

Park Glen Neighborhood Association

Minutes of August 16, 2021, Board Meeting

Location

In-person: Office of Neighborhood Management, 5421 Basswood Blvd, Suite 710

Online: <https://global.gotomeeting.com/join/955310189> with Access Code: 955-310-189 or (571) 317-3122

APPROVED
BY BOARD
OF
DIRECTORS
ON 9/20/21

Call to Order

Susan Kenney started the meeting at 7:05 p.m.; quorum was met, and the meeting was called to order. The following Board Members were present: Susan Kenney, Tom Kaul, Paul Grove, Beth Rutkoski, and Leslie Graham. Kelly Wingo was absent.

Announcement of Board Actions since the July 19, 2021, Board Meeting:

On August 11, 2021, **Susan made a motion that we postpone the shredding event scheduled for September 25, 2021, to April 23, 2022, since a free shredding event for the community is being held by Unity One Credit Union at 4625 N. Tarrant Parkway on September 25, 2021, from 9am-12 noon.** Beth Rutkoski seconded the motion. Those voting yes were Susan Kenney, Beth Rutkoski, Kelly Wingo, Tom Kaul, Leslie Graham, and Paul Grove. None opposed. **Motion passed unanimously.**

Board Member Reports & Comments

- Susan Kenney- President
 - Sidewalk Project #3 Update – 35.7% participation rate 200 out of 560. You can print out the form and take it to your neighbors to help increase the rate of participation.
 - City of FW Parks and Recreation Department is asking PGNA to do survey about
 - the Arcadia Park Playground #7 Replacement, behind Bluebonnet Elementary
 - PGNA is creating a survey to get public input on the athletic equipment at various points along the trail south of Glen Springs Trail that PID6 is planning on installing.
 - Leslie Graham will develop these surveys using Google Forms to be sent out to our residents and several other neighborhoods.
 - PID6
 - PID6 is planning to install additional athletic equipment at various points along the trail south of Glen Springs Trail, with a cost of \$100,000. Similar to how they installed them north of Glen Springs Trail along the path at a cost of \$100,000.
 - PID6 Election on August 12th Results: District 2: Sophie Morton, District 4: Kelly Wingo, District 6: Steve Thompson
 - Next PID6 meeting is July 29th, their meetings are in-person at FirstService Residential, Suite 210, 9800 Hillwood Parkway, Fort Worth, TX, 76177, see PID6.org for more information.
- Other Board member Reports & Comments
 - Leslie Graham - Update on PID6 Meeting held on July 29th.
 - The irrigation system and the monitoring system in Arcadia Park: they discussed looking into hiring an outside company to evaluate the monitoring system to make sure they are getting the full benefits out

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of the system. They would like more explanation of the charges or the changes that were made, such as fixes to the system that would explain the fluctuation in the bills.

- Exercise equipment to be installed in Arcadia Park. A map of Arcadia Park with seven exercise equipment spots was shown during the meeting. It was a five-year project to be installed in three phases. They were planning on having the documentation to the Parks and Recreation Department by September 2021 so that the equipment would be installed soon after that.
- Possibly sending out post cards from each district or throughout the whole PID6 to gather the top interest that people have for the PID6 to work on or fix.
- Susan Kenney - New Police Chief, Chief Neil Noakes will have a Community Pop-up Forum at the Heritage Church of Christ on Wednesday, August 18, 2021, at 6:00 p.m. – 7:00 p.m. at 1204 Heritage Trace Pkwy.

Community Manager's Report – Christina Fountain from NMI reported on the following:

- Neighborhood Updates/Status Report - Management Report
- Monthly Financial Reports – July 2021

Treasurer's Report – Paul Grove from NMI reported on the following:

- Accounts Receivable Status
- Benevolence Fund
- Independence Parade Financial Report

Events & Activities Report:

- PGNA Annual Meeting and Election is on Monday, September 13th at 7:00 p.m. Annual Meeting to be held both in-person and online. Please vote in the Election. An envelope and email were sent on 8/13/21 with voting options: online, by absentee ballot, by proxy, in-person, and by ballot drop-off station. – Reported by Susan Kenney
- Yard of the Month Program. July winners. Next judging will be August 18-21. – Reported by Beth Rutkoski
- Citizens on Patrol Program needs volunteers, please email Ralph Robb at ParkGlenCodeBlue@gmail.com Police Chief's community pop-up event.
- Free Shredding Event at Unity One Credit Union, at 4625 N. Tarrant Parkway on Sept. 25th 9:00 a.m. – noon.
- National Night Out (October 5, 2021) - Block parties held to promote neighbors getting to know one another, which decreases crime because neighbors look out for one another. Please email: PGNANationalNightOut@gmail.com to host a block party.
- Turkey Trot - November 25, 2021 – The board is in favor of moving forward on the Turkey Trot plans and payments.

