

Park Glen Neighborhood Association

Minutes of April 15, 2019 Board Meeting

Approved
at the
5/20/19
Board
Meeting

Prior to the regular meeting, the Board met in closed session to hear and discuss homeowner Property Modification Request denials by the Architectural Control Committee:

- Account # 131113391 for a covered pergola
- Account # 131102251 for an 8' fence on a corner lot
- Account # 131125110 for an overheight shed visible from the street and discuss escalation of accounts 131103970 and 131105960 to the Association's attorney for appropriate collection action.

Russell called the meeting to order at 7:15 p.m. Because Russell accidentally left his key to the Longhorn Activity Center at his workplace, the meeting was moved to Arcadia Park #2. A quorum of board members was present: President Russell Zwerg, Vice President Stephen Whiteland, Directors Kenneth Anderson, Tom Kaul, and Kristy Shallcross. Secretary Kelly Wingo and Director Susan Kenney were absent. Community Manager Christina Fountain was present from Neighborhood Management, Inc.

The minutes of the March 18, 2019 board meeting were reviewed. **A motion was made by Tom to adopt the minutes as presented, with a second by Stephen. The vote in favor of the motion was unanimous.**

Russell announced that there were no Board Actions since the March 18, 2019 Board Meeting

President's Report

- Phase III Sidewalk and Tree Root Mitigation Project – Russell relayed the following report from Project Coordinator Daniel Guido:
 - Project 86% complete
 - Phases 1 through 7 complete
 - Phase 8 (Klamath Mtn, Navajo Br, and Glen Canyon East half) removal is done; framing to be completed 4/15-4/16.
 - City inspection planned for 4/16, pouring on 4/17, punch list/quality check on 4/22, final power washing and clean-up week of 4/22.
 - No outstanding issues.
- Revised Tax Return for Year Ended 9/2018 – Russell said that he has prepared a revision to the Association's 1040 tax return for the fiscal year ended 9/30/18, correcting what he feels was a mistake in the allocation of the Turkey Trot profit. He will file an amended return to reduce our tax expense overall and free up more money for scholarships.
- Association Attorney Search – After the Board last month authorized contracting with a new law firm, Russell talked further with the firm and concluded that it would not be a good move to change because they would be unjustifiably expensive on deed restriction enforcement. Russell said that he will work harder with our current law firm and try to fix some of the problems we have had.
- City meeting at 7:30 pm on 4/30 to present master plan for "North Park." – This is the large park with athletic fields on North Beach north of Shiver Road and south of the Northpark YMCA. Russell reported that the purpose of the meeting is to talk about renovations of the park and share the vision.

- “Dog Walking Town Hall” by our Fort Worth Council member Cary Moon – Russell announced that the town hall would be at 10am on April 27 at Gateway Park (750 Beach Street) near I-30.

Other Board Member Reports/Comments - None

Community Manager’s Report/Neighborhood Update / Status

- Christina reviewed her monthly report that will be attached to these minutes. She stated that an effort is being made to identify bad mailing addresses that are keeping homeowners from receiving account statements and violation notices.
- All attendees were given printed copies of the March financials. Russell encouraged anyone with any questions about financial now or in the future to contact our Community Manager or himself.

Treasurer’s Report

- Russell presented the Accounts Receivable Report that will be attached to these minutes. He expressed his disappointment at the high A/R total and the high number of accounts with balances. We are trying to figure out what to do or what to fix to get the accounts resolved, including the push on returned mail to find and fix bad addresses.
- Russell reported that the Benevolence account balance remains at \$2,098, with no expenditures and just one paid newsletter ad in the past six months or so. He encouraged everyone to look out for worthy needs for the benevolence fund.

Events / Activities

- Eggstravaganza – Kristy reported that the Eggstravaganza was postponed from April 13 to April 20 (10a to 1p) due to weather. We are trying to get exhibitors who signed up to reschedule, but the number will be significantly reduced because many exhibitors had already committed to do other events on the Saturday before Easter. So far, we do not have a bunny actor (the one we had contracted with for April 13 is not available April 20), so we are looking for a responsible person to sit with kids and pose for pictures, probably on a paid (contractor) basis. We will still have live entertainment, food for sale from the Alliance Methodist Men, egg scrambles, bounce houses/inflatable attractions, a balloon artist, face painting, and all that fun stuff. Please come out and spread the word. Russell thanked Tom Kaul for picking up the Eggstravaganza signs last Wednesday and putting them back out around the neighborhood yesterday.
- PID6 Garage Sales – The collection of individual garage sales in the community, sponsored by PID6, will be April 26-28.
- Community Shredding Day – May 4, 9a-11a
- Pool/Movie Nights will be June 8 (sponsored by Hight Real Estate, who will provide pizza), July 13, and August 10 at the Longhorn Activity Center.
- Independence Celebration (Park Glen parade & PID6 Fireworks Extravaganza) – will be June 29. PGNA’s involvement will be to host a parade from Arcadia Park #4 to the PID6 event site at Arcadia Park #2 and to provide two bounce houses at the PID6 event.
- Turkey Trot – November 28. We have not done any planning on this yet.
- Holiday in the Park in December – No plans yet.

Business and Motions

Kenneth moved to approve the Modification Request Appeal (Account # 131113391) for a covered pergola. Second by Stephen. Russell briefly described the circumstances. **The motion passed with no opposition.**

Kenneth moved to deny the Property Modification Request Appeal (Account # 131102251) for an 8' fence on a corner lot. Second by Tom. Russell briefly described the circumstances. The motion passed with no opposition.

