

Park Glen Neighborhood Association

Agenda Board of Directors Meeting- In-person Only

Tuesday, October 15, 2024 at 7 pm

Generations Church (formerly Alliance Church)

8400 Park Vista Blvd. (near the north end of Park Vista Blvd.), Room E100 in the Main Building

The closest parking to the Main Building Entrance door is the southeast parking lot along Desert Falls Dr (second drive from Park Vista).

Please enter through the south drop-off entrance.

APPROVED
BY BOARD
OF
DIRECTORS
ON
12/15/2024

Call to Order, Welcome, Introduction of Board Members, and Victoria Rosario, our Community Manager:

Alvin Donohue started the meeting at 7:00 PM. The quorum was met, and the meeting was called to order. The following Board Members were present in person: Alvin Donohue, Mark Stingley, Tom Kaul, Paul Grove, Ralph Robb, and Melissa Medici. Thiruvilla Mahadevan was absent. Victoria Rosario, the HOA's Community Manager, introduced herself.

Announcement of Board Actions since the September 17, 2024 Board Meeting:

- On 09/25/2024, Alvin Donohue motioned to appoint Tom Kaul as the Board Liaison for Violations. Melissa Medici seconded the motion. None opposed. **The motion passed unanimously on 09/30/2024.**
- On 10/02/2024, Alvin Donohue motioned to appoint Mary Palakovic as the Event Coordinator for Holiday in the Park. Tom Kaul seconded the motion. **The motion passed unanimously on 10/07/2024.**

Motion to accept board actions since the September 17, 2024 Board Meeting:

Alvin Donohue motioned to accept board actions since the September 17, 2024, Board Meeting. Tom Kaul seconded the motion. None opposed. **The Motion passed unanimously.**

Consideration of September 17, 2024 Board Meeting Minutes:

Tom Kaul motioned to accept the September 17, 2024, Regular Board Meeting minutes. Alvin Donohue seconded the motion. None opposed. **The Motion passed unanimously.**

Board Member Reports & Comments

- Alvin Donohue, President, gave a year-end review. Firstly, he thanked Susan Kenney and Beth Rutkoski for their dedication while being Board Members during their tenure. He spoke of several accomplishments from last year, including the Mailbox Project, Sidewalk Project #4, Movie Night in the Park, Coffee and Yoga in the Park, the Annual Shredding Event, a Sprinkler Maintenance Workshop, a Master Gardener speaker, a session on migratory birds, egrets and

herons, the Independence Day Parade, the Halloween/Harvest Contest, the Turkey Trot, our website was updated, and our ongoing great relationship with the PID6 Board.

- Alvin Donohue, President, gave an overview of the Projects that are planned for 2025. The HOA will continue with the Mailbox Project. There are additional mailboxes that need repair to maintain the beauty of our neighborhood. We'll move on to Sidewalk Project #5, which will cover The Crossing, The Glen, and The Preserve. Also, the HOA will start sending out the opt-in letters for those areas next month. During 2025, we will continue with many community activities and Alvin encouraged any neighbors having suggestions for new events to please make those known to the Board. Alvin also expressed the Board's desire to improve communications with the HOA residents, especially concerning violations.

Treasurer's Report:

- Paul Grove (PGNA Treasurer) reported that the annual \$66 fee per homeowner is due November 1st. Any payment made before November 1st results in no late fee, but after November 1st, a late fee will be charged. This will be the first late fee, and then on December 1st, there'll be a second late fee.
- Matt McCoy (volunteer Mailbox Coordinator) gave an update on the Mailbox Project. Out of a budget of \$40,000, \$22,093.75 was actually spent. This resulted in being \$17,906.25 under budget.

Community Manager's Report:

Victoria Rosario, the HOA's Manager, summarized and reported on the following highlights from September 11, 2024 - October 13, 2024.

- 25 invoices processed on behalf of the HOA
- 26 new emails on file
- 11 property ownership changes
- 28 PMR applications were submitted
- 10 inquiries on specific violations
- 13 compliance inspections
- Violations Open: 369 (179)
- Violations Closed: 341 (297)
- Violations Acted Upon: 710 (476)
- Sent Statements to Homeowners
- Hosted ACC Training
- Visit www.parkglen.org or the Neighborhood's homeowner portal for the full report.

