

Park Glen Neighborhood Association

Minutes of April 17, 2017 Board Meeting

Approved at the
6/19/17 Board
Meeting

Roll Call

Kevin called the meeting to order at 7:06 p.m.

The following Board members were present: Kevin Hammack, Russell Zwerg, Kelly Wingo, Barry Bryan.

Announcement of Actions since the March 20, 2017 Board Meeting

- Immediately after the 3/20/17 meeting, the Board decided:
 - to clear \$1,330.80 on account R0329317L0279206 upon payment of \$600 for outstanding assessments and some fees to amicably resolve a dispute where payment and transaction history is unclear and tremendous compounding of late fees and finance charges on old balances has occurred.
 - to waive \$181.92 on account R0328138L0278019 after we received \$132.00 for the assessments billed in 2015 and 2016 plus \$66 more to pay some late fees and finance charges. The homeowner did not receive bills because RealManage was never notified of the May 2015 home transfer.
 - that violations for partial screening fences should be canceled if the homeowner shows that the screening fence was in place in 2012 or earlier or was in place without a violation citation at the time of transfer of the property after 2012.
- Since the 3/20/17 Board Meeting, Treasurer Russell Zwerg approved the following account concessions to homeowners:
 - Waived \$78.63 in late fees and finance charges on account R0328895L0278780 after homeowner paid \$132 in assessments and \$157.26 in late fees and finance charges.
 - Waived \$199.84 in late fees and finance charges on account R0330845L0280762 after payment of \$198 in assessments and the other \$199.84 in late fees and finance charges.
 - Waived \$118.94 in late fees and finance charges on account R0329803L0279696 after payment of \$132 in assessments and \$133.93 in late fees and finance charges.
 - Waived \$126.44 in late fees and finance charges on account R0329815L0279708 after payment of \$132 in assessments and 126.43 in late fees and finance charges.
 - Waived \$23.99 in late fees and finance charges on account R0385659L0281096 after the other \$23.98 was paid.
 - Waived \$47.48 in late fees and finance charges on account R0328705L0278589 after payment of \$66 in assessments and \$47.47 in late fees and finance charges.
 - Waived \$116.85 in late fees and finance charges on account R0328186L0278067 after payment of \$132 in assessments and \$168 in late fees and finance charges.
 - Waived \$55.47 in late fees and finance charges on account R0329843L0279736 after homeowner paid \$66 in assessments and \$55.47 in late fees and finance charges.
 - Waived \$183.93 in late fees and finance charges on account R0330011L0279906 after payment of \$132 in assessments and \$183.92 in late fees and finance charges.

Minutes of Preceding Meeting

Barry moved to approve Minutes of the March 20, 2017 Board meeting as written. Motion seconded by Kelly. None opposed. Motion passed.

President's Report

- Update on repair by the City of Fort Worth and the decorative column by TST, of Island Park Drive bridge north of Ash River Road-The contractor built it back up. Kevin sent communication to the City regarding its responsibility with regard to the bridge. It was agreed that after 2 years, any bridge becomes the responsibility of the City. We continue to push for reimbursement from the City for the column.
- City Sign Variance Request-Andy's Frozen Custard-this is going in on North Tarrant Pkwy. beside McDonalds. The Board has spoken against the sign, however, we lost the vote and the variance for the larger ice-cream cone sign is going to be allowed.

- Newsletter Termination-The Publisher has notified us that it is no longer cost effective to publish the newsletter. Consequently, we may be moving toward an on-line newsletter. Further discussion will be forthcoming as to the vehicle(s) that will be used with regard to its on-line publication.
- Daniel Guido is putting a bicycle group together in an attempt to build community involvement. For the purpose of safety, the group is requesting barricades. We are still exploring this idea and will talk further.

Vice President's Report

- Mailbox project update-Classic Construction has been hired to fix mailboxes. So far, they have been doing a great job and we are very pleased with their work.
- Report on referral of properties to attorney for collection of past due monies and enforcement of deed restriction violations-The attorney currently has control of 10 accounts. 9 accounts are waiting out the statutory process. 6 accounts are pending Board action, resolution pending.
- Call for volunteers for Yard of the Month program-We are calling for volunteers to judge yards.

