

# Park Glen Neighborhood Association

## Minutes of April 20, 2020 Board Meeting

Approved at  
the May 18,  
2020 Board  
Meeting

Roll Call - Susan called the meeting to order at 7:05 p.m. The following Board members were present: Susan Kenney, Stephen Whiteland, Kelly Wingo, Tom Kaul, Erik Kendel, Kristy Shallcross, and Paul Grove.

Consideration of February 17, 2020 Board Meeting Minutes - Erik motioned to approve the minutes from the February 2020 meeting. Stephen seconded. **None opposed. Motion passed.**

### Announcement of Board Actions since Last Meeting (February 17, 2020)

- On March 3, 2020, the Board approved a **motion by Kristy Shallcross** and seconded by Stephen Whiteland **to oppose Fort Worth Zoning Case 20-026, which is requesting to rezone property at the northwest corner of N. Tarrant Parkway and Beach St. from "E" Neighborhood Commercial to PD/D-Planned Development/High Density Multi-family.** **The motion passed 6 to 0. Voting "yes" were Tom, Paul, Susan, Erik. Kelly did not vote.**
- On March 21, 2020 the Board approved a **motion by Susan Kenney** and seconded by Kelly Wingo that, **due to the current Coronavirus (COVID-19) pandemic, the Park Glen Neighborhood Association (PGNA) suspend any collection pursuit on behalf of PGNA until April 30, 2020. This date may be extended if the current national or state situation persists. Such suspension will apply to any collection efforts by the management company and any collection efforts not already being judicially pursued (cases already in the court system) by the attorney. Therefore,**
  - 1) **The attorney will be directed by PGNA not to pursue until after April 30, 2020 any foreclosure or collection process that is not judicially required. If, however, a property is going into bankruptcy the attorney will be directed to pursue collections for PGNA. If property owners make payments or begin payment plans during this suspension then such efforts will continue to proceed through the attorney.**
  - 2) **The management company will be directed to wait until April 30, 2020, to send any further notices or referrals with regard to collection efforts, and to waive interest fees for the months of March and April. After April 30th, regular collection efforts, referrals, and interest will resume according to our policies. If property owners make payments or begin payment plans during this suspension then such efforts will continue through the management company.**

**The motion passed unanimously with Susan Kenney, Stephen Whiteland, Kelly Wingo, Kristy Shallcross, Tom Kaul, Erik Kendel, and Paul Grove voting "yes."**
- On April 10, 2020 the Board approved a **motion by Susan Kenney** and seconded by Tom Kaul **to allocate \$99 for a one-month subscription to Survey Monkey for the Events Survey.** **The motion passed unanimously with Susan Kenney, Stephen Whiteland, Kelly Wingo, Kristy Shallcross, Tom Kaul, Erik Kendel, and Paul Grove voting "yes."**

Special Presentation - Update on 5G poles and the City of Fort Worth's regulations - by Sevanne Steiner, Senior Planner with City of Fort Worth. Ms. Steiner introduced us to the 5G technology, gave examples of the technology and an overview of state law on this issue. She also provided some dates for upcoming public meetings pertaining to 5G installation plans, etc.

President Updates:

- Susan provided an update on the PID6 meeting held February 25, 2020, regarding trees in the median on Basswood at Teal, and provided detail on the tree situation in this area.
- Susan provided an update on construction of double lane turn lanes on Basswood at 377 and trees in medians on Basswood. She indicated the work here has been completed and further detailed the tree and monument issues connected with this project.
- Susan indicated that the pedestrian hybrid beacon (traffic light that stops cars when a pedestrian presses the button) on Park Vista at Redwood Trail has been installed. She asks that homeowners please make themselves familiar with this.
- Update on Zoning Case at Northwest corner of Beach St. and N. Tarrant Pkwy - Susan presented the zoning issue connected to this location. The concern is that once zoned for high density living, anyone can come in and turn it into something else altogether different. PGNA has voted to deny this zoning. In addition, it was noted that the status of the other neighborhoods with regard to this issue were not in favor of it.
- Gazebo destruction accident at Arcadia #1 (the big park area just north of Basswood Blvd.) - A dump truck hit and collapsed a gazebo in this area. The company's insurance will be paying for this and the City will handle its reconstruction.
- Update regarding SoHi Commercial Development - The developer has moved its dumpsters and we are working to get the fence issues taken care of as well.
- Every Wednesday at 3 pm, "Community Conversations" to give support and receive support - hosted by Kristy Shallcross (see Park Glen Neighborhood Association Facebook page for link) of Newsletter for April/May at ParkGlen.org. Kristy hosts this. If you want to give support or need support, this may be the place to voice your concerns. An email will go out with the link to access this meeting for those who do not have Facebook. People can contact Kristy if they have issues accessing this meeting. Her phone number is 817-908-0095.
- The Newsletter was published last week and went out by eblast. Thank you, Russell Zwerg for that.

Vice-President Updates:

- Update on Playground renovations by City of Fort Worth - Stephen indicated that within the next couple of months construction on these playgrounds will begin. They will be significantly bigger when finished and park benches will be added as well.
- Update on Second Sidewalk Project - Stephen advised that things are not moving very quickly right now due to the COVID-19 situation.

Other Board Member Comments - None

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

- Neighborhood Updates/Status Report
- Monthly Financial Report-March 2020 was reviewed out loud by Christina. Note that February 2020 is available online, but, was not reviewed out loud.

Treasurer's Report - Paul reviewed the following for everyone:

- Tracking Report-Accounts Receivable Status
- Benevolence Report

Events / Activities:

- The Board cancelled Eggstravaganza & the Spring Festival events that were scheduled for March 28, 2020 due to the COVID-19 situation. Susan indicated that she will have some expenses to turn in for supplies ordered for this event which were ordered and came in prior to the COVID-19 lockdown.
- The Board cancelled plans for the shredding event scheduled for April 25, due to COVID-19, with a new date to be determined in the future. (Location: Park Glen Elementary parking lot along Black Hills Ln.) Tentatively we would like to reschedule this for September 26, but currently that remains only a suggestion given the COVID-19 situation. Paul has volunteered to help at this event.
- The Scholarship Program begins May 1st with a deadline for application submittal on or before June 1, 2020. The application and guidelines will be available at [www.ParkGlen.org](http://www.ParkGlen.org) on April 24th.
- Results of the Events Survey from Events Director Melissa Medici - Susan reviewed Melissa's findings. Findings regarding the Turkey Trot will be discussed next month.
- The Independence Day Celebration (Park Glen parade & PID6 Fireworks Extravaganza) is scheduled for June 27. PGNA's involvement in the past has been to host a parade from Arcadia Park #4 (west end of Glen Springs Trail) to the intersection of Union Lake and Teton Trail near the PID6 event site at Arcadia Park #2 (west end of Ash River Trail) and to provide two bounce houses at the PID6 event. Susan indicated that although this is currently on our schedule, it remains fluid based on the COVID-19 situation.
- Turkey Trot – November 26, 2020. We need 10-12 people to volunteer with the planning and organizing of this event. If we plan to do this event, we probably need to put down a deposit by late May. Further discussion on this was tabled for the next month's Board meeting.

Business and Motions:

- Decision on homeowner appeal regarding retaining wall and its conformance with the area that is visible from the roadway (Account 131107000) - **Erik motioned to approve the homeowner appeal regarding the retaining wall with the conditions that the homeowner uses quality stone and that it be reviewed and approved by Erik Kendel.** Kelly seconded.  
**The vote was unanimous and the motion passed.**

- Scholarship Committee - **Susan motioned to appoint Elizabeth Miller, Amanda Rothe, and Molly Hilberg as members and Jennifer Burgess as an alternate member of the 2020 Scholarship Selection Committee.** Kelly seconded. **The vote was unanimous and the motion passed.**
- Independence Day Celebration - **Susan motioned to allocate up to a total of \$1,200 for the Park Glen parade and two bounce houses/inflatables for the PID6 Independence Day Celebration scheduled for June 27, 2019, and to appoint Melissa Medici as Coordinator of the Park Glen Parade Event.** Kristy seconded. **The vote was unanimous and the motion passed.**
- PGNA Collections - **Susan motioned, due to the current Coronavirus (COVID-19) pandemic, to continue to suspend any collection pursuit on behalf of PGNA until after May 30, 2020.** Paul seconded. **The vote was unanimous and the motion passed.**
- Associate Member of ACC - **Susan motioned to designate Erik Kendel in place of Kelly Wingo as an “associate member” of the ACC so that Erik will vote on property modification requests only in the case of inaction, stalemate or a tie by the other designated members of the ACC.** Stephen seconded. **The vote was unanimous and the motion passed.**
- Yard of the Month - **Susan motioned to authorize the Yard of the Month program for summer 2020 (June, July, August, September), to be conditioned on getting at least 10 volunteer judges from the community, and appoint Beth Rutkoski to coordinate the program.** Susan motioned. Kelly seconded. **The vote was unanimous and the motion passed.**
- Community Shredding Event - **Susan motioned to allocate up to \$350 to conduct a community shredding event on September 26, 2020.** Kelly seconded. Discussion was had. **The vote was unanimous and the motion passed.**

Member Comments:

- Paul suggested special topics be time-boxed so that they are designated with a certain amount of time.

Adjourn - Meeting adjourned at 9:21 p.m. Next Board Meeting is scheduled for May 18, 2020.

# Wireless and Small Cell Infrastructure in Public Right of Way

Presented by Sevanne Steiner

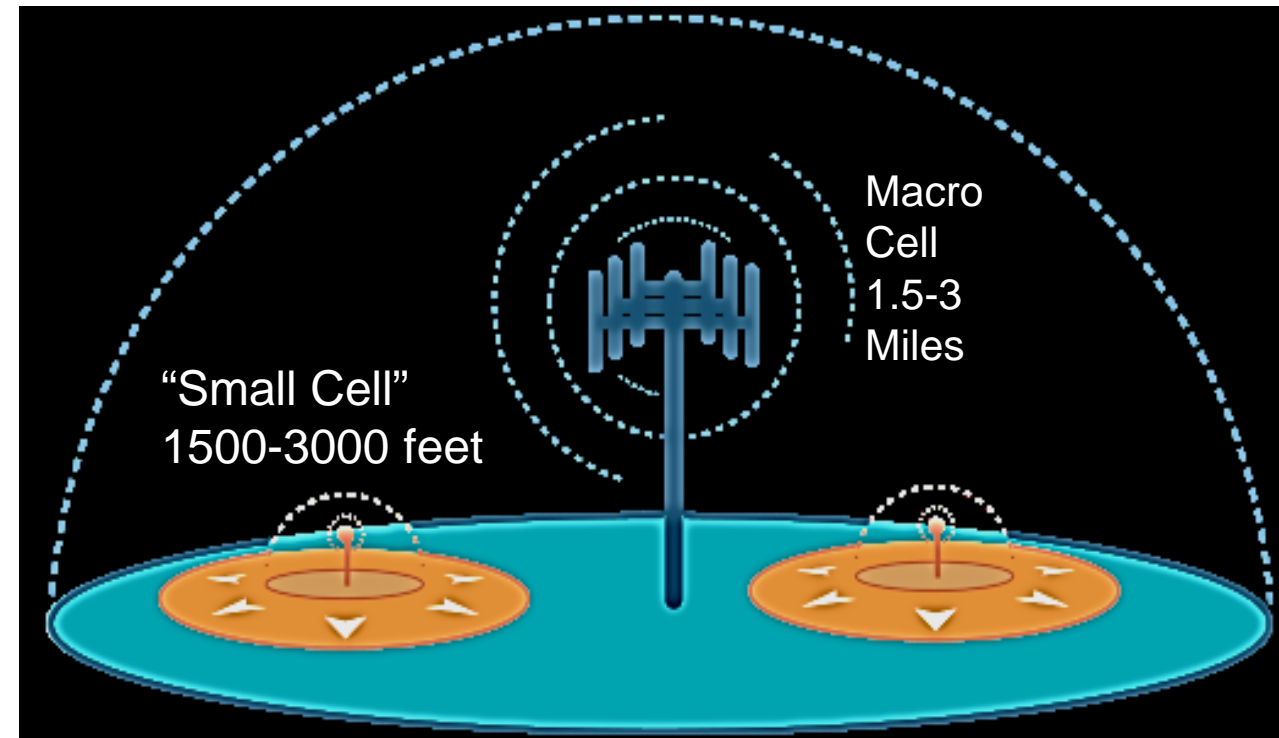
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# Overview

- Introduction of Technology
- Examples
- Overview of State Law

# Wireless Technology

- Two Similar Technologies
  - Both are currently used to augment large cell antennas (Macro Cells) and enhance in-building and outdoor wireless service, especially data transmission.
- Used in high data-use areas.