Business & Motions:

- **Proposed Budget 2021-2022.** Discussion was held on the proposed budget. Susan suggested that the budget for the Independence Day Parade be increased by \$500 to a total \$1,500 since costs have increased for police officers and so that there is enough in the budget to have two bounce houses at the PID6 Fireworks Event. The Board agreed and the Budget was revised to reflect this. Susan Kenney made a motion to adopt the budget for Park Glen's fiscal year 10/1/21-9/30/22 and set the Annual Assessment amount at \$66.00 for each Park Glen

Park Glen Neighborhood Association

home for 2021-2022, to be billed on or near October 1, 2021, with a due date of November 1, 2021. Tom Kaul seconded. None opposed. **Motion passes unanimously.**

- Susan Kenney made a motion to purchase four \$75.00 gift cards and present them to the members of the Architectural Control Committee for our appreciation of their hard work and dedication in making Park Glen a Great Place to Live. Tom Kaul seconded. None opposed. **Motion passes unanimously.**
- Susan Kenney made a motion to hold the Halloween/Harvest Decorating Contest (fashioned after the Holiday Lights Decorating contest), approve the Halloween/Harvest Guidelines, and approve a budget of \$650 (\$50 gift card for one winner from each of the 13 villages), with Beth Rutkoski as the Coordinator. Beth Rutkoski seconded. None opposed. **Motion passes unanimously.**
- Susan Kenney made a motion to promote a number of neighborhood block parties, hosted by Park Glen residents on Texas' "National Night Out" date of October 5, 2021, and allocate a reimbursement of up to \$75.00 per block party or \$1,000.00 in total, whichever is lower, for consumables, food, and beverages, and for Gerry Sauls to coordinate PGNA's National Night Out promotion and reimbursements. Paul Grove seconded. None opposed. **Motion passes unanimously.**
- Susan made a motion to not hold the Park Movie Night on October 16th due to the lack of volunteers. Beth Rutkoski seconded. None opposed. **Motion passes unanimously.**
- Delayed the vote on this motion due to not receiving more information about the Chevron Sign.
 - **Motion to approve or not approve the Chevron sign Special Exception request to have LED fuel prices on Monument sign proposed for the previous the 7-Eleven location at 5200 North Tarrant Pkwy, at southeast corner of Park Vista and North Tarrant Pkwy.**
 - The owner of the convenience store located at 5200 N Tarrant Pkwy has submitted for a permit for a monument sign with LED fuel prices. Any sign having LED must be approved through special exception. Case #PS21-01409.
- **Other Business & Motions**

Member Comments - None

Adjourned

- Meeting adjourned at 8:30 p.m.
- Annual meeting and election are September 13, 2021, at 7:00p.m., in-person at the NMI office and online via GoToMeetings, see ParkGlen.org for login information.
- Next Board Meeting is September 20, 2021, at 7:00 p.m. in-person at the NMI office and online via GoToMeetings, see ParkGlen.org for login information.

Park Glen Neighborhood Association, Inc.

Balance Sheet as of 7/31/2021

Asset	Operating	Reserve	Total
Current Assets			
1000 - CAB Operating Checking	\$5,235.81		\$5,235.81
1001 - CAB Operating Money Mkt *9421	\$74,949.85		\$74,949.85
1020 - PPB Operating Account *1794	\$130,770.14		\$130,770.14
1102 - AAB ICS Reserve MM *845		\$125,787.91	\$125,787.91
1103 - CAB Reserve Money Mkt *4542		\$71,611.06	\$71,611.06
1120 - PPB Reserve Money Mkt *1785		\$76,933.38	\$76,933.38
1200 - CDARS Reserve CD 52 weeks 08/26/21*9787		\$128,710.24	\$128,710.24
1201 - CDARS Reserve CD 52 weeks 08/26/21* 0238		\$128,710.23	\$128,710.23
1600 - Accounts Receivable	\$63,414.18		\$63,414.18
1605 - Allowance for Doubtful Accts	(\$9,186.14)		(\$9,186.14)
1715 - Prepaid Taxes	\$171.00		\$171.00
Total Current Assets	\$265,354.84	\$531,752.82	\$797,107.66
Total Asset	\$265,354.84	\$531,752.82	\$797,107.66
Liability / Equity			
Current Liabilities			
2003 - Due to Mgmt. Co.--Trf Fees	\$120.00		\$120.00
2050 - Prepaid Owners Assessments	\$12,983.32		\$12,983.32
2003-99 - Due to Mgmt Co.--Collect Ltr/Pmt Plans/Admin	\$25.00		\$25.00
Total Current Liabilities	\$13,128.32		\$13,128.32
Equity			
3500 - Fund Balance Retained	\$83,620.15	\$617,330.12	\$700,950.27
3550 - Current Year Gain / Loss	\$107,857.79	(\$85,577.30)	\$22,280.49
3600 - Prior Year Adjustments	\$60,748.58		\$60,748.58
Total Equity	\$252,226.52	\$531,752.82	\$783,979.34
Total Liability / Equity	\$265,354.84	\$531,752.82	\$797,107.66

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 7/1/2021 - 7/31/2021

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Operating Income							
Income							
4100 - Assessments	-	-	-	218,922.00	218,922.00	-	218,922.00
4400 - Closing Fee (Initiation/Transfer/Working Capital)	-	-	-	66.00	-	66.00	-
4500 - Interest Income	9.77	-	9.77	91.23	-	91.23	-
4550 - Interest on Assessments (Delinquent)	129.92	208.33	(78.41)	1,389.49	2,083.30	(693.81)	2,500.00
4603 - Social Event Income	-	416.67	(416.67)	4,534.91	4,166.70	368.21	5,000.00
4604 - Advertising Revenue for Benevolence	-	-	-	3,858.33	-	3,858.33	-
Total Income	139.69	625.00	(485.31)	228,861.96	225,172.00	3,689.96	226,422.00
Total Income	139.69	625.00	(485.31)	228,861.96	225,172.00	3,689.96	226,422.00

