

Park Glen Neighborhood Association

Minutes of August 19, 2019 Board Meeting

Approved
at the
10/21/19
Board
Meeting

Roll Call - Russell called the meeting to order at 7:06 p.m. The following Board members were present: Russell Zwerg, Stephen Whiteland, Kelly Wingo, Tom Kaul, Susan Kenney, Kenneth Anderson, and Kristy Shallcross.

Consideration of July 15, 2019 Board Meeting Minutes - **Kenneth moved to approve the July 15, 2019 Board Meeting Minutes as presented with Russell's corrections.** Tom seconded. None opposed. Motion passed.

Announcement of Board Actions since Last Meeting - None.

President's Report

- Status of Sidewalk/Tree Root Mitigation Project - The Project is complete. We are currently in the invoicing stage.
- Status of Mailbox repairs - Russell has not yet received an invoice on this, but repairs for all intents and purposes are complete.
- Report on Scholarship Program - The \$750.00 scholarship award has been paid for all 22 applicants selected.
- Report on Yard of the Month Program - Winners are listed on the Park Glen website and the final judging for this year will be August 24-27.
- Update: Annual Meeting, Board Election, and Candidates - The Annual Meeting is scheduled for Monday, September 9, 2019. Candidate information is available on the Park Glen website. Currently, 4.25% of our homeowners have voted. We need at least 10% of our homeowners to cast their votes in order for the election to be valid.

Vice-President's Report - Stephen and Russell have been considering options for signage throughout the neighborhood. Stephen has contacted the City of Fort Worth, however, he has not had much luck with regard to information pertaining to kiosk signs and what the City will allow. He will contact PID6 to continue to gather additional information.

Other Board Member Reports/Comments - Kelly reported that she has been in correspondence with the PID6 Manager with regard to the severely thinning and burnt trees on Park Vista. She indicated concern that they may be diseased or dying and suggested to Robin Willits, PID6 Manager, that she obtain the advice of an arborist regarding the situation. Robin Willits addressed the situation quickly and reported back

that she first determined there was not an irrigation issue and then received advice from their arborist. The arborist indicated the trees are severely stressed and that the planting of Cypress trees in particular by the developer was a mistake. In his opinion, the developer should have never planted these types of trees away from a natural water source such as a creek or lake, etc. Kelly indicated that she has noticed more landscape watering in the area is occurring and has even begun to see new green growth on these trees. She expressed concern that the HOA will have to monitor this in the future because she wonders if someone on the PID6 made an uninformed decision to cut back on irrigation around these trees since this is the first time she has seen this much stress on them. She also indicated it is an additional concern given we have had so much rain this season.

Development Committee (Susan Kenney) - PID6 has decided to put in 5 shade trees and 3 crape myrtles on Basswood to replace the lost Bradford Pear trees. They are also not going to take Bradford Pears out unless the situation warrants. New trees will not be planted until the work on Denton Hwy. in that area is completed. Completion of Denton Hwy. area construction is scheduled in 2021.

Community Manager's Report - NMI reported on the following:

- Neighborhood Updates/Status Report
- Monthly Financial Report-July

Treasurer's Report - Russell reported on the following:

- Tracking Report-Accounts Receivable and Properties Referred to Attorney for Collections & Deed Restriction Enforcement
- Benevolence Fund Report

Events / Activities

- Report on August 10 Pool/Movie Night - Approximately 120 people attended this event. Because we did not have a sponsor, Russell's family came out and cooked hotdogs. A big thank you to Russell and his family for doing this.
- PID6 Community Garage Sales Event Oct 18-20 - A collection of individual garage sales will be put on by the PID6
- National Night Out on Tuesday October 1 (Susan Kenney) - Susan explained what it is and encouraged neighbors to participate. She will be sending further information as we draw closer to the upcoming date. Please let Susan know if you are interested in having a National Night Out even in your area of the neighborhood.
- Report on Turkey Trot Plans - Plans for this event are proceeding slowly. We'd appreciate any volunteers and volunteer task coordinators who can help with various areas of needs.

- Report on Holiday in the Park Plans - This event is scheduled for Saturday, December 7. We need volunteers for this.

