

Park Glen Neighborhood Association

Minutes of June 21, 2022, Board Meeting

APPROVED
BY BOARD
OF
DIRECTORS
ON 7/19/22

Location:

In-person: Alliance Church, 8400 Park Vista Blvd., Room E100

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

Call to Order:

Susan Kenney started the meeting at 7:06 p.m.; quorum was met, and the meeting was called to order. The following Board Members were present: Susan Kenney, Tom Kaul, Leslie Graham, Beth Rutkoski, and Scott Roloff.

Announcement of Board Actions since the May 17, 2022, Board Meeting:

- On May 18, 2022, Susan Kenney made a motion to appoint Susan Kenney as Coordinator of the Park Glen Independence parade. Beth Rutkoski seconded the motion. Voting yes were Susan Kenney, Beth Rutkoski, Scott Roloff, Tom Kaul, Ralph Robb, Leslie Graham, and Paul Grove. None opposed. **Motion passed unanimously.**
- On May 18, 2022, Susan Kenney made a motion to approve up to \$2,000 for a 5.5" x 8.5" color postcard mail-out announcing the opportunity and instructions for candidates about the election. Beth Rutkoski seconded the motion. Voting yes were Susan Kenney, Beth Rutkoski, Scott Roloff, Tom Kaul, Ralph Robb, Leslie Graham, and Paul Grove. None opposed. **Motion passed unanimously.**
- On June 7, 2022, Susan Kenney made a motion to hold our regular Board Meetings, starting on June 21st, and our Annual Meeting, to be held on September 13th, at the Alliance Life Church, at 8400 Park Vista Blvd. Tom Kaul seconded the motion. Voting yes were Susan Kenney, Tom Kaul, Beth Rutkoski, Scott Roloff, Ralph Robb, Paul Grove, and Leslie Graham. None opposed. **Motion passed unanimously.**
- On June 8, 2022, Scott Roloff made a motion to approve an increase in the budget to not exceed \$3,400 Total Cost for [Web.com](#) to build a new Park Glen website so that it has a Security Certificate (Secure Socket Layer -SSL) and is an updated website. Tom Kaul seconded the motion. Voting yes were Scott Roloff, Tom Kaul, Ralph Robb, Beth Rutkoski, Susan Kenney, Paul Grove, and Leslie Graham. None opposed. **Motion passed unanimously.**

Consideration of May 17, 2022, Board Meeting Minutes: moved to next board meeting

Board Member Reports & Comments:

- Susan Kenney - President
 - Sidewalk Project #3 - The Financial Report will be discussed at the next PGNA board meeting. Daniel Guido, Sidewalk Coordinator for Project #3 went over his Draft Final Report. (see attached Draft Final Report)
 - Pool Movie Nights - Pool Movie Nights not available this summer because iExplore Montessori pool (formerly Boy Scouts Longhorn Activity Center pool) is not currently available for use.
 - PGNA New Website - Update on development of new PGNA website
 - PID6
 - PID6 Board Meeting, May 26, 2022 – Update (see attached PID6 advisory board meeting summary document) reported by Leslie Graham
 - Next PID6 Board Meeting is Thursday, June 30, 2022 (see [PID6.org](#) for details)
 - Information about the upcoming PID6 Election for districts 1, 3, 5, and 7 (see [PID6.org](#) for details)

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

- Neighborhood Updates/Status Report – see attached Management Report
- Monthly Financial Reports for May 2022 – see attached Financial Report

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Treasurer's Report- Treasurer Paul Grove was absent, so these reports were not presented.

- Accounts Receivable Status - not reported
- Benevolence Fund - not reported

Events & Activities Report:

- PGNA Election candidates can file between June 24 and July 26, 2022. PGNA Annual Meeting and Election will be held on Tuesday, September 13, 2022, at 7:00 p.m. at Alliance Church at 8400 Park Vista Blvd. in room E100. - Susan Kenney reported
- Scholarship Program - Julie Grove Coordinator. Applications are currently being evaluated - Susan Kenney reported
- Yard of the Month Program - Winners for June signs have been displayed. Following are the next YOM judging dates, July 2-5 and August 6-9 - Beth Rutkoski reported
- PGNA Independence Parade - July 2, 2022, 10 am - 11 am. You can participate or watch the parade. Kids and Adults can participate in a contest. There will be a marching band and more. Starting location: Arcadia Park #4 at 4893 Glen Springs Trail. See ParkGlen.org for a map of the parade route. Any questions, please email PGNASusan@gmail.com - Susan Kenney reported
- PID6 Independence Fireworks - July 2, 2022, starting at 7 pm (live band at 7 pm, fireworks at 9:15 pm). Location: Arcadia Park #2 at 8301 Island Park Drive. See PID6.org for more details. Any questions, please contact PID6 Manager at Robin.Willits@fsresidential.com. - Susan Kenney reported

Business & Motions:

- Additional Gmail storage for President - Susan explained that her storage on her PGNA Gmail account is almost full. **Susan Kenney made a motion to approve a budget not to exceed \$3 a month to increase the Gmail Storage for the PGNA Board President.** Tom Kaul seconded the motion. None opposed. **Motion passed unanimously.**
- Turkey Trot (November 24, 2022) - Discussion on the need for a coordinator and 10-12 volunteers to help with planning, and preparing, and coordinating for the event.
- National Night Out - **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 4, 2022, and allocate a reimbursement of up to \$75 per block party or \$1,000 in total, whichever is lower, for consumables, food, and beverages, and for Gerry Sauls to coordinate PGNA's National Night Out promotion and reimbursements.** Scott Roloff seconded the motion. None opposed. **Motion passed unanimously.**
- Short term rentals & deed restrictions - On 6-15-22, the PGNA sent a letter to Mayor Mattie Parker and to all City Council members stating: The Park Glen Neighborhood Association, at its April 19, 2022, Board Meeting, unanimously passed a motion stating that the Park Glen Neighborhood Association is strongly against short-term rentals in single family units. We ask that you please protect single family areas and continue to prohibit Short Term Rentals in Single family units. See attached document for more information. The Board discussed the option to put an amendment to the Park Glen Phase 2 Association Declaration on the ballot for this year's Election, concerning prohibiting short term rentals. Susan Kenney explained that the Association Attorney, Clint Brown, said that the Association would need a majority vote of a 25% quorum of its members. (25% quorum of its members is 829, out of 3,317. A majority of quorum would be 415 voting yes.) The Board discussed whether to put out a survey to find out what the members preferred for length of time for single family rentals. The Board decided that at the July Board meeting, the Board would consider a motion for an amendment to the Park Glen Phase 2 Association Declaration to not allow single family rentals for less

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than six months.

- Rezoning of Property at Basswood and 35 - There is a proposed rezoning of property at Basswood and 35 (property bound by Basswood Blvd. to the south, I-35W to the west, Thompson Rd. to the north, Riverside Rd. to the east) for a soccer stadium. Susan Kenney explained that the developer of Basswood35 plans to go to the City of Fort Worth Zoning Commission in July for rezoning this property. Susan went over the proposed rezoning and also showed the existing zoning map. **Susan Kenney made a motion stating that the request to rezone the property for the proposed soccer stadium location and adjacent lands (named: Basswood35 and bounded by Basswood Blvd. to the south, I-35W frontage Road to the west, Thompson Rd. to the north, and Riverside Drive to the east) is premature and should be denied or not considered until a decision is made by the City Council of Fort Worth on the location of the proposed soccer stadium.** Beth Rutkoski seconded the motion. None opposed. **Motion passed unanimously.**

Member Comments: None

Adjourn:

- Meeting adjourned at 8:45 p.m.
- Next Board Meeting is Tuesday, July 19, 2022, at 7:00 p.m. in-person at the Alliance Church, 8400 Park Vista Blvd, and online via GoToMeetings, see [ParkGlen.org](https://www.parkglen.org) for login information.

