

Park Glen Neighborhood Association

Meeting minutes, April 18, 2023, at 7:00pm

Location:

In Person: 8400 Park Vista Blvd., Room E100 in the Main Building

Online: <https://global.gotomeeting.com/join/955310189> or by

Phone: (571) 317-3122 Meeting Access Code: 955-310-189

Approved by
Board of
Directors
on
5/16/23

Call to Order, Welcome and Introduction of Board Members.

Susan Kenney started the meeting at 7:00pm. The quorum was met, and the meeting was called to order. The following Board Members were present in person: Susan Kenney, Ralph Robb, Tom Kaul, and Melissa Medici. Scott Roloff was present online. Beth Rutkoski and Paul Grove were absent.

Consideration of March 21, 2023 Board Meeting Minutes

Ralph Robb made a motion to accept the February 21, 2023 Regular Board Meeting minutes. **Tom Kaul** seconded the motion. None opposed. **Motion passed unanimously.**

Board Member Reports & Comments

- Susan Kenney updated everyone on Candidate Forum for District 4 City Council, held on March 23rd at Generations Church.
- Susan Kenny updated everyone on the proposed Car Wash at 4941 N. Tarrant Pkwy (ZC-23-009), zoning case was continued to June 13th City Council Meeting. Susan will speak at the June 13th meeting.
- Update on past PID6 Meeting – no one was present to give update.
- Next PID6 Meeting is April 20, 2023, see PID6.org for details.

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

- Neighborhood Updates/Status Report - Management Report (see attached)
- Monthly Financial Reports – March 2023 (see attached)

Treasurer's Report –

Events & Activities Report:

- Brandi from NMI updated everyone about the Eggstravaganza & Spring Festival Event - held on April 1st, 10am - 1 pm
- Susan reminded everyone about the Free PGNA Shredding Event - April 22nd, 9 am - 11am (Location: in parking lot along Black Hills at Park Glen Elementary)- Susan Kenney
- Susan Kenney spoke about the Scholarship Program. Scholarship Program information and application is on www.ParkGlen.org. Applications will be accepted between May 1-June 1st. Among several items

requested are two recent recommendations (within the past year) and an official transcript (but does not have to be certified, sealed, or provided directly by the school).

Business & Motions:

- Melissa Medici, who was appointed the Coordinator of the Movie in the Park Event at the March 21, 2023 Board Meeting, stated she found a vendor who could provide the movie screen with a generator, and that she wanted to look into the possibility of holding the movie night on the west side of the park near Crystal Creek Circle.
- Susan Kenney made a motion to appoint Tiffany Velliquette as the Yard of the Month Coordinator, approve the Guidelines, and to set the following dates for the Yard of the Month Contest: June 3-6, July 1-4, August 5-8, September 2-5. Tom Kaul seconded the motion. All were in favor. **The motion passed unanimously.**
- Susan Kenney made a motion to appoint Tracy Hall, Kristin Reusser, Crystal Thompson, and Allie Sherier as members of the Scholarship Selection Committee. Ralph Robb seconded the motion. All were in favor. **The motion passed unanimously.**
- Susan Kenney made a motion to allocate up to \$1,500 for the Park Glen Independence Day Parade and two inflatables for the PID6 Fireworks Celebration, both on July 1, 2023. The motion was seconded by Melissa Medici. All were in favor. **The motion passed unanimously.** Susan Kenney also pointed out that volunteers are needed onsite to monitor the inflatables.
- Policy for gas reimbursement – this topic was tabled for the next meeting.
- A motion was made by Susan Kenney to approve the letter to City of Fort Worth on the Homeless situation around Park Glen. The motion was seconded by Ralph Robb. All were in favor. **The motion passed unanimously.**
- JellyFish Lighting regulations (decorative lights such as for holidays, etc.) – This topic was tabled for the next meeting.
- Susan Kenney explained that a Turkey Trot Coordinator is needed.