Operating Expense

General and Administrative Expenses

5104 - Administrative	(3,229.93)	-	3,229.93	3,636.95	3,400.00	(236.95)	3,400.00
5105 - Postage	175.09	208.33	33.24	2,099.71	2,083.30	(16.41)	2,500.00
5107 - Social Committee/Community Events	120.00	666.67	546.67	993.06	6,666.70	5,673.64	8,000.00
5107-02 - Community Programs	-	166.67	166.67	1,689.70	1,666.70	(23.00)	2,000.00
5112 - Committee Expense	-	41.67	41.67	375.00	416.70	41.70	500.00
5113 - Professional Management	6,942.00	6,942.00	-	69,420.00	69,420.00	-	83,304.00
5114 - Storage	210.00	183.33	(26.67)	1,950.00	1,833.30	(116.70)	2,200.00
5115 - Website/Portal	-	10.00	10.00	240.33	100.00	(140.33)	120.00
5116 - Association Meetings	-	20.00	20.00	133.00	200.00	67.00	240.00
5117 - Licenses, Permits & Fees	-	10.00	10.00	-	100.00	100.00	120.00
5118 - Hospitality	-	125.00	125.00	-	1,250.00	1,250.00	1,500.00
5120 - Copies	-	133.33	133.33	-	1,333.30	1,333.30	1,600.00
5176 - Legal Fees	412.50	400.00	(12.50)	1,400.00	4,000.00	2,600.00	4,800.00
5180 - Other Professional	3,234.93	-	(3,234.93)	9,171.78	6,250.00	(2,921.78)	6,250.00
5181 - Audit & Accounting	-	-	-	415.00	700.00	285.00	700.00
5184 - Scholarships/Charity	-	-	-	-	5,000.00	5,000.00	5,000.00
Total General and Administrative Expenses	7,864.59	8,907.00	1,042.41	91,524.53	104,420.00	12,895.47	122,234.00

Taxes

5202 - Corporate Income Tax	-	-	-	-	2,500.00	2,500.00	2,500.00
Total Taxes	-	-	-	-	2,500.00	2,500.00	2,500.00

Insurance

5250 - Commercial Package Insurance	-	-	-	18,302.00	18,000.00	(302.00)	18,000.00
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Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 7/1/2021 - 7/31/2021

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Operating Expense							
5251 - Directors' & Officers' Ins.	(2,259.24)	-	2,259.24	4,854.76	-	(4,854.76)	-
5252 - Umbrella Policy	-	-	-	1,052.00	1,000.00	(52.00)	1,000.00
Total Insurance	(2,259.24)	-	2,259.24	24,208.76	19,000.00	(5,208.76)	19,000.00
Infrastructure and Maintenance							
5470 - Community Maintenance & Repairs	-	1,250.00	1,250.00	5,270.88	12,500.00	7,229.12	15,000.00
Total Infrastructure and Maintenance	-	1,250.00	1,250.00	5,270.88	12,500.00	7,229.12	15,000.00
Reserves							
6000 - Reserve Contribution	-	-	-	-	-	-	67,688.00
Total Reserves	-	-	-	-	-	-	67,688.00
Total Expense	5,605.35	10,157.00	4,551.65	121,004.17	138,420.00	17,415.83	226,422.00
Operating Net Total	(5,465.66)	(9,532.00)	4,066.34	107,857.79	86,752.00	21,105.79	-

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 7/1/2021 - 7/31/2021

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Reserve Income							
Income							
4500 - Interest Income	173.24	-	173.24	1,796.53	-	1,796.53	-
4750 - Reserve Fund Contribution Income	-	-	-	-	-	-	67,688.00
Total Income	173.24	-	173.24	1,796.53	-	1,796.53	67,688.00
Total Income	173.24	-	173.24	1,796.53	-	1,796.53	67,688.00
Reserve Expense							
Infrastructure and Maintenance							
5470 - Community Maintenance & Repairs	-	-	-	2,530.00	-	(2,530.00)	-
5478 - Sidewalk Repair & Root Mitigation	-	-	-	84,843.83	-	(84,843.83)	-
Total Infrastructure and Maintenance	-	-	-	87,373.83	-	(87,373.83)	-
Total Expense	-	-	-	87,373.83	-	(87,373.83)	-
Reserve Net Total	173.24	-	173.24	(85,577.30)	-	(85,577.30)	67,688.00
Net Total	(5,292.42)	(9,532.00)	4,239.58	22,280.49	86,752.00	(64,471.51)	67,688.00

