

**City of Fort Worth**  
**Five Year Service Plan FY 23-24 - FY27-28 (Midyear)**  
**Public Improvement District No. 12 - Chapel Hill**

|                                           | <u>FY23/24</u>    | <u>FY24/25</u>    | <u>FY25/26</u>     | <u>FY26/27</u>      | <u>FY27/28</u>     |
|-------------------------------------------|-------------------|-------------------|--------------------|---------------------|--------------------|
| <b>REVENUES</b>                           |                   |                   |                    |                     |                    |
| PID Assessments                           | \$ 373,983        | \$ 385,202        | \$ 396,759         | \$ 408,661          | \$ 420,921         |
| COFW Assessments                          | \$ 1,092          |                   |                    |                     |                    |
| <b>Total Budgeted Revenues</b>            | <b>\$ 375,075</b> | <b>\$ 385,202</b> | <b>\$ 396,759</b>  | <b>\$ 408,661</b>   | <b>\$ 420,921</b>  |
| Use of Fund Balance                       | -                 | -                 | 78,000             | 106,386             | 23,512             |
| <b>Total Funds Available for Use</b>      | <b>\$ 375,075</b> | <b>\$ 385,202</b> | <b>\$ 474,759</b>  | <b>\$ 515,047</b>   | <b>\$ 444,433</b>  |
| <b>EXPENSES</b>                           |                   |                   |                    |                     |                    |
| Management Fee                            | \$ 15,072         | \$ 15,675         | \$ 16,302          | \$ 16,954           | \$ 17,632          |
| Utilities                                 | 19,100            | 20,055            | 21,058             | 22,111              | 23,216             |
| Landscaping                               | 132,000           | 188,600           | 269,455            | 298,621             | 218,326            |
| Common Area Maintenance                   | 71,640            | 134,558           | 141,287            | 148,351             | 155,770            |
| Communications                            | 5,500             | 5,610             | 5,722              | 5,837               | 6,070              |
| Audit/Annual Review                       | 3,000             | 3,000             | 3,000              | 3,000               | 3,000              |
| Capital Improvements                      | 15,000            | 10,000            | 10,000             | 12,000              | 12,000             |
| City Administrative Fee                   | 7,480             | 7,704             | 7,935              | 8,173               | 8,418              |
| <b>Total Budgeted Expenses</b>            | <b>\$ 268,792</b> | <b>\$ 385,202</b> | <b>\$ 474,759</b>  | <b>\$ 515,047</b>   | <b>\$ 444,433</b>  |
| Contribution to Fund Balance              | 106,283           |                   |                    |                     |                    |
| <b>Total Expenses</b>                     | <b>375,075</b>    | <b>385,202</b>    | <b>474,759</b>     | <b>515,047</b>      | <b>444,433</b>     |
| <b>Net Change in Fund Balance</b>         | <b>\$ 106,283</b> | <b>\$ 0</b>       | <b>\$ (78,001)</b> | <b>\$ (106,385)</b> | <b>\$ (23,511)</b> |
| Estimated Fund Balance, Beginning of Year | 208,879           | 315,162.14        | 315,162.49         | 237,161.94          | 130,777            |
| Estimated Fund Balance, End of Year       | 315,162           | 315,162.49        | 237,161.94         | 130,776.59          | 107,265            |
| Reserve Requirement                       | 64,213            | 79,142.34         | 85,858.28          | 74,086.92           | 74,087             |
| <b>Over (Under) Reserve</b>               | <b>\$ 250,949</b> | <b>236,020.15</b> | <b>151,303.66</b>  | <b>56,689.67</b>    | <b>\$ 33,178</b>   |