Member Comments – None

Adjourn - Meeting was adjourned at 7:54pm

Next Board Meeting is on May 16, 2023

Park Glen Neighborhood Association

Management Report March 18, 2023 to April 14, 2023

Administrative

Homeowner Contact:

- 3 regarding violations (this includes violations on their own properties or neighbors).
- 3 resale certificate inquiries and/or mortgage questionnaires.
- 4 requesting contact change information (or adding of email/phone numbers)
- 14 conversations regarding Property Modifications requirements/information.
- Management sent several email blasts on behalf of the board.
- Management assisted in the Spring Event, all items prior (check requests, insurance requirements, set up and breakdown, and attending event).

Our office hours are Monday through Thursday 8:30 to 5:00. 8:30 to 3:00 on Fridays. There is a drop box outside the office for after hours. Office address is 5421 Basswood Blvd, Fort Worth 76137 (2 doors down from Premier Eye).

Change of Ownership

12 Properties had ownership changes processed from March 18, 2023, to April 14, 2023, up one from last month's 11.

Homeowner Emails on File

Currently we have 2,787 (down 1 from 2,788 last month) emails on file.

Park Glen Neighborhood Association

Management Report March 18, 2023 to April 14, 2023

ACC Applications from 3.18.23 to 4.14.23

30 ACC applications were received from owners since 3.18.23

26 applications were approved for:

- Driveway/Walkway installations
 - Exterior Maintenance/repairs
 - Fence staining
 - Garage Door Replacement
 - Gazebo installation
 - Roof Replacement
 - Shed Installation
 - Window Replacement
-
- **2 applications are pending.**
 - **2 application was denied (exterior painting).**

Violation Summary Report 3.18.23 to 4.14.23

Courtesy Notice - 171 – (94) Everything in parenthesis is from previous month.

Architectural – 0 (3)
Basketball Goal – 1 (1)
Driveway/Sidewalk – 24 (3)
Exterior Maintenance – 1 (2)
Fences – 4 (3)
Holiday Decorations – 0 (4)
Landscaping – 84 (34)
Parking – 5 (0)
Signage – 7 (2)
Storage of Garbage / Recycling - 36 (35)
Stored/Inoperable Vehicle – 2 (1)
Tree Requirements – 5 (4)
Unsightly Items – 2 (2)

Park Glen Neighborhood Association

Management Report March 18, 2023 to April 14, 2023

Violations continued

Warning Notice 28 (35)

Architectural - 0 (2)
Basketball Goal - 3 (1)
Driveway - 0 (1)
Exterior Maintenance - 0 (1)
Landscaping - 19 (23)
Noise - 1 (0)
Parking - 3 (1)
Storage of Garbage/recycling - 1 (3)
Tree Requirements - 1 (1)
Unightly Items - 0 (3)

209 Notice 18 (9)

Basketball Goal - 1 (1)
Fences - 1 (0)
Landscaping - 5 (1)
Storage of Garbage cans - 7 (6)
Tree Requirements - 1 (1)
Unightly Items - 3 (1)

****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.**

209 Notice Certified - 1 (1)

Basketball Goal - 0 (1)
Tree Requirements - 1 (0)

Monitor - 19 (5)

Exterior Maintenance - 0 (1)
Landscaping - 17 (2)
Parking - 0 (1)
Storage/Recycle bins - 1 (0)
Tree Requirements - 1 (0)
Unightly items - 0 (1)

Violation Totals:

Open:

171 Courtesy

28 Warning

19 209

19 Monitor

Closed - 160

Park Glen Neighborhood Association

Management Report March 18, 2023 to April 14, 2023

Accounting

Please refer to attached reports for Balance Sheets and Budget Comparison Summary for March 2023.

Legal (As of 4/11/2023)

- 5 (5) Judicial Foreclosure
- 8 (8) Collection/Pre-Litigation
- 4 (4) Active Post Judgments (3 active payment plans)
- 1 (1) Bankruptcy

18 accounts currently with the Attorney (18)

Respectfully Submitted,
Christina M. Fountain, FL CAM
Senior Community Association Manager
Neighborhood Management, Inc.

