

Park Glen Neighborhood Association

Minutes of May 18, 2020 Board Meeting

APPROVED AT
6/15/20 BOARD
MEETING

Call to Order and Roll Call

Susan called the meeting to order at 7:06 p.m. The following Board members were present: Susan Kenney, Stephen Whiteland, Paul Grove, Kelly Wingo, Tom Kaul, Erik Kendel, and Kristy Shallcross.

Consideration of April 20, 2020 Board Meeting Minutes

Susan motioned to approve the minutes from the April 2020 meeting. Stephen seconded. **The vote was unanimous and the motion passed.**

President Updates:

- Update on Zoning Case at Northwest corner of Beach St. and N. Tarrant Pkwy: The rezoning request was denied by City Council on May 5, 2020.
- Update on damaged Gazebo at Arcadia #1 (the big park area just north of Basswood Blvd.): The PID6 will be in charge of overseeing the reconstruction of this and will keep us updated.
- Wednesday, May 20, 2020 at 3 pm, “Community Conversations” to give support and receive support: This is hosted by Kristy Shallcross (see Park Glen Neighborhood Association Facebook page for link and ParkGlen.org)
- Newsletter for April/May: This may be found at ParkGlen.org
- New no-cost testing center for COVID-19: This testing center is located at Super Wal-Mart on Beach St. & N. Tarrant Pkwy. (pre-approval is required, see parkglen.org for links in pink box)
- Susan stated that Census participation is crucial to disbursement of transportation & health funding (takes 10 minutes online, info. was sent by mail)

Vice-President Updates:

- Update on Playground renovations by City of Fort Worth
The process has begun for the 3 playgrounds, 2 of which are in the HOA and the other is not. Fencing has been placed around these playgrounds and they are currently in the demolition process.
- Update on Second Sidewalk Project
Daniel Guido, coordinator for this new project, did an overview inventory of all remaining villages of Park Glen. He is currently vetting contractors and interviewing them as well while spot-checking the villages that are going to be worked on. This project will look a bit different than the previous project because these villages are not as dense as that of the previous project and consists of 6 villages. The pricing is coming back higher than the last project and one reason is because some of these villages have Bradford Pear trees. Given their size, special consideration is required. In addition, many are actually dead even though they look alive to an untrained eye. With this additional information, he needs more time to continue his investigation and would also like to set up a special meeting with the Board to discuss the Bradford Pear information and give us an educational session given the significant tree issue.
- Status of Bridge column on Island Park Dr. near The Preserve Village
Stephen has contacted the City of Fort Worth, but has not heard back on a final decision as to how to proceed. He did confirm that the City will be handling it, however.

Other Board Member Comments

Tree Top Signs: Kristy's next step regarding the tree top signs is to get some more quotes which coincide with information Barry Cram has provided below, during his presentation to the Board.

Susan announced that Tal Finley passed away a couple of months ago and Susan wanted to send her condolences to the family as well as recognition of his invaluable Code Blue work for PGNA.

Presentation from Barry Cram, Community Engagement Office with the City of Fort Worth

Barry discussed the tree topper program and indicated that if we decide on more of these we will have to pay for their installation and fabrication. He suggested a way to keep this cost down was to get neighbors to install them, a method for which he has already gotten permission to allow. It would save us on the price of installation. He suggests asking for both bids, with and without installation along with fabrication. Ballpark cost is \$100 per sign + another \$70 for installation, hardware, tax and labor, so as to round out to an approximate total cost of \$180 per sign. He does have a vetted list of vendors if we want it, but we are free to look for our own vendor.

Community Manager's Report

NMI reported on the following:

- Neighborhood Updates/Status Report
- Monthly Financial Report-April 2020 was reviewed out loud by Christina

Treasurer's Report

Paul reviewed the following for everyone:

- Tracking Report-Accounts Receivable Status
- Benevolence Report
- Eggstravaganza Financial Report

Events / Activities

- Scholarship Program started May 1st with a deadline for application submittals on or before June 1, 2020. The application and guidelines are available at www.ParkGlen.org.
- Independence Celebration (Park Glen parade & PID6 Fireworks Extravaganza) was scheduled for June 27th. Susan proposed to have a new physical distancing event: Park Glen Independence Celebration Front Yard Picnic either on June 27th if Fireworks are permitted, or on July 4th if no Fireworks are allowed. A budget of \$1,200 was approved at the last meeting, but after talking to the City and the PID6, most likely the fireworks will not take place. Park Glen Independence Front Yard Picnic was proposed by Susan to be held on 6/27 if there are fireworks and July 4 if no fireworks. Discussion was had with regard to alternatives to show neighborhood spirit and keep people uplifted during this trying time. Stephen would still like to get the PID6 and/or City to do the fireworks if at all possible. Susan indicated the PID6 will decide this though because they are paying for it and Susan will continue to check in with them.
- Annual Board Meeting and Election: This is currently scheduled for September 14, 2020.
- Yard of the Month Program for Summer 2020 (June, July, August, September)
Beth Rotowski is coordinator. Those eligible must not have any open violations. The winner will be announced on our website and yard sign will be placed in their yard.
- Shredding Event: This event is scheduled for September 26, 2020 at Park Glen Elementary parking lot along Black Hills Ln.