Other Board Member Reports/Comments

- Kelly reviewed the email she received regarding the neighborhood crime watch signs that will display the new non-emergency number. Work on these will begin soon. There is a brainstorming meeting about this taking place on Wednesday, April 19, at 1:00 p.m. All interested are welcome to attend.
- Kelly has nothing to report with regard to scholarships at this time.
- Barry discussed the Mayor's annual bike ride. He indicated that the Mayor is considering placing Park Glen on the yearly bike ride route.

Property Manager's Report (Jennifer Martinez)

- Contact information for the Property Manager's office was reviewed.
- Neighborhood update/status-There are currently several requests due to the inclement weather a couple of weeks ago.
- Proposal for buckling and un-level sidewalks in Phase III-RealManage was able to obtain 3 comparable bids for Phase III. Details of those bids were discussed. Problems associated with the trees that caused the sidewalk damage were also discussed. RealManage will prepare a plan to put before the Board regarding all the options.

Social / Events / Activities

- Report on 4/1/2017 Cowtown Clean-up (Arcadia Park)- Barry discussed the Cowtown clean-up. He estimates about 75 people in attendance to help clean-up the neighborhoods.
- Report on 4/8/2017 Eggstravaganza-Russell discussed the cost breakdown for this event. He estimates about 1,200 children in attendance.
- Announcement of Upcoming Events:
 - 4/21-4/23 Community Garage Sales sponsored by PID6
 - 4/29 Shredding Event at the elementary school
 - 5/6 Fort Worth Crud Cruiser in our area at Gateway Church
 - Planning for the 6/3/2017 Pool/Movie Night
- Planning for 7/1/2017 Independence Day Parade and other activities in collaboration with PID 6-We are trying to combine efforts to make one large event.

Architectural Control Committee

Certain emergency repairs are taking precedence over other requests in order to move quickly due to the inclement weather a couple of weeks ago.

Development Committee

Nothing to report

Financial Report

Russell reviewed the following for everyone

- Monthly financial report
- Monthly accounts receivable report

Old Business

None

New Business

- Members of Scholarship Selection Committee-**Russell moved that the following Park Glen Neighborhood Association homeowners be appointed to serve as the Selection Committee for the 2017 Park Glen Scholarship Program: Jodi Hight, Marie Burleson, Joe Lara, and Tom Downey.** Barry second. None opposed. Motion passed.
- Authorization of 2017 Yard of the Month program-**Russell moved that A “Yard of the Month” program be authorized to recognize outstanding landscaping and yard maintenance in the months of May through September. The program, volunteer judges, and judging process to be coordinated by Russell Zwerg, a winner to be recognized in each of the 13 villages, a winner may not repeat as winner for 18 months, meaning no 2016 winner is eligible in 2017, and that there will be no prizes other than the recognition with yard signs.** Barry seconded. None opposed. Motion passed.
- Summer Movie nights: Schedule and Cost Authorization-**Russell moved that Dana Hammack be authorized to coordinate four Pool/Movie Nights to be held at the Longhorn Activity Center pool on the following dates: Saturday, June 3, 2017; Saturday, July 8, 2017; Saturday, August 5, 2017; and, Saturday, September 2, 2017, with authorization to spend up to \$2,000 cumulative for 4 events.** Kelly seconded. None opposed. Motion passed.
- Request for Expense Reimbursement-**Russell moved to be reimbursed \$1,628.88 for Park Glen expenses incurred from 12/14/2016 through 4/7/2017 as detailed on his “Request for Reimbursement” form and receipts and summarized as follows: Holiday in the Park (Cookies, \$62.94); Eggstravaganza (Park Rental, \$350.00); Eggstravaganza (Candy and Trinkets for Eggs, \$1,068.82); Eggstravaganza (Prizes and Other, \$93.46); Website Hosting (For 16 Weeks, \$23.80); Cowtown Clean-up (Lunch For the Event, \$29.86.** Barry seconded. None opposed. Motion passed.
- 2017 HOA Board Election-**Russell moved to conduct the 2017 Board Election according to the following timetable.**
 - May 15 Board Meeting – approve Election Guidelines & Cost and appoint Election Coordinator.
 - By June 10 – Mailing from RealManage to all homeowners notifying of the annual meeting, the opportunity and procedures for homeowners to file as candidates, and an overview of the voting process. The mailing may also contain other topics, as the Board desires.
 - By June 10 – Communicate the election, candidate filing opportunity, and guidelines via the ParkGlen.org website, e-mail messages sent to our e-blast list, and Facebook posts. Repeat later in June and very early July.
 - By June 10 – Candidate filing period opens.
 - July 25 – Candidate filing period closes. All filings must be received by the end of the day on this date.
 - By July 31 - Post candidates & candidate statements on website; send to Election-America.
 - By August 5 – Election-America prepares candidate information sheets, ballots, information letters, & voting website.
 - August 5-8 – Election-America mails letter, mail-in ballot, & candidate information sheet to each homeowner.
 - August 10 or when Election-America mails ballots, whichever is sooner - Advance Voting period opens.
 - September 10 - Advance voting period ends.
 - September 11 (Monday) - Annual Meeting; in-person voting; results made known (assuming quorum).Barry seconded. None opposed. Motion passed.