Business and Motions

- Russell reviewed his proposed budget. **Russell moved to adopt the budget for Park Glen's fiscal year 10/1/19-9/30/20 and set the Annual Assessment amount at \$66.00 for each Park Glen home for 2019-2020, to be billed on or near October 1, 2019 with a due date of November 1, 2019.** Susan seconded. None opposed. Motion passed.
- **Russell moved to allocate up to \$100.00 for refreshments at the September 9, 2019 Annual Meeting.** Stephen seconded. None opposed. Motion passed.
- **Russell moved to conduct the Annual Holiday in the Park event on Saturday, December 7, 2019 and authorize a net expense of up to \$4,000.00.** Kenneth seconded. None opposed. Motion passed.
- **Russell moved to purchase three \$75.00 gift cards and present them to the members of the Architectural Control Committee for our appreciation of their hard work and dedication in making Park Glen a Great Place to Live.** Tom seconded. None opposed. Motion passed.

Member Comments - None.

Code Compliance Officer Presentation (Kenneth is our Officer)

- Two code officers were lost to another state. Consequently, they are down some officers and are currently operating with only four officers. The City is planning to fill the officer positions and they will actually be able to increase the number of code enforcement officers over and above the two they have lost.
- Social media is where the complaints are being aired, however, Kenneth suggests anyone who sees this, please send them the link to code compliance rather than bickering on social media. Pools and pets are an area where code compliance gets involved with regard to fences. Other fence issues are considered civil issues if they are not related to someone who has either a pool or a pet.

We are all very grateful to Kenneth, our Code Compliance Officer.

Adjourn - Meeting adjourned at 8:18 p.m. Annual Meeting is scheduled for September 9, 2019. The next Board Meeting is scheduled for September 16, 2019.

Village	July 2019 Winners
Phase I	5250 Ft Concho Drive
The Knoll	5209 Fort Concho Drive
The Hills	4705 Grainger Trail
The Glen	4659 Gila Bend Lane
The Preserve	8425 Washita Way
Phase III	5401 Mormon Trail
Windridge	8136 Mount Shasta Circle
Vistas at Park Glen	5024 Lodgepole Lane
The Meadows	7224 Isle Royal Drive
The Bluffs	8116 Union Lake Drive
Parkview	4821 Davy Crockett Trail
Vistas of Park Glen	5101 Deer Ridge Court
The Crossing	5316 Big Bend Drive

Park Glen Neighborhood Association

Management Report July 13, 2019 to August 16, 2019

Administrative

Homeowner Contact:

- 3 resale certificate inquiries.
- 22 regarding violations (this includes violations on their own properties or neighbors)
- 5 inquiries on balances.
- 1 mailbox inquiries
- 11 conversations regarding Property Modifications requirements/information.

** Topics of Major Concern

- Homeowner telephoned to express concerns over the letter she received from the City of Fort Worth regarding her PID6 contribution. She feels we are “double dipping” and she is paying two entities for the same items (holiday events).

Returned Mail since July 13th

Mail was returned for 6 properties.

- Discovered an ownership error/corrected.
- Mail refused.
- 4 forwarding expired/changed addresses.

Change of Ownership

20 Properties had a change of ownership from 7/13/19 to 8/16/19.

Upcoming Notices

Annual Meeting and Board Election on September 9th.

ACC Applications (7-13-19 to 8-16-19)

29 ACC applications have been submitted to the Architectural Committee between the dates referenced above.

- 23 applications were approved for:
 - Roof Replacement
 - Exterior Painting
 - Patio Additions
 - Pergola Additions
 - Solar Panel installations
 - Tree Removal/installation
- 4 applications were approved conditionally
 - Fence installation/replacement
 - Patio Extension
 - Roof replacement (color change)
 - Drainage Installation
- No applications were denied

Park Glen Neighborhood Association

Management Report July 13, 2019 to August 16, 2019

- 2 applications are pending

Compliance Summary

July 13, 2019 – August 16, 2019

278 Open Violations:

- 5 Architectural Applications
- 2 Basketball Hoops on Curb
- 11 Fence Repair Needed
- 1 Nuisance
- 3 Repaint Trim
- 3 Garage Door Paint/Dents
- 14 Unauthorized Signs (commercial business signs& political)
- 9 Storage
- 137 Landscaping (mow, weeds in beds, trim shrubs, trees, tree stumps, sod needed)
- 14 Unsightly Appearance
- 66 Trash Cans
- 2 Boats
- 7 Trailers
- 1 RV

