

Park Glen Neighborhood Association

Minutes of October 21, 2019 Board Meeting

Approved at
the 1/20/20
Board
Meeting

Roll Call - Russell called the meeting to order at 7:00 p.m. The following Board members were present: Russell Zwerg, Stephan Whiteland, Kelly Wingo, Tom Kaul and Erik Kendel.

Consideration of August 19, 2019 and September 16, 2019 Board Meeting Minutes - Erik moved to accept the August and September minutes as written. Tom seconded. None opposed. Motion passed.

Announcement of Board Actions since Last Meeting (September 16, 2019) - During the closed session on 9/16/19, the Board agreed to authorize our attorney to bid on the Association's behalf, up to the amount owed to PGNA, on the property (account 131121490), going to foreclosure auction on October 1 due to our legal action. (Note: The owner paid off the balance just before the foreclosure auction, avoiding the auction.)

President and Other Board Member Reports/Comments - Russell will be placing his house for sale and moving out of Park Glen. Currently, he is prepared to stay until January and during transition will continue being an administrator and facilitator once he moves. Consequently, the Board will need a President and Treasurer since Russell fills both duties on the Board.

Development Committee (Susan Kenney) - None.

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

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

Treasurer's Report - Russell reviewed the following for everyone

- Tracking Report-Accounts Receivable and Properties Referred to Attorney for Collections and Deed Restriction Enforcement
- Benevolence Fund Report, we currently have approximately \$2,000.00 in this Fund
- Reminder that our collection policy calls for the Board to consider escalating certain unpaid accounts for legal collection action at our December meeting
- "Directors and Officers" insurance coverage was renewed for 10/1/2019 to 9/30/2020
- Recap of Sidewalk Project That Has Been Finished, \$169,041.00 was the grand total for this Project. Our current reserve surplus after this Project is approximately \$501,000.00.

Events / Activities

- Report on National Night Out (Coordinator Susan Kenney)
This event was held on October 1, and seven homeowners participated. We paid up to \$75 per block party, and made six payouts for a total of \$352.84 for this event
- Report on Turkey Trot Plans. Volunteer task coordinators and workers of all kinds are needed. Please sign up at ParkGlen.org. We start on Nov. 26 to set-up and we need about 75 volunteers. The Turkey Trot even is scheduled to take place on November 8.
- Report on Holiday in the Park plans, December 7, at Arcadia 4. We will have exhibitors, crafters and many fun activities.

Business and Motions

- **Russell moved to conduct a holiday decorating contest for each of the 13 villages with a \$50.00 gift card prize for each village. It will require one or more coordinators to recruit, instruct, and coordinate volunteers; compile the results; present signs and prizes to winners; and take pictures.** Stephen seconded. None opposed. Motion passed.
- **Erik moved to allocate up to \$300 to provide refreshments for the “Rolling Town Hall” to be hosted by “Park Glen Bike Gang” (sponsored by Daniel Guido) on November 2, with Board Member Erik Kendel to coordinate this on behalf of PGNA.** Kelly seconded. Daniel and his group have donated approximately 550 bikes thus far. This will be a 4-mile ride. None opposed. Motion passed.
- **Russell moved to:**
 - **approve the presented contract/agreement with Daniel Guido to serve as Project Coordinator for a potential new sidewalk / tree root mitigation project in part of Park Glen,**
 - **authorize preliminary work to select the area and develop a cost estimate, and**
 - **designate PGNA Vice President Stephen Whiteland to communicate with and direct the Project Coordinator on behalf of the Association.**

Tom seconded. Daniel gave a small presentation on what has already been accomplished. The project took about 8 months. Russell reviewed the agreement to get Guido started by identifying the particular neighborhood project areas for PGNA’s consideration for approval. The motion passed with none opposed.