**Park Glen Neighborhood Association
Accounts Receivables**

2018 Assessment				2019 Assessment				2020 Assessment			
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	Bill Date <i>Early Oct</i> Due Date <i>Nov 1</i>	Total # Past Due Accts	% of 3,317 Homes	Total Past Due \$ Owed
11/30/18	746	22.5%	176,222	11/27/19	615	18.5%	151,321	12/3/20	627	18.9%	121,673
1/21/19	385	11.6%	151,708	1/17/20	422	12.7%	139,256	1/15/21	543	16.4%	111,898
2/18/19	347	10.5%	163,364	2/14/20	380	11.5%	123,498	2/22/21	394	11.9%	99,849
3/15/19	313	9.4%	154,363	3/13/20	297	9.0%	117,861	3/15/21	292	8.8%	91,621
4/9/19	268	8.1%	142,781	4/17/20	277	8.4%	107,038	4/18/21	227	6.8%	76,116
5/17/19	244	7.4%	134,398	5/19/20	269	8.1%	108,017	5/17/21	205	6.2%	77,341
6/14/19	228	6.9%	129,371	6/12/20	251	7.6%	98,354	6/21/21	165	5.0%	69,422
7/12/19	228	6.9%	128,716	7/15/20	215	6.5%	93,713	7/15/21	156	4.7%	68,071
8/16/19	205	6.2%	135,699	NMI System Changeover				8/16/21	154	4.6%	63,251
9/13/19	193	5.8%	128,456								
10/18/19	184	5.5%	119,695	10/19/20	85	2.6%	86,337				

Comparison	Past Due	Total Owed
vs last month:	-2	\$ (7,919)
vs 2 yrs ago:	-51	\$ (59,949)
vs 5 yrs ago:	-131	\$ (124,090)

**Park Glen Neighborhood Association
Benevolence Fund**

Dedicated Advertising Revenue 2017-2019: \$ 3,685

Dedicated Advertising Revenue since 1/1/20: (showing deposit date)

7/2/2020	North Texas Roofing	\$	100
7/17/2020	Marlexi Design LLC	\$	50
2/22/2021	Shalunda Corzine	\$	150
5/2/2021	iExplore Montessori	\$	150
6/21/2021	Judicial award/compensation to PGNA	\$	3,708

Total Revenue: \$ 7,843

Total Disbursements:

7/29/2017	Stump Removal & Mulch for a Park Glen 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
5/26/2020	Park Glen homeowner with personal tragedy	\$	460

Total Disbursements: \$ 2,072

Available Now (Total Revenue minus Total Disbursements): \$ 5,771

Independence Day Parade - 2021

<u>Proceeds</u>		
Exhibitor Fees	\$ -	
Total Proceeds:	\$ -	
<u>Expense</u>		
Ice	\$ 15.16	
Bottled Water	\$ 5.98	
Prizes	\$ 63.87	
Police Patrol for Parade and Event	\$ 240.00	
Frozen Treats	\$ 52.36	
Central High Band Booster Club	\$ 250.00	
Other	\$ 18.39	Batteries for megaphone
Total Expense:	\$ 645.76	
Net Expense after Proceeds	\$ 645.76	
Budget	\$ 1,000.00	
(Under) / Over Budget by	\$ (354.24)	Under budget

Park Glen Neighborhood Association

2021 Election Guidelines

Election Timeline

- By June 24– 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 24– 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 1-12, and again between July 16-22.
- By June 24– Candidate filing period opens. Post candidates & candidate statements on website as they come in and candidate eligibility is verified.
- July 26– 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 28- send candidate names and statements to YesElections, each candidate, the existing Board members, and the ParkGlen.org webmaster.
- By July 30 – YesElections prepares candidate information sheets, ballots, information letters, & voting website.
- By August 13– YesElections mails letter, mail-in ballot, & candidate information sheet to each homeowner.
- When YesElections mails voting information - Advance Voting period opens.
- September 13 (Monday) at noon - Advance voting period ends for mail in ballot.
- September 13 (Monday) - Online voting will be available until 7:15 pm.
- September 13 (Monday) - The Annual Meeting will be held in-person and online. In-person voting will be available at the in-person meeting or via a ballot drop-off station for those attending online. Voting will be available from 6:30 pm - 7:15 pm. Assuming quorum is met, results will be made known at or after the meeting. If you will be voting or attending the meeting in person, please follow all CDC guidance for vaccinated and unvaccinated persons.



July 2021 Yard of the Month Winners

Bluffs - 8033 Slide Rock Road
The Knoll - 5220 Fort Concho drive
Crossing - 5121 Creekbend drive
Vistas OF - 5104 Yampa trail
Vistas AT - 5024 Lodgepole Lane
ParkView - 7405 Buckskin Court
Phase III - 5444 Lake Powell Dr
Phase I - 7567 Deer Lodge trail
The Hills - 7900 Kern Lane
The Glen - 4648 Timken Trl
The Preserve - 8424 Ram Ridge Ct
Meadows - 5540 Cedar Breaks Dr
WindRidge - 5362 Natchez Trl

Additional Yard of the Month judging will be:
August 18-21

Volunteer judges will drive the neighborhood and select the winners for each month. 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 online community newsletter and on our Park-Glen.org website, plus a “Yard of the Month” sign for their yards. Any questions, please email PGNABeth@gmail.com.

A big thanks goes to Beth Rutkoski, YOM Coordinator and all the volunteer judges.