Business and Motions

- **Susan moved to approve Park Glen Independence Celebration Front Yard Picnic to be held on July 4 at 6:30 pm, as previously approved Independence Celebration will not be held.** Erik seconded. **The vote was unanimous and the motion passed.**
- Discussion about Turkey Trot – November 26, 2020. If we plan to do this event, we need to put down a deposit to a timing company by July 26th
Susan spoke with the timing company who indicated that we can have until July 26 to put down a deposit. The cost for the timing company is \$2,450 for 600 participants. Half of the cost, depending on number of participants, is required for the deposit. We estimate that we are looking at a total approximate cost of close to \$6,800.00 to run this event. We discussed making a decision on this given all the possibilities that could be presented at the June meeting taking into consideration the COVID-19 situation and the previous years' decline in Turkey Trot participation with participants and volunteers.
- Discussion on whether to extend the motion from last month that suspended all collection pursuit on behalf of PGNA until May 18th, due to the current COVID-19 pandemic. NMI recommended we move forward with collections and not extend the motion. It was decided to let the deadline expire with no motion needed.
- **Susan moved to approve PGNA Board Elections Schedule and Guidelines (maximum cost of up to \$6,800 total cost to Election America to allow for rotating of names on ballot.** Paul seconded. **The vote was unanimous and the motion passed.**

Election Timeline

- By June 25 – Mailing to all homeowners notifying of the annual meeting, the opportunity and procedures for homeowners to file as candidates, and an overview of the voting process. The mailing may also contain other topics, as the Board desires.
 - By June 25 – Communicate the election, candidate filing opportunity, and guidelines via the ParkGlen.org website, e-mail messages sent to our e-blast list, and Facebook posts. Repeat between July 2-13 and again between July 17-23.
 - By June 25 – Candidate filing period opens. Post candidates & candidate statements on website as they come in and candidate eligibility is verified.
 - July 27 – Candidate filing period closes. All filings must be received by the end of the day on this date, regardless of the sending method.
 - By July 31 - send candidate names and statements to Election-America, each candidate, the existing Board members, and the ParkGlen.org webmaster.
 - By August 8 – Election-America prepares candidate information sheets, ballots, information letters, & voting website.
 - By August 11 – Election-America mails letter, mail-in ballot, & candidate information sheet to each homeowner.
 - When Election-America mails voting information - Advance Voting period opens.
 - September 14 at noon - Advance voting period ends.
 - September 14 (Monday) - Annual Meeting will be held in-person or online. In-person voting will be available at the meeting if held in person or via a ballot drop-off station if meeting is held online. Assuming quorum is met, results will be made known in the meeting.
-
- **Paul moved to approve up to \$1,600 for a 5.5" x 8.5" color postcard mail out announcing the opportunity and instructions for candidates about the election.** Kelly seconded. **The vote was unanimous and the motion passed.**

- Discussion was had, joined by Officer Derrick Simpson, about the speeding, drag racing and semi-trucks on Park Vista Blvd. Officer Simpson indicated he will work on trying to do something about it.
- **Susan moved to designate homeowners Kelly Wingo, Kimberly Kay, Brian Richardson, and Ralph Robb, to serve on a 5G Committee, chaired by Kelly Wingo, to study the impact of 5G technology on the neighborhood and find solutions for any negative impacts.** Kelly seconded. **The vote was unanimous and the motion passed.**
- **Susan Moved to move forward with looking into the City of Fort Worth Street Sign Topper program (says Park Glen along with tree logo), with the final decision to purchase topper signs being dependent on cost.** Kristy seconded. **The vote was unanimous and the motion passed.**

Other Business

None.

Other Member Comments

None.

Adjourn

Meeting adjourned at 9:30 p.m. Next Board Meeting is scheduled for June 15, 2020.



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 or by calling 817-392-6150. Para español llame a este numero 817-392-8028.*

LOCATION: COUNCIL CHAMBER, 2nd 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

ZC-20-026		
Applicant: Custer Commons Lp	Address: 8681 N. Beach St	Council District: 4 - Cary Moon
Current Zoning/Zonificación Actual: "E"-Neighborhood Commercial	Proposed Zoning/Propuesta de Zonificación: PD/D-Planned Development/High Density Multifamily	Proposed Use/Usó Propuesto: 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		

