

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 *7:15 pm on Monday, May 11, 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 *May 11th* 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#: 996 3770 0169
Passcode: 525696

OR

Via phone: Dial 1-346-248-7799 or toll-free 1-877-853-5247
Meeting ID#: 996 3770 0169
Passcode: 525696

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**

Monday, May, 11, 2020

7:15 p.m. – 8:15 p.m.

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 (March 09, 2020)

**4. Treasurer's Report Randy Dark
(General April 2020)**

5. Citizens Forum

All Residents have up to 2 minutes to address the board on any concerns, comments, and ideas.

6. Committee Report

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, Tom Armstrong

7. Property Manager Report: Tom Armstrong

- 1. Update on Hageman Monument.**
- 2. Property Report**

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 prior to 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>

"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
Board of Directors Meeting
Grady Lamb Police Building
601 E. Belt Line Rd., Cedar Hill, TX
Minutes
Monday, March 9, 2020

1. Call to Order

The monthly Board of Directors meeting of the Waterford Oaks PID #2 (“WOPID”) was called to order at 7:00 p.m. by Leonard Howza, President. 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

Seven (7) residents were in attendance: Donna Patterson and Corky Brown (who are PID committee persons), Carolyn Moody, Pamala Shoals, Lucretia Jones-Slack, Willie McMullen and Melvin Davis. Stacey Graves neighborhood coordinator represented the City. Visitor Jennifer Hudson from Winding Hollow PID sat in.

- 3. Minutes** from the February 10, 2020 Board meeting was reviewed. **Treasurer’s** Report for the end of January was reviewed. Mr. Dark presented an overview of financial position - budget expenditures seem in line with projections. Mr. Howza moved to accept Minutes and Treasurer’s report as presented, seconded by Ms. Turner, and the motions passed.

4. Citizen Forum.

Mr. Brown announced he counted 62 ducks on the pond recently. No other questions or discussion from residents.

Ms Graves reported a number of topics of City news:

- Complimented our PID, saying it is so active the City recognizes it as a model organization.
- Census taking started this week through email, online and regular mail
- A new “Citizen Leadership Academy” program with 8 sessions is available to residents
- New waste management contract signed. Cost to City decreased. No longer “call in” feature for residents who missed pickup day.
- If residents call contractor for extra waste pick-up contractor will send someone to home and give a quote.
- Discussion arose about the City installing a “No Dumping” sign along Duncanville Rd near Stoney Hills access to community. Ms Graves agreed to look into it.

5. Committee Reports

a. Landscape – L. Howza and R. Dark

Landscaping service proceeding in accordance with the contract. Mr. Howza presented quote of \$3500 from Martinez to replace sq. yards turf along Calvert from Joe Wilson to Chamblin. He motioned to accept, second by Mr. Dark, and board unanimously approved

b. Decorations – Walker, Turner, and Howza –

The Manager presented proposal for American Flags covering the next 12 months. Same program as in past for same scope of 7 periods and same cost \$400. Mr. Howza motioned to accept contract, second by Ms Turner, and motion carried without objection.

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

- Monthly Police Offenses report for February was available in handouts, along with copies of PD invoice 3/4/2020 and 4 officer patrol logs.
- Discussion arose about upcoming meeting at the pond for May 11th . Ms Clodette motioned to budget \$2,000 for supplies (rent chairs, tent, tables) and refreshments, seconded by Mr Howza and motion carried unanimously. Manager was instructed to order 10 more of the blue yard signs.

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

A summary report of service days was in handouts.

e. Capital Improvement – J. Reed –

- Mr. Reed reported the committee has met with City and learned the City is applying for grant to install sidewalk along Waterford Oaks from Hageman to the pond. When City is in final stage of receiving funds they will send out to vendors to quote the project.

f. Special Projects – C. Brown, R. Fuller

Mr. Dark reported mailbox maintenance is continuing. He states sixteen boxes (16) have been replaced.

6. Property Manager Report –

- a. New monument at Hageman electric power was installed. The city inspection was complete as of 2/3. Mgr verified electric meter was installed 2/21. Mgr received email 3/6 from contractor they completed the irrigation at the planter including installation of the controller and did a general cleanup at the site.
- b. The manager reported he completed mailing of Bulk Pickup postcard.
- c. Replacement of dead Oak tree in the median of Waterford Oaks pending. BrightView notified the manager job their employee Kyle would install tree within next week or so.
- d. Proposed paint for pavement for mailboxes. The Contractor said he will provide paint 7-year warranty. Work should be done before March 20th.

7. Old Business

- a. Mr. Dark reminded Mgr to obtain vendor pack from Pro Maintenance for the painting job.