# Example- Macro Cell

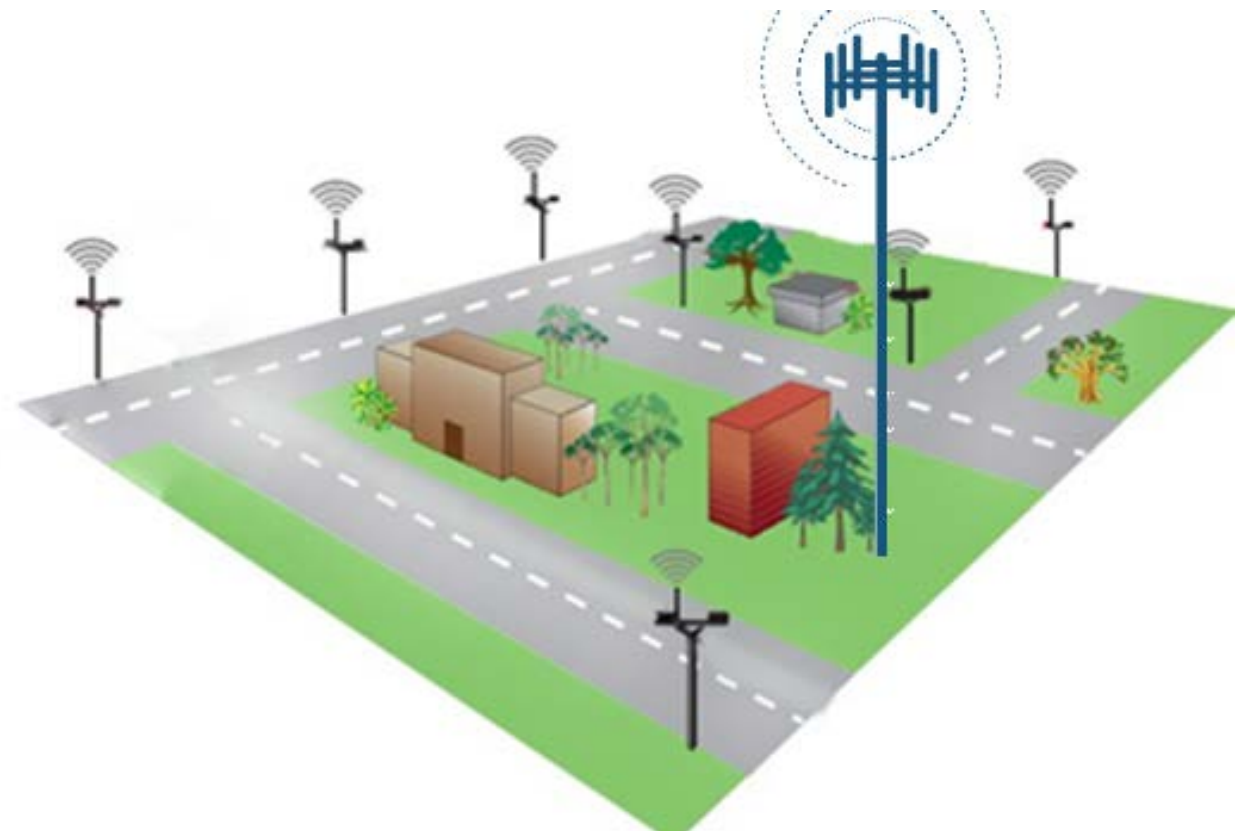
- Stealth Tower or Telecommunication Tower
  - Governed by the Zoning Ordinance
  - Must be located on Private Property
  - Requires a Building Permit





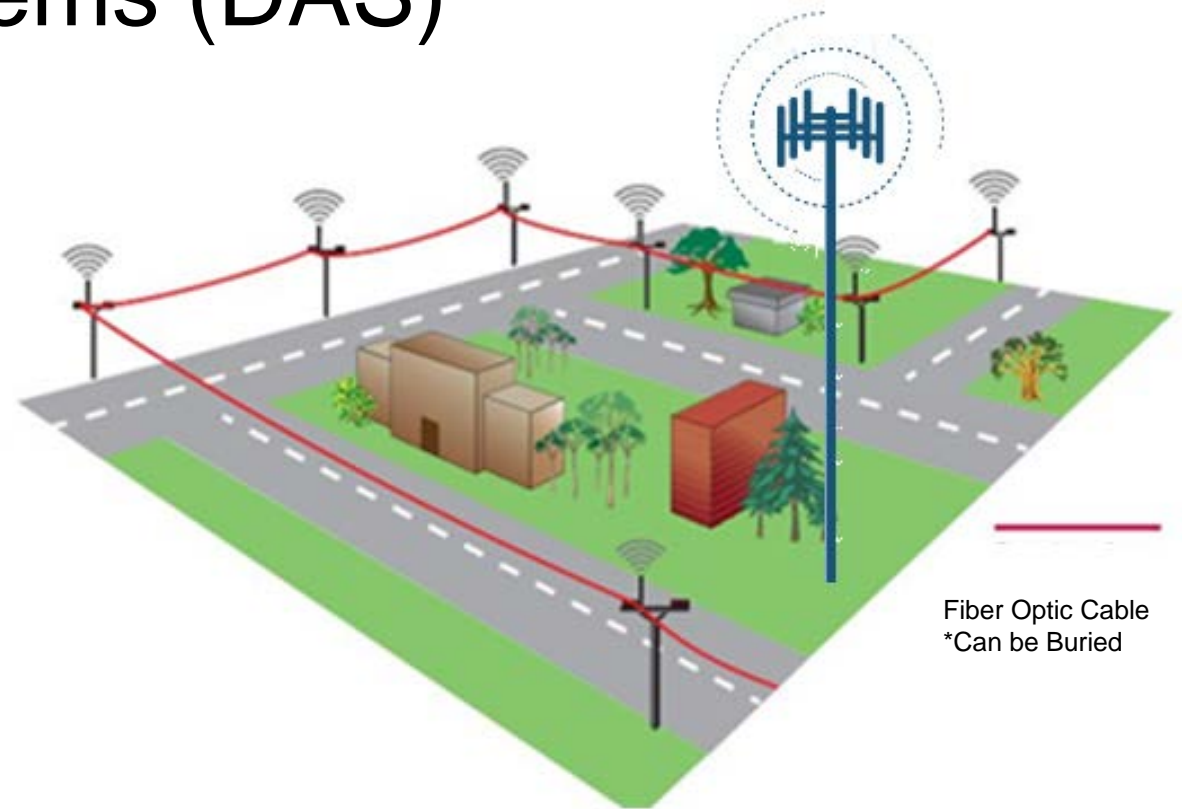
# Types of Small Cell Technology: Small Cells

- Individual, free-standing small-scale antennas that connect wirelessly among themselves and with the Macro Cell.



# Types of Small Cell Technology: Distributed Antenna Systems (DAS)

- A network of antennas and repeaters connected among themselves by fiber optics, with one point being connected, wired or wirelessly, with the Macro Cell.



