

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, November 9, 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 *November 9th* will be provided to the board members and entered into record for the meeting.

Meeting Numbers for the Public

Via webinar: zoom.us/join
Meeting ID: 810 5841 2293
Passcode: 733273

OR

Via Phone: Dial 1-346-248-7799 or toll-free 1-877-853-5247
Meeting ID: 810 5841 2293
Passcode: 733273

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, November, 9/, 2020
7:00 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 (September 14, 2020)
4. Treasurer's Report Randy Dark (General November 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
Bulk Signs: Roland Fuller, Annie Jones, Corky Brown, Kim Crawford-Anderson, Lueretha Jones-Slack,

6. Property Manager Report: Tom Armstrong
1. Update Property Report

7. Items that need Board Approval.
1. Approve New Board Member and Treasurer (Carolyn Moody)

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

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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
Conference Call - City Zoom system
Minutes
Monday, September 14, 2020

1. Call to Order

The monthly Board of Directors meeting of the Waterford Oaks PID #2 (“WOPID”) was called to order at 7:15 p.m. by Leonard Howza, President. A formal attendance roll call was taken of Directors. Mr. Howza and the following directors were also in 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

Three (5) residents were in attendance: Corky Brown, Carolyn Moody, Lucretia Jones-Slack. Cindy Guzman represented the City.

3. Minutes from the July 13, 2020 Board meeting were reviewed. **The Treasurer’s** report for the end of July was reviewed. Mr. Howza moved to accept Minutes and Treasurer’s report as presented, seconded by Mr. Dark. A formal roll call for votes was taken and approval was unanimous.

4. Citizen Forum.

- Ms. Moody mentioned she had seen no recent dumping of grass clippings in the area near the Hageman monument.
- Mr. Brown mentioned the heard from the City regarding the sidewalk project (Hageman to Pond) was “in process, but slowly)
- Ms. Jones mentioned light behind glass at Duncanville monuments was out. The manager will replace it.

5. Committee Reports

a. Landscape – L. Howza and R. Dark

- All landscaping and irrigation have been completed per contract.
- Red Oak tree installed on Waterford Oaks near Germany St.

b. Decorations – Walker, Turner, and Howza –

- Quotes for 2020 Christmas decorations was emailed to Board members in advance

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

- Crime reports and call report were emailed to the Board in advance

d. Capital Improvement – J. Reed

- Hageman walking trail was recently trimmed back 3 feet along tree line from the bridge to the new monument
- Quote sent to Board from City Parks Dept to install split rail fence along the walking trail

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

- Monitoring and report of code violations have been done per the contract

f. Compliance Committee

- Emails issued regarding bulk pick-up dates and placement of signs and committee members to place signs regarding the same.

6. 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. Cleaning of Gray vinyl fencing Calvert and white vinyl fencing along Duncanville is complete. Ms. Williams said they look good.
- c. Painting of tile at the fountain on Beltline Rd. monument is pending.

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

- Christmas lighting for 2020.
 - a) Quote #128 for \$21,599.87 was passed unanimously (similar scope from last year)
 - b) Quote #129 for \$2,000.00 was not passed.
- Annual Landscape contract renewal with Martinez totaling \$30,998.75 was passed unanimously
- Management Agreement renewal with Principal at the same monthly \$638 rate passed unanimously.
- Monitoring Agreement renewal with V&J Janitorial at the same monthly \$500 rate passed unanimously.
- Quote to replace tree \$1,400 by Martinez passed unanimously.
- Quote to share the project with City of split rail fence along tree line Hageman \$1199.00 passed unanimously.

8. **Final comments “around the room”**

- No meeting for October.

9. **Adjournment:** Seeing as no further business, the meeting closed at 7:51 pm.

10. **Next Meeting:** November 9, 2020 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



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

LANDSCAPE COMMITTEES REPORT 11/9/2020

Leonard Howza, Randy Dark.

1. All landscaping and irrigation have been completed per contract.

DECORATIONS COMMITTEES REPORT

Leonard Howza, Clodette Turner, and Bertha Walker

1. Christmas lighting insulation has begun, will be completed by 11-26-2020.

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 Spli-Rail Fence has been Completed
2. City Of Cedar Hill Parks Departement working to replace parts and repair Irrgations system at Hegman Walking Trail.