Committee and Coordinator Reports:

- Alvin Donohue reported on the Sidewalk Project for Coordinator Gerry Sauls. An update letter will be sent to homeowners.
- Matt McCoy (Coordinator), reported on the Mailbox Project. There was one sprinkler head damaged, which was repaired the next day. That was the only damage in any of the right-of-ways during the Project. Four brick enclosures were rebuilt completely, including the ones that were damaged that were added to the list. They leveled 15 that were off by more than five

degrees, and then they repaired the mortar on 16 and missing or cracked brick on 16 of those. The Project was completed in less than one month.

- Matt McCoy reported on the Yard of the Month. There were no winners for August or September due to the difficulty of securing judges.
- Melissa Medici, Coordinator, reported on National Night Out. 25 block parties participated. They were all well-attended and successful.
- Alvin Donohue reported on the Halloween/Harvest Decorating Contest for Coordinator Lindsey Carlegis. Judges are desperately needed for this Contest.
- Alvin Donohue reported on the Holiday in the Park Event for Coordinator Mary Palakovic. The Event is still looking for more vendors. The cost is only \$50 per table.
- Alvin Donohue reported on the Holiday Decorating Contest. A Coordinator is needed for this event. If someone is interested, they can contact Alvin Donohue at pgnaalvin@gmail.com.
- Alvin Donohue reported on the Turkey Trot for Coordinator Susan Kenney. There is a need for more sponsors.
- Alvin Donohue reported on the Development Committee for Coordinator Susan Kenney. One of the main efforts of the Committee will be to find solutions to reduce speeds on streets in the HOA.
- Ralph Robb and Alvin Donohue reported on the PID6. At the end of October, there will be a change in the color of the toe-beds. There have been several new bushes and shrubs that have died. They are getting warranty replacements for those. The Fort Worth City Arborist believes some trees along Park Vista are too close to each other in order to thrive. Most of the Board Members and audience verbalized their opposition to any of the trees being removed.

Business & Motions:

- Alvin Donohue motioned to appoint Joseph Hooton to the Development and Government Committee. Mark Stingley seconded the motion. None opposed. **The motion passed unanimously.**

New Business:

Alvin Donohue reported on Community Signage. Tom Kaul was the Coordinator and Tom would like someone to volunteer to take over this position.

Member Comments:

An audience member recommended a revision of the HOA's tree requirements.

Adjourn - The meeting was adjourned at 8:07 PM.

Next Board Meeting is on December 3, 2024

Park Glen Neighborhood Association

Management Report from September 11, 2024, to October 13, 2024

Administrative

- Management answered 10 inquiries or actions on specific violations (this includes violations on their own properties or neighbors).
- Management forwarded 2 request(s) to the PID6 manager.
- Management answered 2 inquiries regarding resales and conducted 3 resale inspections.
- Management Updated 3 accounts' contact information, email, or phone numbers.
- Management sent 5 email blasts on behalf of the board and event coordinators.
- Management referred 0 account(s) to the attorney after the 209-expiration date.
- Management conducted 13 separate compliance inspections.
- Management processed 25 invoices on behalf of the HOA.
- Management completed ACC Member Training.
- Management compiling information regarding homeowner appeals (ACC-1 | Violations-0)

Neighborhood Management Fort Worth Office

Stop by our office to pay assessments, submit a Property Modification Request, or ask a question. A drop box is located outside the office door to submit a payment after hours.

Office Address

5421 Basswood Blvd, Suite 710, Fort Worth, TX 76137

Hours: 8:30am – 5:00pm (3:00pm close on Fridays)

Neighborhood Management, Inc. Team:

Victoria Rosario, Community Association Manager

Charlene Fountain, Administrative Assistant

Michael Perez, Compliance Coordinator

Please contact customercare@nmitx.com for all questions and assistance.

Park Glen Neighborhood Association

Management Report from September 11, 2024, to October 13, 2024

Change of Ownership

There have been 11 Property ownership changes for the dates above.

Homeowner Emails on File

There are currently 3,010 emails on file, an increase of 26 from the 2,984 reported in the last management update.