- Consideration of various options for a deed restriction enforcement standard regarding trees, stumps, and tree rings. Russell presented 6 options. The majority of homeowners in attendance preferred option 4 which requires either one main tree or two parkway trees, at the owner’s option. Russell will present option 4 next meeting to discuss specifics of its language.
- Consideration of options for a deed restriction standard regarding storage, visibility, and screening of trash, recycling, and yard carts. Russell would like to clean up the current language of the bulletin so that it is more easily understood and better stated and add yard waste containers, state the two acceptable locations, define screening fences and change it to Bulletin B1.20. He provided two options. Option 1 clarifies the current language and prohibits partial screening fences. Option 2 includes all of option 1, but also allows for screening fences that are L-shaped and are sturdy and attractive, while screening carts from the street and the neighbors, when approved by the ACC. Note that lattice is not allowed as a fence material of any kind at any time.
- The Board voted regarding the homeowner appeal (account 131114590). **Kelly moved to allow the fence modification (visible fence-top barrier to keep a pet dog from escaping the yard) for one year, at which time the owner will need to either remove it or come back to the Board.** Tom seconded. None opposed. Motion Passed.
- Because of his impending resignation from the Board (probably in January), Russell resigned from the ACC, effective immediately. The ACC now has five members.

Member Comments

Adjourn - Meeting adjourned at 9:21 p.m. Next Board Meeting is scheduled for December 2, 2019.

Park Glen Neighborhood Association

Management Report September 14, 2019 to October 18, 2019

Administrative

Homeowner Contact:

- 12 resale certificate inquiries.
- 28 regarding violations (this includes violations on their own properties or neighbors)
- 14 inquiries on balances, statement requests for new assessment.
- 10 conversations regarding Property Modifications requirements/information.
- 2 Conversations with City of Fort Worth Code Enforcement Officer

** Homeowner concerned regarding rats entering/exiting vacant next door property.

** Insurance COI's for upcoming events, D&O insurance renewed.

** Observed vacant house with front door open, contacted property Management Company.

Community Association Manager Christina Fountain was on vacation from 9-23 thru 9-27.

Community Association Manager Angela Spikes handled items in her absence.

Change of Ownership

30 Properties had ownership changes processed from 9/14/19 to 10/18/19.

ACC Applications (9-14-19 to 10-18-19)

14 ACC applications have been received from owners since the September Board Meeting.

- 12 applications were approved for:
 - Roof Replacement
 - Exterior Painting
 - Patio Cover
 - Window Installation
 - Pool Deck Installation
 - Stampcrete Driveway
- 2 applications were denied
 - Fence
 - Partial fence screening
- 2 applications are pending

Park Glen Neighborhood Association

Management Report September 14, 2019 to October 18, 2019

Compliance Summary

251 Open Violations:

- 2 Basketball Hoops on Curb
- 18 Fence Repair Needed
- 3 Repaint Trim
- 4 Garage Door Paint/Dents
- 1 Unauthorized Signs (commercial business signs and/or political)
- 11 Storage
- 139 Landscaping (mow, weeds in beds, trim shrubs, trees, tree stumps, sod needed)
- 4 Unsightly Appearance
- 58 Trash Cans
- 1 Boats
- 7 Trailers

61 Monitored Violations:

- 4 Architectural
- 1 Basketball Goal
- 2 Fence Repair
- 5 unsightly appearance
- 36 landscaping (majority sod & tree stumps)
- 9 trash cans (left on monitor due to comments)
- 1 trailer
- 1 Nuisance
- 2 Unauthorized storage
- 1 Unauthorized use of property
- 3 Unsightly appearances

179 Violations were closed.

***5 items reported to Code Compliance**

Park Glen Neighborhood Association

Management Report September 14, 2019 to October 18, 2019

Accounting

Homeowner Payments Received between September 14, 2019 to October 18, 2019

Due to Mgmt Co – Transfer Fee	\$ 480.00
Due to NMI – Collect Itr/Pymt Plans/Admin	\$ 611.84
Prepaid Owner Assessments	\$ (9,678.39)
Assessments	\$ 72,360.95
Late Fee	\$ 221.55
Fines	\$ 0.00
Interest on Assessments (Delinq)	\$ 65.36
Legal Fees Billed Back	\$ 3,208.27

Please refer to attached reports for Balance Sheets and Summary.

Collections

As of 10/10/19, 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
12 Collection Pre-Litigation
8 Active Post Judgments
3 Bankruptcies

Non-Legal:

1 Payment Plan – Completed.

**Property that was scheduled for foreclosure auction was paid day of auction.

Respectfully Submitted,

Christina M. Fountain, FL CAM
Neighborhood Management, Inc.