Park Glen Neighborhood Association, Inc.

Balance Sheet as of 3/31/2023

Assets	Operating	Reserve	Total
Current Assets			
1000 - CAB Operating Checking	\$34,452.08		\$34,452.08
1001 - CIT Operating Money Mkt *9421	\$75,220.46		\$75,220.46
1020 - PPB Operating Account *1794	\$128,108.00		\$128,108.00
1102 - AAB ICS Reserve MM *4845		\$106,868.66	\$106,868.66
1103 - CIT Reserve Money Mkt *4542		\$55,543.98	\$55,543.98
1120 - PPB Reserve Money Mkt *1785		\$76,605.30	\$76,605.30
1200 - CDARS Reserve CD *7127 52 weeks 08/24/2023		\$130,297.70	\$130,297.70
1201 - CDARS Reserve CD *7151 52 weeks 08/24/2023		\$130,297.71	\$130,297.71
1600 - Accounts Receivable	\$78,213.05		\$78,213.05
1605 - Allowance for Doubtful Accts	(\$7,243.76)		(\$7,243.76)
Total Current Assets	\$308,749.83	\$499,613.35	\$808,363.18
Total Assets	\$308,749.83	\$499,613.35	\$808,363.18
Liabilities / Equity			
Current Liabilities			
2003 - Due to Mgmt. Co.--Trf Fees	\$1,120.00		\$1,120.00
2050 - Prepaid Owners Assessments	\$14,360.56		\$14,360.56
2003-99 - Due to Mgmt Co.--Collect Ltr/Pmt Plans/Admin/Lien	\$7,770.00		\$7,770.00
Total Current Liabilities	\$23,250.56		\$23,250.56
Equity			
3500 - Fund Balance Retained	\$139,607.38	\$497,601.63	\$637,209.01
3550 - Current Year Gain / Loss	\$146,110.02	\$2,011.72	\$148,121.74
3600 - Prior Year Adjustments	(\$218.13)		(\$218.13)
Total Equity	\$285,499.27	\$499,613.35	\$785,112.62
Total Liabilities / Equity	\$308,749.83	\$499,613.35	\$808,363.18

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 3/1/2023 - 3/31/2023

	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
4500 - Interest Income	20.62	-	20.62	120.26	-	120.26	-
4550 - Interest on Assessments (Delinquent)	238.24	125.00	113.24	2,487.75	750.00	1,737.75	1,500.00
4603 - Social Event Income	-	1,416.67	(1,416.67)	13,342.00	8,500.02	4,841.98	17,000.00
Total Income	258.86	1,541.67	(1,282.81)	234,872.01	228,172.02	6,699.99	237,422.00
Total Income	258.86	1,541.67	(1,282.81)	234,872.01	228,172.02	6,699.99	237,422.00

Operating Expense

General and Administrative Expenses

5104 - Administrative	51.57	458.33	406.76	12,747.61	2,749.98	(9,997.63)	5,500.00
5105 - Postage	487.37	458.33	(29.04)	7,390.30	2,749.98	(4,640.32)	5,500.00
5107 - Social Committee/Community Events	5,425.61	500.00	(4,925.61)	16,986.44	19,700.00	2,713.56	27,600.00
5107-02 - Community Programs	-	-	-	1,959.82	1,850.00	(109.82)	2,000.00
5112 - Committee Expense	-	-	-	125.00	-	(125.00)	500.00
5113 - Professional Management	6,942.00	6,942.00	-	41,652.00	41,652.00	-	83,304.00
5114 - Storage	265.00	265.00	-	1,590.00	1,590.00	-	3,233.00
5115 - Website/Portal	-	-	-	671.57	800.00	128.43	800.00
5116 - Association Meetings	-	20.00	20.00	-	120.00	120.00	240.00
5117 - Licenses, Permits & Fees	-	120.00	120.00	-	120.00	120.00	120.00
5118 - Hospitality	-	125.00	125.00	-	750.00	750.00	1,500.00
5120 - Copies	-	-	-	-	-	-	2,200.00
5176 - Legal Fees	1,455.74	400.00	(1,055.74)	4,408.24	2,400.00	(2,008.24)	4,800.00
5180 - Other Professional	-	-	-	-	4,000.00	4,000.00	8,000.00
5181 - Audit & Accounting	-	-	-	485.00	700.00	215.00	700.00
5184 - Scholarships/Charity	-	916.67	916.67	-	5,500.02	5,500.02	11,000.00
Total General and Administrative Expenses	14,627.29	10,205.33	(4,421.96)	88,015.98	84,681.98	(3,334.00)	156,997.00