Project Description: Park Glen Neighborhood Association – Sidewalk Project #3

TO: Ms. Susan Kenney, PGNA President

Cc: Mr. Paul Grove, PGNA Treasurer

Ms. Christina Fountain, NMI, Community Manager

FROM: Daniel Guido, Project Coordinator

Subject: FINAL REPORT – DRAFT for Board Review 6/21/2022

Final Report *DRAFT*:

1. 202 of 470 (+/-) eligible homeowners opted in, which represents 43.0% participation
2. Completed 12,372 of 11,100 eligible square-feet, or 102%, of sidewalk replacement*
3. Completed 362 of 287 eligible edges, or 126%, of mis-match edge grinding*
4. Completed approximately 24 root area grindings for \$3,500
5. Expended approximately \$190,549 of \$177,071 budget, or 108%*
6. *Partially attributable to
 - a. Completing 40 more addresses from SWP2 and 8 more from SWP1,
 - b. Special project – Windridge Park improvements
 - c. Thick concrete mitigations

Lessons learned to inform future potential projects:

1. As was the case with SWP 2 it would appear many homeowners with more minor (I'll define as 1" or less) vertical mismatches are not opting in. I suspect it's because they don't want to bother with it since they perceive there's little to no issue/risk. I recommend we consider ways to motivate participation in edge grinding. It is very non-invasive (including dust collection).
2. There appears to have been worse quality control when these sections were constructed. Many instances of overly thick concrete were mitigated at a cost above budget.
3. Some irrigation repairs get extensive because of age of system.
4. Consider more robust traffic control, especially near school traffic areas.
5. Duration of project was unusually long – consider taking projects in smaller "phases," to avoid ill will of homeowners who may not have patience to hear about labor shortages, material shortages, weather delays, etc., etc.
6. Participation was low, yet project overbudget – investigate and inform future budgeting. Inventorying may not be conservative enough, and/or contingency not sufficient.

Invoicing Summary by Vendor:

1. Concrete Construction Company	\$183,063
2. Annie-Up Tree Service	\$ 3,500
3. D. Guido, Coordinator	\$ 3,985
	\$190,548

For reference...

Proposed budget for Sidewalk Project #3: Wind Ridge, plus portion The Knoll not completed by City's bond package.

1. Areas: 523 (about 470 eligible homes)
2. Replacement: 11,100 square feet
3. Tree roots: 64
4. Edge grinding: 287

Recommended budget: \$177,100 (includes 5% contingency, rounded)

\$122,100	Concrete
\$ 27,839	Edge grinding
\$ 6,400	Tree root grinding
\$ 3,000	Budget for sprinkler repair and grout repair
\$ 3,800	Budget for wood chip haul/dump
\$ 5,500	Budget for Coordinator (SWP2 actual about \$5,100)
\$ 168,639	Sub-Total
\$ 8,432	(5% Contingency)
=====	
\$177,071	Total

Park Glen Neighborhood Association

Management Report May 16, 2022 to June 16, 2022

Administrative

Homeowner Contact:

- 2 resale certificate inquiries and/or mortgage questionnaires.
- 12 regarding violations (this includes violations on their own properties or neighbors).
- 2 conversations regarding streets/street parking.
- 2 inquiries on balances, statement requests for new assessment, credit refunds and ledger requests for refinancing.
- 6 requesting contact change information (or adding of email/phone numbers)
- 5 conversations regarding Property Modifications requirements/information.
- Management sent several email blasts on behalf of the board.
- Management attended last Board meeting, set up projector, screen and supplied board meeting packets for board members and any homeowners that might want to join (3 homeowners were present in person).
- Management went to new board meeting location to finalize set up for next meeting.
- Management met with some board members at NMI Ft. Worth office regarding the web portal and violations.

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

25 Properties had ownership changes processed from through May 16, 2022 to June 16, 2022.

Homeowner Emails on File

Currently we have 2,366 emails on file, an increase of 16 (2,350 last month) for homeowners.

Park Glen Neighborhood Association

Management Report May 16, 2022 to June 16, 2022

ACC Applications from 5.16.2022 to 6.16.2022

16 ACC applications have been received from owners since 5-16-2022

15 applications were approved for:

- Exterior Painting
- Fence Installment/Replacement
- Landscape
- Front Door and Garage Door Replacements
- Pool Installations
- Solar Panel Installation

- **1 application is pending**

Violation Summary Report 5/16/2022 to 6/16/2022

Courtesy Notice - 584

Architectural - **1**
Basketball Goal - **2**
Driveway/Sidewalk - **1**
Exterior Maintenance - **1**
Fences - **12**
Garbage Cans - **167**
Landscaping - **338**
Parking - **8**
Signage = **11**
Tree Requirements - **22**
Unsightly Items - **21**