Park Glen Neighborhood Association, Inc.
Balance Sheet
9/30/2019

	Operating	Reserves	Total
Assets			
<u>Current Assets</u>			
1000 - CAB Operating Checking *4480	\$71,040.77		\$71,040.77
1001 - CAB Operating Money Mkt *9421	\$24,749.18		\$24,749.18
1002 - TCB Reserve Money Mkt *2228		\$98,974.15	\$98,974.15
1004 - ICS Reserve MM Alliance *845		\$125,077.10	\$125,077.10
1100 - AAB Reserve Money Mkt *2358		\$97.61	\$97.61
1200 - CDARS Reserve CD 52 weeks 8/27/20 *4751		\$125,438.24	\$125,438.24
1201 - CDARS Reserve CD 52 weeks 8/27/20 *4735		\$125,438.24	\$125,438.24
1600 - Accounts Receivable	\$122,526.12		\$122,526.12
1605 - Allowance for Doubtful Accts	(\$93,227.05)		(\$93,227.05)
1710 - Prepaid Insurance	\$8,565.00		\$8,565.00
1720 - Other Prepaid Expenses	\$850.00		\$850.00
<u>Total Current Assets</u>	<u>\$134,504.02</u>	<u>\$475,025.34</u>	<u>\$609,529.36</u>
Assets Total	\$134,504.02	\$475,025.34	\$609,529.36
Liabilities & Equity			
<u>Current Liabilities</u>			
2001 - Due to Vendors	\$363.82		\$363.82
2003 - Due to Mgmt. Co.--Trf Fees	\$1,080.00		\$1,080.00
2003-99 - Due to NMI--Collect Ltr/Pmt Plans/Admin	\$640.00		\$640.00
2050 - Prepaid Owners Assessments	\$21,222.85		\$21,222.85
<u>Total Current Liabilities</u>	<u>\$23,306.67</u>		<u>\$23,306.67</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	\$27,319.14	(\$98,140.74)	(\$70,821.60)
Liabilities and Equity Total	\$134,504.02	\$475,025.34	\$609,529.36

Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Operating
9/1/2019 - 9/30/2019

	9/1/2019 - 9/30/2019			10/1/2018 - 9/30/2019			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)	\$216.77	\$100.00	\$116.77	\$4,143.86	\$3,800.00	\$343.86	\$3,800.00
Total Homeowner-Related Income	\$216.77	\$100.00	\$116.77	\$223,090.86	\$222,722.00	\$368.86	\$222,722.00
<u>Other Income</u>							
4500 - Interest Income	\$31.94	\$500.00	(\$468.06)	\$453.25	\$6,000.00	(\$5,546.75)	\$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	\$0.00	\$0.00	\$0.00	\$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	\$31.94	\$500.00	(\$468.06)	\$28,514.25	\$30,000.00	(\$1,485.75)	\$30,000.00
Total Income	\$248.71	\$600.00	(\$351.29)	\$251,605.11	\$252,722.00	(\$1,116.89)	\$252,722.00
Expense							
<u>General & Administrative</u>							
5104 - Administrative	\$0.00	\$104.00	\$104.00	\$3,190.58	\$1,216.00	(\$1,974.58)	\$1,216.00
5105 - Postage	\$195.75	\$1,604.00	\$1,408.25	\$2,575.11	\$4,208.00	\$1,632.89	\$4,208.00
5107 - Social Committee/Community Events	\$1,050.00	\$500.00	(\$550.00)	\$19,239.31	\$22,600.00	\$3,360.69	\$22,600.00
5107-02 - Community Programs	\$0.00	\$50.00	\$50.00	\$3,358.20	\$1,800.00	(\$1,558.20)	\$1,800.00
5112 - Committee Expense	\$0.00	\$25.00	\$25.00	\$247.40	\$575.00	\$327.60	\$575.00
5113 - Professional Management	\$6,675.00	\$6,942.00	\$267.00	\$80,100.00	\$81,168.00	\$1,068.00	\$81,168.00
5114 - Storage	\$133.00	\$132.00	(\$1.00)	\$1,782.00	\$1,584.00	(\$198.00)	\$1,584.00
5115 - Website/Portal	\$0.00	\$6.00	\$6.00	\$71.40	\$72.00	\$0.60	\$72.00
5116 - Association Meetings	\$440.00	\$160.00	(\$280.00)	\$640.00	\$960.00	\$320.00	\$960.00
5117 - Licenses, Permits & Fees	\$15.00	\$15.00	\$0.00	\$77.26	\$180.00	\$102.74	\$180.00
5118 - Hospitality	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00
5120 - Copies	\$0.00	\$500.00	\$500.00	\$497.55	\$1,000.00	\$502.45	\$1,000.00
5176 - Legal Fees	\$0.00	\$600.00	\$600.00	\$2,673.61	\$7,200.00	\$4,526.39	\$7,200.00
5180 - Other Professional	\$2,319.45	\$2,500.00	\$180.55	\$5,992.24	\$6,000.00	\$7.76	\$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	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	(\$200.00)	\$0.00
5184 - Scholarships/Charity	\$0.00	\$0.00	\$0.00	\$16,500.00	\$12,500.00	(\$4,000.00)	\$12,500.00
5190 - Bad Debt Expense	\$0.00	\$500.00	\$500.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
Total General & Administrative	\$10,828.20	\$13,638.00	\$2,809.80	\$137,814.66	\$151,463.00	\$13,648.34	\$151,463.00
<u>Infrastructure & Maintenance</u>							
5470 - Community Maintenance & Repairs	\$0.00	\$1,800.00	\$1,800.00	\$91.31	\$21,600.00	\$21,508.69	\$21,600.00
Total Infrastructure & Maintenance	\$0.00	\$1,800.00	\$1,800.00	\$91.31	\$21,600.00	\$21,508.69	\$21,600.00
<u>Insurance</u>							
5250-01 - Insurance	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$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
9/1/2019 - 9/30/2019