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 Bulk pick-up dates, and signs being placed by the committee members

Waterford Oaks

Case #	Topic	Status	Date Entered	Date Due	Address	Violations
CE-20-7339	Exterior Grounds	Closed - Voluntary	10/13/2020		1207 BREWER DR	9-26(h)(1) - High Grass and Weeds
CE-20-7215	Exterior Grounds	Closed - Voluntary	10/7/2020		1212 BREWER DR	9-26(h)(1) - High Grass and Weeds
CE-20-7660	Exterior Grounds	Open	10/28/2020	11/4/2020	218 CAIN DR	9-26(h)(1) - High Grass and Weeds
CE-20-7661	Exterior Grounds	Open	10/28/2020	11/4/2020	219 CAIN DR	9-26(h)(1) - High Grass and Weeds
CE-20-7394	Exterior Grounds	Closed - Voluntary	10/15/2020		1368 CALVERT DR	9-26(h)(1) - High Grass and Weeds
CE-20-7338	Exterior Grounds	Closed - Voluntary	10/13/2020		1219 CALVERT DR	9-60 - Trash and Debris, 9-60 - Brush/Tree Limbs
CE-20-7593	Exterior Grounds	Closed - Voluntary	10/23/2020		1213 CALVERT DR	9-26(h)(1) - High Grass and Weeds
CE-20-7419	Exterior Grounds	Closed - Voluntary	10/16/2020		1360 CALVERT DR	9-26(h)(1) - High Grass and Weeds
CE-20-7341	Exterior Grounds	Closed - Voluntary	10/13/2020		1387 CALVERT DR	9-26(h)(1) - High Grass and Weeds
CE-20-7174	Exterior Grounds	Closed - Voluntary	10/6/2020		907 CALVERT DR	9-60 - Brush/Tree Limbs
CE-20-7550	Exterior Grounds	Closed - Voluntary	10/21/2020		1336 CALVERT DR	9-60 - Trash and Debris
CE-20-7337	Exterior Grounds	Closed - Voluntary	10/13/2020		1174 CALVERT DR	4-193 - Address Numbers
CE-20-7395	Exterior Grounds	Closed - Voluntary	10/15/2020		1363 CALVERT DR	9-26(h)(1) - High Grass and Weeds
CE-20-7563	Exterior Grounds	Closed - Voluntary	10/22/2020		224 CHAMBLIN CT	9-26(h)(1) - High Grass and Weeds
CE-20-7090	Exterior Grounds	Closed - Voluntary	10/1/2020		200 CHAMBLIN DR	9-26(f)(2) - Overhanging Limbs
CE-20-7560	Exterior Grounds	Closed - Voluntary	10/22/2020		114 CHAMBLIN DR	9-60 - Trash and Debris, 9-26(h)(1) - High Grass and Weeds
CE-20-7659	Exterior Grounds	Closed - Voluntary	10/28/2020		213 CHAMBLIN DR	9-60 - Trash and Debris
CE-20-7591	Exterior Grounds	Closed - Voluntary	10/23/2020		822 CHRISTINE DR	9-26(h)(1) - High Grass and Weeds
CE-20-7592	Exterior Grounds	Closed - Voluntary	10/23/2020		826 CHRISTINE DR	9-26(h)(1) - High Grass and Weeds
CE-20-7294	Exterior Grounds	Closed - Voluntary	10/9/2020		742 CREEKSTONE DR	9-60 - Brush/Tree Limbs
CE-20-7392	Exterior Grounds	Closed - Voluntary	10/15/2020		440 HAGEMAN LN	9-26(h)(1) - High Grass and Weeds
CE-20-7708	Exterior Grounds	Open	10/30/2020	11/6/2020	200 LAVENDER DR	9-26(h)(1) - High Grass and Weeds
CE-20-7379	Exterior Grounds	Closed - Voluntary	10/14/2020		213 LAYMAN DR	9-60 - Trash and Debris
CE-20-7571	Exterior Grounds	Open	10/22/2020	11/12/2020	801 LOWE DR	9-26(f)(2) - Overhanging Limbs
CE-20-7219	Exterior Grounds	Closed - Voluntary	10/7/2020		206 MOSS DR	9-60 - Brush/Tree Limbs
CE-20-7217	Exterior Grounds	Closed - Voluntary	10/7/2020		200 MOSS DR	9-26(h)(1) - High Grass and Weeds
CE-20-7690	Exterior Grounds	Open	10/29/2020	11/5/2020	460 N WATERFORD OAKS DR	9-26(h)(1) - High Grass and Weeds
CE-20-7691	Exterior Grounds	Open	10/29/2020	11/5/2020	420 N WATERFORD OAKS DR	11-127(b) - Parking on Unimproved Surface
CE-20-7211	Exterior Grounds	Closed - Voluntary	10/7/2020		223 PATTON DR	9-60 - Trash and Debris