Member Comments

None.

Kevin moved to adjourn the meeting. Barry seconded. None opposed. Meeting adjourned at 8:42 p.m.

Accounts in Attorney's Hands		
	Bankruptcy	3
	Special	1
	Collection	4
	Collection AND Enforcement	2
	Enforcement	0

	Accounts in Attorney's Hands	10

Accounts in Statutory Process at RealManage		
	Collection	4
	Collection AND Enforcement	4
	Enforcement	1

	Accounts in Statutory Process at RealManage	9

Pre-Referral Board Action waiting for Response		
	Collection	0
	Collection AND Enforcement	0
	Enforcement	0

	Pre-Referral Board Action waiting for Response	0

Pre-Referral Board Action pending Potential Resolution		
	Collection	4
	Collection AND Enforcement	2
	Enforcement	0

	Pre-Referral Board Action pending Resolution	6

Grand Total 25

RealManage



Park Glen Manager's Report April 17, 2017

**Contact RealMange Customer Service:
1-866-4-RealService (866-473-2573)**

Email - ParkGlen@CiraMail.com

Community Website - www.ParkGlen.org

Architectural Requests

From March 21, 2017 - April 17, 2017 (38 Applications)

21 Approvals

8 Approved with Stipulations

9 Denied

Approved

Roof Replacement - 4
Exterior Paint - 3
Storage Shed - 1
Tree removal - 1
Garage Door Replacement - 1
Fencing - 2
Shrub Replacement - 1
New Front Door - 2
Arbor/Pergola Install - 1
Solar Panels - 1
Window Replacement - 1
Landscaping - 3

Approved with Stipulations

Door Replacement - 1
Window Replacement - 3
Patio Cover - 1
Landscaping - 3

Denied

Fence Replacement - 3
Front Porch Install - 1
Storage Shed - 5

Resident Calls

- **1-866-4RealService (866-473-2573)**
 - **Extended customer service hours (7:30 am – 7:00 pm)**
 - **Multi-lingual customer service (English, Spanish and other languages)**

From March 21, 2017 to April 17, 2017, RealManage has taken 137 telephone calls from residents.

33 calls were account inquiries.

33 calls were regarding Deed Restrictions.

35 calls were regarding Architectural Requests

1 calls were in regards to common area.

16 calls were to report an issue or check status.

19 calls were classified as “other”.

Resident Emails

From March 21, 2017 to April 17, 2017, RealManage has processed 158 emails.

24 emails were account inquiries.

38 emails were regarding Deed Restrictions.

73 emails were regarding Architectural Requests.

3 email was in regards to common area.

16 emails were to report an issue or check status.

4 emails were classified as "other".