POLICE • COMMUNITY PARTNERSHIPS



Park Glen 2021/2022 Approved Budget

		Approved 2021/2022
Income		
4100 - Assessments	1 - Operating	218,922.00
4200 - Late Fee	1 - Operating	0.00
4500 - Interest Income	1 - Operating	0.00
4550 - Interest on Assessments (Delinquent)	1 - Operating	1,500.00
4603 - Social Event Income	1 - Operating	15,000.00
4604 - Advertising Revenue for Benevolence	1 - Operating	0.00
Total Income		235,422.00
Expenses		
5104 - Administrative	1 - Operating	3,800.00
5105 - Postage	1 - Operating	3,000.00
5107 - Social Committee/Community Events	1 - Operating	24,500.00
5107-02 - Community Programs	1 - Operating	1,800.00
5112 - Committee Expense	1 - Operating	500.00
5113 - Professional Management	1 - Operating	83,304.00
5114 - Storage	1 - Operating	2,550.00
5115 - Website/Portal	1 - Operating	240.00
5116 - Association Meetings	1 - Operating	240.00
5117 - Licenses, Permits & Fees	1 - Operating	320.00
5118 - Hospitality		1,500.00
5120 - Printing and Reproduction	1 - Operating	2,200.00
5176 - Legal Fees	1 - Operating	4,800.00
5180 - Consulting/Professional Fees		6,800.00
5181 - Audit & Accounting	1 - Operating	700.00
5183 - Benevolence	1 - Operating	0.00
5184 - Scholarships/Charity	1 - Operating	16,000.00
5202 - Corporate Income Tax	1 - Operating	3,000.00
5250 - Commercial Package Insurance	1 - Operating	10,000.00
5251 - Director's & Officers	1 - Operating	7,300.00
5252 - Umbrella Policy	1 - Operating	1,250.00
5470 - Community Maintenance & Repairs	1 - Operating	15,000.00
Expenses Total		188,804.00

Proposed 2021/2022 Budget

Income Accounts Total:	235,422.00	235,422.00
Expense Accounts Total:	158,734.00	188,804.00
6000 - Amount to Transfer to Reserves:	47,518.00	46,618.00
Total:	0	0.00

Halloween/Harvest Decorating Contest Guidelines

This Park Glen Halloween/Harvest Decorating Contest is being held to recognize and show appreciation to residents for their outstanding efforts to decorate their homes for everyone to enjoy.

Decorations may be related to Halloween, Harvest Season, or a combination of both.

Entries or nominations are not required.

Volunteer judges will tour the neighborhood looking at home decorations between 7 p.m. and 10 p.m. approximately ONE WEEK before Halloween.

It is recommended that spot lights be used on decorations that are only visible during the day, so that judges can view the decorations when they drive through the neighborhood in the evening.

Judging will be based on “curb appeal” as viewed from the street only. The primary factor will be overall presentation (“wow factor”), but judges will also consider uniqueness & creativity, storyline or theme, and neatness & organization.

For the future, two previous year winners and properties with past due balances owed to the Association or outstanding deed restriction violations will not be eligible.

13 homes will be selected (one from each of Park Glen’s 13 villages), with each winner receiving a \$50 gift card and a yard sign to display for three weeks. Winners will also be announced and pictured on our website and in the newsletter.

Judges are volunteers that judge a different village from their own and are still eligible for the contest.

Be creative, be festive, and have fun!



**Hunter
Graphics**

Electrical Sign Contractor

TSCL 18057

YOUR TURNKEY IMAGE PROFESSIONALS

DESIGN • FABRICATION • INSTALLATION

7733 Harwell St.
Fort Worth, TX 76108

Ph: 817.246.4848
Fx: 817.246.7583

7/23/2021

The purpose of this letter is to inform your association that Hunter Graphics, Inc. on behalf of the owner of the convenience store located at 5200 N Tarrant Pkwy has submitted for a permit for a monument sign with LED fuel prices. Any sign having LED must be approved through special exception. Case #PS21-01409. I have attached a rendering of proposed sign along with a site plan showing the location of the sign. I am reaching out to you to clarify any misconceptions about the signs. The sign would have white LED fuel prices, the pricing is stagnant, meaning the price does not flash, scroll or change repeatedly. The rack price of fuel is posted every 24 hrs. meaning under normal conditions, the price would change once in a 24 hour period. The brightness of the LED has 10 programmable levels of brightness.

I hope this information on the proposed sign to be of help to you. Our contact number and address are provided for any additional information. Please contact us if we can be of assistance going forward.