Kenneth moved to approve the Property Modification Request Appeal (Account # 131125110) to move an over-height shed so it is no longer visible from any street. Second by Tom. Russell briefly described the circumstances. The motion passed with no opposition.

Russell moved to escalate Accounts 131103970 and 131105960 with more than two years of unpaid assessments to the Association's attorney for collection up to and including filing a lawsuit, if necessary, unless paid in the pre-referral notice period. Second by Kenneth. Russell briefly explained the Association's policy regarding escalation of accounts for collection and said that a pre-referral letter from the Board and then a legal pre-referral notice from NMI will be sent before turning the accounts over to our attorney. The motion passed with no opposition.

Russell moved to adopt the Scholarship Program for 2019 as presented at last month's meeting, with Julie Grove to be Scholarship Program Coordinator and the following homeowners to be the members of the Selection Committee: Elizabeth Miller, Amanda Rothe, and Molly Hilberg. Second by Stephen. Russell said that the November 2018 Turkey Trot had a profit of \$15,447, plus there is \$1,185 that carried over from last year after not being spent (one awardee of a summer 2018 scholarship was not eligible at the time of payment, and the rest was not allocated to summer 2018 scholarships by the Selection Committee. This means that \$16,632 is the maximum amount that the Selection Committee may award for summer 2019 scholarships. The guidelines document has a table showing the possible numbers of scholarships that may be awarded and the corresponding amount of each award, with the total for any combination never being greater than \$16,632. Not setting upfront a fixed number of scholarships to be awarded gives flexibility to the committee. The motion passed without opposition.

Russell moved to authorize \$2,840 for TST Construction to repair the following 12 neighborhood mailboxes:

- **7958 Grand Teton (Repair)**
- **8420 Big Horn (Level and Repair)**
- **8101 Island Park Ct (Level then Repair)**
- **8200 Island Park Ct (Repair)**
- **8132 Salt River Rd (Level then Repair)**
- **5413 Tularosa Dr (Repair)**
- **5521 Tularosa Dr (Repair)**
- **7162 Stillwater Ct (Repair)**
- **5224 Warm Springs (Level then Repair)**
- **7005 Warm Springs (Level then Repair)**
- **5332 Warm Springs (Repair)**
- **7528 Los Padres Trail (Repair)**

Russell said that he felt that these were among the worst in the neighborhood plus some that homeowners had reported to us and asked us to fix. He said that the total cost is in line with what TST had charged in the past, which was much lower than anything else he had found from anybody else. **Second by Kristy. The motion passed without opposition.**

Russell moved to ask PID6 to plant oak trees in the Basswood median just west of Parkwood Hill. Second by Kenneth. Russell reported that Board Member and Development Chairperson Susan Kenney had previously talked to PGNA Board and the PID6 Advisory Board about this. The existing trees produce a grand canopy, but they will be taken out because they are Bradford Pears now hated by the city and at the end of their reasonable lives. PGNA homeowner Cecilia (who is on the PID6 Advisory Board) said that the PID has tentatively decided on large crepe myrtles because they would very quickly be large enough for Christmas lights, as opposed to oaks, even if they are seven years old at planting. **Second by Kenneth. The motion passed without opposition.**

Russell moved to authorize the Yard of the Month program for summer 2019, conditioned on getting at least 10 volunteer judges from the community. Second by Kristy. Russell said that there are no prizes for this contest other than the signs for the individual yards. He said that he would appreciate someone volunteering to coordinate the program and assigning the judges. **The motion passed without opposition.**

Fort Worth Code Compliance Officer Kenneth Mendez reported:

- He takes action as soon as he can after receiving a report or complaint.
- He has seen improvement on “bulk out of cycle” violations.
- He is concerned about the upcoming “mosquito season” and other health hazards.
- Pools and high grass are at the front of his mind.
- He will still be looking at trash carts.
- He still has a few junk vehicles on his list; he is working with those owners.
- A homeowner asked Kenneth about excess water in her yard, potentially from the neighborhood above theirs, and they discussed briefly. Kenneth said that he will check on it and follow up.
- Someone said that the city has a program for owners to get free sprinkler system inspections. Russell said that he will add a link for this on the website.
- A homeowner asked about “green pool” problems, and Kenneth confirmed that issues like that should be reported to him.
- A homeowner asked about vehicle parking/storage problems. Kenneth said that he and Neighborhood Police Officer Simpson work together to address improperly stored and inoperable vehicles and even do “mini-sweeps” of the neighborhood. They cannot do anything about vehicles that are parked at night and move, though the owners of a street can petition for a “no parking” zone.
- A homeowner asked about business-related and commercial vehicles that park in the street every night. Kenneth said that there may be some circumstances related to this that could allow them to take action (for example numerous work vehicles parked at a residence at night and employees leaving their personal cars there during the day), so please let him know more about it.
- A homeowner asked about “beware of dog” signs posted on a property (e.g. on a fence). She wants people who must enter her backyard to be aware of her dogs. Kenneth said that the city has no restrictions. Russell added that “safety signs” with a size of 8”x 6” or smaller are allowed in Park Glen. He also added his opinion that, in a friendly community like ours, these kinds of “beware of dog” and “no trespassing” signs are unattractive and send an undesirable message to people who are looking to buy a house.

Member Comments - None

Russell adjourned the meeting at approximately 7:57. The next meeting is May 20, 2018.

Capital Improvement Project

North Park Improvements

The conversation continues...park improvements on the horizon...

Make plans to attend the upcoming project meeting to review the draft updated park master plan.