Email us anytime at ParkGlen@CiraMail.com

RealManage Resident Services

- **1-866-4RealService (866-473-2573)**
 - Extended customer service hours (7:30 AM – 7:00 PM)
 - Multi-lingual customer service (English, Spanish and other languages)
 - Instant email fulfillment of most information requests
- **Resident Portal (www.RealManage.com)**
 - Owner statements and payment history
 - Assessment rules information
 - Online payments
 - Online service requests
 - Deed restriction summary
 - Deed restriction violation reporting
 - Document archive

Email to use for all correspondence
ParkGlen@CiraMail.com

Resident Portal



CONTACT US
866-4-RealService or (866-473-2573)
service@ciramail.com

[Home](#) [About Us](#) [Services](#) [Resident Service](#) [Lot/Home Sale Service](#) [Vendor Service](#) [Join Our Team](#) [Blog](#) [Contact Us](#)



Exceptional Management for Your Community. Delivered.

FIND A REALMANAGE OFFICE

Find a RealManage office nearest you by entering your zip code.

RESIDENT PORTAL

Access your account, pay assessments, request service and more via CiraNet

BOARD PORTAL

Access your community's cloud-based management and information portal via CiraNet

CLOSING PORTAL

Request a statement of account, resale certificate, estoppels and more via CiraNet

ATTORNEY PORTAL

Access resources and account statements via CiraNet

VENDOR PORTAL

Obtain instructions, submit a question or upload an invoice via CiraNet



Resident Portal...cont.



CIRANET RESIDENT PORTAL

Login

User Name is required.

Password is required

Remember me

[Don't have an account?](#)

[Retrieve UserName or Validate Email Address](#)

Welcome to the CiraNet Resident Portal powered by CiraConnect. The Resident Portal is provided as an online service for property owners and residents in a community managed with the CiraNet community association management software application.

Please log in to access your account, pay assessments, request service and more. Don't have an account? Simply click the "Don't have an account?" link to easily create an account.

Unable to access your account or need assistance? Please contact us at service@CiraMail.com or toll-free at (855) 877-CIRA (2472).

The End

Have a great week!



Thank you!

Eggstravaganza

Proceeds

Total Proceeds

Attendance Est

Expense

City Park Permit

Bounce Houses and Generator

Table Rentals

Signs

Portable Toilets

Sound / DJ

Face Painter and/or Balloon Animal Maker

Bunny Actor

	<u>2017 Actual</u> 4/8/2017	<u>2017 Details</u>	<u>2016 Actual</u> 3/26/2016	<u>2016 Details</u>	<u>2015 Actual</u> 3/28/2015	<u>2015 Details</u>	<u>2014 Total</u>	<u>2013 Total</u>
		34 Exhibitors @ \$40 + 6 at no charge (non-profit organizations or providing service) + 1 that did not participate but donated cookies		30 @ \$35 + 1 that donated items in lieu of \$35 + 2 that did not participate but donated items		9 @ \$40 (incl tables) + 8 @ \$35 + 2 that donated candy in lieu of \$35	21 @ \$35	23 @ \$35
Total Proceeds	\$1,360.00		\$1,050.00		\$640.00		\$735.00	\$805.00
Attendance Est		1200 kids + at least 1200 adults		1300 kids + at least 1300 adults		800 kids + at least 800 adults		
City Park Permit	\$475.00	Fee for a nonprofit for 500-2500 participants	\$475.00	Fee for a nonprofit for 500-2500 participants	\$165.00	Fort Worth City Permit for "Island View Park" \$125 for fewer than 500 attendees, plus \$40 for 4th hour	\$200.00	\$35.00
Bounce Houses and Generator	\$521.93	Let's Jump	\$540.52	Slide & Playland plus \$50.00 Gift Card to a homeowner for multiple use of his personal generator	\$809.40	3 different kinds from Let's Jump, including generator	\$748.25	\$657.41
Table Rentals	N/A	Exhibitors provided their own	N/A	Exhibitors provided their own	\$34.64	from AA Party Rental		
Signs	N/A	Had from prior years	N/A	Had from prior years	\$97.91	"Park Glen Neighborhood Association" banner; not just for Eggstravaganza; identifies PGNA for any community meeting or event	\$825.69	\$766.98
Portable Toilets	\$155.28	United Site Services	\$155.28	United Site Services	\$155.28	United Site Services	\$261.64	\$270.20
Sound / DJ	N/A	Used our own powered speaker and playlist	N/A	Used our own powered speaker and playlist	\$250.00	DJ (David Moore / DM Productions)	\$300.00	\$300.00
Face Painter and/or Balloon Animal Maker	N/A	Face and Nail painting provided at no cost by Daniel & Chelsea Guido and Friends (Park Glen Bicycle Gang)	\$510.00	Lindsey Foster & Cammi Ratliff	\$450.00	Thiel Fogerty (Beary Cute Balloons) \$75 per person x 2 people (face painter & baloon artist) x 3 hours		
Bunny Actor	\$255.00	Lindsey Foster (\$85 x 3 hours)	\$255.00	Brandi Foster	\$200.00	Thiel Fogerty (Beary Cute Balloons) \$100 x 2 hours		