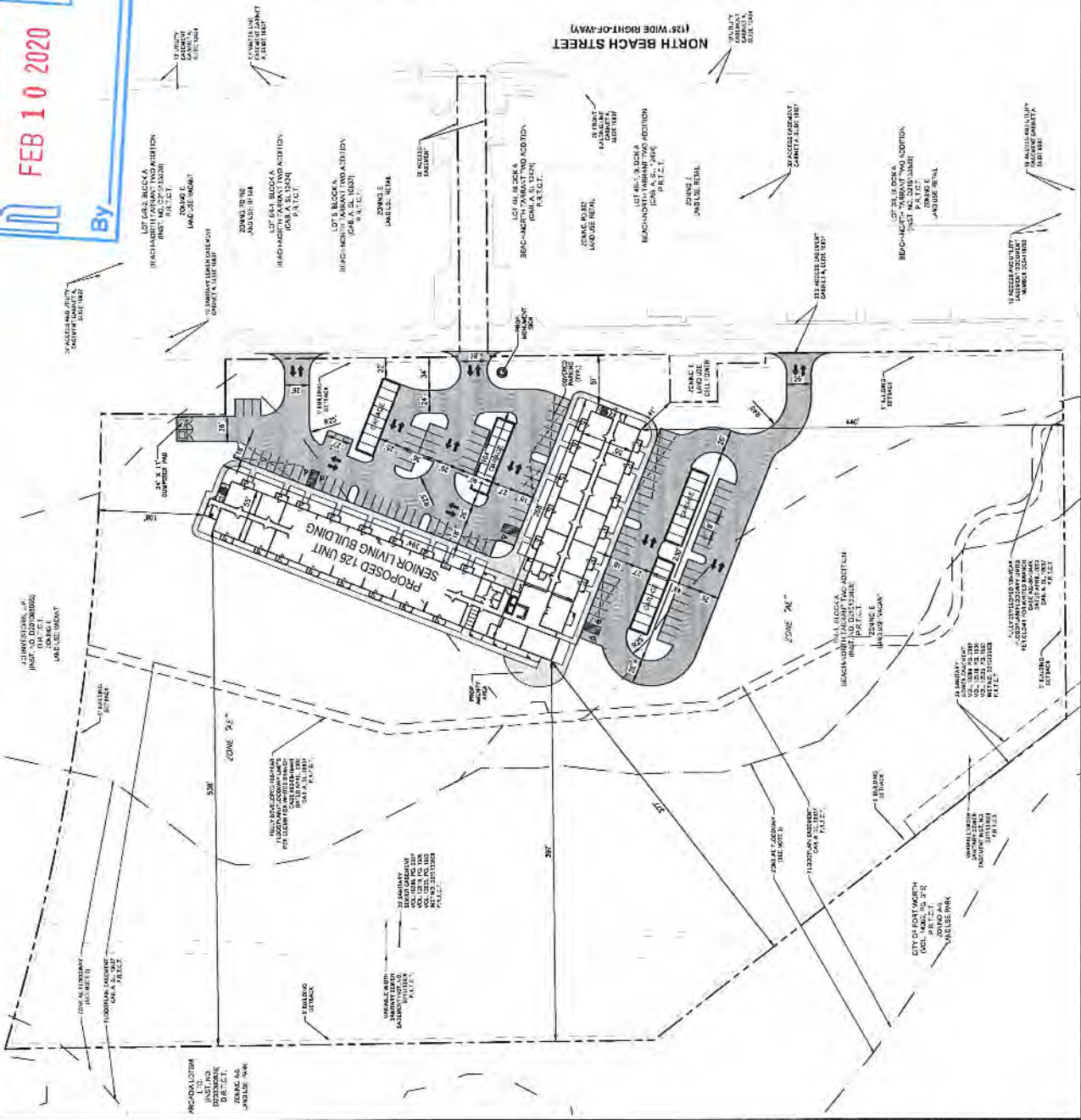
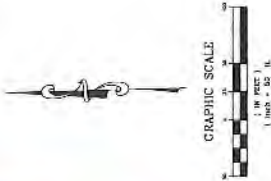
Organization/Organizacion: _____ **Oppose/Contra:**

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

RECEIVED
By
FEB 10 2020



RESIDENTIAL SUMMARY:

UNIT TYPE	MIN. AREA (SQ FT)	UNITS	% OF UNITS
Studio	300-400	4	20%
1 BR	400-500	24	120%
2 BR	500-600	24	120%
3 BR	600-700	24	120%
Total		76	360%

Ground Floor: 4-71, 4th Floor: 100%
Total Units: 76

PARKING SUMMARY:

PARKING TYPE	FACTOR	DIMENSIONS	REQUIRED PARKING SPACES	% OF TOTAL
Unreserved Open	1.0	5' x 10'	76	100%
Reserved (Garage)	1.0	5' x 10'	0	0%
Reserved (Street)	1.0	5' x 10'	0	0%
Total			76	100%

Parking Required for Residential: 76 spaces
Residential: 76 spaces
Total: 76 spaces

1. POLE MOUNTED SIGNAGE FOR ALL SIGNS TO BE PLACED IN THE "A" ZONE MOUNTED SIGNAGE IN ACCORDANCE WITH THE CITY OF LOS ANGELES SIGNAGE REGULATIONS. THE SIGNAGE SHALL BE PLACED IN THE "A" ZONE MOUNTED SIGNAGE IN ACCORDANCE WITH THE CITY OF LOS ANGELES SIGNAGE REGULATIONS. THE SIGNAGE SHALL BE PLACED IN THE "A" ZONE MOUNTED SIGNAGE IN ACCORDANCE WITH THE CITY OF LOS ANGELES SIGNAGE REGULATIONS.
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10. ALL SIGNAGE SHALL BE PLACED IN THE "A" ZONE MOUNTED SIGNAGE IN ACCORDANCE WITH THE CITY OF LOS ANGELES SIGNAGE REGULATIONS.

RECAPTA 55 @ 5661 N BEACH ST. PD SITE PLAN

DATE: 11-20
DRAWN BY: JEFFREY
DATE: 11-20
DRAWN BY: JEFFREY

PROJECT: RECAPTA 55 @ 5661 N BEACH ST.
OWNER: RECAPTA 55 @ 5661 N BEACH ST.
ARCHITECT: RECAPTA 55 @ 5661 N BEACH ST.
ENGINEER: RECAPTA 55 @ 5661 N BEACH ST.
DATE: 11-20
DRAWN BY: JEFFREY

ZC-20-026-



THE
PRESERVE

Park Glen Neighborhood Association

Management Report April 17, 2020 to May 15, 2020

Administrative

Homeowner Contact:

- 4 resale certificate inquiries.
- 15 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.
- 8 conversations regarding Property Modifications requirements/information.
- 1 Conversation with City of Fort Worth Code Enforcement Officer.