	9/1/2019 - 9/30/2019			10/1/2018 - 9/30/2019			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6000 - Reserve Contribution	\$62,259.00	\$62,259.00	\$0.00	\$62,259.00	\$62,259.00	\$0.00	\$62,259.00
<u>Total Other Expense</u>	\$62,259.00	\$62,259.00	\$0.00	\$62,259.00	\$62,259.00	\$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	\$73,087.20	\$77,697.00	\$4,609.80	\$224,285.97	\$252,722.00	\$28,436.03	\$252,722.00
Operating Net Income	(\$72,838.49)	(\$77,097.00)	\$4,258.51	\$27,319.14	\$0.00	\$27,319.14	\$0.00
Net Income	(\$72,838.49)	(\$77,097.00)	\$4,258.51	\$27,319.14	\$0.00	\$27,319.14	\$0.00

Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Reserves
9/1/2019 - 9/30/2019

	9/1/2019 - 9/30/2019			10/1/2018 - 9/30/2019			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
Income							
<u>Other Income</u>							
4500 - Interest Income	\$190.49	\$0.00	\$190.49	\$7,157.43	\$0.00	\$7,157.43	\$0.00
4750 - Reserve Fund Contribution Income	\$62,259.00	\$0.00	\$62,259.00	\$62,259.00	\$0.00	\$62,259.00	\$0.00
<u>Total Other Income</u>	\$62,449.49	\$0.00	\$62,449.49	\$69,416.43	\$0.00	\$69,416.43	\$0.00
Total Income	\$62,449.49	\$0.00	\$62,449.49	\$69,416.43	\$0.00	\$69,416.43	\$0.00
Expense							
<u>Infrastructure & Maintenance</u>							
5478 - Sidewalk Repair & Root Mitigation	\$79,005.50	\$0.00	(\$79,005.50)	\$167,557.17	\$0.00	(\$167,557.17)	\$0.00
<u>Total Infrastructure & Maintenance</u>	\$79,005.50	\$0.00	(\$79,005.50)	\$167,557.17	\$0.00	(\$167,557.17)	\$0.00
Total Expense	\$79,005.50	\$0.00	(\$79,005.50)	\$167,557.17	\$0.00	(\$167,557.17)	\$0.00
Operating Net Income	(\$16,556.01)	\$0.00	(\$16,556.01)	(\$98,140.74)	\$0.00	(\$98,140.74)	\$0.00
Net Income	(\$16,556.01)	\$0.00	(\$16,556.01)	(\$98,140.74)	\$0.00	(\$98,140.74)	\$0.00