Bunny Suit Cleaning	N/A	Didn't Use	N/A	Didn't Use	\$59.12	did not sufficiently get out the spot, plus the suit is awkward to fit almost everybody	\$39.64	\$33.98
Plastic Eggs			\$218.92	We bought some before Easter and 6,696 more on clearance at Hobby Lobby for next year	\$179.12	for future Easter events: \$46.57 Reimb to Russell; \$132.55 Reimb to Teresa		
Trinkets for Eggs - Estimating 10¢ per egg x 7,500 eggs.	\$500.46	51.97 - Oriental Trading, 21.32 - Amazon.com, 31.95 - Amazon.com, 395.22 - Rebecca's	\$236.05	had 5,000 eggs already stuffed with trinkets left over from 2015.	\$977.35	trinkets from Rebecca's for 15,000 eggs	\$1,113.71	\$1,987.73
Candy for Eggs - Estimating 10¢ per egg x 7,500 eggs	\$568.36	61.10-Sam's (Gum), 33.04-Amazon.com, 405.76 - Oriental Trading, 68.46-Amazon.com	\$67.08		no charge (in lieu of vendor fee)	5 bags of candy from Costco for 2,000 eggs; Donations for more eggs.		
Special Prizes & Activities	\$93.46	59.94-Sam's (Danishes for PGNA Table), 13.08-Walmart (Bears and Large Glasses for Eggstravaganza Prize Baskets), 20.44-Sam's (Candy Bars for Prize Baskets)	\$74.92	\$41.92 for Special Prize Baskets, \$33 for cookies at PGNA Table	\$104.41	Special Prize Basket (one per age group) and craft activities		
Donation to area High Schools for Volunteer Help	N/A	Used Park Glen resident volunteers to stuff eggs; Local Honor societies helped day of event at no cost	\$0.00	Used Park Glen resident volunteers to stuff eggs; Local Honor societies helped day of event at no cost	\$250.00	Haltom Area Band Friends to stuff eggs	\$250.00	\$284.25
Supplies			\$36.98	4 Large Tubs	\$103.56	\$12.99 first aid kit, \$30 wooden bench and \$43.29 cushion, \$17.28 orange ground stakes	Included Above	
Printing	N/A		N/A		N/A			\$4.00
T-Shirts	N/A		N/A		N/A	2013 T-shirt exp was to promote this and other 2013 events	\$259.80	\$5,211.17
Total Expense	\$2,569.49		\$2,569.75		\$3,835.79		\$3,998.73	\$9,550.72
Net Expense or	\$1,209.49		\$1,519.75		\$3,195.79		\$3,263.73	\$8,745.72
Budget Maximum net cost	\$4,000.00		\$4,000.00		\$4,000.00			
Over (Under) budget by:	(\$2,790.51)		(\$2,480.25)		(\$804.21)			

