Absent director: None
2. **Introductions** Mr Howza asked all attendees to introduce themselves
Six (6) residents were in attendance: Yvette Sanders, Corky Brown, Donna Patterson, Jimmie Champion, Kim Anderson, Pamala Shoals, and Luretha Slack. NOTE: Yvette, Corky, and Donna are PID committee persons. Mr. Champion is employed for litter and code monitoring.
3. **Minutes:** Minutes of Annual Meeting September 10, 2018 were reviewed. As there were no recommendations to correct document, Mr. Howza moved to approve Minutes as presented, seconded by Ms. Turner, and motion carried.
4. **Introductions of Candidates** – Mr. Howza asked manager to report on solicitation of candidates. Mr. Armstrong said there were only 4 persons who self – nominated: Clodette Turner, Roland Fuller, Pamela Williams and Bertha Walker. In light of the fact that this year election was for only 4 slots, and in accordance with Bylaws, he reported this is a non-contested election. He recommended the aboard recognize all 4 candidates as having been elected to serve
5. **Election of Officers:** the board members decided among themselves the following officer roles:
 - Mr. Reed nominated Mr. Howza to be President, second by Ms Walker and motion passed
 - Mr. Reed nominated Mr. Fuller to be Vice president, second by Ms Turner and motion carried
 - Mr. Howza nominated Mr Dark to be Treasurer, second by Ms Williams and motion carried.
6. **Adjourn** – Meeting was adjourned at 6:37 pm.

Submitted by: Thomas Armstrong, Property Manager – Waterford Oaks PID #2



Cedar Hill Public Improvement District #2 at Waterford Oaks
BOARD OF DIRECTORS MEETING
Monday, September, /14/, 2020
7:30 p.m.
Tele Conference Call
Cedar Hill, TX

1. Call Board of Directors Meeting to Order
2. Introduction of meeting attendee

The Consent Agenda includes routine items that may be acted upon by a single vote. Any Board member may remove items from the Consent Agenda for separate discussion and consideration.

3. Approval of Minutes (July 13, 2020)
4. Treasurer's Report Randy Dark (General September 2020)

5. Landscape: Leonard Howza & Randy Dark
- Decoration: Leonard Howza, Bertha Walker, and Clodette Turner
- Crime Watch: Clodette Turner, Yvette Sanders, Pam Williams, and Bertha Walker
- Capital Improvement: Jerry Reed, Donna Patterson, James Durham, and Carolyn Moody
- Monitoring: Leonard Howza, Jimmie Champion, and Roland Fuller
- Compliance: Leonard Howza and Tom Armstrong

6. Property Manager Report: Tom Armstrong
 1. Update Property Report
 2. Update on Gray Vinyl and White Vinyl Fence cleaning.
 3. Update on Hageman Monument Sign.
 4. Update on tile painting in water feature at Beltline and Waterford Oaks

7. Items that need Board Approval.
 1. Christmas Lighting for 2020
 2. Landscaping Agreement
 3. Management Agreement,
 4. Monitoring Agreement
 5. Tree Replacement Waterford Oaks and Beltline entry.
 6. Extend split-rail fencing along Hageman Walking Trail.

8. Adjourn:

I certify that copies of the above notice of meeting were posted in the City Hall of Cedar Hill, Texas, at least 72 hours before the meeting, in accordance with the Open Meetings Act.

Leonard E. Howza

President - Cedar Hill Public Improvement District # 2

214-949-7888

Email: lhowza@hotmail.com

Website: <http://www.cedarhilltx.com/wopid>

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Waterford Oaks PID #2
Board of Directors Meeting
Conference Call - City Zoom system
Minutes
Monday, July 13, 2020

1. Call to Order

The monthly Board of Directors meeting of the Waterford Oaks PID #2 (“WOPID”) was called to order at 7:12 p.m. by Leonard Howza, President. A formal attendance roll call was taken of Directors. Mr. Howza and the following directors were also attendance: Randy Dark, Clodette Turner, Pam Williams, Jerry Reed, Roland Fuller and Bertha Walker.