Warning Notice 92

Basketball Goal - **3**
Driveway - **5**

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Management Report May 16, 2022 to June 16, 2022

Exterior Maintenance - **4**
Garbage Cans - **2**
Holiday Décor - **2**
Landscaping - **26**
Trash Cans - **33**
Tree Requirements - **1**
Unightly Items - **1**

209 Notice 28

Basketball Goal - **1**
Exterior Maintenance - **4**
Fences/Wall - **2**
Holiday Decorations - **1**
Landscaping - **11**
Parking - **3**
Storage - **4**
Tree Requirements - **2**

209 Notice Certified -3

Landscaping - **3**

Monitor – 19

Basketball goal - **1**
Landscaping - **15**
Recreational/Commercial Vehicle - **1**
Parking - **1**
Recreational/Commercial Vehicle - **3**
Trash Cans - **2**

Total:

Open - 727 (584 Courtesy, 92 Warning, 31-209)

421 Violations were closed

**** 1 Issue sent to Neighborhood Police Officer Simpson**

*****3 issues sent to code compliance.**

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Management Report May 16, 2022 to June 16, 2022

Accounting

Please refer to attached reports for Balance Sheets and Budget Comparison Summary for May 2022.

Legal (As of 6/10/2022)

- 1 Combo – Collections/Deed Restrictions/Pre-Litigation – On a payment plan
- 1 Judicial Foreclosure
- 9 Collection/Pre-Litigation
- 4 Active Post Judgments (3 active payment plans)
- 1 Bankruptcy
- 1 Account in process of closing as final payment has been made.

17 accounts currently with the Attorney

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

Park Glen Neighborhood Association, Inc.

Balance Sheet as of 5/31/2022

Assets	Operating	Reserve	Total
Current Assets			
1000 - CAB Operating Checking	\$23,073.39		\$23,073.39
1001 - CIT Operating Money Mkt *9421	\$75,043.55		\$75,043.55
1020 - PPB Operating Account *1794	\$157,489.34		\$157,489.34
1102 - AAB ICS Reserve MM *4845		\$106,667.62	\$106,667.62
1103 - CIT Reserve Money Mkt *4542		\$63,075.91	\$63,075.91
1120 - PPB Reserve Money Mkt *1785		\$3,125.24	\$3,125.24
1200 - CDARS Reserve CD *4684 52 weeks 08/25/22		\$129,126.49	\$129,126.49
1201 - CDARS Reserve CD *4471 52 weeks 08/25/22		\$129,126.47	\$129,126.47
1600 - Accounts Receivable	\$58,464.81		\$58,464.81
1605 - Allowance for Doubtful Accts	(\$8,703.32)		(\$8,703.32)
Total Current Assets	\$305,367.77	\$431,121.73	\$736,489.50
Total Assets	\$305,367.77	\$431,121.73	\$736,489.50
Liabilities / Equity			
Current Liabilities			
2003 - Due to Mgmt. Co.--Trf Fees	\$250.00		\$250.00
2050 - Prepaid Owners Assessments	\$14,040.63		\$14,040.63
2003-99 - Due to Mgmt Co.--Collect Ltr/Pmt Plans/Admin	\$1,335.00		\$1,335.00
Total Current Liabilities	\$15,625.63		\$15,625.63
Equity			
3500 - Fund Balance Retained	\$144,368.73	\$590,806.29	\$735,175.02
3550 - Current Year Gain / Loss	\$147,017.08	(\$159,632.79)	(\$12,615.71)
3600 - Prior Year Adjustments	(\$1,643.67)	(\$51.77)	(\$1,695.44)
Total Equity	\$289,742.14	\$431,121.73	\$720,863.87
Total Liabilities / Equity	\$305,367.77	\$431,121.73	\$736,489.50

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 5/1/2022 - 5/31/2022

	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
4100-01 - Legal Adjustments	-	-	-	3,382.63	-	3,382.63	-
4500 - Interest Income	10.54	-	10.54	81.48	-	81.48	-
4550 - Interest on Assessments (Delinquent)	169.36	125.00	44.36	1,958.49	1,000.00	958.49	1,500.00
4603 - Social Event Income	-	1,250.00	(1,250.00)	19,798.80	10,000.00	9,798.80	15,000.00
Total Income	179.90	1,375.00	(1,195.10)	244,143.40	229,922.00	14,221.40	235,422.00
Total Income	179.90	1,375.00	(1,195.10)	244,143.40	229,922.00	14,221.40	235,422.00