Change of Ownership

12 Properties had ownership changes processed from 4/17/2020 to 5/15/2020.

ACC Applications from 4/17/2020 to 5/15/2020

8 ACC applications have been received from owners since the 5/15/2020.

- 7 applications were approved for:
 - Roof Replacement
 - Pool Installation
 - Backyard Tree Replacement
 - Landscape Plan
- 0 applications were denied
- 1 application is pending

Park Glen Neighborhood Association

Management Report April 17, 2020 to May 15, 2020

Compliance Summary

182 Open Violations:

- 2 Basketball Hoops on Curb
- 17 Fence Repair Needed
- 8 Holiday Decor
- 25 Repaint Trim/Chimney
- 5 Garage Door Paint/Dents
- 1 bulk items
- 7 Unauthorized Signs (commercial business signs and/or political)
- 12 Storage
- 20 Landscaping (mow, weeds in beds, trim shrubs, trees, tree stumps, sod needed)
- 4 Unsightly Appearance
- 73 Trash Cans
- 5 Trailers
- 1 Parking on the Grass

134 Monitored Violations:

- 4 Architectural
- 1 Basketball goal
- 9 Fence Repair
- 2 Holiday Décor/Lighting
- 5 Storage
- 1 Bulk Items
- 6 unsightly appearance
- 1 stain/repair garage door
- 5 Repaint chimney/trim
- 78 landscaping (majority sod & tree stumps)
- 20 trash cans (left on monitor due to comments)
- 1 trailer
- 1 inoperable vehicle

55 Violations were closed.

Park Glen Neighborhood Association

Management Report April 17, 2020 to May 15, 2020

Accounting

Homeowner Payments Received between to April 17, 2020 to May 15, 2020

Due to NMI – Collect ltr/Pymt Plans/Admin	\$ 629.67
Prepaid Owner Assessments	\$ 5,268.94
Assessments	\$ 865.19
Late Fee	\$.63
Fines	\$ 30.00
Interest on Assessments (Delinq)	\$ 73.17
Legal Fees Billed Back	\$ 2,713.74

Please refer to attached reports for Balance Sheets and Summary.

Collections

As of 5/11/2020, 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
9 Judicial Foreclosures – ** down 2 from last month
4 Collection Pre-Litigation
6 Active Post Judgments - **down 2 from last month
3 Bankruptcies
1 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
4/30/2020

	Operating	Reserves	Total
Assets			
<u>Current Assets</u>			
1000 - CAB Operating Checking *4480	\$178,893.53		\$178,893.53
1001 - CAB Operating Money Mkt *9421	\$24,803.29		\$24,803.29
1005 - CAB ICS Operating Money Mkt *3193	\$50,004.79		\$50,004.79
1100 - AAB Reserve Money Mkt *2358		\$97.78	\$97.78
1101 - TCB Reserve Money Mkt *2228		\$124,521.85	\$124,521.85
1102 - AAB ICS Reserve MM *845		\$125,395.98	\$125,395.98
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	\$107,637.17		\$107,637.17
1605 - Allowance for Doubtful Accts	(\$82,367.68)		(\$82,367.68)
<u>Total Current Assets</u>	<u>\$278,971.10</u>	<u>\$500,892.09</u>	<u>\$779,863.19</u>
Assets Total	\$278,971.10	\$500,892.09	\$779,863.19
Liabilities & Equity			
<u>Current Liabilities</u>			
2050 - Prepaid Owners Assessments	\$15,343.19		\$15,343.19
2220 - Suspense Account	\$5,740.70		\$5,740.70
<u>Total Current Liabilities</u>	<u>\$21,083.89</u>		<u>\$21,083.89</u>
<u>Equity</u>			
3600 - Prior Year Adjustments	\$125.38		\$125.38
<u>Total Equity</u>	<u>\$125.38</u>		<u>\$125.38</u>
Retained Earnings	\$84,567.56	\$500,025.34	\$584,592.90
Net Income	\$173,194.27	\$866.75	\$174,061.02
Liabilities and Equity Total	\$278,971.10	\$500,892.09	\$779,863.19

Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Operating
4/1/2020 - 4/30/2020

	4/1/2020 - 4/30/2020			10/1/2019 - 4/30/2020			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Other Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69,617.00
Total Expense	\$4,329.63	\$10,280.00	\$5,950.37	\$73,414.68	\$94,895.00	\$21,480.32	\$247,242.00
Operating Net Income	(\$4,311.21)	(\$9,595.00)	\$5,283.79	\$173,194.27	\$151,272.00	\$21,922.27	\$0.00
Net Income	(\$4,311.21)	(\$9,595.00)	\$5,283.79	\$173,194.27	\$151,272.00	\$21,922.27	\$0.00

Preliminary

Park Glen Neighborhood Association, Inc.
Budget Comparison Report - Reserves
4/1/2020 - 4/30/2020