# Examples-Small Cell Street Light

**Boston**

**Small Cell  
Antenna and  
Equipment Box**



**Small Cell  
Antenna**

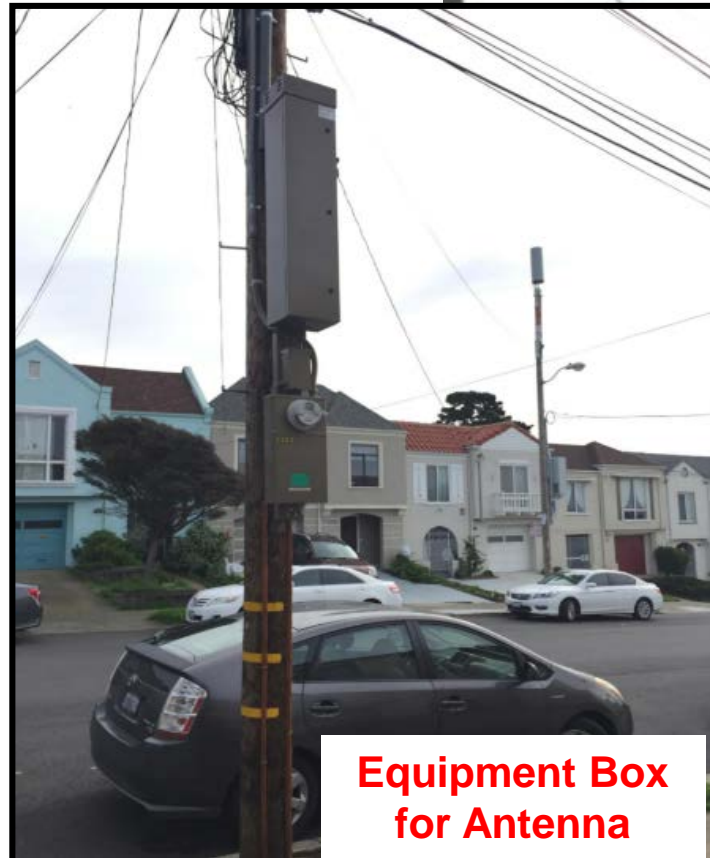
**Equipment  
Box for  
Antenna**



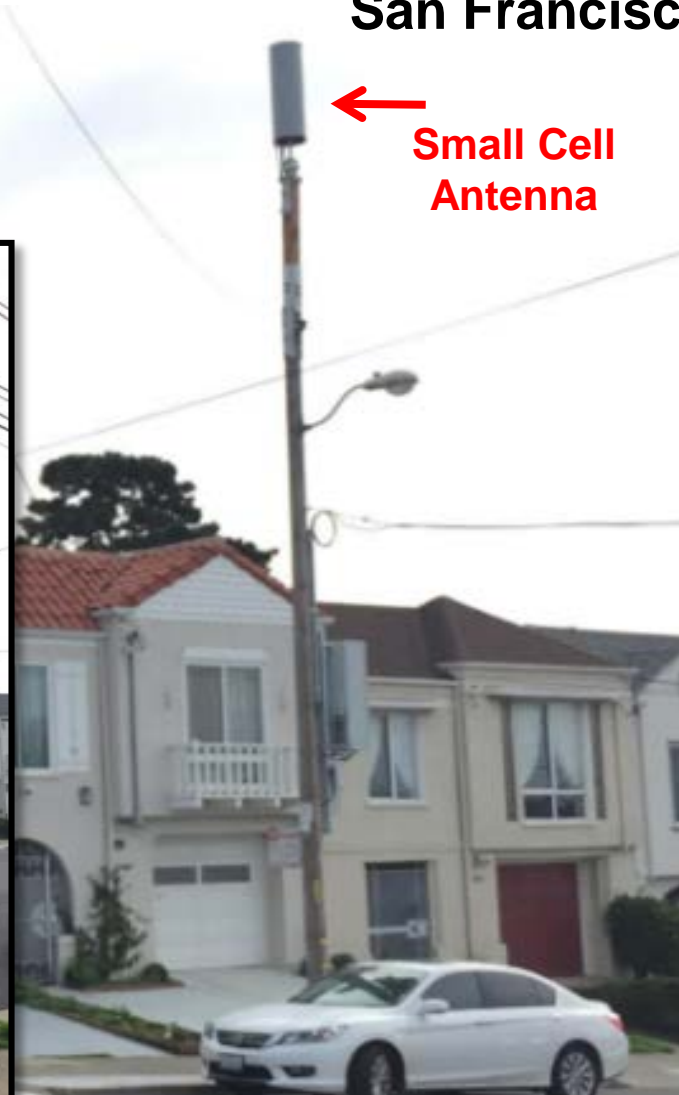
# Examples-Small Cell Utility Pole

San Francisco

←  
Small Cell  
Antenna



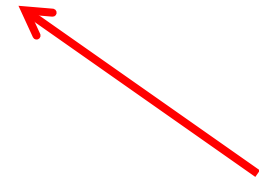
Equipment Box  
for Antenna



# Examples- Small Cell Independently Located in ROW

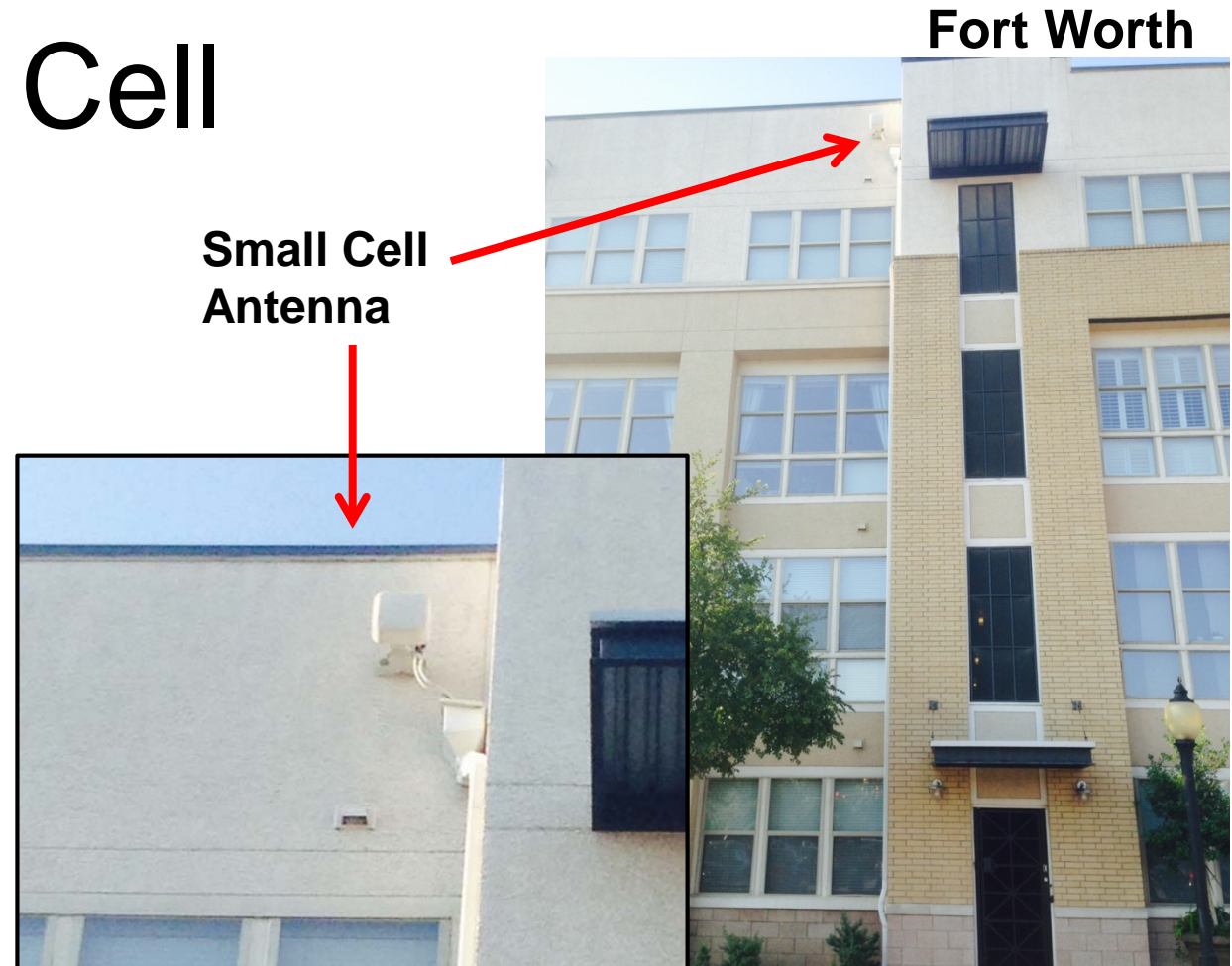


**Equipment for  
Antenna Stored in  
Functioning Trash  
Can**



**Small Cell  
Antenna**

# Examples- Small Cell Buildings



**T&P: Equipment is Located Inside in a Maintenance Closet**

# Overview of State Law

- “Network Providers” can use ROW for infrastructure
- Limits City’s authority but does allow for basic size standards
  - Allows for a City Wide Design Manual
  - Different standards for Historic Districts and Design Districts
- Sets a maximum rate of compensation
  - May not exceed \$250 per year multiplied by the number of node support poles



# Overview of State Law- Design Manual

- Best Practices:
  - Orlando
  - San Francisco
  - Boston
- Includes:
  - Standards on where equipment can be mounted
  - Engineering standards
  - Requires a 200 foot separation between network nodes

WIRELESS FACILITIES AND INFRASTRUCTURE DESIGN MANUAL

## Wireless Facilities and Infrastructure DESIGN MANUAL

Version 2  
Effective September 12, 2019

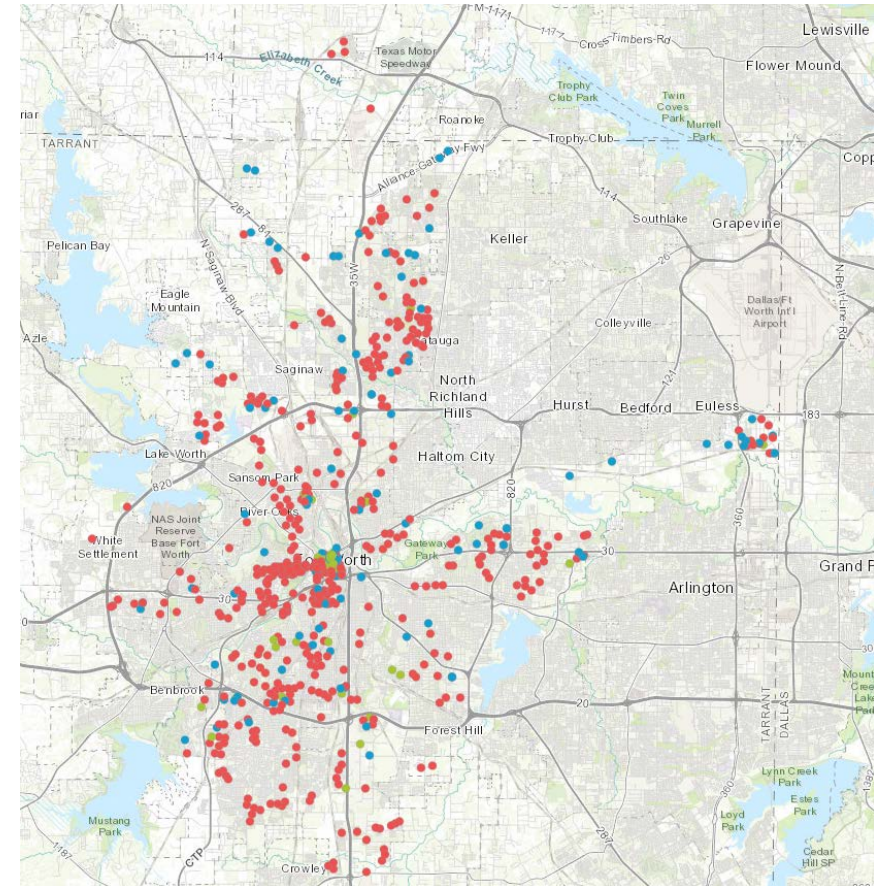


# Overview of State Law- Residential Areas

- City of Fort Worth may only deny applications for small cell wireless infrastructure if the Public Right of Way is located in a Municipal Park or is adjacent to a street that is:
  - Not more than 50 feet in width and
  - Adjacent to a residential area.
- Require notification of adjacent property owner within 150 feet **prior** to application.
  - If CFW receives objections the application will be denied.

# Wireless Technology in Fort Worth

- 690 applications
- 517 permits have been issued
- 1 has been Finaled



# Website

<https://fortworthtexas.gov/developmentservices/permits/wireless-facilities/>


[Home](#) > [Departments](#) > [Development Services](#) > [Permits](#)

## Wireless Facilities and Infrastructure

Small cell antennas are becoming increasingly popular as a way of expanding coverage and increasing network capacity.

Requests for wireless facility installations in the City of Fort Worth are expected to rise dramatically in the coming years as the need for data increases. Due to state law, the City of Fort Worth will begin issuing permits for wireless facilities beginning Sept. 1, 2017.

Wireless facilities are often installed on existing public right-of-way (ROW) structures like street signs, telephone poles and streetlights. Companies that want to install wireless facilities in the City of Fort Worth ROW must first obtain an address for each network node from the Fire Department, [register as a contractor](#) with the Development Services Department and [apply for a street use and electrical permit](#).



All installations must follow the standards and guidelines found in the [design manual](#).

While the city has the right to manage these requests, the city must comply with Texas Local Government Code, Chapter 284 that allows certain wireless network providers to install in the public rights-of-way their wireless facilities, described and defined in Tex. Loc. Gov. Code, Chapter 284, Sec. 284.002 as "Micro Network Nodes," "Network Nodes" and "Node Support Poles."