Park Glen Neighborhood Association Balance Sheet	9/30/2016 Year End	11/30/2016	12/31/2016	1/31/2017	2/28/2017	3/31/2017
<u>ASSETS</u>						
Union Bank-Checking Account	\$ 154,784.38	\$ 235,728.66	\$ 238,591.31	\$ 237,394.87	\$ 243,338.05	\$ 233,414.43
Union Bank-Money Market Account	\$ 200,233.91	\$ 200,300.64	\$ 200,333.46	\$ 200,368.56	\$ 200,399.28	\$ 200,433.32
Legend Bank-Checking Account	\$ 160,099.36	\$ 165,997.18	\$ 176,895.78	\$ 175,914.59	\$ 176,297.44	\$ 176,997.44
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TOTAL IN BANK	\$ 515,117.65	\$ 602,026.48	\$ 615,820.55	\$ 613,678.02	\$ 620,034.77	\$ 610,845.19
Accounts Receivable-Member Accts	\$ 182,852.77	\$ 214,712.63	\$ 209,569.80	\$ 206,506.08	\$ 197,562.81	\$ 186,734.19
Bad Debt Allowance	\$ (160,910.43)	\$ (171,290.83)	\$ (181,001.60)	\$ (176,556.76)	\$ (162,176.90)	\$ (160,321.02)
Prepaid Expenses	\$ 1,655.00	\$ 3,433.30	\$ 103.00	\$ 1,573.91	\$ 120.00	\$ -
Prepaid Insurance	\$ 14,111.50	\$ 11,837.34	\$ 10,490.26	\$ 9,068.16	\$ 7,686.40	\$ 6,304.64
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TOTAL OTHER CURRENT ASSETS	\$ 37,708.84	\$ 58,692.44	\$ 39,161.46	\$ 40,591.39	\$ 43,192.31	\$ 32,717.81
TOTAL ASSETS	\$ 552,826.49	\$ 660,718.92	\$ 654,982.01	\$ 654,269.41	\$ 663,227.08	\$ 643,563.00
<u>LIABILITIES</u>						
Accounts Payable & Oth Accrued Exp	\$ 740.00	\$ 535.00	\$ 2,680.00	\$ 1,310.00	\$ 2,362.50	\$ 615.00
Deferred Assessments Income		\$ 182,545.00	\$ 164,241.00	\$ 145,992.00	\$ 127,743.00	\$ 109,494.00
Prepaid Owner Assessments	\$ 116,084.20	\$ 7,333.39	\$ 7,999.92	\$ 7,984.91	\$ 8,387.12	\$ 9,310.20
Prepaid by Former Owners	\$ 205.16	\$ 205.16	\$ 205.16	\$ 160.16	\$ 160.16	\$ 160.16
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TOTAL LIABILITIES	\$ 117,029.36	\$ 190,618.55	\$ 175,126.08	\$ 155,447.07	\$ 138,652.78	\$ 119,579.36
<u>ACCUMULATED SURPLUS</u>						
Surplus / (Deficit) thru Prior Year	\$ 323,921.76	\$ 435,797.13	\$ 435,797.13	\$ 435,797.13	\$ 435,797.13	\$ 435,797.13
Current YTD Net Surplus / (Deficit)	\$ 111,875.37	\$ 34,303.24	\$ 44,058.80	\$ 63,025.21	\$ 88,777.17	\$ 88,186.51
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TOTAL ACCUMULATED SURPLUS	\$ 435,797.13	\$ 470,100.37	\$ 479,855.93	\$ 498,822.34	\$ 524,574.30	\$ 523,983.64
TOTAL LIABILITIES & SURPLUS	\$ 552,826.49	\$ 660,718.92	\$ 654,982.01	\$ 654,269.41	\$ 663,227.08	\$ 643,563.00