	4/1/2020 - 4/30/2020			10/1/2019 - 4/30/2020			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
Income							
<u>Other Income</u>							
4500 - Interest Income	\$119.07	\$0.00	\$119.07	\$866.75	\$0.00	\$866.75	\$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>	\$119.07	\$0.00	\$119.07	\$866.75	\$0.00	\$866.75	\$69,617.00
Total Income	\$119.07	\$0.00	\$119.07	\$866.75	\$0.00	\$866.75	\$69,617.00
Operating Net Income	\$119.07	\$0.00	\$119.07	\$866.75	\$0.00	\$866.75	\$69,617.00
Net Income	\$119.07	\$0.00	\$119.07	\$866.75	\$0.00	\$866.75	\$69,617.00

Preliminary

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%	107,038.00
4/17/17	258	7.8%	185,533	4/19/18	191	5.8%	156,408	5/17/19	244	7.4%	134,398	5/19/20	269	8.1%	108,016.59
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:	-8	\$ 979
vs 1 yr ago:	9	\$ (35,742)
vs 2 yrs ago:	68	\$ (50,215)
vs 3 yrs ago:	-13	\$ (82,783)

Park Glen Neighborhood Association

Benevolence Fund - April 20, 2020

Dedicated Advertising Revenue through 2017: \$ 2,130

Dedicated Advertising Revenue since 1/1/18: (showing deposit date)

1/20/2018	Captain Ron's (January)	\$ 50
1/19/2018	Anderson Team (Jan, Feb, Mar)	\$ 300
2/27/2018	Captain Ron's (February)	\$ 50
2/27/2018	Linda Green (February, March)	\$ 40
3/30/2018	Park Glen Pools (March)	\$ 50
4/9/2018	Captain Ron's (April)	\$ 50
4/30/2018	Linda Green (April)	\$ 20
5/21/2018	Captain Ron's (May)	\$ 50
5/21/2018	Anderson Team (Apr, May, Jun)	\$ 300
5/21/2018	Linda Green (May)	\$ 20
9/10/2018	Anderson Team (Jul, Aug, Sep)	\$ 300
3/1/2019	Primrose School of Parkwood Hill (Mar)	\$ 150
7/11/2019	Master the Music (Jun)	\$ 150
12/2/2019	North Texas Roofing	\$ 25

Total Revenue: \$ **3,685**

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): \$ **2,073**

Eggstravaganza & Spring Festival	2020		2019		2018	
	28-Mar	Canceled due to the COVID-19 situation.	20-Apr	Rescheduled from Apr 13th due to heavy rain	24-Mar	
Proceeds	5 Exhibitors @ \$50		14 Exhibitors @ \$50		35 Exhibitors @ \$40	
	2 non-profit at no charge		4 non-profit at no charge		3 non-profit at no charge	
	Refunds were given to everyone		+ 1 performance group no charge			
Total Proceeds	\$ -		\$ 700.00		\$ 1,400.00	
Est. Attendance	N/A		1,050 kids + at least 1,050 adults		800 kids + at least 800 adults	
Expenses						
City Park Permit	\$ 375.00		\$ 330.00		\$ 475.00	Fee for a nonprofit for 500-2500 participants
Bounce Houses and Generator	\$ -		\$ 620.31		\$ 758.02	Let's Jump (4 different inflatables and 2
Portable Toilets	\$ -		\$ 149.16		\$ 157.88	United Site Services
Face Painting	\$ -		\$ -		\$ -	Face and Nail painting provided at no cost by Daniel
Balloon Animal Maker	\$ -		\$ 230.03		\$ 500.00	Brandi & Lindsey Foster (Balloon Animals: \$100 x 2.5
Bunny Actor	\$ -		\$ 150.00		\$ 250.00	Brandi & Lindsey Foster
Bunny Suit	\$ -		\$ 108.24	Purchased a new one	\$ -	
Trinkets for Eggs - Estimating 10¢ per egg x 7,500 eggs.	\$ 583.78	\$357.82 - Amazon \$225.96 - Rebecca's	\$ 679.95		\$ 680.68	\$488.00-Rebecca's, \$192.68-Rebecca's
Candy for Eggs - Estimating 10¢ per egg x 7,500 eggs	\$ 287.74	\$75.72 - Amazon \$212.02 - Costco	\$ 251.83		\$ 287.82	\$44.97-Amazon, \$45.42-Amazon, \$39.58-
Special Prizes & Activities	\$ 3.00		\$ 63.66		\$ 43.80	\$24.40-Rebecca's (Stuffed Animals for
Donation to area High Schools for Volunteer Help	N/A		N/A		N/A	Used Park Glen resident volunteers to stuff eggs;
Supplies	\$ 36.76	Four large storage containers	\$ 111.41	\$26.25 for ant killer; \$85.16 for cookies	\$ 137.73	\$98.88-Sam's (Cookies for PGNA Table),
Off-Duty Police Officer	\$ -		\$ 150.00			
Total Expenses	\$ 1,286.28		\$ 2,844.59		\$ 3,290.93	
Net Expense (or Profit)	\$ 1,286.28		\$ 2,144.59		\$ 1,890.93	
Budget Maximum <i>(sponsor fees minus total exp)</i>	\$ 4,000.00		\$ 4,000.00		\$ 4,000.00	
Over (Under) budget by:	\$ (2,713.72)		\$ (1,855.41)		\$ (2,109.07)	



Yard of the Month Contest

Judging in this summer's Yard of the Month contest will be:
June 2-5, July 7-10, August 4-7, September 1-4

Judging will be based on overall attractiveness and adherence to deed restrictions & community standards. To be considered, properties must not have any open violations or have any past due balance on their accounts. Winners will receive recognition in the newsletter and on our website, plus a "Yard of the Month" sign for their yards.