[View the Network Node Permit Location Map](#). This map is refreshed every Friday.

## Safety Information and other resources

Wireless antennas are closely regulated by the FCC. Small cell antennas transmit very low levels of radio waves compared to traditional cell antennas. The safety of radio waves has been extensively studied. Government agencies and groups that set standards constantly review this research. The radiated emission levels meet current accepted health and safety guidelines.

- [Wireless facility guaranty agreement](#)
- [Wireless facility checklist](#)

# Questions?



Contact:  
Sevanne Steiner  
817-392-8012  
[Sevanne.steiner@fortworthtexas.gov](mailto:Sevanne.steiner@fortworthtexas.gov)



# Thank you









# COURTESY ZONING NOTIFICATION OF PUBLIC HEARING NOTIFICACIÓN DE CORTESÍA DE UNA AUDIENCIA PÚBLICA ZONIFICACIÓN

**PUBLIC HEARING TIMES AND DATES: Zoning Commission: 1:00 p.m., Wednesday, March 04, 2020  
City Council: \* 7:00 p.m., Tuesday, April 07, 2020**

*\*\*To speak at the City Council meeting only: Speaker registration forms must be turned in by 5:00. You may also register to speak before the meeting online at [fortworthtexas.gov](http://fortworthtexas.gov) or by calling 817-392-6150. Para español llame a este numero 817-392-8028.*

LOCATION: COUNCIL CHAMBER, 2<sup>nd</sup> FLOOR, NORTH END OF CITY HALL  
200 TEXAS ST., FORT WORTH, TEXAS, 76102

A zoning change has been requested for the property shown in heavy outline on the map on the next page of this notice. **Un cambio de zonificación ha sido solicitado para la propiedad indicada en un contorno del mapa en la siguiente página de esta notificación.** You are not required to attend this meeting and the City is neither purchasing nor developing the property referenced in this notice.

**You are being notified because you are listed as an organization located within a 1/2 Mile (Usted ha sido notificado porque figura como titular de una propiedad ubicada dentro de 1/2 milla)** of the proposed change according to the Neighborhood Database. The purpose of this notice is to provide you with an opportunity for public comment. You may: 1) take no further action; 2) attend the public hearing to present your views and opinions or just merely to observe the proceedings or; 3) provide a written statement to the Chair of the Commission expressing your support, concerns, or opposition to this case.

Approval or Denial of the proposed zoning change by the Zoning Commission is only a **recommendation** to the City Council. City Council makes the final determination on the outcome of a zoning case. You are welcome to attend the Council meeting where this case will be heard.

If you desire to comment on this case, please return the form below with any additional written correspondence. An e-mail reply will also be accepted. **Responses must be received in writing for your opinion to be counted.** Please submit your response by the Monday before the hearing by 5:00 p.m. Address all correspondence to:

Chair of the Zoning Commission  
c/o Planning & Development Department  
City Hall  
200 Texas St.  
Fort Worth, Texas 76102

For more information / Para mas informacion:  
Phone/Telefono: 817-392-8028  
Fax: 817-392-7526  
E-mail/Correo electronico:  
E-mail: [Zoninglanduse@fortworthtexas.gov](mailto:Zoninglanduse@fortworthtexas.gov)

ZC-20-026		
<b>Applicant:</b> Custer Commons Lp	<b>Address:</b> 8681 N. Beach St	<b>Council District:</b> 4 - Cary Moon
<b>Current Zoning/Zonificación Actual:</b> "E"-Neighborhood Commercial	<b>Proposed Zoning/Propuesta de Zonificación:</b> PD/D-Planned Development/High Density Multifamily	<b>Proposed Use/Usó Propuesto:</b> Multifamily
Organizations Notified		
North Fort Worth Alliance	NTC Arcadia Park HOA	
Arcadia Park Estates HOA	Heritage Glen HOA	
Manor Hill at Alliance HOA	Trace Ridge HOA	
Heritage HOA	Summerfields NA	
Park Glen NA	Streams And Valleys Inc	
Trinity Habitat for Humanity	Public Improvement District #6	
Keller ISD		

**Organization/Organizacion:** \_\_\_\_\_

**Oppose/Contra:**

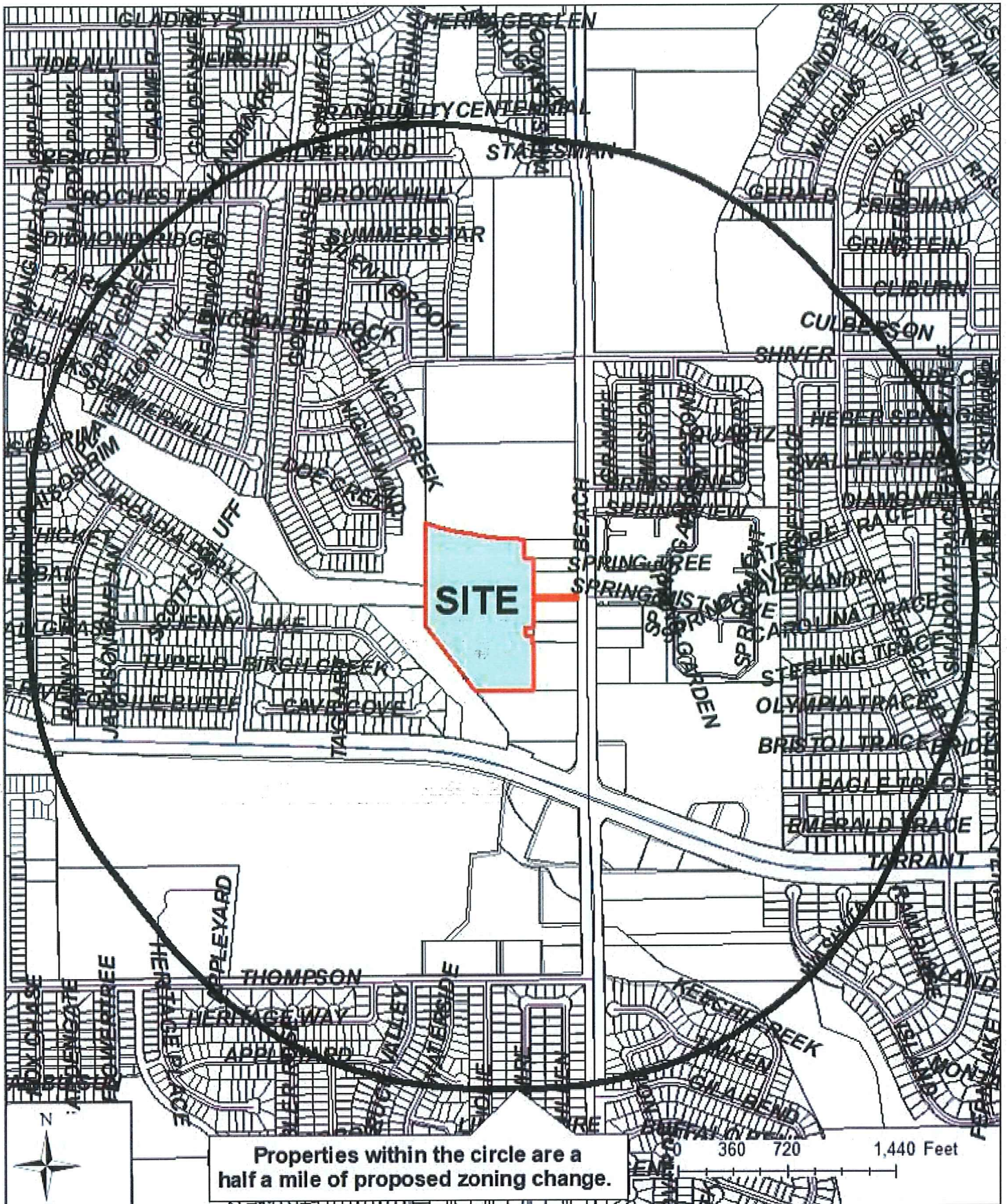
*Please indicate how consensus for opposition/support was taken within your Organization (I.e. majority vote, committee vote)*

**Support/Soporte:**

\_\_\_\_\_  
**Signature/Firma of Representative/Date/Fecha**  
*(Please provide comments on the back of this sheet or via e-mail)*

\_\_\_\_\_  
**Printed Name/Imprima Nombre**





Properties within the circle are a half a mile of proposed zoning change.

Copyright 2019 City of Fort Worth. Unauthorized reproduction is a violation of applicable laws. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The City of Fort Worth assumes no responsibility for the accuracy of said data.





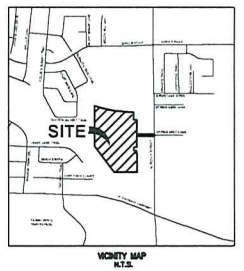
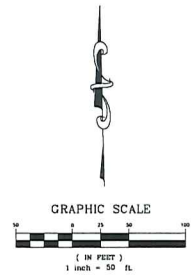
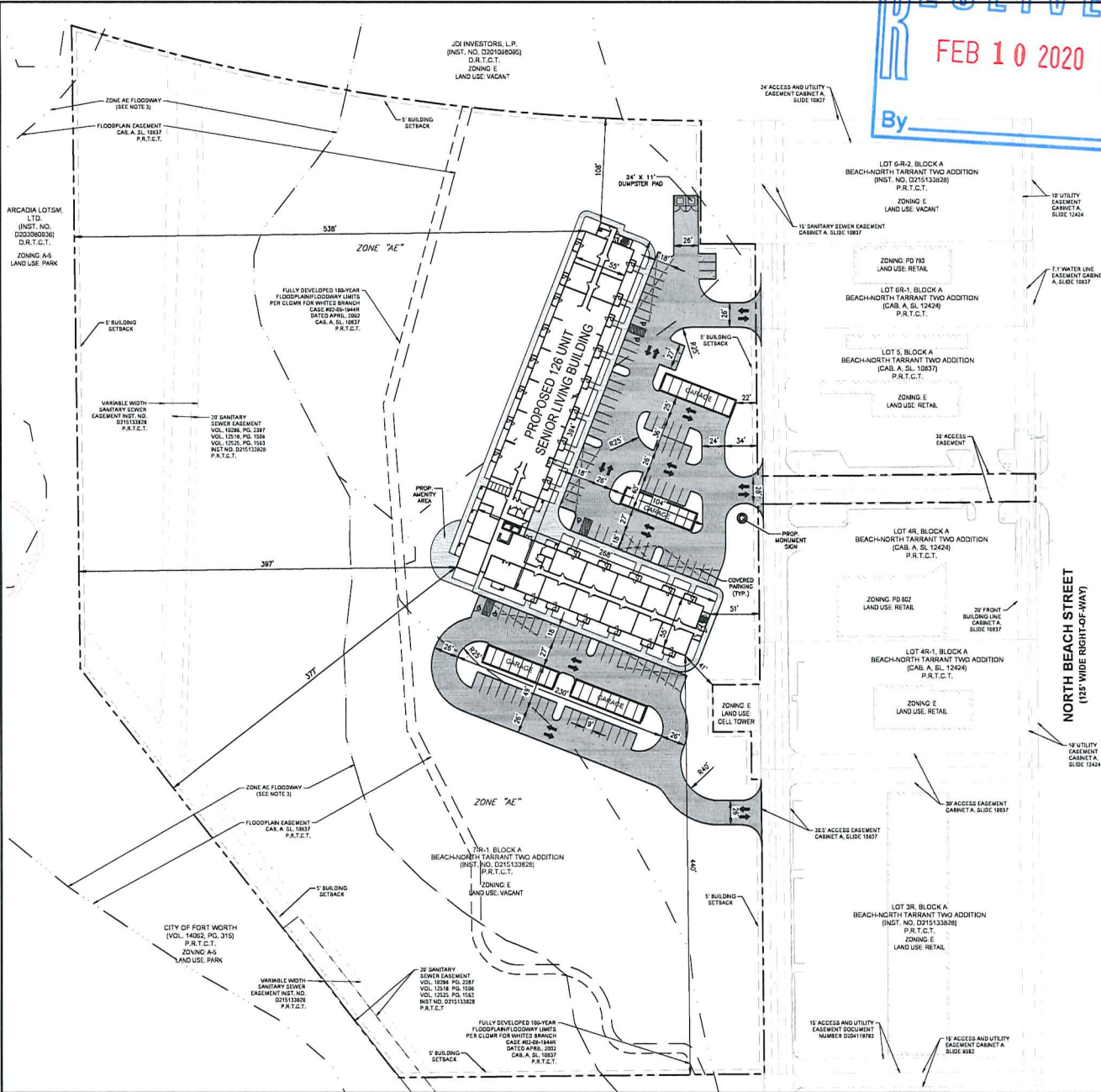
RECEIVED