75 Monitored Violations:

- 4 Architectural
- 1 Basketball Goal
- 3 Fence Repair
- 1 Repaint trim/door/shutters
- 2 Garage Door repair/paint
- 5 unsightly appearance
- 51 landscaping (majority sod & tree stumps)
- 5 trash cans (left on monitor due to comments)
- 1 trailer
- 2 unauthorized use of properties

143 Violations were closed.

Park Glen Neighborhood Association

Management Report July 13, 2019 to August 16, 2019

Accounting

Homeowner Payments Received between July 13, 2019 to August 16, 2019

40 accounts had payments applied for a total of

Breakdown as follows:

Due to Mgmt Co – Transfer Fee	\$ 168.00
Due to NMI – Collect ltr/Pymt Plans/Admin	\$1,034.33
Prepaid Owner Assessments	\$ 917.77
Assessments	\$ 951.32
Late Fee	\$ 250.27
Fines	\$ 2.85
Interest on Assessments (Delinq)	\$ 133.27
Legal Fees Billed Back	\$1,415.68

Please refer to attached reports for Balance Sheets and Summary.

Collections

As of 8/16/19, 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

8 Judicial Foreclosures

13 Collection Pre-Litigation

9 Active Post Judgments

3 Bankruptcies

1 Payment Plan

Non-Legal:

1 Payment Plans – Paying as scheduled

Park Glen Neighborhood Association, Inc.
Balance Sheet
7/31/2019

	Operating	Reserves	Total
Assets			
<u>Current Assets</u>			
1000 - CAB Operating Checking *4480	\$90,842.04		\$90,842.04
1001 - CAB Operating Money Mkt *9421	\$86,950.04		\$86,950.04
1002 - TCB Reserve Money Mkt *2228		\$115,483.47	\$115,483.47
1003 - Alliance 14 mo. Reserve CD *6016 8/13/19		\$250,356.03	\$250,356.03
1004 - ICS Reserve MM Alliance *845		\$124,972.63	\$124,972.63
1100 - AAB Reserve Money Mkt *2358		\$25.10	\$25.10
1600 - Accounts Receivable	\$130,837.96		\$130,837.96
1605 - Allowance for Doubtful Accts	(\$102,594.07)		(\$102,594.07)
<u>Total Current Assets</u>	<u>\$206,035.97</u>	<u>\$490,837.23</u>	<u>\$696,873.20</u>
Assets Total	\$206,035.97	\$490,837.23	\$696,873.20
Liabilities & Equity			
<u>Current Liabilities</u>			
2001 - Due to Vendors	\$363.82		\$363.82
2003 - Due to Mgmt. Co.--Trf Fees	\$120.00		\$120.00
2003-99 - Due to NMI--Collect Ltr/Pmt Plans/Admin	\$530.00		\$530.00
2050 - Prepaid Owners Assessments	\$13,102.24		\$13,102.24
<u>Total Current Liabilities</u>	<u>\$14,116.06</u>		<u>\$14,116.06</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>
<u>Equity</u>			
3600 - Prior Year Adjustments	(\$251.00)		(\$251.00)
<u>Total Equity</u>	<u>(\$251.00)</u>		<u>(\$251.00)</u>
Retained Earnings	\$84,129.21	\$2.00	\$84,131.21
Net Income	\$108,041.70	(\$82,328.85)	\$25,712.85
Liabilities and Equity Total	\$206,035.97	\$490,837.23	\$696,873.20

Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Operating
7/1/2019 - 7/31/2019