Meeting Details 7:30 p.m.
Tuesday, April 30
Northpark YMCA
9100 N. Beach St.

Tell your neighbors to come, too.

Contact
Dwight Taylor
Project Manager
City of Fort Worth
Park & Recreation Department
817-392-5746
Dwight.Taylor@FortWorthTexas.Gov

For more information about capital projects, visit FortWorthTexas.Gov

This facility is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the project manager at 817-392-5746 or email Dwight.Taylor@FortWorthTexas.Gov at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least 48 hours prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

CAPITAL IMPROVEMENT PROJECT

Get Connected. Stay Informed.



Dog Walking Town Hall



Join Council Member Cary Moon & FWISD Tobi Jackson
at the

Dog Walking Town Hall

🐾 April 27th, 2019

🐾 10:00 a.m

🐾 Gateway Park – 750 Beach St., Fort Worth 76111

🐾 Meeting location: Trinity River Trails Gateway
Park South <https://goo.gl/maps/PXTgsvvBT1D2>



🐾 Family friendly event

🐾 K-9 Officer

🐾 Give Aways

🐾 CFW Adoption Trailer

Park Glen Neighborhood Association

Management Report April 2019

Administrative

Homeowner Contact:

- 2 homeowners voiced concerns over separate mailbox issues.
- 4 resale certificate inquiries.
- 26 regarding violations.
- 12 inquiries on balances.
- 3 parking on the street inquiries.
- 1 driving in park/dumping
- 4 sidewalk repair issues/concerns

Returned Mail since March 15th

25 mailed items were returned –

- 15 were unclaimed – we believe to be good addresses these were certified not claimed, no new letters were mailed.
- 2 had new addresses and letters were sent to the new addresses.
- 2 were Welcome Packets that were resent to same address.
- 2 homeowners were phoned as we had phone numbers on the system.

Change of Ownership

10 Properties had a change of ownership in the Month of March.

Upcoming Notices

Umbrella Insurance Policy expires on 5/25/19

Com Policy/Gen Liability expires on 6/25/19

Auto Policy expires on 6/25/19

Crime Policy expires on 7/22/19

Homeowner Payments Received

53 accounts had payments applied for a total of \$7,987.91

Breakdown as follows:

Due to Management (Transfer fees) -	\$ 391.00
Due to NMI – Collect ltr/Pymt Plans/Admin	\$1,406.19
Prepaid Owner Assessments	\$ 69.53
Assessments	\$1,877.36
Late Fee	\$ 495.20
Fines	\$ 62.13
Interest on Assessments (Delinq)	\$ 64.92
Legal Fees Billed Back	\$3,615.64

Park Glen Neighborhood Association

Management Report April 2019

ACC APPLICATIONS (3-15-19 through 4-11-19):

22 ACC applications have been received from owners since the February Board Meeting.

- 13 applications were approved for:
 - Roof Replacement
 - Exterior Painting
 - Window Replacement
 - Patio Cover
 - Backyard Placeset

- 3 applications were approved conditionally
 - Tree removal
 - Pergola installation

- 2 applications were denied
 - Fence replacement
 - Landscape design

- 4 applications are pending

COMPLIANCE SUMMARY:

189 Open Violations:

- 7 Architectural
- 6 Basketball Hoops on Curb
- 17 Fence Repair Needed
- 17 Holiday Lighting/Decorations
- 2 Repaint Trim
- 2 Garage Door Paint/Dents
- 9 Bulk items at curb
- 6 Unauthorized Signs (commercial business signs)
- 11 Storage
- 28 Landscaping (mow, weeds in beds, trim shrubs, trees, tree stumps, sod needed)
- 7 Unsightly Appearance
- 120 Trash Cans
- 1 Inoperable vehicle
- 2 RVs
- 4 Trailers

Park Glen Neighborhood Association

Management Report April 2019

89 Monitored Violations:

- **10 Architectural**
- **2 Basketball Goal**
- **7 Fence Repair**
- **3 Repaint trim/door/shutters**
- **2 Garage Door repair/paint**
- **3 unsightly appearance**
- **54 landscaping (majority sod & tree stumps)**
- **7 trash cans (left on monitor due to comments)**
- **1 inoperable vehicle**

174 Violations were closed.

ACCOUNTING:

Please refer to attached preliminary financial reports.

Collections:

As of 3/12/19, below is a summary of legal and non-legal collections. Please refer to attached report from Association attorney.

Legal:

4 Combo – Collections/Deed Restrictions/Pre-Litigation
17 Judicial Foreclosures
8 Collection Pre-Litigation
3 Active Post Judgments
1 Payment Plan
3 Bankruptcies

Non-Legal:

1 Payment Plans

13 Accounts were referred to Legal for collections 4/12/19.

Park Glen Neighborhood Association, Inc.
Balance Sheet
3/31/2019

	Operating	Reserves	Total
Assets			
<u>Current Assets</u>			
1000 - CAB Operating Checking *4480	\$149,887.81		\$149,887.81
1001 - CAB Operating Money Mkt *9421	\$86,833.88		\$86,833.88
1002 - TCB Reserve Money Mkt *2228		\$114,903.24	\$114,903.24
1003 - Alliance 14 mo. Reserve CD *6016 8/13/19		\$248,689.39	\$248,689.39
1004 - ICS Reserve MM Alliance *845		\$124,763.97	\$124,763.97
1100 - AAB Reserve Money Mkt *2358		\$25.05	\$25.05
1600 - Accounts Receivable	\$144,980.46		\$144,980.46
1605 - Allowance for Doubtful Accts	(\$107,926.09)		(\$107,926.09)
<u>Total Current Assets</u>	<u>\$273,776.06</u>	<u>\$488,381.65</u>	<u>\$762,157.71</u>
Assets Total	\$273,776.06	\$488,381.65	\$762,157.71
Liabilities & Equity			
<u>Current Liabilities</u>			
2003 - Due to Mgmt. Co.--Trf Fees	\$805.00		\$805.00
2003-99 - Due to NMI--Collect Ltr/Pmt Plans/Admin	\$8,350.00		\$8,350.00
2050 - Prepaid Owners Assessments	\$10,861.82		\$10,861.82
<u>Total Current Liabilities</u>	<u>\$20,016.82</u>		<u>\$20,016.82</u>
<u>Reserves</u>			
3300 - General Reserves		\$573,164.08	\$573,164.08
<u>Total Reserves</u>		<u>\$573,164.08</u>	<u>\$573,164.08</u>
Retained Earnings	\$84,137.69	\$2.00	\$84,139.69
Net Income	\$169,621.55	(\$84,784.43)	\$84,837.12
Liabilities and Equity Total	\$273,776.06	\$488,381.65	\$762,157.71

Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Operating
3/1/2019 - 3/31/2019

	3/1/2019 - 3/31/2019			10/1/2018 - 3/31/2019			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Income							
<u>Homeowner-Related Income</u>							
4100 - Assessments	\$0.00	\$0.00	\$0.00	\$218,922.00	\$218,922.00	\$0.00	\$218,922.00
4200 - Late Fee	\$0.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	\$0.00
4550 - Interest on Assessments (Delinquent)	\$333.53	\$200.00	\$133.53	\$2,635.63	\$3,200.00	(\$564.37)	\$3,800.00
Total Homeowner-Related Income	\$333.53	\$200.00	\$133.53	\$221,582.63	\$222,122.00	(\$539.37)	\$222,722.00
<u>Other Income</u>							
4500 - Interest Income	\$35.84	\$500.00	(\$464.16)	\$249.20	\$3,000.00	(\$2,750.80)	\$6,000.00
4603 - Social Event Income	\$0.00	\$0.00	\$0.00	\$24,350.00	\$23,000.00	\$1,350.00	\$24,000.00
4900 - Insurance Settlements (also see 5257)	\$0.00	\$0.00	\$0.00	\$2,861.00	\$0.00	\$2,861.00	\$0.00
Total Other Income	\$35.84	\$500.00	(\$464.16)	\$27,460.20	\$26,000.00	\$1,460.20	\$30,000.00
Total Income	\$369.37	\$700.00	(\$330.63)	\$249,042.83	\$248,122.00	\$920.83	\$252,722.00
Expense							
<u>General & Administrative</u>							
5104 - Administrative	\$0.00	\$100.00	\$100.00	\$5,587.97	\$600.00	(\$4,987.97)	\$1,216.00
5105 - Postage	\$339.92	\$100.00	(\$239.92)	\$840.59	\$600.00	(\$240.59)	\$4,208.00
5107 - Social Committee/Community Events	\$0.00	\$500.00	\$500.00	\$13,019.08	\$14,900.00	\$1,880.92	\$22,600.00
5107-02 - Community Programs	\$0.00	\$50.00	\$50.00	\$709.46	\$950.00	\$240.54	\$1,800.00
5112 - Committee Expense	\$0.00	\$25.00	\$25.00	\$247.40	\$425.00	\$177.60	\$575.00
5113 - Professional Management	\$6,675.00	\$6,675.00	\$0.00	\$40,050.00	\$40,050.00	\$0.00	\$81,168.00
5114 - Storage	\$124.00	\$132.00	\$8.00	\$984.00	\$792.00	(\$192.00)	\$1,584.00
5115 - Website/Portal	\$0.00	\$6.00	\$6.00	\$29.75	\$36.00	\$6.25	\$72.00
5116 - Association Meetings	\$0.00	\$80.00	\$80.00	\$200.00	\$400.00	\$200.00	\$960.00
5117 - Licenses, Permits & Fees	\$12.00	\$15.00	\$3.00	\$62.26	\$90.00	\$27.74	\$180.00
5118 - Hospitality	\$0.00	\$100.00	\$100.00	\$0.00	\$2,500.00	\$2,500.00	\$3,000.00
5120 - Copies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
5176 - Legal Fees	\$678.46	\$600.00	(\$78.46)	\$1,638.46	\$3,600.00	\$1,961.54	\$7,200.00
5180 - Other Professional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
5181 - Audit & Accounting	\$245.00	\$0.00	(\$245.00)	\$670.00	\$2,400.00	\$1,730.00	\$2,400.00
5184 - Scholarships/Charity	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00
5190 - Bad Debt Expense	\$0.00	\$500.00	\$500.00	\$0.00	\$2,000.00	\$2,000.00	\$5,000.00
Total General & Administrative	\$8,074.38	\$8,883.00	\$808.62	\$64,038.97	\$69,343.00	\$5,304.03	\$151,463.00
<u>Infrastructure & Maintenance</u>							
5470 - Community Maintenance & Repairs	\$0.00	\$1,800.00	\$1,800.00	\$91.31	\$10,800.00	\$10,708.69	\$21,600.00
Total Infrastructure & Maintenance	\$0.00	\$1,800.00	\$1,800.00	\$91.31	\$10,800.00	\$10,708.69	\$21,600.00
<u>Insurance</u>							
5250-01 - Insurance	\$0.00	\$0.00	\$0.00	\$8,456.00	\$8,400.00	(\$56.00)	\$17,400.00
5257 - Insurance Deductible/Claim (see also 4900)	\$0.00	\$0.00	\$0.00	\$4,150.00	\$0.00	(\$4,150.00)	\$0.00
Total Insurance	\$0.00	\$0.00	\$0.00	\$12,606.00	\$8,400.00	(\$4,206.00)	\$17,400.00
<u>Other Expense</u>							
6000 - Reserve Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62,259.00
Total Other Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62,259.00

**Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Operating
3/1/2019 - 3/31/2019**

	3/1/2019 - 3/31/2019			10/1/2018 - 3/31/2019			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<u>Taxes</u>							
5202 - Corporate Income Tax	\$0.00	\$0.00	\$0.00	\$2,685.00	\$0.00	(\$2,685.00)	\$0.00
<u>Total Taxes</u>	\$0.00	\$0.00	\$0.00	\$2,685.00	\$0.00	(\$2,685.00)	\$0.00
Total Expense	\$8,074.38	\$10,683.00	\$2,608.62	\$79,421.28	\$88,543.00	\$9,121.72	\$252,722.00
Operating Net Income	(\$7,705.01)	(\$9,983.00)	\$2,277.99	\$169,621.55	\$159,579.00	\$10,042.55	\$0.00
Net Income	(\$7,705.01)	(\$9,983.00)	\$2,277.99	\$169,621.55	\$159,579.00	\$10,042.55	\$0.00

Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Reserves
3/1/2019 - 3/31/2019

	3/1/2019 - 3/31/2019			10/1/2018 - 3/31/2019			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
Income							
<u>Other Income</u>							
4500 - Interest Income	\$618.40	\$0.00	\$618.40	\$3,767.24	\$0.00	\$3,767.24	\$0.00
<u>Total Other Income</u>	\$618.40	\$0.00	\$618.40	\$3,767.24	\$0.00	\$3,767.24	\$0.00
Total Income	\$618.40	\$0.00	\$618.40	\$3,767.24	\$0.00	\$3,767.24	\$0.00
Expense							
<u>Infrastructure & Maintenance</u>							
5478 - Sidewalk Repair & Root Mitigation	\$36,457.50	\$0.00	(\$36,457.50)	\$88,551.67	\$0.00	(\$88,551.67)	\$0.00
<u>Total Infrastructure & Maintenance</u>	\$36,457.50	\$0.00	(\$36,457.50)	\$88,551.67	\$0.00	(\$88,551.67)	\$0.00
Total Expense	\$36,457.50	\$0.00	(\$36,457.50)	\$88,551.67	\$0.00	(\$88,551.67)	\$0.00
Operating Net Income	(\$35,839.10)	\$0.00	(\$35,839.10)	(\$84,784.43)	\$0.00	(\$84,784.43)	\$0.00
Net Income	(\$35,839.10)	\$0.00	(\$35,839.10)	(\$84,784.43)	\$0.00	(\$84,784.43)	\$0.00

Accounts Receivable Recap	10/10/16	12/12/16	2/20/17	3/20/17	5/15/17	8/22/17	10/16/17	12/4/17	3/19/18	4/19/18	5/19/18	8/20/18	10/15/18	12/3/18	3/15/19	4/9/19	vs last mtg	vs. last yr
Number of Accounts owing \$2,000 or more	23	22	22	22	23	21	27	22	22	21	21	18	19	21	26	24	-2	3
Accounts owing between \$1,000 and \$1,999	60	58	59	54	52	50	45	43	35	34	32	29	28	28	11	11	0	-23
Accounts owing between \$500 and \$999	35	44	45	37	39	30	35	35	31	32	33	27	24	27	25	21	-4	-11
Accounts owing over \$126 to \$499. Most of these now owe for this year plus some or all from last year)	118	86	56	52	37	22	55	41	35	30	26	24	76	61	38	38	0	8
Accts owing between \$66 and \$126. Most of these were current before the last assessment	786	183	92	74	44	37	423	217	74	63	62	58	0	434	89	83	-6	20
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)	26	159	61	51	41	24	12	47	12	11	9	8	11	175	124	91	-33	80
Total # of Past Due Accts:	1,048	552	335	290	236	184	597	405	209	191	183	164	158	746	313	268	-45	77
% of 3,318 Homeowners:	31.6%	16.6%	10.1%	8.7%	7.1%	5.5%	18.0%	12.2%	6.3%	5.8%	5.5%	4.9%	4.7%	22.5%	9.4%	8.1%		
Total Past Due \$ Owed:	\$248,730	\$210,093	\$205,301	\$189,821	\$184,070	\$167,036	\$199,027	\$177,084	\$157,253	\$156,408	\$157,298	\$142,996	\$141,638	\$176,222	\$154,363	\$142,781	-\$11,582	-\$13,628