Taxes

5202 - Corporate Income Tax	-	2,300.00	2,300.00	-	2,300.00	2,300.00	2,300.00
Total Taxes	-	2,300.00	2,300.00	-	2,300.00	2,300.00	2,300.00

Insurance

5250 - Commercial Package Insurance	746.01	-	(746.01)	746.01	-	(746.01)	11,220.00
5251 - Directors' & Officers' Ins.	-	-	-	-	-	-	7,825.00
5252 - Umbrella Policy	-	-	-	-	-	-	1,474.00
Total Insurance	746.01	-	(746.01)	746.01	-	(746.01)	20,519.00

Infrastructure and Maintenance

5470 - Community Maintenance & Repairs	-	1,250.00	1,250.00	-	7,500.00	7,500.00	15,000.00
Total Infrastructure and Maintenance	-	1,250.00	1,250.00	-	7,500.00	7,500.00	15,000.00

Reserves

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 3/1/2023 - 3/31/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Operating Expense							
6000 - Reserve Contribution	-	-	-	-	-	-	42,606.00
Total Reserves	-	-	-	-	-	-	42,606.00
Total Expense	15,373.30	13,755.33	(1,617.97)	88,761.99	94,481.98	5,719.99	237,422.00
Operating Net Total	(15,114.44)	(12,213.66)	(2,900.78)	146,110.02	133,690.04	12,419.98	-

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 3/1/2023 - 3/31/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Reserve Income							
Income							
4500 - Interest Income	345.20	-	345.20	2,011.72	-	2,011.72	-
4750 - Reserve Fund Contribution Income	-	-	-	-	-	-	42,606.00
Total Income	345.20	-	345.20	2,011.72	-	2,011.72	42,606.00
Total Income	345.20	-	345.20	2,011.72	-	2,011.72	42,606.00
Reserve Net Total	345.20	-	345.20	2,011.72	-	2,011.72	42,606.00
Net Total	(14,769.24)	(12,213.66)	(2,555.58)	148,121.74	133,690.04	14,431.70	42,606.00

Events & Activities Report



- 12,000 Easter Eggs Stuffed
- 3 hours of fun filled Spring activities and goods for sale.
- 29 vendors (30 spaces paid)
- Food Trucks
- Bounce Houses
- Trackless train
- Spin art
- Bicycle course
- Girl Power Booth
- Band

Events & Activities Report

Recommendations for Next Year



- Rope off zones night before (if allowed)
- Rework the layout of exhibitors/food trucks/music
- PGNA BOD table should have a 1st aid kit/lost & found area
- No Band, use DJ or playlist on a phone/iPad
- Prefilled eggs or at the least buy all new eggs (same size)
- Make sure extra batteries for Megaphone
- Vendor Parking



PGNA Yard of the Month Contest 2023

Judging for this summer's Yard of the Month contest will be anytime between: June 3-6, July 1-4, August 5-8, September 2-5

- 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 www.ParkGlen.org, plus a "Yard of the Month" sign for their yards.
- Last year's winners are not eligible this summer only.
- Judges are volunteers from a different village than they are judging.

PROPOSAL FOR GAS REIMBURSEMENTS

Allow active Board members and Board-approved, volunteer event coordinators to request reimbursement for gas used in the course of their volunteer service.