Park Glen Neighborhood Association

Management Report from September 11, 2024, to October 13, 2024

ACC Applications

28 ACC applications were received from owners for the dates above.

12 approved, 4 denied, 4 closed, 9 under review or waiting for additional information to be supplied, and 1 is/are pending appeal hearings.

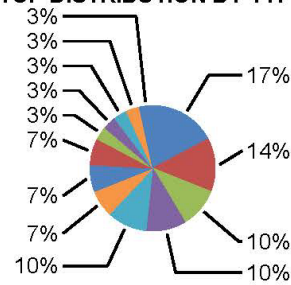
Park Glen Neighborhood Association, Inc.

ARC Report - Detail for 9/11/2024 - 10/13/2024

SUMMARY

Approved	11
Door	1
Fence	1
Landscape Change	1
Other	1
Painting	1
Roof Repair/Replacement	2
Shed	2
Window Replacement	1
Approved with Conditions	1
Door	1
ARC Review	7
Landscape Change	1
Other	2
Roof Repair/Replacement	1
Trash Enclosure/Screening	1
Window Replacement	1
Closed	4
Garage	1
Landscape Change	1
Painting	1
Denied Application	3
Exterior	1
Shed	1
Request More Information	2
Patio	1
Shed	1
Void	1
Shed	1
Total	29

TOP DISTRIBUTION BY TYPE



Park Glen Neighborhood Association

Management Report from September 11, 2024, to October 13, 2024

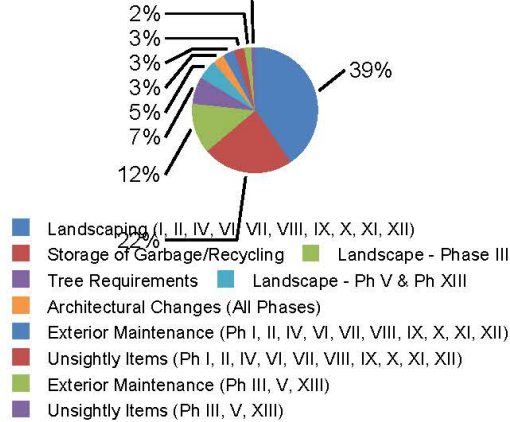
Park Glen Neighborhood Association, Inc.

Violation Report - Detail for 9/11/2024 - 10/13/2024

SUMMARY

209 Notice - Sent Certified	81
Architectural Changes (All Phases)	2
Basketball Goals (All Phases Bulletin)	1
Exterior Maintenance (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	4
Exterior Maintenance (Ph III, V, XIII)	3
Landscape - Ph V & Ph XIII	1
Landscape - Phase III	13
Landscaping (I, II, IV, VI, VII, VIII, IX, X, XI, XII)	26
Storage of Garbage/Recycling	21
Tree Requirements	10
Board Review	10
Architectural Changes (All Phases)	1
Landscape - Phase III	2
Landscaping (I, II, IV, VI, VII, VIII, IX, X, XI, XII)	4
Storage of Garbage/Recycling	2
Unightly Items (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	1
Closed	341
Architectural Changes (All Phases)	4
Exterior Maintenance (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	6
Exterior Maintenance (Ph III, V, XIII)	3
Landscape - Ph V & Ph XIII	28
Landscape - Phase III	42
Landscaping (I, II, IV, VI, VII, VIII, IX, X, XI, XII)	152
Parking (All Phases Bulletin)	1
Parking (Ph I, II, IV, VI, VII, VIII, IX, X, XI & XII)	3

TOP DISTRIBUTION BY TYPE



Item - Current (Previous Month)

Open Violations:

- Courtesy – 120 (43)
- Warning – 95 (26)
- 209 Regular – 0 (0)
- 209 Certified – 81 (23)
- Monitored – 52 (63)
- Pending Hearing – 0 (0)
- Board Review – 10 (13)
- Attorney Action – 11 (11)

Total Open Violations – 369 (179)
Total Closed Violations – 341 (297)
Total Violation Items – 710 (476)

****209 Letter is the start of the legal process, these notices contain specific language that is mandated by Texas Property Code to send an account to the attorney, so a lawsuit may be filed to enforce deed restrictions that are not being met.**

Park Glen Neighborhood Association

Management Report from September 11, 2024, to October 13, 2024

Park Glen Neighborhood Association, Inc.