Accounts Receivable Monthly Tracking

2015 Bill Date Mid- Sep, Due Date 11/1	Total # of Past Due Accts:	% of 3,318 Home- owners	Total Past Due \$ Owed	2016 Bill Date Late Aug, Due Date 10/1	Total # of Past Due Accts:	% of 3,318 Home- owners	Total Past Due \$ Owed	2017 Bill Date Late Aug, Due Date 10/1	Total # of Past Due Accts:	% of 3,317 Home- owners	Total Past Due \$ Owed	2018 Bill Date Early Sep, Due Date 11/1	Total # of Past Due Accts	% of 3,317 Home- owners	Total Past Due \$ Owed
11/20/15	910	27.4%	246,947	10/10/16	1048	31.6%	248,730	10/16/17	597	18.0%	199,027	11/30/18	746	22.5%	176,222
12/29/15	742	22.4%	231,575	12/12/16	552	16.6%	210,093	12/4/17	405	12.2%	177,084	1/21/19	385	11.6%	151,708
1/7/16	666	20.1%	222,020	1/16/17	466	14.0%	211,931	1/15/18	361	10.9%	182,867	2/18/19	347	10.5%	163,364
2/4/16	550	16.6%	209,517	2/20/17	335	10.1%	205,301	2/19/18	239	7.2%	167,542	3/15/19	313	9.4%	154,363
3/3/16	451	13.6%	202,626	3/20/17	290	8.7%	189,821	3/19/18	209	6.3%	157,253	4/9/19	268	8.1%	142,781
4/7/16	392	11.8%	198,921	4/17/17	258	7.8%	185,533	4/19/18	191	5.8%	156,408				
5/5/16	356	10.7%	194,522	5/15/17	236	7.1%	184,070	5/19/18	183	5.5%	157,298				
6/2/16	335	10.1%	193,512	6/19/17	215	6.5%	172,869	6/30/18	176	5.3%	153,646				
7/27/16	285	8.6%	188,910	7/17/17	198	6.0%	171,468	7/10/18	175	5.3%	152,404				
8/22/16	267	8.0%	188,257	8/22/17	184	5.5%	167,036	8/20/18	164	4.9%	142,996				
9/12/16	261	7.9%	186,625	9/18/17	179	5.4%	165,490	9/17/18	161	4.9%	140,085				

Benevolence Fund - 4/15/19

Dedicated Advertising Revenue through 9/30/17	1,930
Dedicated Adv Revenue since 8/31/17 (showing deposit date):	
10/13/17-Captain Ron's	50
11/16/17-Captain Ron's	50
11/16/17-Small Business Saturday	50
12/18/17-Captain Ron's (December)	50
1/20/18-Captain Ron's (January)	50
1/19/18-Anderson Team (Jan, Feb, Mar)	300
2/27/18-Captain Ron's (February)	50
2/27/18-Linda Green (February, March)	40
3/30/18-Park Glen Pools (March)	50
4/9/18-Captain Ron's (April)	50
4/30/18-Linda Green (April)	20
5/21/18-Captain Ron's (May)	50
5/21/18-Anderson Team (Apr, May, Jun)	300
5/21/18-Linda Green (May)	20
9/10/18-Anderson Team (Jul, Aug, Sep)	300
3/1/19-Primrose School of Parkwood Hill (Mar)	150
Total Revenue	3,510
Disbursements:	
7/29/17-Stump Removal and Mulch for a PG owner in need; was accompanied by volunteer work	412
2/19/18-Park Glen homeowner with a special needs child	500
4/18/18-Park Glen homeowner with significant medical expense for a child	500
Total Disbursements	1,412
Available Now (Total Revenue minus Total Disbursements)	2,098

PARK GLEN NEIGHBORHOOD ASSOCIATION 2019 SCHOLARSHIP PROGRAM

A. PURPOSE:

The Park Glen Neighborhood Association has authorized the Scholarship Program to recognize, reward, and develop members of our neighborhood and their dependents who have exhibited commendable academic success, leadership, and volunteer & extracurricular involvement.

B. GUIDELINES

1. A number of scholarships of \$500 or more will be awarded for undergraduate, graduate or vocational-technical study in the upcoming fall semester. The \$ amount of each scholarship will depend on the total number of scholarships awarded (see table at right).
2. Park Glen homeowner Julie Grove will serve as the Scholarship Program Coordinator. In the event of a vacancy in the position of Program Coordinator, the PGNA President shall designate himself or herself, another Board member, or (with approval by the Board) a responsible non-Board member. The Program Coordinator must affirm in advance that he or she knows of no close connection to any potential scholarship applicant. Examples of "close connections" are relatives, close friends, and children of close friends. Later, it is not disqualifying if the Coordinator turns out to know or be acquainted with an applicant.
3. The PGNA President shall appoint a Scholarship Selection Committee made up of at least three Park Glen homeowners, with approval by the Board. The Program Coordinator may not serve on the Selection Committee. It is desirable for committee members to have some insight into one or more of the following, through either personal or a child's experiences:
 - a. involvement in activities during high school,
 - b. the pursuit of academic success in high school or college,
 - c. the process of applying, selecting, and transitioning to college.

Number Awarded	Value of Each
17 or Fewer	\$975
19	\$875
20	\$825
21	\$775
22	\$750
23	\$700
24	\$675
25	\$650
26	\$625
27	\$600
28	\$575
29	\$550
30	\$550
31	\$525
32	\$500
33	\$500

Selection Committee members must affirm in advance that they know of no acquaintance with any potential scholarship applicant. Later, if it turns out that a selection committee member has an acquaintance with an applicant, that committee member must abstain from giving any score or input on that application, with the average of all other committee members' scores for that application inserted instead.

4. The Selection Committee will select the recipients of scholarships based on eligibility requirements and the Application Scoring System (outlined in the box to the right). However, the committee may deviate from the scoring system and use any other criteria, factors, system, or methods they desire.
5. The number of scholarships to be awarded will be decided by the selection committee within a range that is based on the number of applications received (see table on next page).
6. To award the scholarships, a check will be mailed to the school where each selected recipient is officially registered and has an official student ID. The funds are to be sent directly to the recipient's school and applied to the student's account to cover tuition and fees required to enroll at or attend plus required course-related expenses, such as fees, books, supplies, and equipment that are required for the courses that are required for the courses in which recipient will enroll.