Mar
Notes

\$18,249 x the
number of
months
remaining in
fiscal year

Park Glen Neighborhood Association Income Statement (fiscal year Oct 2016-Sep 2017)	Total 2016-2017 Budget	Feb 2017 Budget	Feb 2017 Actual	Mar 2017 Budget	Mar 2017 Actual	March Notes	Fiscal Year-to- Date Budget	Fiscal Year-to- Date Actual
Assessment Income (3,318 homes x \$66 annual dues)	\$ 218,988.00	\$ 18,249.00	\$ 18,249.00	\$ 18,249.00	\$ 18,249.00		\$ 109,494.00	\$ 109,485.38
Late Fee Income	\$ 40,000.00	\$ 3,900.00	\$ 3,585.96	\$ 3,700.00	\$ (150.27)	Did waivers on two big accounts in March	\$ 22,500.00	\$ 31,194.89
Interest on Receivables	\$ 2,400.00	\$ 200.00	\$ 434.68	\$ 150.00	\$ 376.80		\$ 1,650.00	\$ 2,731.44
Legal Fees Reimbursement	\$ 20,000.00	\$ 7,000.00		\$ -			\$ 13,000.00	\$ -
Interest Income	\$ 500.00	\$ 43.00	\$ 30.72	\$ 43.00	\$ 34.04		\$ 242.00	\$ 199.41
Social Event Income	\$ 24,000.00	\$ -		\$ -			\$ 23,000.00	\$ 26,650.00
Reimbursements-Mailbox Damage	\$ -	\$ -	\$ 850.00	\$ -			\$ -	\$ 2,550.00
Total Income	\$ 305,888.00	\$29,392.00	\$ 23,150.36	\$22,142.00	\$ 18,509.57		\$ 169,886.00	\$ 172,811.12
Management Fees-Contract	\$ 60,000.00	\$ 2,000.00	\$ 2,060.00	\$ 2,000.00	\$ 2,060.00	Std Contract amt	\$ 12,000.00	\$ 12,180.00
Management Fees-Admin	\$ 30,000.00	\$ 2,500.00	\$ 3,039.00	\$ 2,500.00	\$ 2,369.00	Std Contract amt	\$ 15,000.00	\$ 14,777.00
Collection Fees to Mgmt Co.	\$ 40,000.00	\$ 5,800.00	\$ 1,545.00	\$ 3,000.00	\$ 1,545.00	Std Contract amt	\$ 31,000.00	\$ 9,135.00
Collection Fees-Legal/Agency	\$ 50,000.00	\$ 9,500.00	\$ 75.00	\$ 2,500.00			\$ 28,000.00	\$ 75.00
Legal Fees-Non Collection	\$ 25,000.00	\$ 1,000.00	\$ 537.50	\$ 3,000.00			\$ 14,000.00	\$ 1,927.50
Accounting / Audit	\$ 5,000.00	\$ -		\$ -			\$ 4,400.00	\$ 2,088.02
Consulting/Professional Fees	\$ 6,250.00	\$ -		\$ -			\$ -	\$ -
Bad Debt Expense	\$ 50,000.00	\$ 9,083.00	\$ (12,636.92)	\$ 3,083.00	\$ (1,530.53)	Reserve Adjustment	\$ 29,583.00	\$ 7,225.31
Insurance	\$ 18,000.00	\$ 1,500.00	\$ 1,381.76	\$ 1,500.00	\$ 1,381.76		\$ 9,000.00	\$ 8,226.86
General Maint. & Repair	\$ 25,000.00	\$ 1,250.00		\$ 3,750.00	\$ 13,975.00	Paid Classic Construction \$3,400 to level 10 mailboxes plus \$10,575 draw (50%) for work on 58 others.	\$ 20,000.00	\$ 16,750.00
Dues & Subscriptions	\$ 100.00	\$ 8.00		\$ 8.00			\$ 48.00	\$ -
Supplies	\$ 500.00	\$ 42.00		\$ 42.00			\$ 252.00	\$ -
Postage & Courier	\$ 2,000.00			\$ 2,000.00			\$ 2,000.00	\$ -
Printing & Reproduction	\$ 500.00	\$ -		\$ 500.00			\$ 500.00	\$ -
Storage	\$ 1,281.00	\$ 103.00	\$ 206.00	\$ 103.00		March expense was included in Feb	\$ 618.00	\$ 618.00
Licenses & Permits / Filings	\$ 200.00	\$ 17.00		\$ 17.00			\$ 102.00	\$ -
Social Activities	\$ 24,000.00	\$ 1,000.00	\$ 1,191.06	\$ 1,000.00	\$ (700.00)	Refund Special Event Deposit from City of Fort Worth for 2016 Turkey Trot	\$ 15,000.00	\$ 10,515.16
Community Engagement	\$ 2,000.00	\$ 50.00		\$ 50.00			\$ 1,250.00	\$ 928.91
Scholarships/Charitable	\$ 12,500.00						\$ -	\$ -
Hospitality	\$ 1,200.00	\$ 100.00		\$ 100.00			\$ 600.00	\$ -
Board & Community Meetings	\$ 1,200.00	\$ 100.00		\$ 100.00			\$ 600.00	\$ 160.00
Website	\$ 200.00	\$ 16.00		\$ 16.00			\$ 96.00	\$ 17.85
Total Expense	\$ 354,931.00	\$34,069.00	\$ (2,601.60)	\$25,269.00	\$ 19,100.23		\$ 184,049.00	\$ 84,624.61
Net Income / (Loss)	\$ (49,043.00)	\$ (4,677.00)	\$ 25,751.96	\$ (3,127.00)	\$ (590.66)		\$ (14,163.00)	\$ 88,186.51