Accounts Receivable Recap

10/21/19

Report Date	Number of Accounts owing \$2,000 or more	Accounts owing between \$1,000 and \$1,999	Accounts owing between \$500 and \$999	Accounts owing over \$136 to \$499. Most of these now owe for this year plus some or all from last year)	Accts owing between \$66 and \$136. Most of these were current before the last assessment	Accounts owing less than \$66. Mostly these paid their latest assessment but have some small old items or new late fees	Total # of Past Due Accts:	% of 3,318 Home-owners	Total Past Due \$ Owed
10/10/16	23	60	35	118	786	26	1,048	31.6%	\$248,730
11/14/16	23	59	35	102	302	133	654	19.7%	\$219,739
12/12/16	22	58	44	86	183	159	552	16.6%	\$210,093
2/20/17	22	59	45	56	92	61	335	10.1%	\$205,301
3/20/17	22	54	37	52	74	51	290	8.7%	\$189,821
4/17/17	22	54	38	40	56	48	258	7.8%	\$185,533
5/15/17	23	52	39	37	44	41	236	7.1%	\$184,070
6/19/17	21	53	31	33	41	36	215	6.5%	\$172,869
7/17/17	22	51	30	28	39	28	198	6.0%	\$171,468
8/22/17	21	50	30	22	37	24	184	5.5%	\$167,036
9/18/17	21	49	37	13	37	22	179	5.4%	\$165,490
10/16/17	27	45	35	55	423	12	597	18.0%	\$199,027
12/4/17	22	43	35	41	217	47	405	12.2%	\$177,084
1/15/18	23	44	33	45	148	68	361	10.9%	\$182,867
2/19/18	21	40	34	39	94	11	239	7.2%	\$167,542
3/19/18	22	35	31	35	74	12	209	6.3%	\$157,253
4/19/18	21	34	32	30	63	11	191	5.8%	\$156,408
5/19/18	21	32	33	26	62	9	183	5.5%	\$157,298
7/10/18	22	24	38	23	60	8	175	5.3%	\$152,404
8/20/18	18	29	27	24	58	8	164	4.9%	\$142,996
9/17/18	19	30	24	25	52	11	161	4.9%	\$140,085
10/15/18	19	28	24	76	0	11	158	4.7%	\$141,638
12/3/18	21	28	27	61	434	175	746	22.5%	\$176,222
1/21/19	19	25	25	47	146	123	385	11.6%	\$151,708
2/18/19	28	13	26	43	103	134	347	10.5%	\$163,364
3/15/19	26	11	25	38	89	124	313	9.4%	\$154,363
4/9/19	24	11	21	38	83	91	268	8.1%	\$142,781
5/17/19	23	8	20	43	67	83	244	7.4%	\$134,398
6/14/19	21	11	18	45	63	70	228	6.9%	\$129,371
7/12/19	21	10	20	42	61	74	228	6.9%	\$128,716
8/16/19	25	8	16	35	60	61	205	6.2%	\$135,699
9/13/19	24	6	16	28	60	59	193	5.8%	\$128,456
10/18/19	20	9	15	28	58	54	184	5.5%	\$119,695
vs last mtg	-4	3	-1	0	-2	-5	-9		-\$8,761
vs. last yr	1	-19	-9	-48	58	43	26		-\$21,943

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	9/13/19	193	5.8%	128,456
9/12/16	261	7.9%	186,625	9/18/17	179	5.4%	165,490	9/17/18	161	4.9%	140,085	10/18/19	184	5.5%	119,695