Absent Board directors: None

Principal Management Group was represented by Thomas Armstrong.

2. Introductions

Five (5) residents were in attendance: Corky Brown, Carolyn Moody, Lucretia Jones-Slack, James Durham, and Annie Jones. Stacey Graves, City of Cedar Hill Neighborhood Service Director, represented the City.

3. Minutes from the May 11, 2020 Board meeting were reviewed. **Treasurer’s** Report for the end of May was reviewed. Mr. Howza moved to accept Minutes and Treasurer’s report as presented, seconded by Mr. Dark. A formal call for votes was taken and approval was unanimous.

4. Citizen Forum.

Ms Moody mentioned last Saturday the lighting on the Hageman monument was partially unlit.

5. Items requiring Board approval: (Formal roll call voting on each of the following was executed)

- Clean white vinyl fence at Duncanville & Stoney Hill – quote for \$1380.00 reviewed. Mr. Howza moved to accept, second by Mr. Dark, and motion passed unanimously
- Trim trees & shrubs along walking trail along Hageman – quote for \$4500.00 to cover 780 linear feet reviewed. Mr. Howza moved to accept, second by Ms. Turner, and motion passed unanimously
- Zoom subscription to conduct contingency for Board meetings and for periodic working sessions of the Board for one year- quote for \$\$149.90 reviewed. Mr. Howza moved to accept, second by Mr. Reed, and motion passed unanimously.

6. Committee Reports

a. Landscape – L. Howza and R. Dark

Landscaping service reviewed. Seasonal change of flowers to Vincas for summer complete. Mr Dark complained some of the flower beds were left bare for a week. He contends all beds should be changed at same time, or within 2 days. Irrigation repairs done on Joe Wilson.

b. Decorations – Walker, Turner, and Howza –

No report

c. Crime Watch – C. Turner B Walker P. Williams and Y. Sanders

- Monthly Police “PID Offenses” report for May was available in handouts. Ms Turner announced reports for June had recently arrived and she sent to all Board members.

d. Capital Improvement – J. Reed –. Nothing to report at this time

e. Monitoring Code enforcement & litter – Leonard Howza, Roland Fuller & Jimmie Champion

A summary report had been sent directly to the Board before the meeting.

7. Property Manager Report –

- a. The new monument at Hageman needs lighting reduced in brightness. The Manager has repeatedly contacted the vendor to see if a less bright lighting strip is available.
- b. Replacement of dead Oak tree pending.

8. Annual Board Election

- a. Manager Armstrong reported post cards to be sent this week to all owners to solicit nominees with a deadline to return by July 31, 2020. Following that, and if there are more than 3 nominees, all owners will be sent a letter and a ballot showing the 4 or more candidates. The deadline to submit ballots is September 10, 2020.
- b. Current incumbents announced they would stand for re-election, including Mr. Howza, Mr. Reed and Mr Dark.

9. Final comments “around the room”

- Mr. Dark asked who approved the new landscape bed at Hageman. The answer is Martinez installed it at no cost using the leftover stones from the construction of the monument plus 1 large boulder from his inventory.

10. Adjournment: Seeing as no further business, the meeting closed at 8:22 pm.

11. Next Meeting: September 14, both the Annual Meeting and Board meeting starting at 7:00 PM using a telephone conference and virtual zoom meeting.