Sincerely,

Mike Hunter

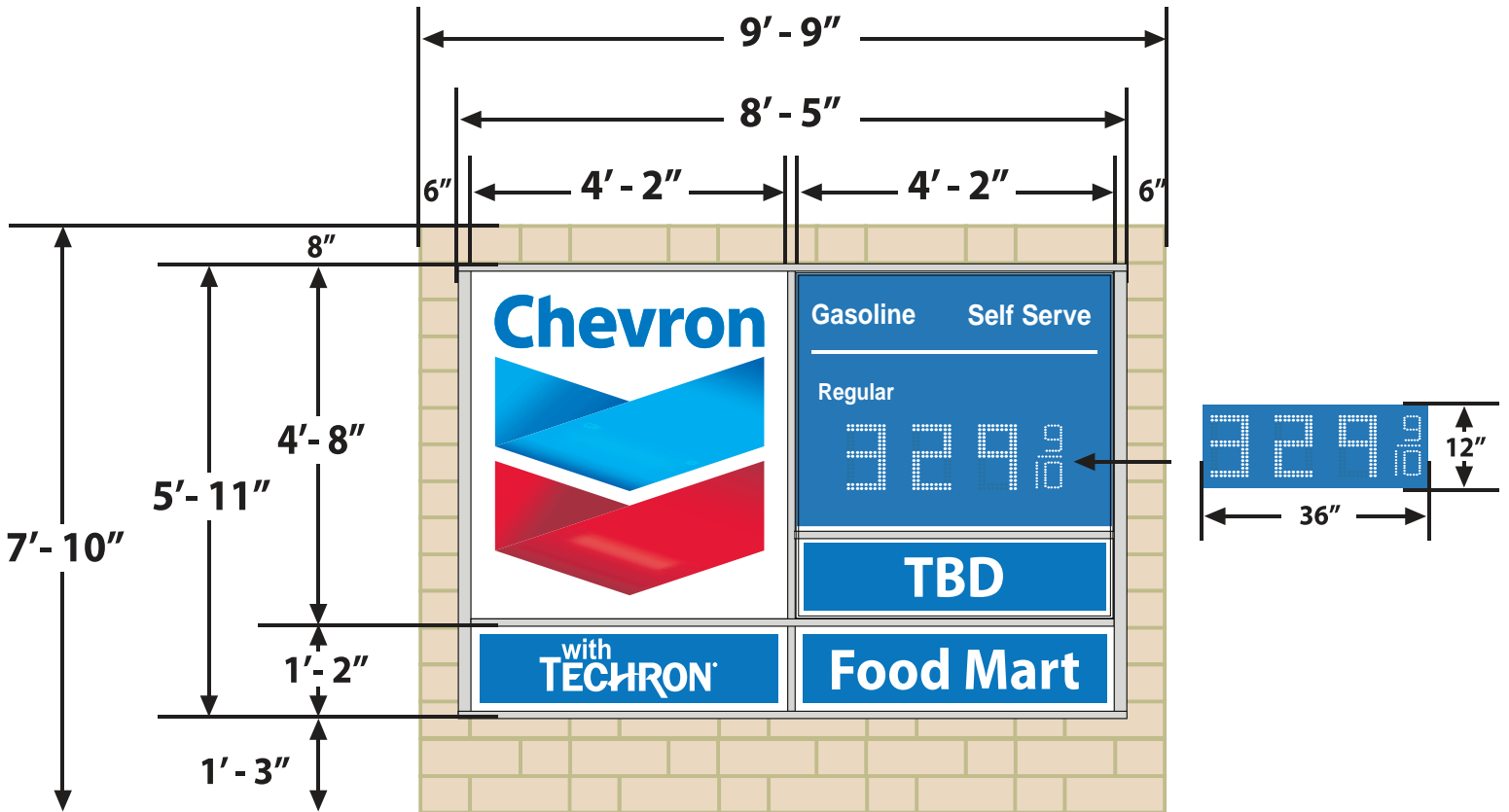
Before



After

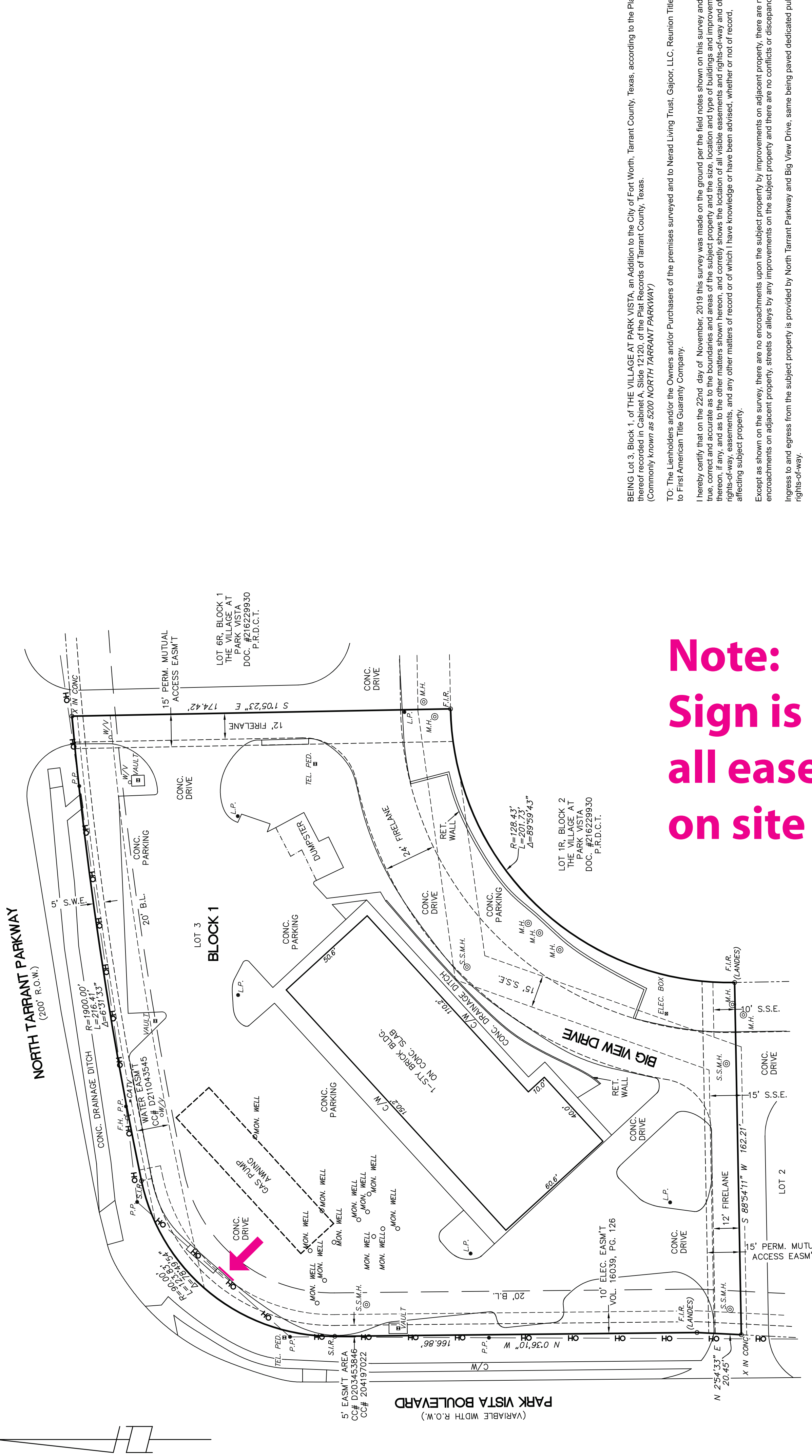


Store Location:
3800 E Loop 820 S., Fort Worth, TX 76119



Total Sign Face Size: 49.8 Sqft
Brick = 26.6 Sq.Ft.
LED: 6 Sqft. (12% of sign total)
Total Monument Size: 76.4 Sqft

Brick Color to be Determined by Customer.
The Brick Base will extend 8" in all directions.
Monument sign to be installed at existing location of sign, utilizing existing electrical.



Note:
Sign is out of
all easements
on site plan.

BEING Lot 3, Block 1, of THE VILLAGE AT PARK VISTA, an Addition to the City of Fort Worth, Tarrant County, Texas, according to the Plat thereof recorded in Cabinet A, Slide 12120, of the Plat Records of Tarrant County, Texas.
 (Commonly known as 5200 NORTH TARRANT PARKWAY)

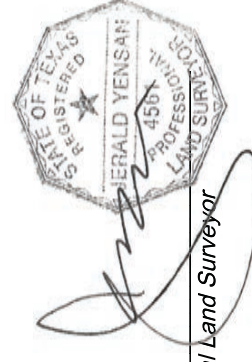
TO: The Lienholders and/or the Owners and/or Purchasers of the premises surveyed and to Nerad Living Trust, Gajoor, LLC, Reunion Title, and to First American Title Guaranty Company.

I hereby certify that on the 22nd day of November, 2019 this survey was made on the ground per the field notes shown on this survey and is true, correct and accurate as to the boundaries and areas of the subject property and the size, location and type of buildings and improvements thereon, if any, and as to the other matters shown hereon, and correctly shows the location of all visible easements and rights-of-way and of all rights-of-way, easements, and any other matters of record or of which I have knowledge or have been advised, whether or not of record, affecting subject property.

Except as shown on the survey, there are no encroachments upon the subject property by improvements on adjacent property, there are no encroachments on adjacent property, streets or alleys by any improvements on the subject property and there are no conflicts or discrepancies. Ingress to and egress from the subject property is provided by North Tarrant Parkway and Big View Drive, same being paved dedicated public rights-of-way.

All required building setback lines on the subject property are located as shown on this survey.
 This survey complies with the current Texas Society of Professional Surveyors Standards and Specifications for a Category 1A, Condition II Survey.

I further certify that no portion of subject property lies within a special flood hazard area according to The FLOOD INSURANCE RATE MAP for Tarrant County and Incorporated Areas, Map Number 48439C0070K, Dated September 25, 2009. (Subject property lies in Zone X)



Jerald D. Yensan, Professional Land Surveyor
 Texas R.P.L.S. No. 4561

PURCHASER: GAJOOR, LLC.