FEB 10 2020

By \_\_\_\_\_



**RESIDENTIAL SUMMARY:**

UNIT TYPE	MIN. FLOOR AREA	UNITS	% OF UNITS
Studio	606 sq ft	4	3%
One Bedroom	666 sq ft	26	22%
Two Bedroom	857 sq ft	94	75%
<b>Total</b>		<b>124</b>	<b>100%</b>

Gross Density = 8.21 units per ac.  
Tract Gross Area = 15.34 ac.

**PARKING SUMMARY:**

PARKING TYPE	FLOOR AREA	DIMENSIONS	REQUIRED PARKING SPACES	PARKING SPACE TOTALS	% OF PARKING SPACES
Uncovered/Open	-	8'x18'	-	63	44%
Covered (carport)	-	8'x18'	-	43	30%
Enclosed Garage	1000 SQ. FT.	80' X 20'	-	32	22%
ADA Spaces	-	-	-	5	4%
<b>Total</b>				<b>144</b>	<b>100%</b>

Parking Required for Residential = 126 spaces  
ADA Parking Spaces Required = 5  
Provided = 6 (spaces included within above totals)

- PD/D PLANNED DEVELOPMENT FOR ALL USES IN "D". PD/D PLANNED DEVELOPMENT (INDEPENDENT SENIOR LIVING) FOR ALL USES IN "D" HIGH DENSITY MULTIFAMILY, SITE PLAN REQUIREMENTS, WALKER TO UNIFIED RESIDENTIAL DEVELOPMENT (URD)/MULTI-FAMILY DESIGN STANDARDS AND DEVELOPMENT STANDARDS APPLY.
- ALL PROVIDED LIGHTING SHALL CONFORM TO LIGHTING CODE.
- ALL SIGNS WILL CONFORM TO ARTICLE 4-SIGNS. THE SIZE OF THE SIGN WILL BE WITHIN THE LIMITS OF THE ORDINANCE.
- THIS PROJECT WILL COMPLY WITH SECTION 6.301. THIS PROJECT WILL COMPLY WITH SECTION 6.301, LANDSCAPING.
- THIS PROJECT WILL COMPLY WITH SECTION 6.302. THIS PROJECT WILL COMPLY WITH SECTION 6.302, URBAN FORESTRY.
- TRASH RECEPTACLES WILL BE SCREENED IN WITH A MASONRY WALL ON THREE SIDES AND CONTAIN A GATE.
- THIS REQUEST FOR A PLANNED DEVELOPMENT IS IN ACCORDANCE WITH THE "D" DISTRICT DESIGN STANDARDS, WITH THE FOLLOWING EXCEPTIONS:
  - THIS PD SITE PLAN TAKES THE PLACE OF THE URD/URD'S SITE PLAN SUBMITTAL REQUIREMENTS.
  - PARKING IS ALLOWED AS SHOWN ON THE SITE PLAN.
- VARIATION OF ROOF ELEVATIONS AND EXTERIOR WALL MATERIALS AND COLORS SHALL BE INCORPORATED TO PROVIDE ARCHITECTURAL VARIETY. ALLOWABLE MATERIALS INCLUDE BRICK, STONE, SYNTHETIC STONE, STUCCO AND FIBER CEMENT SIDING.
- GENERAL SITE DATA**

	REQUIRED/ALLOWED	PROVIDED
SITE ACREAGE	N/A	15.34
OPEN SPACE, GROSS TOTAL SITE	35% MINIMUM	35% MINIMUM
UNITS	N/A	126
DENSITY	32	8.21 UN/AC
HEIGHT	4-STORY	4-STORY
- APPROXIMATE MINIMUM FINISHED FLOOR ELEVATION = 853.11

**OWNER(S)**  
JCI INVESTORS, L.P.  
(INST. NO. D210108295)  
D.R.T.C.T.  
LAND USE: VACANT

**ENGINEER:**  
BCE, INC.  
777 MAIN ST., SUITE 1900  
FORT WORTH, TX 76102  
(817) 872-6005  
CONTACT: DAVID GREER, PE

**DEVELOPER:**  
SENIOR HOUSING INVESTMENT PARTNERS I, LLC  
702 E. NORTHWEST HIGHWAY,  
CRAWFORD, TX 75024  
CONTACT: MATTHEW D. BLAKTON,  
(817)-722-6253

**BCE, Inc.**  
777 Main St., Suite 1900, Fort Worth, TX 76102  
Tel: 817-872-6005 • www.bce.com  
100% Registered Professional Engineer No. P-10146

SHIP 01 - 8581 North Beach

**REGATTA 55 @ 8681 N BEACH ST.  
PD SITE PLAN**

DIRECTOR OF PLANNING AND DEVELOPMENT

DATE: \_\_\_\_\_

SCALE: 1" = 50'  
JOB #: 7390-00  
DATE: FEB 2020  
SHEET: \_\_\_\_\_

ZC-20-026 -

# Park Glen Neighborhood Association

## Management Report February 15, 2020 to March 13, 2020

### Administrative

#### Homeowner Contact:

- 8 resale certificate inquiries.
- 32 regarding violations (this includes violations on their own properties or neighbors)
- 16 inquiries on balances, statement requests for new assessment, credit refunds.
- 8 conversations regarding Property Modifications requirements/information.
- 2 Conversations with City of Fort Worth Code Enforcement Officer.
- 2 Conversations regarding community Mailboxes

\*\*1 item reported to NPO Simpson (RV with slideout protruding in street in The Crossing).

#### Change of Ownership

23 Properties had ownership changes processed from 02/15/2020 to 3/13/2020.

### ACC Applications (02/15/2020 thru 03/13/2020)

12 ACC applications have been received from owners from 2/14/2020 through 3/13/2020.

- 7 applications were approved for:
  - Garage Door Painting
  - Fence Relocation/Replacement
  - Pergola Installation
  - Solar Panel Installation
  - Tree Removal/Replacement
  - Security Camera Installation
- 2 applications were denied
  - Shed
  - Fence Modification
- 3 applications are pending

# Park Glen Neighborhood Association

## Management Report February 15, 2020 to March 13, 2020

### Compliance Summary

#### **248 Open Violations:**

- 2 Basketball Hoops on Curb
- 25 Fence Repair Needed
- 14 Holiday Decor
- 33 Repaint Trim/Chimney
- 5 Garage Door Paint/Dents
- 8 Unauthorized Signs (commercial business signs)
- 14 Storage
- 41 Landscaping (mow, weeds in beds, trim shrubs, trees, tree stumps, sod needed)
- 5 Unsightly Appearance
- 89 Trash Cans
- 2 inoperable vehicles
- 1 parking on the grass
- 9 Trailers

#### **125 Monitored Violations:**

- 3 Architectural
- 1 Basketball Goal
- 8 Fence Repair
- 1 Holiday Décor
- 2 repaint/repair chimney
- 4 Storage
- 5 unsightly appearance
- 1 stain/repair garage door
- 82 landscaping (majority sod & tree stumps)
- 15 trash cans (left on monitor due to comments)
- 2 trailer
- 1 inoperable vehicle

#### **125 Violations were closed.**

- **2 bulk item reported to Code Compliance**
- **1 RV parked on street**



# Park Glen Neighborhood Association

## Management Report February 15, 2020 to March 13, 2020

### Accounting

#### **Homeowner Payments Received between February 15, 2020 and March 13, 2020**

CAB Operating Checking *4480	\$	87.82
Due to NMI – Collect ltr/Pynt Plans/Admin	\$	2,608.55
Prepaid Owner Assessments	\$	49.28
Assessments	\$	2,357.11
Late Fee	\$	1,659.08
Interest on Assessments (Delinq)	\$	379.53
Legal Fees Billed Back	\$	4,009.17

Please refer to attached reports for Balance Sheets and Summary.

### Collections

As of 3/10/2020, 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 (one was closed for deed restrictions)
- 11 Judicial Foreclosures
- 2 Collection Pre-Litigation
- 8 Active Post Judgments
- 3 Bankruptcies
- 3 Active Payment Plan

#### Non-Legal:

- 1 payment plan, paying as agreed.

Respectfully Submitted,

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

# Park Glen Neighborhood Association

Management Report March 13, 2020 to April 17, 2020

## Administrative

### Homeowner Contact:

- 12 resale certificate inquiries.
- 25 regarding violations (this includes violations on their own properties or neighbors)
- 13 inquiries on balances, statement requests for new assessment, credit refunds and ledger requests for refinancing.
- 14 conversations regarding Property Modifications requirements/information.
- 3 Conversations with City of Fort Worth Code Enforcement Officer.