Submitted by Thomas Armstrong, Property Manager – Waterford Oaks PID #2

**Waterford Oaks Public Improvement
Current Budget Report ending:**

Jul-20

	Fiscal Year to Date	Month to Date	Budget
Revenue			
Interest Allocation	\$ 4,098.07	\$ 242.73	\$ 2,300.00
Current Property Taxes	\$ 160,202.03	\$ 324.93	\$ 165,000.00
Delinquent Property Tax	\$ 443.92	\$ -	\$ 500.00
Penalty & Interest	\$ 342.16	\$ 17.31	\$ 350.00
City Contribution	\$ 2,754.10	\$ 275.41	\$ 3,300.00
Miscellaneous Income	\$ 988.32	\$ -	\$ -
	\$ -	\$ -	\$ -
Total Revenues	\$ 168,828.60	\$ 860.38	\$ 171,450.00

Office Supplies	\$ -	\$ -	\$ -
Expendable Supplies	\$ 747.85	\$ -	\$ 1,000.00
	\$ -	\$ -	\$ -
Total Supplies	\$ 747.85	\$ -	\$ 1,000.00

Maintenance-Irrigation	\$ 145.00	\$ -	\$ 5,000.00
Maintenance-Landscaping	\$ 8,000.00	\$ 4,500.00	\$ 10,000.00
Maintenance-Mowing	\$ 22,765.60	\$ 1,516.56	\$ 30,000.00
Maintenance-Misc	\$ 13,912.05	\$ 6,917.38	\$ 5,000.00
Total Maintenance	\$ 44,822.65	\$ 12,933.94	\$ 50,000.00

Electricity	\$ 1,225.67	\$ 137.50	\$ 1,500.00
Water / Wastewater	\$ 8,901.79	\$ 1,950.50	\$ 8,500.00
Total Utilities	\$ 10,127.46	\$ 2,088.00	\$ 10,000.00

Police Patrol Services	\$ 8,140.00	\$ 880.00	\$ 10,000.00
Insurance - Liability	\$ 97.44	\$ -	\$ 100.00
Printing Services	\$ 60.48	\$ -	\$ -
Holiday Lighting & Décor	\$ 21,699.87	\$ -	\$ 25,000.00
Special Services	\$ 9,941.79	\$ 106.00	\$ 22,000.00
City Administration Charge	\$ 4,170.00	\$ 417.00	\$ 5,000.00
Property Tax Collection Fee	\$ 2,183.50	\$ -	\$ 2,200.00
Building Rental	\$ 1,560.00	\$ 1,560.00	\$ -
Total Services	\$ 47,853.08	\$ 2,963.00	\$ 64,300.00

Miscellaneous	\$ 123.00	\$ -	\$ 5,000.00
	\$ -	\$ -	\$ -
Total Misc.	\$ 123.00	\$ -	\$ 5,000.00

Capital	\$ -	\$ -	\$ -
Building & Other Improvements	\$ 7,595.00	\$ -	\$ 40,000.00
PID Enhancements	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Total Capital	\$ 7,595.00	\$ -	\$ 40,000.00

Total Expenditures	\$ 111,269.04	\$ 17,984.94	\$ 170,300.00
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FY 20 Revenue over (under)	\$ 57,559.56		\$ 1,150.00
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05-19 Fund Balance	\$ 327,648.31		
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Revenue over(under)	\$ 385,806.16		
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Treasurer Report

Treasurer: Randy Dark

One Page report for Waterford Oaks PID

Official report on File at City of Cedar Hill, Texas. This report is not official report.



**Public Improvement District #2
Cedar Hill, Texas**

LANDSCAPE COMMITTEES REPORT 9/14/2020

Leonard Howza, Randy Dark.

1. All landscaping and irrigation have been completed per contract.
2. Red Oak Tree installed on Waterford Oaks Medium near Germany St.

DECORATIONS COMMITTEES REPORT

Leonard Howza, Clodette Turner, and Bertha Walker

1. Emailed copy of the 2020 Christmas Quote to the Board for approval.

CRIMEWATCH COMMITTEES REPORT

Clodette Turner, Yvette Sanders, Bertha Walker, and Pam Williams

1. Sent out Crime Report and Call Report to Board

CAPITAL IMPROVEMENT COMMITTEES REPORT

Jerry Reed, Donna Patterson, James Durham, and Carolyn Moody

1. Hageman Walking Trail has been trimmed back 3 feet from the Bridge to the new Monument.
2. Sent quote to the Board from the City of Cedar Hill Parks Dept. to Install Split Rail Fence to the new Monument.