8. New Business

- b. none

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

10. Next Meeting: April 13, 2020, 7:00 pm at the Grady Lamb building on Beltline, Cedar Hill

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

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

Feb-20

Fiscal Year to Date

Month to Date

Budget

Revenue

Interest Allocation	\$ 2,210.97	\$ 618.08	\$ 2,300.00
Current Property Taxes	\$ 157,369.32	\$ 8,465.91	\$ 165,000.00
Delinquent Property Tax	\$ 214.25	\$ 21.94	\$ 500.00
Penalty & Interest	\$ 37.49	\$ 106.12	\$ 350.00
City Contribution	\$ 1,377.05	\$ 275.41	\$ 3,300.00
Miscellaneous Income	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Total Revenues	\$ 161,209.08	\$ 9,487.46	\$ 171,450.00

Office Supplies	\$ -	\$ -	\$ -
Expendable Supplies	\$ 162.35	\$ -	\$ 1,000.00
	\$ -	\$ -	\$ -
Total Supplies	\$ 162.35	\$ -	\$ 1,000.00

Maintenance-Irrigation	\$ -	\$ -	\$ 5,000.00
Maintenance-Landscaping	\$ -	\$ -	\$ 10,000.00
Maintenance-Mowing	\$ 11,382.80	\$ 1,516.56	\$ 30,000.00
Maintenance-Misc	\$ 4,651.60	\$ 1,698.52	\$ 5,000.00
Total Maintenance	\$ 16,034.40	\$ 3,215.08	\$ 50,000.00

Electricity	\$ 686.93	\$ 280.36	\$ 1,500.00
Water / Wastewater	\$ 3,161.18	\$ -	\$ 8,500.00
Total Utilities	\$ 3,848.11	\$ 280.36	\$ 10,000.00

Police Patrol Services	\$ 3,740.00	\$ 880.00	\$ 10,000.00
Insurance - Liability	\$ 97.44	\$ -	\$ 100.00
Printing Services	\$ 60.48	\$ 60.48	\$ -
Holiday Lighting & Décor	\$ 21,699.87	\$ 400.00	\$ 25,000.00
Special Services	\$ 7,127.79	\$ 1,418.50	\$ 22,000.00
City Administration Charge	\$ 2,085.00	\$ 417.00	\$ 5,000.00
Property Tax Collection Fee	\$ 2,183.50	\$ -	\$ 2,200.00
	\$ -	\$ -	\$ -
Total Services	\$ 36,994.08	\$ 3,175.98	\$ 64,300.00

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

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

Total Expenditures	\$ 57,161.94	\$ 6,671.42	\$ 170,300.00
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FY 20 Revenue over (under)	\$ 104,047.14		\$ 1,150.00
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05-19 Fund Balance	\$ 327,648.31		
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Revenue over(under)	\$ 432,293.74		
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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.

**Waterford Oaks PID Offenses
April 2020**

INCI ID	OFFENSE	ST NBR	STREET	DATE OCCU	HOUR OCCU	DOW	BEAT
CH200402007	MISSING CHILD	1120 Blk	GERMANY DR	04/02/20	16:59	Thu	CH2
CH200404003	BURGLARY OF VEHICLE (FROM A MOTOR VEHICLE)	1330 Blk	CALVERT DR	04/04/20	03:44	Sat	CH2
CH200411009	THEFT PROP>=\$100<\$750 (ALL OTHER)	370 Blk	N HWY 67 SR	04/6-7/20	0000-0000	Mon-Tue	CH2

**Waterford Oak PID
Action Item Log**

open 5/1/20	Proposal from Weathermatic - irrigation contract renewal obtained and Mgr forwarded to Board.	in process
open 4/13	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. 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. 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.	in process
Hageman monument continuing	* 2/21 Mgr verified electricity meter was installed and labeled correctly. * 3/6 email from contractor completed the irrigation at the planter including installation of the controller. * 4/10 Verified Petunia flowers were installed PROJECT COMPLETE except president recommends an inner ring of drip line is needed.	nearly closed
9/10/2019	DEAD TREE Median Mgr sent email to landscaper 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. 1/10 sent email to Brightview requesting date to replace dead tree. 2/7 no word back. Left voice mail with Brightview, and issued another email asking for status. 3/9 Kyle of BrightView imessage he would replace tree this week. 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	closed 3/24
1/8/2020	QUOTE TO MAIL POSTCARD 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. 2/26 PMG labeled and mailed postcards	closed 2/26

Name: **Waterford Oaks PID**
 Date: **4/29/2020**



WOPID currently operating at Bronze service level for 3 controller units TA5/1

Package	Total Number of Controllers	Number of Inspections per Year	Reporting	Inspections	Monitoring	SmartLink Service Plan with Warranty	Total Cost
Platinum Reporting, Inspections, Monitoring and SmartLink Service Plan with Warranty	3	3	\$300	\$300	\$220	\$270	\$1,090
Totals			\$900	\$900	\$660	\$810	\$3,270
Gold Inspections, Monitoring and SmartLink Service Plan with Warranty	3	3	\$0	\$300	\$220	\$270	\$790
Totals			\$0	\$900	\$660	\$810	\$2,370
Silver Monitoring and SmartLink Service Plan with Warranty	3	3	\$0	\$0	\$220	\$270	\$490
Totals			\$0	\$0	\$660	\$810	\$1,470
Bronze SmartLink Service Plan with Warranty	3	0	\$0	\$0	\$0	\$270	\$270
Totals			\$0	\$0	\$0	\$810	\$810