### Change of Ownership

23 Properties had ownership changes processed from 03/13/2020 to 4/17/2020.

## ACC Applications data not available 3/13/2020 to 4/17/2020

14 ACC applications have been received from owners since the 3/13/2020.

- 11 applications were approved for:
  - Roof Replacement
  - Garage Door Replacement
  - Window Replacement
  - Exterior Painting
  - Solar Panel Installation
  - Gutter Installation
  - Gate Installation
- 0 applications were denied
- 3 applications are pending

# Park Glen Neighborhood Association

Management Report March 13, 2020 to April 17, 2020

## Compliance Summary

### **240 Open Violations:**

- Architectural Application
- 2 Basketball Hoops on Curb
- 25 Fence Repair Needed
- 14 Holiday Decor
- 32 Repaint Trim/Chimney
- 5 Garage Door Paint/Dents
- 1 bulk items
- 7 Unauthorized Signs (commercial business signs and/or political)
- 15 Storage
- 38 Landscaping (mow, weeds in beds, trim shrubs, trees, tree stumps, sod needed)
- 4 Unsightly Appearance
- 86 Trash Cans
- 9 Trailers
- 1 RV Parking

### **128 Monitored Violations:**

- 3 Architectural
- 8 Fence Repair
- 1 Holiday Décor/Lighting
- 5 Storage
- 1 Bulk Items
- 5 unsightly appearance
- 3 stain/repair garage door
- 84 landscaping (majority sod & tree stumps)
- 15 trash cans (left on monitor due to comments)
- 2 trailer
- 1 inoperable vehicle

**80 Violations were closed.**

# Park Glen Neighborhood Association

## Management Report March 13, 2020 to April 17, 2020

### Accounting

#### Homeowner Payments Received between March 13, 2020 to April 17, 2020

Due to NMI – Collect ltr/Pymt Plans/Admin	\$ 1,728.70	
Prepaid Owner Assessments	\$ 5,416.16	** Atty payment not reconciled on H/O account
Assessments	\$ 2,030.36	
Late Fee	\$ 1,997.51	
Fines	\$ 30.00	
Interest on Assessments (Delinq)	\$ 914.97	
Legal Fees Billed Back	\$ 6,668.27	

Please refer to attached reports for Balance Sheets and Summary.

### Collections

As of 3/10/2020, 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
- 11 Judicial Foreclosures
- 3 Collection Pre-Litigation
- 8 Active Post Judgments
- 3 Bankruptcies
- 3 Active Payment Plan

#### Non-Legal:

- 1 active payment plan – current (paying as agreed).

Respectfully Submitted,

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

**Park Glen Neighborhood Association, Inc.**  
**Balance Sheet**  
**2/29/2020**

	<b>Operating</b>	<b>Reserves</b>	<b>Total</b>
Assets			
<b><u>Current Assets</u></b>			
1000 - CAB Operating Checking *4480	\$232,609.08		\$232,609.08
1001 - CAB Operating Money Mkt *9421	\$24,791.13		\$24,791.13
1002 - TCB Reserve Money Mkt *2228		\$124,380.67	\$124,380.67
1004 - ICS Reserve MM Alliance *845		\$125,337.77	\$125,337.77
1100 - AAB Reserve Money Mkt *2358		\$97.75	\$97.75
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	\$118,162.41		\$118,162.41
1605 - Allowance for Doubtful Accts	(\$82,664.57)		(\$82,664.57)
1610 - Misc. Accounts Receivable	(\$378.00)		(\$378.00)
<b><u>Total Current Assets</u></b>	<b><u>\$292,520.05</u></b>	<b><u>\$500,692.67</u></b>	<b><u>\$793,212.72</u></b>
Assets Total	\$292,520.05	\$500,692.67	\$793,212.72
Liabilities & Equity			
<b><u>Current Liabilities</u></b>			
2003 - Due to Mgmt. Co.--Trf Fees	\$240.00		\$240.00
2003-99 - Due to NMI--Collect Ltr/Pmt Plans/Admin	\$7,300.00		\$7,300.00
2050 - Prepaid Owners Assessments	\$10,602.97		\$10,602.97
2220 - Suspense Account	\$5,740.70		\$5,740.70
<b><u>Total Current Liabilities</u></b>	<b><u>\$23,883.67</u></b>		<b><u>\$23,883.67</u></b>
<b><u>Equity</u></b>			
3600 - Prior Year Adjustments	\$125.38		\$125.38
<b><u>Total Equity</u></b>	<b><u>\$125.38</u></b>		<b><u>\$125.38</u></b>
Retained Earnings	\$84,567.56	\$500,025.34	\$584,592.90
Net Income	\$183,943.44	\$667.33	\$184,610.77
Liabilities and Equity Total	\$292,520.05	\$500,692.67	\$793,212.72



**Park Glen Neighborhood Association, Inc.**  
**Budget Comparison Report - Operating**  
**2/1/2020 - 2/29/2020**

	2/1/2020 - 2/29/2020			10/1/2019 - 2/29/2020			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
<b>Total Expense</b>	\$7,786.05	\$9,273.00	\$1,486.95	\$62,633.90	\$75,335.00	\$12,701.10	\$247,242.00
Operating Net Income	(\$7,520.00)	(\$8,938.00)	\$1,418.00	\$183,943.44	\$169,612.00	\$14,331.44	\$0.00
Net Income	(\$7,520.00)	(\$8,938.00)	\$1,418.00	\$183,943.44	\$169,612.00	\$14,331.44	\$0.00



**Park Glen Neighborhood Association, Inc.**  
**Budget Comparison Report - Reserves**  
**2/1/2020 - 2/29/2020**

	2/1/2020 - 2/29/2020			10/1/2019 - 2/29/2020			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Income</b>							
<u>Other Income</u>							
4500 - Interest Income	\$124.91	\$0.00	\$124.91	\$667.33	\$0.00	\$667.33	\$0.00
4750 - Reserve Fund Contribution Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69,617.00
<u>Total Other Income</u>	\$124.91	\$0.00	\$124.91	\$667.33	\$0.00	\$667.33	\$69,617.00
<b>Total Income</b>	\$124.91	\$0.00	\$124.91	\$667.33	\$0.00	\$667.33	\$69,617.00
Operating Net Income	\$124.91	\$0.00	\$124.91	\$667.33	\$0.00	\$667.33	\$69,617.00
Net Income	\$124.91	\$0.00	\$124.91	\$667.33	\$0.00	\$667.33	\$69,617.00

**Park Glen Neighborhood Association, Inc.**  
**Balance Sheet**  
**3/31/2020**

	<b>Operating</b>	<b>Reserves</b>	<b>Total</b>
Assets			
<b><u>Current Assets</u></b>			
1000 - CAB Operating Checking *4480	\$231,143.60		\$231,143.60
1001 - CAB Operating Money Mkt *9421	\$24,798.33		\$24,798.33
1002 - TCB Reserve Money Mkt *2228		\$124,461.00	\$124,461.00
1004 - ICS Reserve MM Alliance *845		\$125,337.77	\$125,337.77
1100 - AAB Reserve Money Mkt *2358		\$97.77	\$97.77
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	\$116,596.18		\$116,596.18
1605 - Allowance for Doubtful Accts	(\$82,550.48)		(\$82,550.48)
<b><u>Total Current Assets</u></b>	<b><u>\$289,987.63</u></b>	<b><u>\$500,773.02</u></b>	<b><u>\$790,760.65</u></b>
Assets Total	\$289,987.63	\$500,773.02	\$790,760.65
Liabilities & Equity			
<b><u>Current Liabilities</u></b>			
2003 - Due to Mgmt. Co.--Trf Fees	\$240.00		\$240.00
2003-99 - Due to NMI--Collect Ltr/Pmt Plans/Admin	\$7,330.00		\$7,330.00
2050 - Prepaid Owners Assessments	\$14,478.51		\$14,478.51
2220 - Suspense Account	\$5,740.70		\$5,740.70
<b><u>Total Current Liabilities</u></b>	<b><u>\$27,789.21</u></b>		<b><u>\$27,789.21</u></b>
<b><u>Equity</u></b>			
3600 - Prior Year Adjustments	\$125.38		\$125.38
<b><u>Total Equity</u></b>	<b><u>\$125.38</u></b>		<b><u>\$125.38</u></b>
Retained Earnings	\$84,567.56	\$500,025.34	\$584,592.90
Net Income	\$177,505.48	\$747.68	\$178,253.16
Liabilities and Equity Total	\$289,987.63	\$500,773.02	\$790,760.65



**Park Glen Neighborhood Association, Inc.**  
**Budget Comparison Report - Operating**  
**3/1/2020 - 3/31/2020**

	3/1/2020 - 3/31/2020			10/1/2019 - 3/31/2020			<b>Annual Budget</b>
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	
Total Other Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69,617.00
<b>Total Expense</b>	\$6,451.15	\$9,280.00	\$2,828.85	\$69,085.05	\$84,615.00	\$15,529.95	\$247,242.00
Operating Net Income	(\$6,434.05)	(\$8,745.00)	\$2,310.95	\$177,505.48	\$160,867.00	\$16,638.48	\$0.00
Net Income	(\$6,434.05)	(\$8,745.00)	\$2,310.95	\$177,505.48	\$160,867.00	\$16,638.48	\$0.00

**Park Glen Neighborhood Association, Inc.**  
**Budget Comparison Report - Reserves**  
**3/1/2020 - 3/31/2020**

	3/1/2020 - 3/31/2020			10/1/2019 - 3/31/2020			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Income</b>							
<u>Other Income</u>							
4500 - Interest Income	\$80.35	\$0.00	\$80.35	\$747.68	\$0.00	\$747.68	\$0.00
4750 - Reserve Fund Contribution Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69,617.00
<u>Total Other Income</u>	\$80.35	\$0.00	\$80.35	\$747.68	\$0.00	\$747.68	\$69,617.00
<b>Total Income</b>	\$80.35	\$0.00	\$80.35	\$747.68	\$0.00	\$747.68	\$69,617.00
Operating Net Income	\$80.35	\$0.00	\$80.35	\$747.68	\$0.00	\$747.68	\$69,617.00
Net Income	\$80.35	\$0.00	\$80.35	\$747.68	\$0.00	\$747.68	\$69,617.00

## Accounts Receivable Monthly Tracking

2016 Assessment				2017 Assessment				2018 Assessment				2019 Assessment			
Bill Date <i>Late Aug</i> Due Date <i>Oct 1</i>	Total # Past Due Accts	% of 3,318 Homes	Total Past Due \$ Owed	Bill Date <i>Late Aug</i> Due Date <i>Oct 1</i>	Total # Past Due Accts	% of 3,317 Homes	Total Past Due \$ Owed	Bill Date <i>Early Sep</i> Due Date <i>Nov 1</i>	Total # Past Due Accts	% of 3,317 Homes	Total Past Due \$ Owed	Bill Date <i>Early Oct</i> Due Date <i>Nov 1</i>	Total # Past Due Accts	% of 3,317 Homes	Total Past Due \$ Owed
10/10/16	1048	31.6%	248,730	10/16/17	597	18.0%	199,027	11/30/18	746	22.5%	176,222	11/27/19	615	18.5%	151,321
12/12/16	552	16.6%	210,093	12/4/17	405	12.2%	177,084	1/21/19	385	11.6%	151,708	1/17/20	422	12.7%	139,256
1/16/17	466	14.0%	211,931	1/15/18	361	10.9%	182,867	2/18/19	347	10.5%	163,364	2/14/20	380	11.5%	123,498
2/20/17	335	10.1%	205,301	2/19/18	239	7.2%	167,542	3/15/19	313	9.4%	154,363	3/13/20	297	9.0%	117,861
3/20/17	290	8.7%	189,821	3/19/18	209	6.3%	157,253	4/9/19	268	8.1%	142,781	4/17/20	277	8.4%	107,038
4/17/17	258	7.8%	185,533	4/19/18	191	5.8%	156,408	5/17/19	244	7.4%	134,398				
5/15/17	236	7.1%	184,070	5/19/18	183	5.5%	157,298	6/14/19	228	6.9%	129,371				
6/19/17	215	6.5%	172,869	6/30/18	176	5.3%	153,646	7/12/19	228	6.9%	128,716				
7/17/17	198	6.0%	171,468	7/10/18	175	5.3%	152,404	8/16/19	205	6.2%	135,699				
8/22/17	184	5.5%	167,036	8/20/18	164	4.9%	142,996	9/13/19	193	5.8%	128,456				
9/18/17	179	5.4%	165,490	9/17/18	161	4.9%	140,085	10/18/19	184	5.5%	119,695				