Violation Report - Detail for 9/11/2024 - 10/13/2024

Parking (Ph III, V, XIII)	4		
Signage (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	2		
Signage (Ph III, V, XIII)	2		
Storage of Garbage/Recycling	69		
Tree Requirements	14		
Unightly Items (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	7		
Unightly Items (Ph III, V, XIII)	4		
Courtesy Notice	120		
Architectural Changes (All Phases)	4		
Basketball Goals (All Phases Bulletin)	1		
Exterior Maintenance (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	7		
Exterior Maintenance (Ph III, V, XIII)	3		
Landscape - Ph V & Ph XIII	1		
Landscape - Phase III	10		
Landscaping (I, II, IV, VI, VII, VIII, IX, X, XI, XII)	33		
Parking (Ph I, II, IV, VI, VII, VIII, IX, X, XI & XII)	4		
Parking (Ph III, V, XIII)	2		
Storage of Garbage/Recycling	43		
Tree Requirements	4		
Unightly Items (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	6		
Unightly Items (Ph III, V, XIII)	2		
Monitor	52		
Architectural Changes (All Phases)	3		
Landscape - Ph V & Ph XIII	1		
Landscape - Phase III	6		
Landscaping (I, II, IV, VI, VII, VIII, IX, X, XI, XII)	29		
Parking (Ph I, II, IV, VI, VII, VIII, IX, X, XI & XII)	1		
Signage (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	1		
Storage of Garbage/Recycling	6		
Tree Requirements	5		
Warning Notice	95		
Architectural Changes (All Phases)	6	Landscaping (I, II, IV, VI, VII, VIII, IX, X, XI, XII)	30
Basketball Goals (All Phases Bulletin)	1		
Exterior Maintenance (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	3	Parking (Ph I, II, IV, VI, VII, VIII, IX, X, XI & XII)	1
Exterior Maintenance (Ph III, V, XIII)	3	Storage of Garbage/Recycling	16
Landscape - Ph V & Ph XIII	3	Tree Requirements	14
Landscape - Phase III	14	Unightly Items (Ph I, II, IV, VI, VII, VIII, IX, X, XI, XII)	4

Park Glen Neighborhood Association

Management Report from September 11, 2024, to October 13, 2024

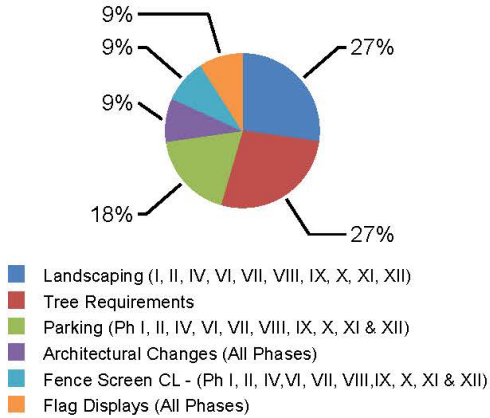
Park Glen Neighborhood Association, Inc.

Violation Report - Detail for 1/1/2020 - 10/14/2024

SUMMARY

Attorney Demand Letter	4
Fence Screen CL - (Ph I, II, IV,VI, VII, VIII,IX, X, XI & XII)	1
Landscaping (I, II, IV, VI, VII, VIII, IX, X, XI, XII)	2
Tree Requirements	1
Send to Attorney	2
Architectural Changes (All Phases)	1
Landscaping (I, II, IV, VI, VII, VIII, IX, X, XI, XII)	1
Violation - at Attorney	5
Flag Displays (All Phases)	1
Parking (Ph I, II, IV, VI, VII, VIII, IX, X, XI & XII)	2
Tree Requirements	2
Total	11

TOP DISTRIBUTION BY TYPE



Park Glen Neighborhood Association

Management Report from September 11, 2024, to October 13, 2024

Financials

Please refer to the attached Summary Financials for September 2024.

Legal - Collections Only

*Item - Current (**Previous Month**)*

Collection/Pre-Litigation – 25 (**21**)

Accounts with the Attorney – 36 (**22**)

Active Post Judgments – 2 (**1**)

Respectfully Submitted,

Victoria Rosario

Community Association Manager

Neighborhood Management, Inc.