Application Scoring System

For each application, score 0 to 3 points for each line below.

(0=Information not provided, 1=Poor, 2=Good, 3=Excellent).

Maximum score per application is 10 lines x 3 points= 30 points.

GPA & Transcript
Repeat GPA/Transcript (counts double)
Future Study & Career Plans
Volunteer Service
Involvement
Leadership & Awards
Candidate Statement
Reference 1
Reference 2
Overall Impression

7. The Park Glen Neighborhood Association reserves the right to change the guidelines and procedures of the Scholarship Program at any time, including termination or reduction of the program.
8. Any awarded but unpaid or refunded scholarships will not be awarded to alternate recipients.
9. PGNA bears no responsibility for taxability of a scholarship or impact on a recipient's or family's tax status or financial aid.
10. Any questions or comments should be directed to the Scholarship Program Coordinator at PGNAScholarship@gmail.com.

C. ELIGIBILITY:

1. Applicant must be an owner of a Park Glen home or someone born on or after 1/1/1996 (no more than 23 years of age on the last day of the current year) who receives over half of his or her support from the owner(s) of a Park Glen home. That homeowner must be a member in good standing of the Park Glen Neighborhood Association at the time of application and at the time of payment, if a scholarship is awarded. "Good standing" means no current or outstanding violations and no past due amounts owed to the Association.
2. Applicant must have a cumulative grade point average of 80% or better (or 3.00 on a 4.00 scale) in the last type of school attended (either high school or college).
3. Applicant must have been active in school and/or community activities and demonstrated leadership and volunteer & extracurricular involvement.
4. Each scholarship awardee must provide proof of registration and his or her student identification number to the PGNA Treasurer no later than **September 1, 2019**.
5. If an awardee chooses to no longer receive the award, does not attend school, or becomes ineligible for any reason after the scholarship is paid, the awardee is responsible for ensuring that the award is refunded to PGNA.

D. APPLICATION PROCESS:

1. Applications will be available at www.ParkGlen.org on April 17, 2019. Applications will be accepted beginning May 1, 2019 with a firm submission deadline of June 1, 2019.
2. A complete application package will include all of the following:
 - a. The 3 pages of the Application Form, filled out completely, signed by applicant, by the Park Glen homeowner, and by the applicant's parent or guardian (unless applicant is over 18 years of age).
 - b. Applicant Statement (one or two paragraphs), as described at the end of the application.
 - c. Two Letters of Recommendation as described at the end of the application.
 - d. Copy of the most recent official high school or college transcript, as described at the end of the application.
3. To be fair and consistent, nothing other than the five requested items (application, applicant statement, letter of recommendation #1, letter of recommendation #2, and transcript) will be used in the selection process, so additional items (certificates, confirmation of volunteer service, diploma, more than 2 recommendations, acceptance letter, etc.) should not be submitted.

# of Eligible Applications Received	Minimum # of Awards	Maximum # of Awards
23 or fewer	10	18
24	10	19
25	10	20
26	10	21
27-28	11	22
29	12	23
30	12	24
31	12	25
32-33	13	26
34	14	27
35	14	28
36	14	29
37-38	15	30
39	16	31
40	16	32
41	16	33
42-43	17	33
44-46	18	33
47-48	19	33
49-51	20	33
52-53	21	33
54-56	22	33
57-58	23	33
59-61	24	33
62-63	25	33
64-66	26	33
67-68	27	33
69-71	28	33
72-73	29	33
74-76	30	33
77-78	31	33
79-81	32	33
82 or more	33	33

The Selection Committee will set the number of awards from the range listed here for the number of eligible applications received.

4. Applicants are responsible for gathering and submitting all required information. Since applications are evaluated on the information supplied, all questions should be answered and all information supplied as completely as possible. Applications will be accepted as submitted, but missing information will count against the applicant.
5. The complete application package must be submitted between 12:01 am on May 1, 2019 and 11:59 pm on **June 1, 2019**. We encourage the submission of applications to the Scholarship Coordinator at this dedicated e-mail address: PGNAScholarship@gmail.com. But we have also arranged the opportunity to submit applications, sealed in an envelope, by mail or in person to:

PGNA Scholarship Coordinator c/o 9Round Basswood 5411 Basswood Blvd, Suite 221 Fort Worth, TX 76137	<i>Mon & Wed: 8 am-1 pm and 3:30 pm-8 pm</i> <i>Tue & Thu: 5:30 am-1 pm and 3:30 pm-8 pm</i> <i>Friday: 8 am-1 pm and 3:30 pm-6:30 pm</i> <i>Saturday: 8 am-1 pm</i>
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6. Mailed applications must be postmarked on or before 6/1/19 and received by 6/5/19. In-person applications must be sealed and dropped off within the business hours listed above because there is no drop box or mail slot for after-hours use. This business is behind City Hospital Emergency Care Center at the northeast corner of Basswood Blvd and Park Vista Blvd. Peggy and Matthew Crofut have graciously offered their business as a delivery point for applications, but they and their staff are unable to answer any questions or provide any information about the scholarship program.
7. The Program Coordinator will determine whether each applicant meets all eligibility requirements of sections C-1 and C-2 above and notify applicant and/or homeowner in the event of non-eligibility.
8. The Program Coordinator will confirm all applications by e-mail within 72 hours of receipt. If you do not receive the confirmation, contact the Program Coordinator.
9. Once an application is submitted, no further revisions or additions can be made.
10. It is recommended that you retain a copy of your entire application and attachments for your records and for resubmission, if necessary.
11. Applications and all supporting documents will not be returned to the submitter but will be retained for some period of time before being destroyed.
12. Applications are considered confidential and will be handled and viewed only by the Program Coordinator and Selection Committee.
13. The Program Coordinator will assign a unique number to each applicant, write the number on each page of the submitted package, redact confidential information (e.g. Social Security #) throughout the package, and provide the complete package (except for page 1 of the application form) to the Selection Committee. The Selection Committee will refer to applications by their assigned numbers.
14. All applicants agree to accept the decisions of the Selection Committee as final.
15. Selected awardees will be notified by **June 30, 2019**. The list of selected awardees will be published on the www.parkglen.org website and published in the community newsletter. Applicants agree to the publication / announcement of their names for this purpose.
16. Each selected awardee must e-mail the following to the Association Treasurer no later than September 1, 2019:
 - a. proof of registration (e.g. enrollment confirmation, fee statement, class schedule) containing the student's name and the name of the institution. Screenshots are acceptable only if they substantiate registration and contain both the student's and institution's names.
 - b. his or her student identification number
 - c. the address of the Bursar, Financial Aid, or Scholarship office to which the payment should be sent.