Accounts Receivable Recap	1/7/16	3/3/16	5/5/16	7/7/16	9/12/16	11/14/16	1/16/17	2/20/17	3/20/17	4/17/17	Change
Number of Accounts owing \$2,000 or more	24	23	23	24	23	23	22	22	22	22	0
Accounts owing between \$1,000 and \$1,999	54	55	55	53	52	59	60	59	54	54	0
Accounts owing between \$500 and \$999	53	49	42	42	40	35	45	45	37	38	1
Accounts owing over \$177 to \$499. Most of these now owe for this year plus some or all from last year)	109	86	67	50	46	102	73	56	52	39	-13
Accts owing between \$66 and \$177. Most of these were current before the last assessment	282	121	86	66	52	302	123	92	74	55	-19
Accounts owing less than \$66. Most of these paid their latest assessment but have some small old items or new late fees (e.g. they paid their latest assessment after late fees were billed)	144	117	83	63	48	133	143	61	51	50	-1
Total # of Past Due Accts:	666	451	356	298	261	654	466	335	290	258	-32
% of 3,318 Homeowners:	20.1%	13.6%	10.7%	9.0%	7.9%	19.7%	14.0%	10.1%	8.7%	7.8%	
Total Past Due \$ Owed:	\$222,020	\$202,626	\$194,522	\$193,512	\$186,625	\$219,739	\$211,931	\$205,301	\$189,821	\$185,533	-\$4,288

Accounts Receivable Monthly Tracking											
	Total # of Past Due Accts:	% of 3,318 Home- owners	Total Past Due \$ Owed		Total # of Past Due Accts:	% of 3,318 Home- owners	Total Past Due \$ Owed		Total # of Past Due Accts:	% of 3,318 Home- owners	Total Past Due \$ Owed
				10/15/15	1665	50.2%	294,304	10/10/16	1048	31.6%	294,304
				11/20/15	910	27.4%	246,947	11/14/16	654	19.7%	219,739
12/31/14	645	19.4%	238,576	12/29/15	742	22.4%	231,575	12/12/16	552	16.6%	210,093
				1/7/16	666	20.1%	222,020	1/16/17	466	14.0%	211,931
				2/4/16	550	16.6%	209,517	2/20/17	335	10.1%	205,301
				3/3/16	451	13.6%	202,626				
				4/7/16	392	11.8%	198,921	3/20/17	290	8.7%	189,821
				5/5/16	356	10.7%	194,522	4/17/17	258	7.8%	185,533
5/31/15	468	14.1%	207,701	6/2/16	335	10.1%	193,512				
				7/7/16	298	9.0%	193,512				
7/30/15	454	13.7%	204,363	7/27/16	285	8.6%	188,910				
8/18/15	394	11.9%	199,531	8/22/16	267	8.0%	188,257				
9/16/15	373	11.2%	191,133	9/12/16	261	7.9%	186,625				