	7/1/2019 - 7/31/2019			10/1/2018 - 7/31/2019			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)	\$246.60	\$100.00	\$146.60	\$3,698.96	\$3,600.00	\$98.96	\$3,800.00
Total Homeowner-Related Income	\$246.60	\$100.00	\$146.60	\$222,645.96	\$222,522.00	\$123.96	\$222,722.00
<u>Other Income</u>							
4500 - Interest Income	\$34.47	\$500.00	(\$465.53)	\$388.01	\$5,000.00	(\$4,611.99)	\$6,000.00
4603 - Social Event Income	\$0.00	\$0.00	\$0.00	\$24,900.00	\$24,000.00	\$900.00	\$24,000.00
4604 - Advertising Revenue for Benevolence	\$150.00	\$0.00	\$150.00	\$300.00	\$0.00	\$300.00	\$0.00
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	\$184.47	\$500.00	(\$315.53)	\$28,449.01	\$29,000.00	(\$550.99)	\$30,000.00
Total Income	\$431.07	\$600.00	(\$168.93)	\$251,094.97	\$251,522.00	(\$427.03)	\$252,722.00
Expense							
<u>General & Administrative</u>							
5104 - Administrative	\$0.00	\$104.00	\$104.00	\$5,587.97	\$1,008.00	(\$4,579.97)	\$1,216.00
5105 - Postage	\$1,323.34	\$100.00	(\$1,223.34)	\$2,379.36	\$2,504.00	\$124.64	\$4,208.00
5107 - Social Committee/Community Events	\$800.64	\$900.00	\$99.36	\$17,939.31	\$21,200.00	\$3,260.69	\$22,600.00
5107-02 - Community Programs	\$0.00	\$50.00	\$50.00	\$960.81	\$1,250.00	\$289.19	\$1,800.00
5112 - Committee Expense	\$0.00	\$25.00	\$25.00	\$247.40	\$525.00	\$277.60	\$575.00
5113 - Professional Management	\$6,675.00	\$6,942.00	\$267.00	\$66,750.00	\$67,284.00	\$534.00	\$81,168.00
5114 - Storage	\$133.00	\$132.00	(\$1.00)	\$1,516.00	\$1,320.00	(\$196.00)	\$1,584.00
5115 - Website/Portal	\$11.90	\$6.00	(\$5.90)	\$71.40	\$60.00	(\$11.40)	\$72.00
5116 - Association Meetings	\$0.00	\$80.00	\$80.00	\$200.00	\$720.00	\$520.00	\$960.00
5117 - Licenses, Permits & Fees	\$0.00	\$15.00	\$15.00	\$62.26	\$150.00	\$87.74	\$180.00
5118 - Hospitality	\$0.00	\$100.00	\$100.00	\$0.00	\$2,900.00	\$2,900.00	\$3,000.00
5120 - Copies	\$497.55	\$0.00	(\$497.55)	\$497.55	\$500.00	\$2.45	\$1,000.00
5176 - Legal Fees	\$0.00	\$600.00	\$600.00	\$2,336.11	\$6,000.00	\$3,663.89	\$7,200.00
5180 - Other Professional	\$3,672.79	\$0.00	(\$3,672.79)	\$3,672.79	\$3,500.00	(\$172.79)	\$6,000.00
5181 - Audit & Accounting	\$0.00	\$0.00	\$0.00	\$670.00	\$2,400.00	\$1,730.00	\$2,400.00
5183 - Benevolence	\$200.00	\$0.00	(\$200.00)	\$200.00	\$0.00	(\$200.00)	\$0.00
5184 - Scholarships/Charity	\$15,750.00	\$11,000.00	(\$4,750.00)	\$15,750.00	\$11,000.00	(\$4,750.00)	\$12,500.00
5190 - Bad Debt Expense	\$0.00	\$500.00	\$500.00	\$0.00	\$4,000.00	\$4,000.00	\$5,000.00
Total General & Administrative	\$29,064.22	\$20,554.00	(\$8,510.22)	\$118,840.96	\$126,321.00	\$7,480.04	\$151,463.00
<u>Infrastructure & Maintenance</u>							
5470 - Community Maintenance & Repairs	\$0.00	\$1,800.00	\$1,800.00	\$91.31	\$18,000.00	\$17,908.69	\$21,600.00
Total Infrastructure & Maintenance	\$0.00	\$1,800.00	\$1,800.00	\$91.31	\$18,000.00	\$17,908.69	\$21,600.00
<u>Insurance</u>							
5250-01 - Insurance	\$0.00	\$600.00	\$600.00	\$17,286.00	\$17,400.00	\$114.00	\$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	\$600.00	\$600.00	\$21,436.00	\$17,400.00	(\$4,036.00)	\$17,400.00
<u>Other Expense</u>							

Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Operating
7/1/2019 - 7/31/2019