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	04/19/18	05/19/18	07/16/18	09/17/18	02/18/19	08/19/19	10/18/19
Accounts in Attorney's Hands													
Bankruptcy	2	2	2	2	2	3	3	3	2	2	4	2	1
Collection	4	4	8	10	9	14	15	17	16	42	34	28	29
Collection AND Enforcement	3	3	8	8	8	9	11	12	10	7	5	5	4
Enforcement	1	1	3	4	4	4	5	4	5	5	6	5	5
In Attorney's Hands	10	10	21	24	23	30	34	36	33	56	49	40	39
Accounts in Referral Statutory Process at Management Company													
Collection	5	6	2	2	5	2	1		31	0	16	2	1
Collection AND Enforcement	5	9		3			2		0	0	0	0	0
Enforcement	1	3	1	1	4	2		1	0	0	0	0	0
In Statutory Process	11	18	3	6	9	4	3	1	31	0	16	2	1
Pre-Referral Board Letter waiting for Response													
Collection	2	0	6	9	4	3	13	19	0	0	0	0	0
Collection AND Enforcement	5	0	7	1	1	5	1	0	0	0	0	0	0
Enforcement	4	0	11	0	0	0	0	2	0	0	0	0	0
Pre-Referral Board Letter	11	0	24	10	5	8	14	21	0	0	0	0	0
Pre-Referral with Payment Plan or Potential Resolution pending													
Collection	1	2	1	3	3	3	0	2	7	6	1	0	0
Collection AND Enforcement	1	2	1	2	1	1	1	2	2	0	0	0	0
Enforcement	0	3	1	10	4	3	2	1	0	0	0	0	0
Pre-Ref. pending Resolution	2	7	3	15	8	7	3	5	9	6	1	0	0
Total # of Escalated Accounts	34	35	51	55	45	49	54	63	73	62	66	42	40
Added since last report	5	6	21	6	1	11	14	12	18	0	22	1	0
Withdrawn w/o full resolution										3	4	0	0
Resolved since last report	5	4	5	1	11	7	4	3	8	3	14	25	2

Benevolence Fund - 10/21/19

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

Sidewalk and Tree Mitigation Expense Recap

Ace Asphalt

11/12/18 \$50,280

1/16/19 \$35,000

7/31/19 \$78,184

Total \$163,464

Anticipated amount per
agreement \$167,000

Daniel Guido

8/23/18 \$371.00

7/25/18 \$1,113.00

11/1/18 \$1,814.17

2/27/19 \$1,457.50

9/30/19 \$821.50

Total \$5,577.17

Project Grand Total \$169,041

Reserve Account Recap

10/1/18 Balance \$573,162

+Interest Revenue \$7,157

-Payouts:

Ace Asphalt \$163,464

Daniel Guido \$4,093

+Projected Surplus

9/30/19 \$88,002

=Projected Balance

9/30/19 \$500,768

Consideration of various options for a deed restriction enforcement standard regarding trees, stumps, and tree rings.

(presented not as a motion but to get the consensus of the board and members in attendance)

The options below range from #1 that has no requirements on the number of trees to #6 that has the full requirements as contained in our various CCR's (section 4.3 for most phases and section 5.3 for others).

1. (No requirement at all) The Association will **not enforce a requirement for a minimum or maximum number of trees on each lot.**
2. (Encouragement but no requirement) Although owners are encouraged to have trees on their lots, the Association will **not enforce a requirement for a minimum or maximum number of trees on each lot.**
3. (Requirement for just one tree at a minimum) The Association will enforce a **requirement that there be at least one prominent tree (diameter of 2 inches or greater) in the main part of the front yard of each lot.**
4. (Owners may choose to have one main tree OR two parkway trees, at a minimum) The Association will enforce a **requirement that every lot contain at least one prominent tree (diameter of 2 inches or greater) in the main part of the front yard OR at least two trees (diameter of 2 inches or greater) in the parkway** (between the back of the curb and the sidewalk) in front of the home.
5. (Presuming that parkway trees are the most important trees to have, those are required in the 9 villages where the CCR's allow us to require that. In the other 4 villages where we cannot require parkway trees, at least one main tree is required) Homes in Phase III, Phase V ("Vistas of Park Glen" & "Crossing at Park Glen"), and Phase XIII ("Vistas at Park Glen") are **required to have at least one prominent tree** (diameter of 2 inches or greater) in the main part of the front yard of each lot. In all parts of Park Glen EXCEPT Phase III, Phase V ("Vistas of Park Glen" & "Crossing at Park Glen"), and Phase XIII ("Vistas at Park Glen"), the Association will enforce a **requirement that there be two trees at least 2 inches in diameter or greater in the parkway** (between the back of the curb and the

sidewalk) in front of the home, with corner lots having two additional trees in the parkway on the side of the home.