Park Glen Neighborhood Association 2020 Election Guidelines

Election Timeline

- By June 25 – Mailing to all homeowners notifying of the annual meeting, the opportunity and procedures for homeowners to file as candidates, and an overview of the voting process. The mailing may also contain other topics, as the Board desires.
- By June 25 – Communicate the election, candidate filing opportunity, and guidelines via the ParkGlen.org website, e-mail messages sent to our e-blast list, and Facebook posts. Repeat between July 2-13 and again between July 17-23.
- By June 25 – Candidate filing period opens. Post candidates & candidate statements on website as they come in and candidate eligibility is verified.
- July 27 – Candidate filing period closes. All filings must be received by the end of the day on this date, regardless of the sending method.
- By July 31 - send candidate names and statements to Election-America, each candidate, the existing Board members, and the ParkGlen.org webmaster.
- By August 8 – Election-America prepares candidate information sheets, ballots, information letters, & voting website.
- By August 11 – Election-America mails letter, mail-in ballot, & candidate information sheet to each homeowner.
- When Election-America mails voting information - Advance Voting period opens.
- September 14 at noon - Advance voting period ends.
- September 14 (Monday) - Annual Meeting **will be held in-person or online**. In-person voting will be available at the meeting **if held in person or via a ballot drop-off station if meeting is held online**. Assuming quorum is met, results **will be made known in the meeting**.

Election Coordinator

The Association's contracted community manager will serve as the "Election Coordinator" for 2020 and will:

- ensure that the process is kept free from reliance on or inappropriate involvement by biased parties,
- ensure homeowner confidence in the process,
- maintain competence and completeness of the process,
- provide direction on all matters that do not rise to the level of requiring Board action.

The Election Coordinator may utilize other trusted parties in coordinating the election. Any expenditures or financial commitments must be authorized by the Board in advance.

Candidate Filing Process

The Election Coordinator will collect candidate filings, verify homeowner status, communicate receipt of filings to filers, and provide candidate information to the community's webmaster and to Election-America.

The candidate filing form and relevant filing guidelines will appear on the Park Glen website by June 25. The form will contain these questions:

1. Name
2. Position Being Sought
3. Candidate Statement – this statement (up to 75 words) will be provided to Park Glen Neighborhood Association homeowners, so feel free to include anything that you want voting members to know. If your statement includes more than 75 words, only the first 75 will be

used. The statement will not be edited or proofed in any way, other than to eliminate any off-color or non-family-friendly content.

4. Address of Park Glen Home of which you are an owner
5. E-mail address
6. Phone number

The information from questions 4, 5, and 6 will be used only by the Election Coordinator. The information from 1, 2, and 3 will be published on the website and provided to all members before advance voting.

Ideally, candidates will be able to file by as many of these methods as the Election Coordinator can support: mail, in-person, fax, or e-mail. All filings (even mailed filings) must be received by the Election Coordinator by the end of the last day of the filing period.

The guiding principle will be to have an open, inclusive, fair election, so the Election Coordinator will have the responsibility of working with potential candidates to ensure their inclusion if they desire to run and are Park Glen homeowners.

Upon receipt of a candidate filing, the Election Coordinator will:

- verify that the applicant is personally listed as a Park Glen homeowner on Tarrant Appraisal District records or has otherwise proven ownership of a Park Glen home to the satisfaction of the Election Coordinator,
- confirm acceptance of the filing to the candidate by e-mail within 48 hours of receipt or by July 28, whichever is earlier, including the actual typed "candidate statement" that the Election Coordinator intends to submit for publication and use in the election (to give the candidate an opportunity to correct anything).
- Relay the candidate's name, position being sought, and candidate statement to the ParkGlen.org webmaster within 48 hours of receipt or by July 28, whichever is earlier, so that the candidate's information can be promptly added to the website.

After the close of the candidate filing period, no changes may be made to the filed information or candidate statement, and all filed candidates must remain on the ballot, even if a candidate wishes to withdraw from the race, chooses to not serve if elected, is no longer able to take office, or is no longer eligible to take office. The scenario of a candidate being elected and unwilling, unable, or ineligible to serve will be resolved according to the vacancy provisions of the bylaws.

The Coordinator will create a single document that lists all of the candidates, positions being sought, and filing statements. Candidates will be listed on all documents, ballots, and forms by the position being sought, then in the order that filings were received. Within four days after the filing period ends, the Coordinator will submit the complete document to Election-America, each candidate, the existing Board members, and the ParkGlen.org webmaster. Election-America will use the information to prepare the candidate information sheet to be sent to all homeowners. The ParkGlen.org webmaster will use the information to verify and add to the candidate information already posted on the website.

Before Advance Voting Starts

Before the start of the advance voting period, Election-America is to send voting information to exactly 3,317 homeowners of record, using an owner address list from the Association's management company and provided to Election-America by the date that they have specified to need that file.