**\*FY2024 Assessment Rate = \$.18**

| Expense (Service Plan Detail)                                                                         | FY24 Expense Amount (\$) |            | Notes:                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------|--------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Management Fee</b>                                                                                 |                          |            |                                                                                                                                                                                                                      |
| Salaries and Benefits; payroll tax, group health, payroll flex, workers comp etc                      | \$                       | 5,537.20   | Requesting 10% increase for 23-24 year due to inflation                                                                                                                                                              |
| Office Supplies and Admin Expenses                                                                    | \$                       | 2,200.00   |                                                                                                                                                                                                                      |
| Office Rent and Parking                                                                               | \$                       | 550.00     |                                                                                                                                                                                                                      |
| Computer support and office equipment; leased office equipment, telephone, fax, cable, contract labor | \$                       | 385.00     |                                                                                                                                                                                                                      |
| Accounting and Admin professional service fees                                                        | \$                       | 6,400.00   |                                                                                                                                                                                                                      |
| Insurance                                                                                             | \$                       |            |                                                                                                                                                                                                                      |
| Total:                                                                                                | \$                       | 15,072.20  |                                                                                                                                                                                                                      |
|                                                                                                       |                          |            |                                                                                                                                                                                                                      |
| <b>Utilities</b>                                                                                      |                          |            |                                                                                                                                                                                                                      |
| Electric                                                                                              | \$                       | 3,842.00   |                                                                                                                                                                                                                      |
| Water expense for planters; Supplemental water. Expense dependent on weather patterns                 | \$                       | 15,258.00  | Estimating increase due to inflation costs plus addition of new plant material/trees                                                                                                                                 |
| Total:                                                                                                | \$                       | 19,100.00  |                                                                                                                                                                                                                      |
|                                                                                                       |                          |            |                                                                                                                                                                                                                      |
| <b>Maintenance &amp; Operations</b>                                                                   |                          |            |                                                                                                                                                                                                                      |
| Pond Maintenance Contract                                                                             | \$                       | 3,500.00   | Increase in price due to anticipation of contract discussion                                                                                                                                                         |
| Pond Chemicals                                                                                        | \$                       | 840.00     | Aprox \$120/mth for 7 months out of the year. This line will vary depending on the conditions of the pond. Estimated from prior year trend.                                                                          |
| Replace Fountain Light                                                                                | \$                       | 6,000.00   | Fountain light will need to be replaced in coming year                                                                                                                                                               |
| Anticipated Maintenance at Cibola Hills                                                               | \$                       | 45,200.00  | New to the PID                                                                                                                                                                                                       |
| Common Area Miscellaneous                                                                             | \$                       | 12,000.00  | Repairs/Upgrades to common areas. Placeholder for any unexpected damages due to weather, age, or vandalism. In addition, proposing new benches and dog stations.                                                     |
| Fountain Repairs                                                                                      | \$                       | 4,100.00   | Repairs for aging fountain                                                                                                                                                                                           |
| Total:                                                                                                | \$                       | 71,640.00  |                                                                                                                                                                                                                      |
|                                                                                                       |                          |            |                                                                                                                                                                                                                      |
| <b>Landscaping</b>                                                                                    |                          |            |                                                                                                                                                                                                                      |
| Landscape Contract                                                                                    | \$                       | 38,400.00  | Requesting new landscape bids to compare current services. Pricing will increase if a new vendor is selected. Have heard feedback that residents would like to see an improvement in landscape and landscape vendor. |
| Landscape Enhancements                                                                                | \$                       | 76,150.00  | Removal of dead trees, Flower bed in park area, Crapex or Vitex around pond to add color, rocks, contingency to treat Bagworms, if needed                                                                            |
| Irrigation Repairs                                                                                    | \$                       | 17,450.00  |                                                                                                                                                                                                                      |
| Total:                                                                                                | \$                       | 132,000.00 |                                                                                                                                                                                                                      |
|                                                                                                       |                          |            |                                                                                                                                                                                                                      |
| <b>Newsletter</b>                                                                                     |                          |            |                                                                                                                                                                                                                      |
| Mailings, Design and Print to ____PID Property owners                                                 | \$                       | 2,300.00   | City mailings, annual meeting notice: set up fee plus cost to print and mail card. Increasing due to new area joining the PID                                                                                        |
| Website Maintenance                                                                                   | \$                       | 3,200.00   | \$50/yr hosting renewal, monthly web hosting - \$500/hr web design - av 1 hr/mth unless a website redesign is requested                                                                                              |
| Total:                                                                                                | \$                       | 5,500.00   |                                                                                                                                                                                                                      |
|                                                                                                       |                          |            |                                                                                                                                                                                                                      |
| <b>Capital Improvements</b>                                                                           |                          |            |                                                                                                                                                                                                                      |
| New fountain at Chapel Hill Pond                                                                      | \$                       | 15,000.00  | Proposed new fountain at Chapel Hill                                                                                                                                                                                 |
|                                                                                                       | \$                       |            |                                                                                                                                                                                                                      |
| Total:                                                                                                | \$                       | 15,000.00  |                                                                                                                                                                                                                      |
|                                                                                                       |                          |            |                                                                                                                                                                                                                      |
| <b>City Audit</b>                                                                                     |                          |            |                                                                                                                                                                                                                      |
| City Audit                                                                                            | \$                       | 3,000.00   | Conducted by City                                                                                                                                                                                                    |
| Total:                                                                                                | \$                       | 3,000.00   |                                                                                                                                                                                                                      |
|                                                                                                       |                          |            |                                                                                                                                                                                                                      |
| <b>City Administrative Fee</b>                                                                        |                          |            |                                                                                                                                                                                                                      |
| 2% fee per PID Policy                                                                                 | \$                       | 7,480.00   |                                                                                                                                                                                                                      |
| Total:                                                                                                | \$                       | 7,480.00   |                                                                                                                                                                                                                      |
|                                                                                                       |                          |            |                                                                                                                                                                                                                      |
| Grand Total:                                                                                          | \$                       | 288,792.20 |                                                                                                                                                                                                                      |

Please use this formatted template when providing supporting detail

- Each line item in your SAP should be separated out into it's own category with a detailed summary and dollar amount.
- Adjust as needed with information specific to your SAP.
- This template is to demonstrate the level of detail and breakout we are asking for within each category. Please adjust accordingly.