This would be annual price for all 3 units with monitoring upgrade 5/1 TA recommends



This is annual price for all 3 units TA5/1





Total Number of Sites	Total Number of Controllers	Number of Inspections per Year	Total Number of Controller Inspections	Total Reporting Cost per Controller for 1 Year	Total Inspections Cost per Controller for 1 Year	Total Monitoring Cost per Controller for 1 Year	Total SmartLink Service Plan with Warranty Cost per Controller for 1 Year
1				\$300	\$300	\$220	\$270
Waterford Oaks	3	3	1	\$900	\$300	\$660	\$810
Totals	3	3	1	\$ 900	\$ 300	\$ 660	\$ 810

Platinum	Gold	Silver
Reporting, Inspections, Monitoring and SmartLink Service Plan with Warranty	Inspections, Monitoring and SmartLink Service Plan with Warranty	Monitoring and SmartLink Service Plan with Warranty

\$3,270	\$2,370	\$1,470
\$ 3,270	\$ 2,370	\$ 1,470

Description of Sustainability Services

Equipment	<p>SmartLine weather-based controller with wireless on-site weather station is award winning and the world's leading smart control system with over 500,000 systems in operation. SmartLine is rated a Consumer's Digest "Best Buy" and certified by the EPA with the "Water Sense" designation for efficiency.</p>
Commissioning	<p>Commissioning is managed centrally for single source coordination performed nationally by Weathermatic certified field technicians. Commissioning includes installation of the SmartLine control system with zone-by-zone expert programming for sprinkler type, plant type, soil type, and slope. Inspection services are included during commissioning with select service packages. Sites with online access include online setup, unlimited user permission management and training.</p>
 SmartLink Service Plan	<p>Online access is granted via the SmartLink Service Plan. Access is provided through the cloudbased SmartLink network for full system visibility and remote access. SmartLink includes alert notification, online inspection application, programming changes, water restriction verification, flow reporting, global commands and many additional features. SmartLink is enabled by an Aircard that uses cellular communication for secure and reliable connection to the cloud without requiring software downloads or access to the client's proprietary IT network.</p>
Warranty	<p>Exclusive Total Equipment Protection Warranty includes replacement controllers, modules, weather stations, and SmartLink Aircards for any reason including lightning, theft, and vandalism. Labor for replacing equipment is included in the first year only when Weathermatic performs the installation. The term of the warranty is one year and can be renewed annually for an unlimited period of time to provide a fixed cost of ownership.</p>
 Monitoring	<p>Weathermatic performs monitoring of on-site equipment operation, status changes, and other conditions using the SmartLink network to: troubleshoot technical issues, ensure maximum water savings by managing controller programming changes (auto-adjust to standard, etc.), monitor for system failures (valve short, high flow), avoid watering during rain/freeze events, ensure local water restriction compliance, and manage controller winterization and dewaterization. Monitoring staff trains and supports landscape vendors.</p>
Inspection	<p>During commissioning, Weathermatic performs a detailed zone-by-zone, sprinkler-by-sprinkler inspection of the irrigation system as a third party independent of the landscape vendor. Weathermatic uses an online inspection software application developed for mobile tablets to identify and photograph evidence of: non-functioning valves, clogged nozzles, broken or misaligned sprinkler heads, broken main and lateral lines. The list of needed repairs is summarized in a Site Inspection Report and provided to Owner's Representatives by email for prompt resolution of repair items, leading to improved system efficiency and water savings goal achievement.</p>
Reporting	<p>Monthly reporting of irrigation water usage compared to baseline (historical usage). Reporting covers both gallons and dollars. Utility data is provided to Weathermatic by customer for establishing benchmark and ongoing usage. Metrics include monthly and cumulative savings, and financial savings compared to the initial investment.</p>

HOFFMAN IRRIGATION & LANDSCAPING

WATERFORD OAKS

April 28, 2020

Principal Management
Waterford oaks
390 N Waterford oaks

Bid to connect old system to new controller on new monument first phase of repairs

Will connect existing zones 4 possible 5, 1 zone has no water to it

Also reconnect water to 5th valve and repair section leak as well as replace one broken head that was found when I was tracing the wire

Once those zones are working from the controller will ck to see if we need to add zones around the new monument

Total cost parts and labor for first phase is \$750.00- \$900.00

Sincerely,
Tony Hoffman
(214) 207-3185
Hoffman Irrigation
LI5882,BP1027