Process: Submit a reimbursement request to the Treasurer (unless the requestor is the Treasurer, then the request goes to the President), including the amount requested (**\$Reimbursement**), total amount of miles driven (**Miles**) which qualify for reimbursement. The calculation for the reimbursement is simply:

$$\text{Miles} \times \text{IRS Mileage Rate for Business Use} = \text{\$Reimbursement}$$

- For **Miles**, you must attach a written/typed log of the dates, starting mileage, ending mileage, and purpose for each entry that qualifies for gas reimbursement.
- The Treasurer will research the IRS Mileage Rate for Business Use for the time frame for when the miles were driven.

Example: If you drove 100 miles as part of your Board member responsibilities and drove between March 15-30, 2023, you would submit a reimbursement request for \$65.50, along with a trip log that documented the 100 miles., using this formula:

$$100 \text{ miles} \times \$0.655 \text{ (IRS Mileage Rate for Business Use 2023)} = \$65.50$$

In the advent of questionable mileage, the reimbursement will go to the full Board for approval.

* Draft *
Not yet
approved by
Board of
Directors

Approved by
Board of
Directors
on 4-18-23

Honorable Mayor Parker and Honorable Fort Worth City Council Members,

The issue of homeless camping, panhandling, and the litter caused by the homeless has become an urgent issue in District 4 as we know it has throughout the city of Fort Worth. We have seen the problem grow exponentially over the last year and are requesting that you address this issue as a top priority.

The problem is no longer limited to highway intersections and urban areas. It has now come to our residential parks and neighborhoods. Our Park Glen residents are deeply concerned. It has become a central topic in most every civic meeting in Park Glen and District 4.

Homeless camps have been found in Arcadia Park within a few hundred feet of our homes and where our children play and citizens recreate. Some of the camps are near Fossil Ridge High School both in the north end of the park and in the pond area in front of the school. Drug paraphernalia and tremendous amounts of trash are typically found when these camps are cleared out. Last year, a high school student was allegedly found doing drugs with homeless persons in a camp in Arcadia Park off of North Beach Street and North Tarrant Parkway.

Many of the charitable donation bins in our area have been broken into and pilfered, leaving behind scattered trash. At the urging of the community, the Keller School campuses are now removing all charitable donation containers from campuses in North Fort Worth because they are being broken into by the homeless. The unwanted contents are being strewn on the parking lots and taken to the creek areas; often left behind along with the trash.

Panhandling has become a common occurrence on the streets around Park Glen. As much as our Fort Worth police have tried to remove them, these unwanted persons keep showing up. Many of these persons are living in the homeless camps around our neighborhood.

It is our observation that the area down at I820 and North Beach Street has become populated with many homeless people. A majority of these are staying in the local hotels. During the day, they are loitering, panhandling and, as we have been informed, dealing drugs and prostitution. These people are often seen dangerously crossing through traffic at this intersection; carelessly wandering between the hotels south of I820 and the convenience stores to the north.

The city busses appear to have become an important mode of transportation for the homeless, allowing them access to neighborhoods and shopping areas to the north.

They get off the buses that run up North Beach Street and across Heritage Trace Parkway to gain access to the numerous homeless camps now dotting our area. Some head towards Haltom City and SR 377 where there has been a homeless camp, some go to Western Center Boulevard and I35W where there is camping all along Fossil Creek; others head to the cheap hotels with panhandling money or hotel vouchers; others are setting up camps out in the open next to vacant buildings in shopping centers.

It is our opinion that the City current policies regarding the homeless are not working. Chasing the homeless from one area to another is not a solution. Giving the homeless permanent supportive housing without any goals or benchmarks set for the homeless is not a solution. Not enforcing panhandling and camping laws already on the books is not a solution. The City can invest in parks, art, businesses, and transportation, but if the issue of homelessness is allowed to continue on this trajectory, Fort Worth will become just another large city drowning in the problem of homeless that has ruined many other cities in the US. Business looking to locate here will not be impressed when they drive our streets and notice the homeless walking and panhandling.