	7/1/2019 - 7/31/2019			10/1/2018 - 7/31/2019			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6000 - Reserve Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62,259.00
<u>Total Other Expense</u>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62,259.00
<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	\$29,064.22	\$22,954.00	(\$6,110.22)	\$143,053.27	\$161,721.00	\$18,667.73	\$252,722.00
Operating Net Income	(\$28,633.15)	(\$22,354.00)	(\$6,279.15)	\$108,041.70	\$89,801.00	\$18,240.70	\$0.00
Net Income	(\$28,633.15)	(\$22,354.00)	(\$6,279.15)	\$108,041.70	\$89,801.00	\$18,240.70	\$0.00

Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Reserves
7/1/2019 - 7/31/2019

	7/1/2019 - 7/31/2019			10/1/2018 - 7/31/2019			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
Income							
<u>Other Income</u>							
4500 - Interest Income	\$659.26	\$0.00	\$659.26	\$6,222.82	\$0.00	\$6,222.82	\$0.00
<u>Total Other Income</u>	\$659.26	\$0.00	\$659.26	\$6,222.82	\$0.00	\$6,222.82	\$0.00
Total Income	\$659.26	\$0.00	\$659.26	\$6,222.82	\$0.00	\$6,222.82	\$0.00
Expense							
<u>Infrastructure & Maintenance</u>							
5478 - Sidewalk Repair & Root Mitigation	\$0.00	\$0.00	\$0.00	\$88,551.67	\$0.00	(\$88,551.67)	\$0.00
<u>Total Infrastructure & Maintenance</u>	\$0.00	\$0.00	\$0.00	\$88,551.67	\$0.00	(\$88,551.67)	\$0.00
Total Expense	\$0.00	\$0.00	\$0.00	\$88,551.67	\$0.00	(\$88,551.67)	\$0.00
Operating Net Income	\$659.26	\$0.00	\$659.26	(\$82,328.85)	\$0.00	(\$82,328.85)	\$0.00
Net Income	\$659.26	\$0.00	\$659.26	(\$82,328.85)	\$0.00	(\$82,328.85)	\$0.00

Accounts Receivable Recap	10/10/16	12/12/16	3/20/17	5/15/17	8/22/17	10/16/17	12/4/17	3/19/18	5/19/18	8/20/18	10/15/18	12/3/18	3/15/19	5/17/19	7/12/19	8/16/19	vs last mtg	vs. last yr
Number of Accounts owing \$2,000 or more	23	22	22	23	21	27	22	22	21	18	19	21	26	23	21	25	4	7
Accounts owing between \$1,000 and \$1,999	60	58	54	52	50	45	43	35	32	29	28	28	11	8	10	8	-2	-21
Accounts owing between \$500 and \$999	35	44	37	39	30	35	35	31	33	27	24	27	25	20	20	16	-4	-11
Accounts owing over \$135 to \$499. Most of these now owe for this year plus some or all from last year)	118	86	52	37	22	55	41	35	26	24	76	61	38	43	42	35	-7	11
Accts owing between \$66 and \$135. Most of these were current before the last assessment	786	183	74	44	37	423	217	74	62	58	0	434	89	67	61	60	-1	2
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	51	41	24	12	47	12	9	8	11	175	124	83	74	61	-13	53
Total # of Past Due Accts:	1,048	552	290	236	184	597	405	209	183	164	158	746	313	244	228	205	-23	41
% of 3,318 Homeowners:	31.6%	16.6%	8.7%	7.1%	5.5%	18.0%	12.2%	6.3%	5.5%	4.9%	4.7%	22.5%	9.4%	7.4%	6.9%	6.2%		
Total Past Due \$ Owed:	\$248,730	\$210,093	\$189,821	\$184,070	\$167,036	\$199,027	\$177,084	\$157,253	\$157,298	\$142,996	\$141,638	\$176,222	\$154,363	\$134,398	\$128,716	\$135,699	\$6,983	-\$7,298

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	5/17/19	244	7.4%	134,398
5/5/16	356	10.7%	194,522	5/15/17	236	7.1%	184,070	5/19/18	183	5.5%	157,298	6/14/19	228	6.9%	129,371
6/2/16	335	10.1%	193,512	6/19/17	215	6.5%	172,869	6/30/18	176	5.3%	153,646	7/12/19	228	6.9%	128,716
7/27/16	285	8.6%	188,910	7/17/17	198	6.0%	171,468	7/10/18	175	5.3%	152,404	8/16/19	205	6.2%	135,699
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				