The Treasurer will confirm receipt of this information within 72 hours.
17. The Association Treasurer will process scholarship payments on or soon after the later of **July 25, 2019** or the date awardee provides proof of registration and student identification number to the Program Coordinator. Awardee forfeits the scholarship award if the proof of registration and student identification number is not provided to the Treasurer by **September 1, 2019**.
18. Awardees are required to timely notify the Program Coordinator of any change in address, school enrollment, or other relevant information.

PARK GLEN NEIGHBORHOOD ASSOCIATION SCHOLARSHIP PROGRAM 2019 APPLICATION FORM

APPLICANT INFORMATION:

Applicant Name: _____

Address: _____

Phone #: _____ E-mail Address: _____

HOMEOWNER INFORMATION & CERTIFICATION:

I am the legal owner or co-owner of the Park Glen home at this address: _____

I certify that the applicant listed above is (check one line only, the first line that is accurate):

- myself or a legal co-owner of my Park Glen home.
- someone who receives more than 50% of his or her support from the owner(s) of my home AND was born on or after 1/1/1996 (so no more than 23 years of age on the last day of the current year).
- someone who does not receive more than 50% of his or her support from the owner(s) of my home OR was born before 1/1/1996.

I authorize the Scholarship Coordinator to be given information from Park Glen Neighborhood Association records regarding property ownership, the current status of amounts owed, and the existence of any open violations for the property.

Signature of Homeowner

Date

Printed Name of Homeowner

APPLICANT (& PARENT/GUARDIAN) CERTIFICATION:

All information provided in this application is true and accurate. I/We understand that if Applicant is chosen to receive a scholarship, final approval is contingent upon meeting all of the requirements described above. If Applicant does not meet the requirements, he or she relinquishes any right to the PGNA scholarship. If Applicant is awarded a scholarship, I/We agree to the publication of Applicant's name in reference to the award. I/We agree to regard the decision of the Scholarship Selection Committee as final.

Signature of Applicant

Date

Signature of Parent or Guardian (if applicant is under 18)

Date

EDUCATIONAL HISTORY AND GOALS:

School or Institution Last Attended: _____

Date or Semester/Year of Last Attendance (e.g. Spring 2019): _____

Cumulative GPA (either High School or College, whichever most recently attended): _____

Name of College / University / Vocational-Technical School you plan on attending:

Please describe your proposed field of study and future career plans: _____

VOLUNTEER SERVICE EXPERIENCES - Please list up to four instances of your most meaningful volunteer service experiences during the last four years. Please explain each experience in one paragraph or less.

1. Date(s): _____ Organization or Event: _____

2. Date(s): _____ Organization or Event: _____

3. Date(s): _____ Organization or Event: _____

4. Date(s): _____ Organization or Event: _____

INVOLVEMENT - Please list below up to four organizations and activities in which you have actively participated within and outside of school. Use only the space provided.

1. Organization/Activity/Date(s): _____

2. Organization/Activity/Date(s): _____

3. Organization/Activity/Date(s): _____

4. Organization/Activity/Date(s): _____

If applicable, please list below your employment history (if any) for the last two-year period. Please include Business / Name / Location / Dates (Month/Year)

LEADERSHIP ROLES - Please list below the roles that you have taken within and outside of school, including any clubs or organizations in which you have been involved. Please use only the space below.

AWARDS - Please list below any awards that you have received in the last four years.

IN ADDITION TO THIS THREE-PAGE FORM, please also submit:

1. Applicant Statement (one or two paragraphs typed or handwritten) exhibiting your own writing expressing why you believe yourself to be deserving of a scholarship. The intention is for the selection committee to get a sense of the candidates' writing skills as well as provide meaningful insight into the candidates themselves.
2. Two Letters of Recommendation from a teacher, school principal, professor, counselor, employer, minister, or any reference over the age of 21. Letters of recommendation should be recent. Letters over 1 year old will be accepted but are likely to receive lower scores.
3. Copy of the most recent official high school or college transcript, as applicable, containing classes taken through at least fall 2018. This transcript should be submitted in the same packet with the rest of the information from the student rather than being sent separately. It must be accurate but does not have to be certified, sealed, or provided directly by the school. If a recent transcript is not available, then the previous year's or previous semester's transcript plus one or more report cards showing all complete grades since then will be accepted.