Comparison	Past Due	Total Owed
vs last month:	-20	\$ (10,823)
vs 1 yr ago:	9	\$ (35,743)
vs 2 yrs ago:	68	\$ (50,215)
vs 3 yrs ago:	-13	\$ (82,783)



## December Account Referral Update

	<u># of Accounts</u>
<b>December 2019 Referrals</b>	21
Accounts paid	3
Referrals withdrawn	6
209 Letters sent on Feb 6th:	<hr/> 12
Accounts paid	4
Withdrawn	1
Remaining at this time:	<hr/> 7

## Benevolence Fund - April 20, 2020

**Dedicated Advertising Revenue through 9/30/17:** \$ 1,930

**Dedicated Advertising Revenue since 9/30/17:**

10/13/2017	Captain Ron's 50	\$ 50
11/16/2017	Captain Ron's 50	\$ 50
11/16/2017	Small Business Saturday 50	\$ 50
12/18/2017	Captain Ron's (December) 50	\$ 50
1/20/2018	Captain Ron's (January) 50	\$ 50
1/19/2018	Anderson Team (Jan, Feb, Mar) 300	\$ 300
2/27/2018	Captain Ron's (February) 50	\$ 50
2/27/2018	Linda Green (February, March) 40	\$ 40
3/30/2018	Park Glen Pools (March) 50	\$ 50
4/9/2018	Captain Ron's (April) 50	\$ 50
4/30/2018	Linda Green (April) 20	\$ 20
5/21/2018	Captain Ron's (May) 50	\$ 50
5/21/2018	Anderson Team (Apr, May, Jun) 300	\$ 300
5/21/2018	Linda Green (May) 20	\$ 20
9/10/2018	Anderson Team (Jul, Aug, Sep) 300	\$ 300
3/1/2019	Primrose School of Parkwood Hill (Mar) 150	\$ 150
7/11/2019	Master the Music (Jun) 150	\$ 150

**Total Revenue:** \$ 3,660

**Disbursements:**

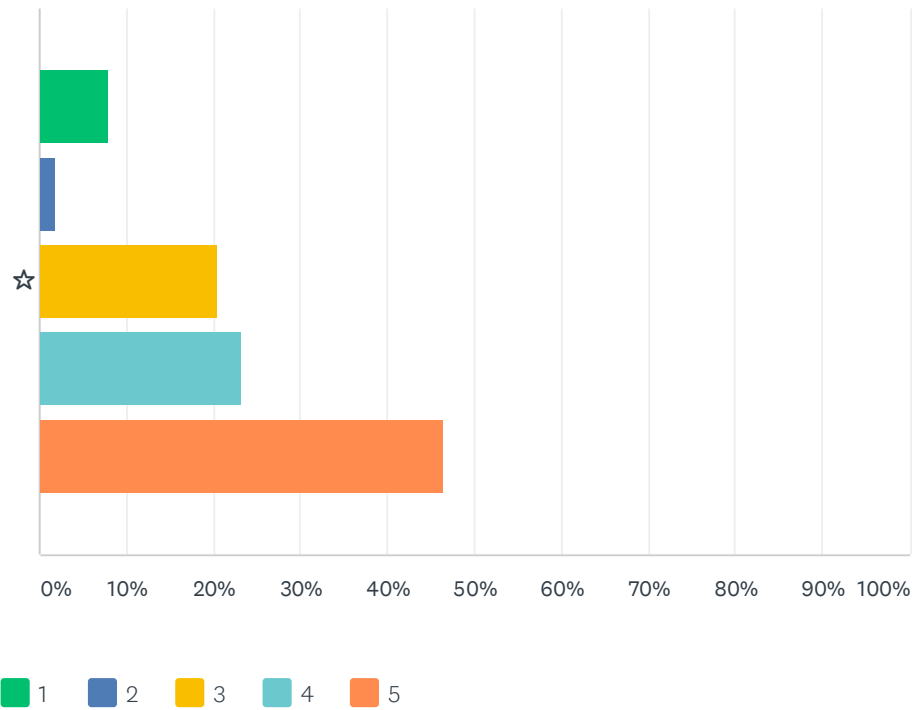
7/29/2017	Stump Removal and Mulch for a PG owner in need	\$ 412
2/19/2018	Park Glen homeowner with a special needs child	\$ 500
4/18/2018	Park Glen homeowner with significant medical expense for child	\$ 500
5/26/2019	Park Glen homeowner with significant medical expense for child	\$ 200

**Total Disbursements:** \$ 1,612

**Available Now** (Total Revenue minus Total Disbursements): **\$ 2,048**

# Q1 Please tell us using stars, what you think of the EGGSTRAVAGANZA / SPRING FEST. (5=excellent, 1=not so good)

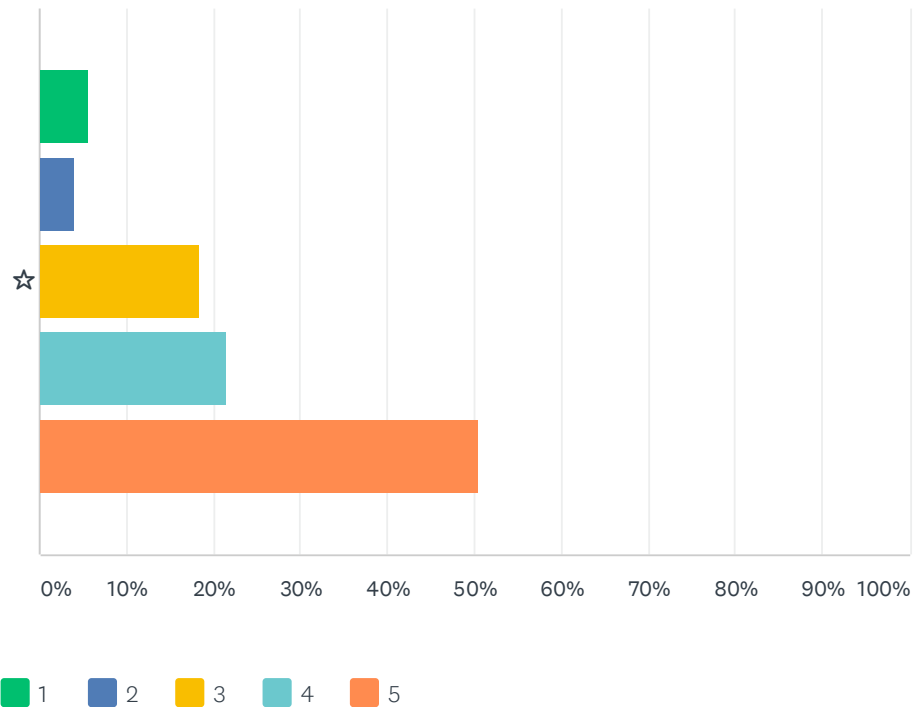
Answered: 112 Skipped: 88



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	8.04% 9	1.79% 2	20.54% 23	23.21% 26	46.43% 52	112	3.98

## Q2 Please tell us using stars, what you think of the HOLIDAY IN THE PARK. (5=excellent, 1=not so good)

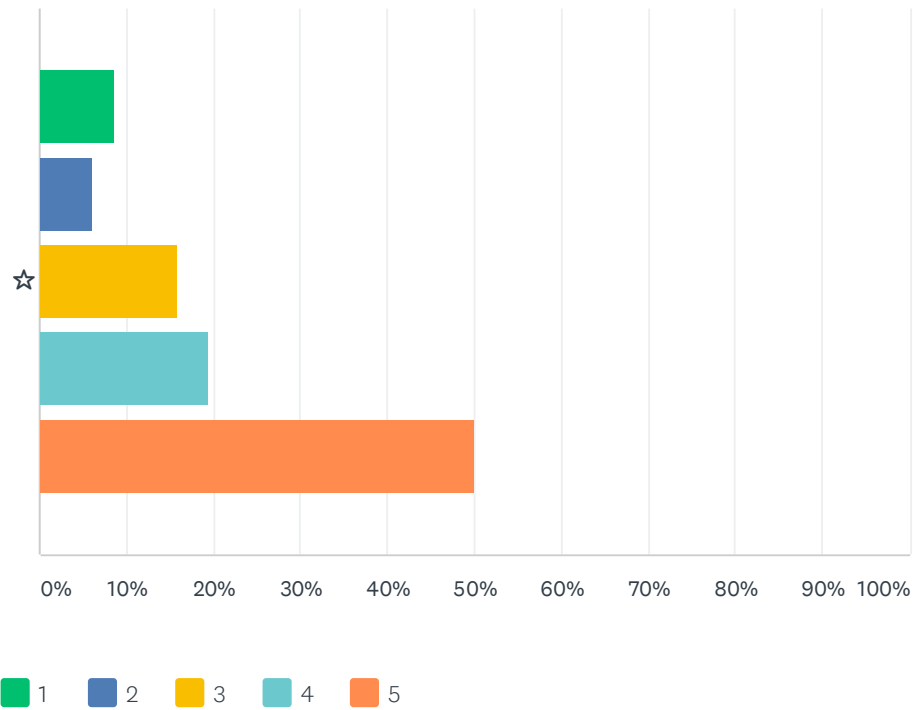
Answered: 125 Skipped: 75



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	5.60% 7	4.00% 5	18.40% 23	21.60% 27	50.40% 63	125	4.07

### Q3 Please tell us using stars, what you think of the TURKEY TROT. (5=excellent, 1=not so good)

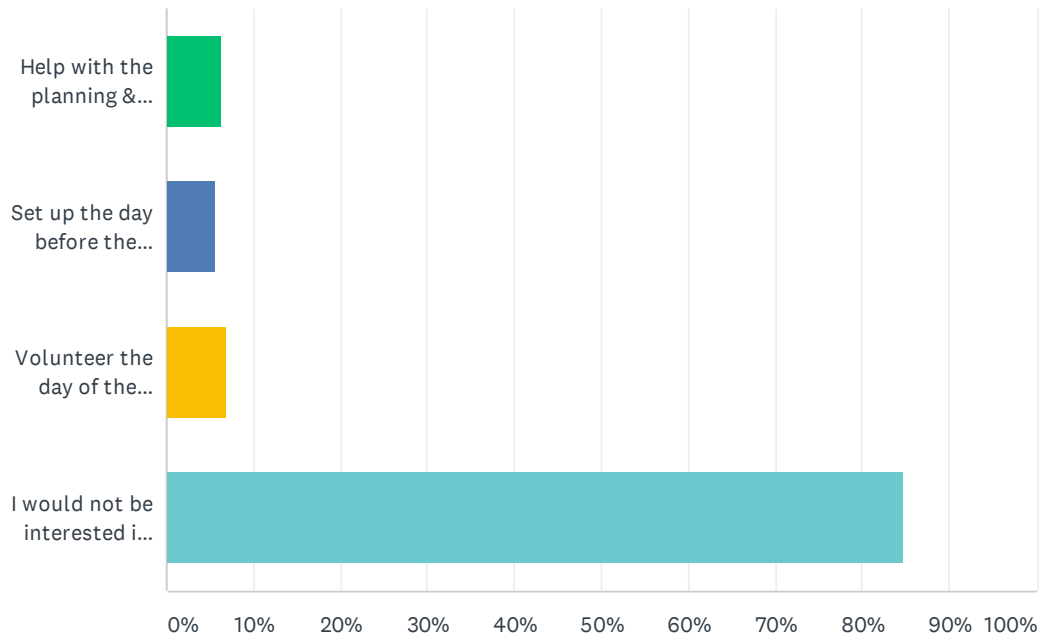
Answered: 82 Skipped: 118



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	8.54% 7	6.10% 5	15.85% 13	19.51% 16	50.00% 41	82	3.96

Q4 In order to make the Turkey Trot happen, we need at least 12 adult volunteers to devote time to planning and organizing this event, and even more volunteers for set up and volunteers on the day of the event. Check the areas you would be willing to volunteer.