6. (The strictest requirement, just as stated in the various CCR's) All homes are **required to have at least one prominent tree (diameter of 2 inches or greater) in the main part of the front yard of each lot.** In addition, homes in all parts of Park Glen EXCEPT Phase III, Phase V ("Vistas of Park Glen" & "Crossing at Park Glen"), and Phase XIII ("Vistas at Park Glen") are **required to have two trees at least 2 inches in diameter or greater in the parkway** (between the back of the curb and the sidewalk) in front of the home, with corner lots having two additional trees in the parkway on the side of the home.

The following additional standards conveying the spirit and intent of our CCR's would be incorporated with #3, #4, #5, and #6 above:

Approval of the Architectural Control Committee is required before removing any required tree. Any required tree currently missing or removed in the future must be replaced. Any variance or exception to the above standards for any lot must be specifically granted by the Architectural Control Committee or PGNA Board to provide a temporary waiver to be in effect for no more than two years or until change of ownership, whichever occurs first.

The following additional standards conveying the spirit and intent of our CCR's would be incorporated with all options above:

Trees must be healthy, attractive, and well-maintained. Branches and other parts of trees must not be an obstacle for vehicles in the street, pedestrians on the sidewalk, or residents of neighboring lots. Any stump visible from the street or any common area must be removed or ground down below ground level so that grass can grow above it. Any tree ring visible from any street or common area must contain an appropriately-sized healthy tree or be removed with the yard restored in that place.

The very overwhelming consensus of the 25 or so people at the meeting was for option #4, which was to require EITHER a main tree in the yard or two trees in the parkway (owner's choice).

Consideration of options for a deed restriction standard regarding storage, visibility, and screening of trash, recycling, and yard carts.

(presented not as a motion but to get the consensus of the board and members in attendance)

Current Wording of the bulletin:

B1.19 Storage of Garbage and Recycling Containers. Garbage and recycling containers may not be stored in any location where they will be visible from the street, public right-of-way or any adjacent neighbor's front entryway, driveway or front lawn. Recommended storage locations are either in the garage, behind the backyard fence, or behind the house in the back yard, such that containers are not visible from the locations listed above. Screening fences of any sort are prohibited, except with specific approval by the Architectural Control Committee. Apr-11

Option 1 (add "yard waste containers;" state the two acceptable storage locations ("backyard" and "garage") instead of the current bulletin wording that recommends those locations but seems to allow any other spot that is not visible (such as behind a bush); define "screening fence;" add city's time limits regarding carts at the street):

B1.20 [changing this from 1.19, because there were two 1.19 bulletins adopted at the same time, in error] Storage of Garbage, Recycling, and Yard Waste

Containers. Garbage, recycling, and yard waste containers must be stored in the backyard or garage where they will not be visible from any street, public right-of-way or adjacent neighbor's front entryway, driveway, or front lawn. Partial screening fences (a fence segment where either or both ends are not connected to the home or the main fence) of any sort are prohibited. In accordance with city code, garbage carts, recycling carts, and yard waste may be placed on the curb next to the street no earlier than 6:00 p.m. on the day preceding the scheduled collection day, and carts shall be removed from the curb and from public sight by the end of the scheduled collection day unless there has been a missed collection reported to the city.

Option 2 (all of option 1 except also allowing partial screening of carts in front of main fence when approved by the ACC):

B1.20 [changing this from 1.19, because there were two 1.19 bulletins adopted at the same time, in error] Storage of Garbage, Recycling, and Yard Waste

Containers. Garbage, recycling, and yard waste containers must be stored in the backyard or garage where they will not be visible from any street, public right-of-way or adjacent neighbor's front entryway, driveway, or front lawn. **Alternatively, an L-shaped partial screening fence (a fence segment where either or both ends are not connected to the home or the main fence) is allowed for a specific lot ONLY if it completely screens carts from view from any street, public right-of-way, or adjacent neighbor's front entryway, driveway, or front lawn (ideally featuring landscaping, as well); is approved by the Architectural Control Committee or the PGNA Board; and is maintained in a highly-attractive, sturdy, and enduring manner (note: lattice in any form is generally not an acceptable material for a fence or for screening).** In accordance with city code: garbage carts, recycling carts, and yard waste may be placed on the curb next to the street no earlier than 6:00 p.m. on the day preceding the scheduled collection day, and carts shall be removed from the curb and from public sight by the end of the scheduled collection day unless there has been a missed collection reported to the city.