Here are our requests for the Fort Worth city government:

1. Have more teams to clean up the homeless camps once they are shut down. There is only one team that handles the whole city.
2. Increase the police force in North Fort Worth so that there are enough police officers to patrol our area and to look for these camps and deal with them. Patrol officers do not have the time to deal with the homeless along with answering calls from dispatch. The NPOs are not able to deal with the constant homeless issues along with protecting our neighborhoods.
3. Enforce panhandling and camping laws already on the books
4. Do an advertisement blitz to inform citizens how they can donate to the organizations that help the homeless and explain how giving directly to the homeless encourages more homeless in the community and camps.
5. Have goals and/or benchmarks set for the homeless when homeless permanent supportive housing is provided.
6. Increase spending on mental health staff to provide services to those who will receive help.

Attached to this letter, is a list of suggestions by residents in our community of how to make the homeless situation better in our Fort Worth. Park Glen stands ready to get to work on finding more solutions and partnering with the City of Fort Worth to keep our community and all of Fort Worth the best place in which to live.

Thank you all for serving the citizens of Fort Worth.

Sincerely,

Suggestions by residents in our community of how to make the homeless situation better in our Community

Panhandling

- (a) **Education campaign.** Get out the word not to give to panhandlers and instead give to charities that actually work to get to the root problems of homelessness and move people sustainably off the street.
 - i. **Low/no cost option.** The city could put public service announcements on their social media pages, and in water bills. They could say "End Homelessness! Give to (insert homeless charity) instead of panhandlers."
 - ii. **Higher cost option.** Get sponsors for bus, TV, radio, and social media campaigns.
 - iii. **Infrastructure option.** Add a donation QR code to every illegal panhandling sign in the city.
- (b) **Law enforcement.** Enforce the law on the books. No warnings. No nice. Make it clear Fort Worth doesn't tolerate this.
- (c) **New law for givers.** Fine people who give to panhandlers to send a message that the panhandling laws on the books swing both ways. Downside – very hard to enforce.
- (d) **Expand laws for repeat offenders.** Enact laws for repeat offender panhandlers, remove indigent loop hole.

End Homelessness

- (a) **Deploy an end homelessness initiative.** Humans deserve to not live in the street. Ending homelessness is a lofty goal. Maintaining a safe and thriving community is, too. This is not NIMBY. This is about "Not In Anyone's Yard to End Homelessness".
 - i. **Get help to those who want help.** Flood the homeless with volunteers, police officers, social workers, charities, and education materials on how to get help with a deadline for action. If it's truly cheaper to home people, let's home them, now. If it's some combination of things, let's do them.
 - ii. **Action options.**
 - Transportation to a city center for evaluation and help getting a timeline to returning to a self-sustaining path. This is the best path!
 - Leave the city with record of that being the choice, so if the subject is apprehended again for breaking the law in Fort Worth, it is clear the person understood their choice.
 - Refuse help and go to jail for breaking the law.
- (b) **Enforce the laws on the books.** Drugs, human trafficking, and prostitution are all crimes today and rampant in the homeless community.
- (c) **End the waste of resources.** The city officials have said that Fort Worth offers excellent services, so many of the homeless are drawn to our city, because they know they can get help. Let's help them, and stop spending money on code enforcement, police man hours, and building permanent homeless housing that demands nothing of the homeless to live there. Let's make these resources deliver lasting results.

Proposed addition to the community wide bulletins, concerning Jellyfish lighting.

Lighting should not be a nuisance to neighboring lots. While lights are turned on, they should be white or soft white, with every third or fourth light illuminated, except for during religious holidays and/or nationally recognized holidays. Strobing of lights and/or colored lights are only permitted during religious and/or nationally recognized holidays. Approval does not override any requirements of building lines, easements, or any other city requirements affecting project/lot.

***Draft*
Not Yet
Approved by
Board of
Directors**

No vendor signs to be displayed in the front yard during the installation or after installation. Restore any disruption to landscape visible from street, additionally, homeowner is responsible for any damage to street and/or sidewalk. Construction vehicles cannot block public right of way. Hours of operation for installation not to start before 7AM or after 7PM.