Summary of Escalated Accounts (Collection and/or Enforcement)

06/19/17 07/17/17 09/18/17 10/16/17 12/04/17 02/19/18 03/19/18 04/19/18 05/19/18 07/16/18 08/20/18 09/17/18 02/18/19 08/19/19

Accounts in Attorney's Hands

Bankruptcy	2	2	2	2	2	3	2	3	3	2	2	2	4	2
Collection	4	4	8	10	9	14	13	15	17	16	17	42	34	28
Collection AND Enforcement	3	3	8	8	8	9	9	11	12	10	8	7	5	5
Enforcement	1	1	3	4	4	4	4	5	4	5	5	5	6	5
In Attorney's Hands	10	10	21	24	23	30	28	34	36	33	32	56	49	40

Accounts in Referral Statutory Process at Management Company

Collection	5	6	2	2	5	2	5	1		31	31	0	16	2
Collection AND Enforcement	5	9		3			5	2		0	0	0	0	0
Enforcement	1	3	1	1	4	2	2		1	0	0	0	0	0
In Statutory Process	11	18	3	6	9	4	12	3	1	31	31	0	16	2

Pre-Referral Board Letter waiting for Response

Collection	2	0	6	9	4	3	0	13	19	0	0	0	0	0
Collection AND Enforcement	5	0	7	1	1	5	0	1	0	0	0	0	0	0
Enforcement	4	0	11	0	0	0	0	0	2	0	0	0	0	0
Pre-Referral Board Letter	11	0	24	10	5	8	0	14	21	0	0	0	0	0

Pre-Referral with Payment Plan or Potential Resolution pending

Collection	1	2	1	3	3	3	0	0	2	7	4	6	1	0
Collection AND Enforcement	1	2	1	2	1	1	1	1	2	2	1	0	0	0
Enforcement	0	3	1	10	4	3	3	2	1	0	0	0	0	0
Pre-Ref. pending Resolution	2	7	3	15	8	7	4	3	5	9	5	6	1	0

Total # of Escalated Accounts 34 35 51 55 45 49 44 54 63 73 68 62 66 42

Added since last report	5	6	21	6	1	11	0	14	12	18	0	0	22	1
Withdrawn w/o full resolution												3	4	0
Resolved since last report	5	4	5	1	11	7	5	4	3	8	5	3	14	25

Benevolence Fund - 8/19/19

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
7/11/19-Master the Music (Jun)	150
 Total Revenue	 3,660
 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
5/26/19-Park Glen homeowner with significant medical expense for a child	200
 Total Disbursements	 1,612
Available Now (Total Revenue minus Total Disbursements)	2,048