MONITORING / CODE VIOLATIONS COMMITTEES REPORT

Leonard Howza and Jimmie Champion.

1. All Monitoring and Code Violations have been completed per contract.

COMPLIANCE COMMITTEES REPORT

Leonard Howza, Tom Armstrong, and Roland Fuller.

1. Email is being sent out for Balk pick-up dates, and signs being placed by the committee members

**Waterford Oak PID
Action Item Log**

open 4/13	<p>President asked Mgr to obtain evaluation locating where the irrigation wires lead from old City irrigation controller. Mgr contacted Hoffmann Irrigation to arrange site survey.</p> <p>* 4/24 Mgr met contractor on site and he located wires leading to 5 irrigation valves. One circuit had broken wire. Cost was \$145, paid by Mgr with personal check.</p> <p>* 4/30 Contractor sent quote to excavate and attach new wiring to new controller at monument. Mgr forwarded to BOD. It will not be acted upon because the Lot is still City responsibility.</p>	in process
Hageman monument continuing	<p>* 2/21 Mgr verified electricity meter was installed and labeled correctly.</p> <p>* 3/6 email from contractor completed the irrigation at the planter including installation of the controller.</p> <p>* 4/10 Verified Petunia flowers were installed</p> <p>PROJECT COMPLETE except president recommends an inner ring of drip line is needed.</p> <p>* 5/11 Mgr was asked if the light in the oval could be made less bright.</p> <p>* 7/13 contractor said they would have to replace the transformer and add a remote so the Waterford sign lights can be dimmed at cost of \$300.</p> <p>* 7/23 Contractor does not have word from his electrical subcontractor when warranty work can be done.</p> <p>* 8/26 Contractor reported the work will be done Friday Sep 4th</p>	nearly closed
Dead tree	<p>* 5/26 Mgr called BrightView regarding tree that was planted in March is dead. Their manager said they would not be responsible to replace it because they had already replaced the initial tree planted in 2019. Mgr informed president.</p> <p>* 8/13 received \$1400 quote from Martinez to replace dead tree.</p>	complete
Hageman letters	7/13 BOD approved mailing letters to 28 residents on Hageman regarding grass clippings tossed in turf area along walking path	complete
Workshop mtg	6/11 President notified leadership team of a workshop through Zoom meeting 6/17 @ 7pm	complete
open 4/15	<p>Mgr to draw together a batch file with all items for online meeting scheduled for May 11th through City arranged service.</p> <p>5/5 Completed packet and sent to Board for posting</p>	complete
open 5/1/20	<p>Proposal from Weathermatic - irrigation contract renewal obtained and Mgr forwarded to Board.</p> <p>5/12 Called Weathermatic to inform them the PID approved new contract with upgraded service "Silver Level"</p>	complete
9/10/2019	<p>DEAD TREE Median</p> <p>Mgr sent email to landscape company (BrightView) informing them tree has not responded to increased watering. Told them not to remove dead tree until after Christmas holidays because of usefulness for hanging lights.</p> <p>1/10 sent email to Brightview requesting date to replace dead tree.</p> <p>2/7 no word back. Left voice mail with Brightview, and issued another email asking for status.</p> <p>3/9 Kyle of BrightView imessage he would replace tree this week.</p> <p>3/24 Met with tree contractor and electrician. Installation successfully completed with a 1 inch pvc pipe at edge of hole. Mgr adjusted irrigation for that zone to 3 times daily</p>	closed 3/24
1/8/2020	<p>QUOTE TO MAIL POSTCARD</p> <p>President sent request to quote applying mailing labels and running postage for Bulk Waste notices. VP said 60 cents per card, and 710 cards is \$426.00. Will use same list that was used for Annual election solicitation.</p> <p>2/26 PMG labeled and mailed postcards</p>	closed 2/26