The mailing from Election-America to each homeowner will be in a white envelope with the words "PARK GLEN NEIGHBORHOOD ASSOCIATION" and the words "Ballot Enclosed" across the front in red. The envelope will contain:

- An explanation of the election and the voting process, including
 - Instructions and individual access code for online voting via Election-America's website.
 - An explanation of the option and procedure for each homeowner to request from Election-America a personalized proxy form that a homeowner may fill out and send to Election-America to designate another homeowner to vote on the homeowner's behalf in person at the September 14 annual meeting.
- A candidate information sheet that shows the name, office being sought, and candidate statement of each candidate who filed.
- Instructions and individual access code for online voting via Election-America's website.
- A personalized paper "absentee" ballot that a homeowner may fill out and send to Election-America.
- A preprinted return envelope (but not postage-paid).
- An explanation of the option and procedure for each homeowner to request from Election-America a personalized proxy form that a homeowner may fill out and send to Election-America to designate another homeowner to vote on the homeowner's behalf in person on **September 14**.

At the time that the envelopes are mailed, the Election-America website should be ready to accommodate online voting, including the display of candidate names and filing statements submitted by the candidates.

Content of Ballots and Forms

Online ballots, paper ballots, and proxy forms will all have the opportunity to vote "for quorum on the Board election only," without voting for particular candidates (as allowed by Texas Property Code 209.00592-b-1).

Online ballots, paper ballots, and proxy forms will have a write-in blank for each of the seven positions.

Paper ballots or proxy forms submitted by members must be signed (per Texas Property Code 209.0058).

Online and absentee ballots will have this notice (required by Texas Property Code 209.00592-c-3): "By casting your vote via absentee ballot you will forgo the opportunity to consider and vote on any action from the floor on these proposals, if a meeting is held. This means that if there are amendments to these proposals your votes will not be counted on the final vote on these measures. If you desire to retain this ability, please attend any meeting in person. You may submit an absentee ballot and later choose to attend any meeting in person, in which case any in-person vote will prevail."

Since common sense and Texas law (Property Code 209.00592-b-1 and -3) clearly indicate that advance votes may be counted on matters only if the exact text of the measure appeared on the advance ballot, the following notice is to be added to online and absentee ballots: "Even if the required quorum of members is met for the Board election (represented by advance voting before the September 14 annual meeting and in-person voting on **September 14**), it is highly possible that a quorum will not be represented for any other issue that might come before the membership at the annual meeting."

Proxy forms will not be preprinted with the name or title of any specific person or officer as a default, possible, or suggested proxyholder. Homeowners filling out a proxy form must write in the name of the desired proxyholder.

Proxy forms will allow a homeowner to:

- direct the specific candidates to be voted for by the proxyholder,
- write in the names of specific people to be voted for by the proxyholder, or
- designate that the proxyholder may select the candidates to be voted for.

Advance Voting / Proxies

In advance of the September 14 Annual Meeting, a homeowner may:

- Vote in advance online using the access code provided by Election-America,
- Vote in advance by returning to Election-America the absentee ballot provided by Election-America,
- Designate another Park Glen homeowner as his or her proxy (to cast a vote on his or her behalf in person on September 14) by requesting a personalized proxy form from Election-America, filling out the paper "proxy form" and returning it to Election-America. Just before the annual meeting, Election-America will provide this proxy information to the Election Coordinator. **The proxyholder must cast an in-person vote on behalf of the original voter in the same manner as any other in-person voter (see "In-Person Voting" below).**

Any homeowner who has a question about the voting process or needs help in voting should call Election-America at 866-384-9978. Inquiries to Election-America must allow sufficient time for the appropriate information, forms, access, or resolution to be provided. If insufficient time remains to meet a request or supply information, the only remedy to the homeowner will be to vote in person on September 14.

On a regular basis throughout advance voting, Election-America will communicate to the Election Coordinator the number of votes cast and proxies submitted so far. This information will be posted on the Park Glen website and relayed by the Election Coordinator to candidates, existing members of the Board, and the ParkGlen.org webmaster.

In-Person Voting

In-person voting on September 14 will be conducted under the direction of the Election Coordinator, who may recruit and utilize other trusted volunteers.

If the annual meeting is held in person: Computers and/or tablets with Internet access will be available for homeowners to cast votes in person from 6:30 to 7:15 pm. Paper ballots, as similar as possible to the "absentee ballot" sent out by Election-America, will be available as a backup to online voting. Copies of candidate filing statements will also be available. Submitted paper ballots must be signed (per Texas Property Code 209.0058).

If the annual meeting is held online: A ballot drop-off station will take the place of in-person voting at the meeting. This station will be set up from 6:15 pm to 7:05 pm outside of the offices of NMI (Neighborhood Management, Inc.) at 5421 Basswood Blvd Suite 710 (next to Premier Eye Care). Paper ballots, as similar as possible to the "absentee ballot" sent out by Election-America, will be used. Copies of candidate filing statements will also be available. Submitted paper ballots must be signed (per Texas Property Code 209.0058).

If a homeowner voted in advance and wishes to vote in person, Election-America and the Election Coordinator must ensure that only the in-person vote counts (per Texas Property Code 209.00592-b-2, "any vote cast at a meeting by a property owner supersedes any vote submitted by absentee or electronic ballot previously submitted").