CE-20-7688	Exterior Grounds	Open	10/29/2020	11/5/2020	1229 PAUL DR	9-26(h)(1) - High Grass and Weeds	
CE-20-7638	Exterior Grounds	Open	10/27/2020	11/3/2020	1213 PAUL DR	9-60 - Trash and Debris	
CE-20-7506	Exterior Grounds	Closed - Voluntary	10/20/2020		1210 PAUL DR	9-26(h)(1) - High Grass and Weeds	
CE-20-7303	Exterior Grounds	Closed - Voluntary	10/9/2020		1135 REITZ DR	9-26(h)(1) - High Grass and Weeds	
CE-20-7292	Exterior Grounds	Closed - Voluntary	10/9/2020		1120 REITZ DR	11-127(b) - Parking on Unimproved Surface	
CE-20-7293	Exterior Grounds	Open	10/9/2020	11/6/2020	1335 RIDGEVIEW DR	9-26(l) - Fence	
CE-20-7662	Exterior Grounds	Open	10/28/2020	11/4/2020	1368 RIDGEVIEW DR	9-60 - Trash and Debris	
CE-20-7295	Exterior Grounds	Closed - Voluntary	10/9/2020		1411 STONE OAK CT	9-26(h)(1) - High Grass and Weeds	
CE-20-7689	Exterior Grounds	Open	10/29/2020	11/5/2020	464 WATERFORD OAKS DR	9-26(h)(1) - High Grass and Weeds	
CE-20-7240	Exterior Grounds	Closed - Voluntary	10/8/2020		1211 WHITE CT	9-60 - Brush/Tree Limbs	
CE-20-7567	Exterior Grounds	Closed - Voluntary	10/22/2020		1214 WHITE DR	9-60 - Brush/Tree Limbs	
CE-20-7242	Exterior Grounds	Closed - Voluntary	10/8/2020		1201 WHITE DR	9-26(h)(1) - High Grass and Weeds	
CE-20-7088	Exterior Grounds	Closed - Voluntary	10/1/2020		1221 WHITE DR	9-26(h)(1) - High Grass and Weeds	
CE-20-7565	Exterior Grounds	Closed - Voluntary	10/22/2020		1216 WHITE DR	9-60 - Brush/Tree Limbs	

**Waterford Oak PID
Action Item Log**

	11/1 Mgr sent Amendment to Management Agreement to BOD.	complete
	<p>10/27 Mgr communicated with fountain vendor to have him re-fill large fountain from small fountain because the irrigation system does not allow for refill by software again.</p> <p>11/2 Mgr advised by president motor to large fountain is running but no water flow. Mgr contacted fountain contractor who went on site and primed pump. Said he saw some leakage in seal area between motor and pump, and would return 11/3. Perhaps the seal got "toasted" by the motor running heating because no flow.</p> <p>11/3 contractor returned in morning and determined leak is too bad, so shut off motor. Said he will return tomorrow and replace seal. He will also provide quote to install a filter mechanism in the closet as requested by president. It will be similar to the filter in the Belt Line fountain.</p>	in process
Hageman monument continuing	<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
	<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> <p>* 9/4 Mgr received text from contractor that his electrician re-attached the light string, but had to go back to North Dallas to obtain a dimmer control - should finish next week.</p> <p>* 9/16 Mgr inspected installation of dimmer. One section of "face" would not light evenly - a section like at 7-9 o'clock. Mgr loosened a clip that was pressing on circuit wires, and it seemed to help.</p> <p>* 9/20 Mr. Howza notified Mgr by email light was still inconsistent, but dimmer worked.</p> <p>* 9/21 Mgr called contractor to site in 24 hours. Showed the continued inconsistency. Told contractor to get it fixed within 24-48 hours. 9/25 contractor text that sub electrician will correct problem by Monday 9/28</p> <p>* 9/29 contractor notified Mgr the work was not done because of death of wife of one of the subcontractor's partners. Said work will be completed 10/2.</p> <p>* 10/2 Mgr went onsite and saw no work had been done, so called contractor again. Was informed the funeral was held today. Mgr told contractor if they can't get it fixed this week the PID would consider hiring its own electrician and charge back the cost to his company. He was very upset and began stating that the whole project was changed at the beginning because they were told electric service was to be easily accessible before construction. Claims they have about \$3000 in cost overrun.</p> <p>* 10/6 Mgr saw that the strand of lights had been changed, but part was hanging off (9 o'clock section) and would not illuminate from photo cell.</p>	closed

**Waterford Oak PID
Action Item Log**

Lights out monument plaques	<ul style="list-style-type: none"> * 9/26 Mgr drove at night and noticed the flood light at north monument at Stoney Hill is out, and the light for plaque at Lowe entrance is also not illuminating. * 9/30 president sent quote from electrician to replace 2 submersible light fixtures for both fountains \$603.20 	complete
Fountain tiles	<ul style="list-style-type: none"> * 7/15 President asked Mgr to see if it is feasible to paint the tiles under the water flow at Belt Line fountain for better visibility * 7/20 Met Pro Maintenance on site to show tiles. They said they could use a marine grade paint..... Will send quote. * 9/10 Mgr received quote \$320 to paint 2 tones of A-100 S&W paint. * 9/23 Contractor painted all tiles with a coat of tan, then came back 9/24 and painted coat of dark brown over top. * 9/26 Mgr came on site next day and started water pump. * 10/5 Mgr saw where tiles were painted prior Friday. Paint dried, Mgr re-filled fountain * 10/8 Mgr forwarded bill for \$320. 	complete