Answered: 157 Skipped: 43

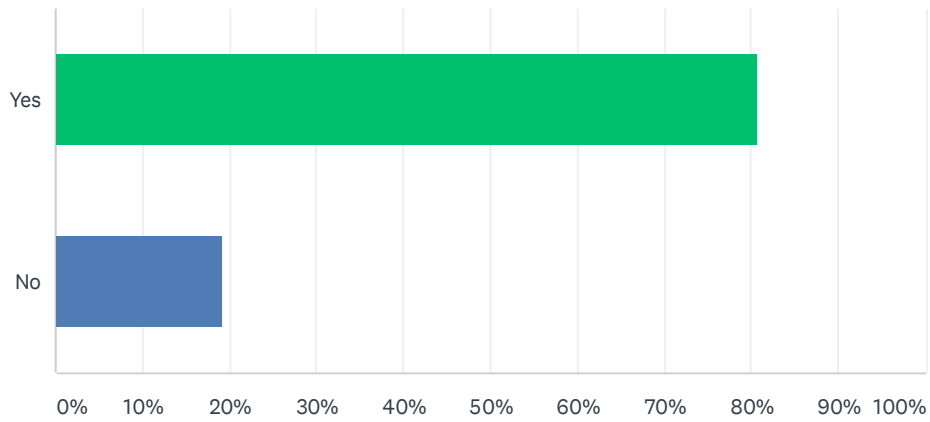


ANSWER CHOICES	RESPONSES	
Help with the planning & organizing the event (this may start as early as 10 weeks prior to the event)	6.37%	10
Set up the day before the event	5.73%	9
Volunteer the day of the event	7.01%	11
I would not be interested in volunteering.	84.71%	133
Total Respondents: 157		



### Q5 Assuming there is no Covid-19 threat, do you think we should hold the Turkey Trot in November 2020?

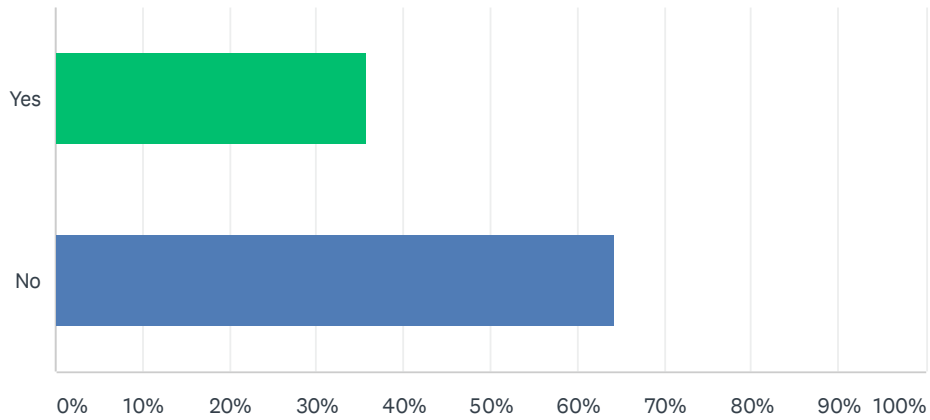
Answered: 182 Skipped: 18



ANSWER CHOICES	RESPONSES	
Yes	80.77%	147
No	19.23%	35
TOTAL		182

### Q6 Assuming there is not Covid-19 threat, would you personally, or an immediate family member, participate if we hold the Turkey Trot in November of 2020?

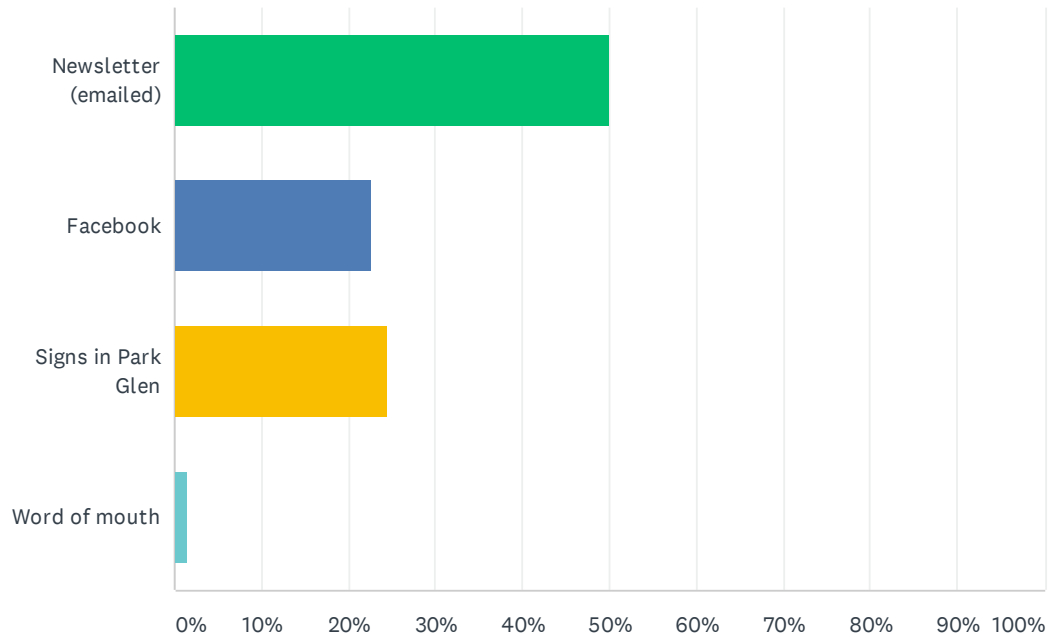
Answered: 190 Skipped: 10



ANSWER CHOICES	RESPONSES	
Yes	35.79%	68
No	64.21%	122
TOTAL		190

## Q7 How do you usually hear about Park Glen events?

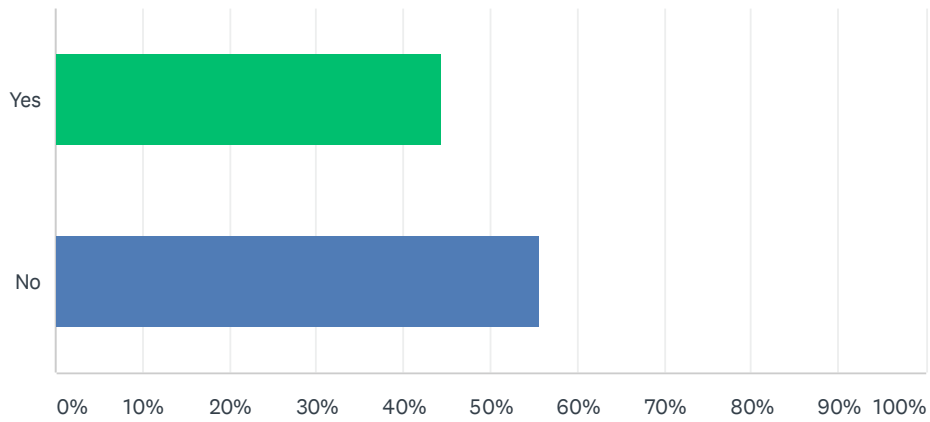
Answered: 200 Skipped: 0



ANSWER CHOICES	RESPONSES	
Newsletter (emailed)	50.00%	100
Facebook	22.50%	45
Signs in Park Glen	24.50%	49
Word of mouth	1.50%	3
<b>TOTAL</b>		<b>200</b>

### Q8 When it is possible, would you like to see verification of residency to attend specific Park Glen events (not pertaining to the Turkey Trot)?

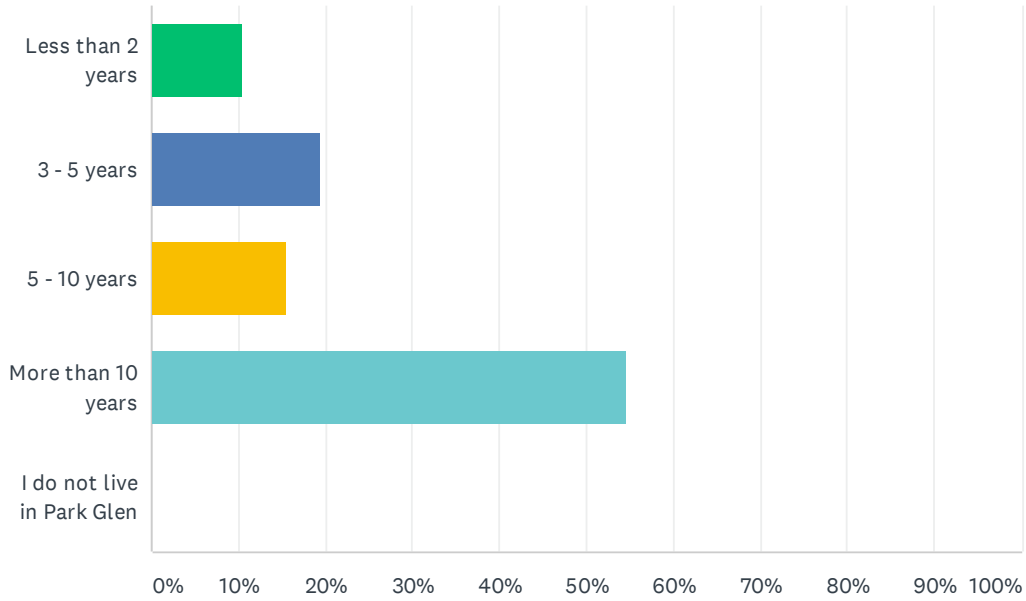
Answered: 192 Skipped: 8



ANSWER CHOICES	RESPONSES	
Yes	44.27%	85
No	55.73%	107
TOTAL		192

## Q9 How long have you lived in Park Glen?

Answered: 200 Skipped: 0



ANSWER CHOICES	RESPONSES	
Less than 2 years	10.50%	21
3 - 5 years	19.50%	39
5 - 10 years	15.50%	31
More than 10 years	54.50%	109
I do not live in Park Glen	0.00%	0
<b>TOTAL</b>		<b>200</b>