In-person voters will be given personalized voting credentials or a paper ballot from the Election Coordinator, who may require identification from any person wishing to vote. If a person who is not on Election-America's list of eligible voters wishes to vote in person, the Election Coordinator must be sufficiently satisfied that the person is a Park Glen homeowner before allowing the person to vote.

Assuming quorum is met, the Election Coordinator and Election-America will work together to ensure that complete vote results are provided **in** the annual meeting very quickly after voting is over.

If Quorum is not Met

Quorum is 10% of Association members voting by any authorized method. If quorum is not met at the initial annual meeting or any reconvened meeting:

- No voting results are to be made known.
- The meeting will be recessed and voting will be extended.
- The meeting is to be reconvened at a convenient location set by the Association President and a convenient time and date between 5 and 14 days later set by the Election Coordinator. The time and place of the reconvened meeting is to be announced before the meeting is recessed.
- The list of candidates will not change.
- Votes already cast will count (unless a voter replaces his or her vote in an allowable way).
- A non-personalized proxy form (as similar as possible to the proxy form sent out by Election-America) will be quickly made available on the Park Glen website and may be mass-produced for solicitation and collection by any Park Glen homeowner, to be voted in person by proxyholders at subsequent reconvened meetings until quorum is met.

Other Guidelines

If a home has a different owner after the owner address file is prepared for Election-America, the new owner may vote by:

- obtaining the voting information from the previous owner
- voting in person **on September 14.**

If the annual meeting is held in person, three \$50 gift cards will be purchased by the Association and given away as door prizes at the annual meeting. Only homeowners present at the meeting who have voted either in advance or at the meeting will be eligible for the random drawing. One entry per Park Glen property. **Door prizes will not be given away if the meeting is held online.**

The elected President, Vice President, and Secretary will be the candidate in each of those races receiving the greatest number of votes. The elected Directors will be the four candidates receiving the greatest number of votes among all candidates running for Director. This is according to Section 7.6 of the Association Bylaws.

If a Board is not elected on September 14 (e.g. lack of quorum or meeting postponed), the existing Board will continue, but action between September 14 and the date a Board has been appropriately elected is to be limited to that necessary to perpetuate the Association and to resolve emergency situations, with all action taken subject to review and/or reversal by the Board that is eventually elected.

GET ON BOARD

We encourage you to run for the Park Glen Neighborhood Association Board of Directors. Any Park Glen homeowner can be a candidate in the 2020 Board election by filing between now and July 27. Filing instructions and complete 2020 election guidelines are at www.ParkGlen.org or by contacting Park Glen's Community Manager (call 972-359-1548 ext 169, or email ParkGlenManager@nmitx.com). Do you think you might want to serve on the PGNA Board but would like to know a little about it to help you decide? The current Board members would love to answer your questions. Feel free to contact the Association President (PGNASusan@gmail.com) or any Board member.

Annual Meeting & Election

All Park Glen homeowners are welcome and encouraged to attend the Association's Annual Meeting at 7pm on Monday, September 14. Please vote in the 2020 Park Glen Board election to help reach the quorum requirement. Homeowners should receive ballots and instructions by mail on or before August 14. Homeowners may vote: 1) over the Internet from around August 14 through September 14 at noon, 2) by mailing a paper ballot to be received by September 14, or 3) in person on September 14. Complete election guidelines may be found on the ParkGlen.org website.



KNOW WHAT'S GOING ON IN PARK GLEN

- Visit www.ParkGlen.org regularly
- E-mail ParkGlenManager@nmitx.com to sign up for e-mail alerts
- "Like" [Facebook.com/ParkGlenHOA](https://www.facebook.com/ParkGlenHOA)

www.ParkGlen.org
[Facebook.com/ParkGlenHOA](https://www.facebook.com/ParkGlenHOA)

What you can do at www.ParkGlen.org:

- Read about upcoming events and things of interest to the community.
- Learn how to receive e-mail alerts of community events and news.
- Find the deed restrictions for your part of Park Glen and the bulletins of the entire neighborhood.
- Find the guidelines and forms for submitting a Property Modification Request prior to making improvements and changes to your property.
- Find the contact information for our community management company (Neighborhood Management, Inc.), police, city departments, and more.
- Ask the Board a question or give a suggestion or comment.
- Learn about opportunities to serve and volunteer to help make Park Glen a better place to live. File to run for the PGNA Board in the upcoming election.
- Read current and past issues of Park Glen's monthly online newsletter.
- Find the links to the community's various Facebook pages.
- Sign up your business to be an exhibitor, vendor, or sponsor at a Park Glen event.
- Look at maps of the neighborhood and Arcadia Park, and more!

A property modification request is required from homeowners who want to make improvements or modifications to their property. You can find the forms on the "Documents" tab of parkglen.org.

Get the MyFW app to report problems/issues to City

- Put bulk trash out only on the second Monday of each month!

- Store trash carts only in the backyard or garage Tuesday through Sunday!

We Want U for Code Blue!

Email:

ParkGlenCodeBlue@gmail.com



PGNA Board Meetings

3rd Monday of every month except for combined November/December meeting on 1st Monday of December.

7 pm either online or at 5421 Basswood Blvd Ste 710 (left of Premier Eye Care), check which at ParkGlen.org.



Park Glen

A DEED RESTRICTED NEIGHBORHOOD



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