Proposed Budget (fiscal year Oct 2019-Sep 2020)	2018-2019 Budget	2018-2019 thru Jul	2018-2019 Projection	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Total 2019-2020
Assessment Income (3,317 homes x \$66 annual dues)	\$ 218,922	\$ 218,922	\$ 218,922	\$ 218,922	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 218,922
Late / Returned Check Fees	\$ -	\$ 25	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest on Receivables	\$ 3,800	\$ 3,699	\$ 4,179	\$ -	\$ 1,350	\$ 450	\$ 350	\$ 300	\$ 300	\$ 250	\$ 250	\$ 250	\$ 200	\$ 100	\$ 100	\$ 3,900
Interest Income from Banks	\$ 6,000	\$ 388	\$ 448	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 420
	Mistakenly budgeted most of the projected 18-19 Interest Income on Operating sheet, but most actually went to Reserve sheet															
Social Event Income	\$ 24,000	\$ 24,900	\$ 24,900	\$ 1,000	\$ 16,000	\$ 6,400	\$ -	\$ -	\$ 200	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,000
Advertising Revenue (earmarked for Benevolence)	\$ -	\$ 300	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reimb for mailbox Damage (offsets GL 5257)	\$ -	\$ 2,861	\$ 2,861	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 252,722	\$ 251,095	\$ 251,635	\$ 219,957	\$ 17,385	\$ 6,885	\$ 385	\$ 335	\$ 535	\$ 685	\$ 285	\$ 285	\$ 235	\$ 135	\$ 135	\$ 247,242
Management Fees-Contract	\$ 81,168	\$ 66,750	\$ 80,100	\$ 6,942	\$ 6,942	\$ 6,942	\$ 6,942	\$ 6,942	\$ 6,942	\$ 6,942	\$ 6,942	\$ 6,942	\$ 6,942	\$ 6,942	\$ 6,942	\$ 83,304
Legal Fees-Non Collection	\$ 7,200	\$ 2,336	\$ 3,336	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800
Accounting / Audit	\$ 2,400	\$ 670	\$ 670	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700
Consulting/Professional Fees	\$ 6,000	\$ 3,673	\$ 5,992	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,750	\$ -	\$ -	\$ -	\$ 6,250
Bad Debt Expense	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 17,400	\$ 17,286	\$ 17,286	\$ 8,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ -	\$ -	\$ -	\$ 17,600
General Maint & Repair (GL 5470 + GL 5257 for repairs reimbursed to us in GL 4900)	\$ 21,600	\$ 4,241	\$ 7,081	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 15,000
Administrative Expense	\$ 1,216	\$ 5,588	\$ 3,191	\$ 3,200												\$ 3,200
Postage & Courier	\$ 4,208	\$ 2,379	\$ 2,629	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 1,475	\$ 125	\$ 125	\$ 2,850
Printing & Reproduction	\$ 1,000	\$ 498	\$ 498	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550	\$ -	\$ -	\$ 550
Storage	\$ 1,584	\$ 1,516	\$ 1,782	\$ 133	\$ 133	\$ 383	\$ 133	\$ 133	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 1,895
Licenses & Permits / Filings	\$ 180	\$ 62	\$ 62	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 120
Social Activities	\$ 22,600	\$ 17,939	\$ 19,139	\$ 500	\$ 8,650	\$ 2,400	\$ 1,750	\$ 200	\$ 200	\$ 1,200	\$ 2,800	\$ 300	\$ 1,150	\$ 550	\$ 550	\$ 20,250
Community Engagement	\$ 1,800	\$ 961	\$ 1,189	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ -	\$ -	\$ 250	\$ 1,250
Scholarships/Charitable	\$ 12,500	\$ 15,750	\$ 16,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 1,500	\$ -	\$ 16,500
Committee Expense	\$ 575	\$ 247	\$ 472	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 325	\$ 600
Hospitality	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ 1,700
Benevolence	\$ -	\$ 200	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Board & Community Meetings	\$ 960	\$ 200	\$ 920	\$ 80		\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 160	\$ 960
Website	\$ 72	\$ 71	\$ 95	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 96
Corporate Income Tax		\$ 2,685	\$ -													\$ -
Total Expense	\$ 190,463	\$ 143,053	\$ 161,143	\$ 21,273	\$ 20,043	\$ 13,023	\$ 11,723	\$ 9,273	\$ 9,280	\$ 10,280	\$ 12,030	\$ 22,280	\$ 27,130	\$ 11,130	\$ 10,160	\$ 177,625
Allocation to Reserve Fund	\$ 62,259		\$ 90,492												\$ 69,617	\$ 69,617
Net Income / (Loss)	\$ -	\$ 108,042	\$ -	\$ 198,684	\$ (2,658)	\$ (6,138)	\$ (11,338)	\$ (8,938)	\$ (8,745)	\$ (9,595)	\$ (11,745)	\$ (21,995)	\$ (26,895)	\$ (10,995)	\$ (79,642)	\$ -

Proposed Annual Assessment to be billed to all homeowners on or around 10/1/19 (due date 11/1/19): \$66

RESERVE FUND PROJECTION	
Reserve Balance 7/31/19:	\$ 490,837
Projected Addition from 2018-2019:	\$ 90,492
Projected Disbursements 8/1/19-9/30/19 for Phase III Sidewalks:	\$ (86,000)
Projected Disbursements 10/1/19-9/30/20 for next Sidewalk Proj:	\$ (200,000)
Projected Addition from 2019-2020:	\$ 69,617
Projected Balance 9/30/20:	\$ 364,946