4238 I-35 NORTH
 DENTON, TEXAS 76207
 (940) 382-4016
 TX FIRM REGISTRATION NO. 10098600
 FAX (940) 387-9784

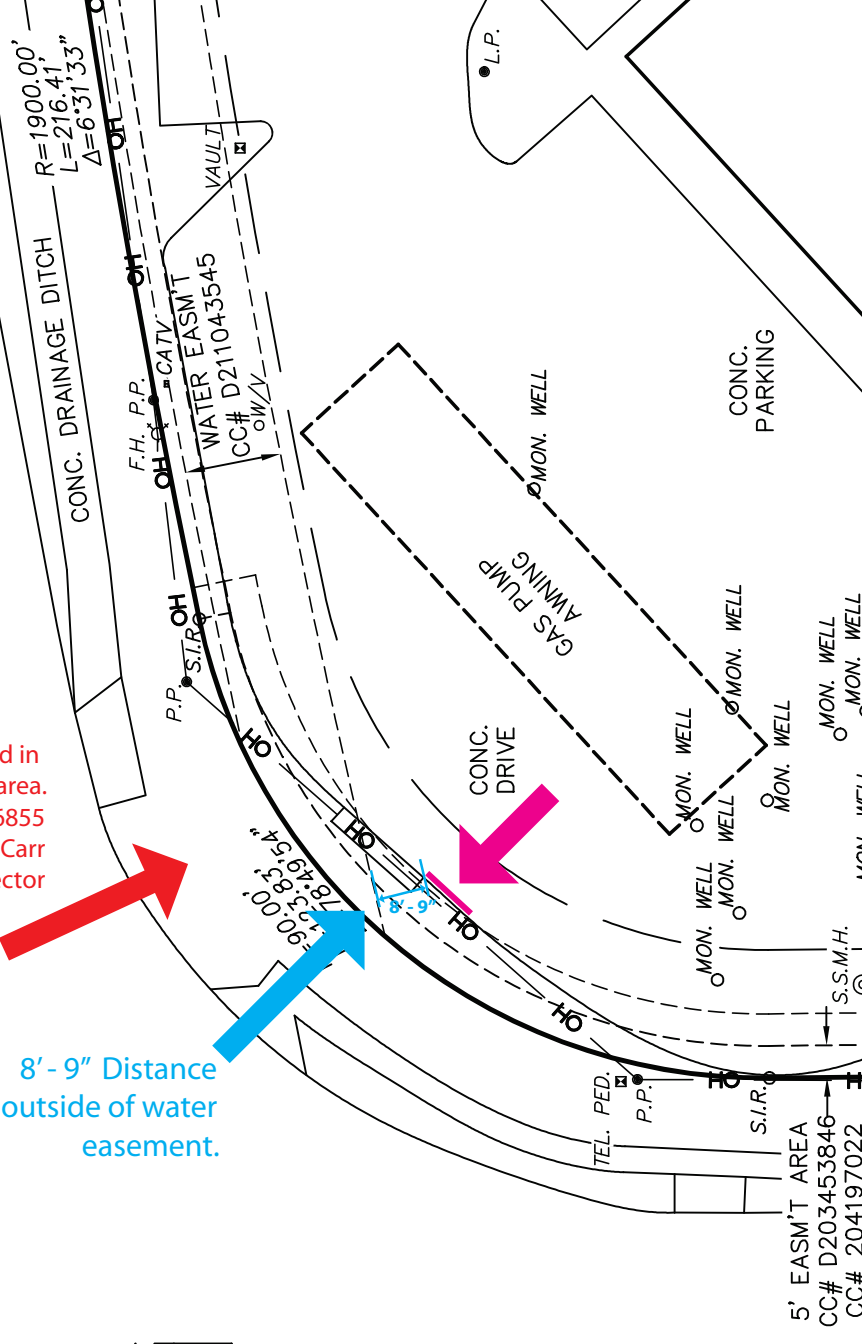
ANDMARK
SURVEYORS, LLC.
 DRAWN BY: BTH
 SCALE: 1"=30'

Basis of Bearing is the State Plane Coordinate System, Texas North Central Zone (4202), North American Datum of 1983, as determined from GPS observations.

M.H.	=	MANHOLE	MON. WELL	=	MONITORING WELL
B.L.	=	BUILDING LINE	CATV	=	CABLE TV BOX
CC/P	=	COVERED PATIO/PORCH	C/D	=	CONCRETE DRIVE
C/O	=	SANITARY SEWER CLEANOUT	C/P	=	CONCRETE PATIO/PORCH
C/W	=	CONCRETE SIDEWALK	D.E.	=	DRAINAGE EASEMENT
F.H.	=	FOUND. IRON ROD	F.C.	=	FIBER OPTIC CABLE
F.M.	=	FOUND. IRON ROD	L.P.	=	LIGHT POLE
GUM	=	GAS LINE MARKER	S.I.R.	=	SET CAPPED 1/2" RPLS 4561 IRON ROD
P.P.	=	POWER POLE	SSMH	=	SANITARY SEWER MANHOLE
S.P.	=	SERVICE POLE	TEL. PED.	=	TELEPHONE BOX
S.S.E.	=	SANITARY SEWER EASEMENT	W/M	=	WATER METER
S.W.E.	=	SANITARY SEWER EASEMENT	W/V	=	WATER VALVE
W/V	=	WATER VALVE	W/W	=	WATER METER
PERM	=	PERMUTUAL ACCESS EASEMENT	OH	=	OVERHEAD POWER LINE

DATE: 22 NOVEMBER, 2019 JOB NO.: 194984

NORTH TARRANT (200' R.O.W.)



Water main is located in the side walk area.
Call 817-239-6855 to speak with Dana Carr the water line inspector

8' - 9" Distance outside of water easement.

5' EASM'T AREA
CC# D203453846
CC# 204197022