Operating Expense

General and Administrative Expenses

5104 - Administrative	62.65	316.67	254.02	5,270.31	2,533.36	(2,736.95)	3,800.00
5105 - Postage	461.72	250.00	(211.72)	4,850.84	2,000.00	(2,850.84)	3,000.00
5107 - Social Committee/Community Events	937.50	-	(937.50)	17,426.63	23,000.00	5,573.37	24,500.00
5107-02 - Community Programs	-	-	-	1,021.13	1,800.00	778.87	1,800.00
5112 - Committee Expense	-	-	-	300.00	-	(300.00)	500.00
5113 - Professional Management	6,942.00	6,942.00	-	55,536.00	55,536.00	-	83,304.00
5114 - Storage	265.00	210.00	(55.00)	1,985.00	1,680.00	(305.00)	2,550.00
5115 - Website/Portal	-	20.00	20.00	-	160.00	160.00	240.00
5116 - Association Meetings	-	20.00	20.00	216.49	160.00	(56.49)	240.00
5117 - Licenses, Permits & Fees	-	-	-	-	320.00	320.00	320.00
5118 - Hospitality	-	125.00	125.00	-	1,000.00	1,000.00	1,500.00
5120 - Copies	-	-	-	-	-	-	2,200.00
5176 - Legal Fees	-	400.00	400.00	709.50	3,200.00	2,490.50	4,800.00
5180 - Other Professional	-	-	-	-	3,400.00	3,400.00	6,800.00
5181 - Audit & Accounting	-	-	-	565.00	700.00	135.00	700.00
5184 - Scholarships/Charity	-	-	-	-	-	-	16,000.00
Total General and Administrative Expenses	8,668.87	8,283.67	(385.20)	87,880.90	95,489.36	7,608.46	152,254.00

Taxes

5202 - Corporate Income Tax	-	-	-	2,201.00	3,000.00	799.00	3,000.00
Total Taxes	-	-	-	2,201.00	3,000.00	799.00	3,000.00

Insurance

5250 - Commercial Package Insurance	-	-	-	-	-	-	10,000.00
5251 - Directors' & Officers' Ins.	-	-	-	-	-	-	7,300.00
5252 - Umbrella Policy	-	-	-	-	-	-	1,250.00
Total Insurance	-	-	-	-	-	-	18,550.00

Infrastructure and Maintenance

5470 - Community Maintenance & Repairs	-	1,250.00	1,250.00	6,494.42	10,000.00	3,505.58	15,000.00
Total Infrastructure and Maintenance	-	1,250.00	1,250.00	6,494.42	10,000.00	3,505.58	15,000.00

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 5/1/2022 - 5/31/2022

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Operating Expense							
Landscape							
5603 - Landscape Improvements	-	-	-	550.00	-	(550.00)	-
Total Landscape	-	-	-	550.00	-	(550.00)	-
Reserves							
6000 - Reserve Contribution	-	3,884.83	3,884.83	-	31,078.64	31,078.64	46,618.00
Total Reserves	-	3,884.83	3,884.83	-	31,078.64	31,078.64	46,618.00
Total Expense	8,668.87	13,418.50	4,749.63	97,126.32	139,568.00	42,441.68	235,422.00
Operating Net Total	(8,488.97)	(12,043.50)	3,554.53	147,017.08	90,354.00	56,663.08	-

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 5/1/2022 - 5/31/2022

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Reserve Income							
Income							
4500 - Interest Income	109.70	-	109.70	887.61	-	887.61	-
Total Income	109.70	-	109.70	887.61	-	887.61	-
Total Income	109.70	-	109.70	887.61	-	887.61	-
Reserve Expense							
Infrastructure and Maintenance							
5478 - Sidewalk Repair & Root Mitigation	15,646.40	-	(15,646.40)	160,520.40	-	(160,520.40)	-
Total Infrastructure and Maintenance	15,646.40	-	(15,646.40)	160,520.40	-	(160,520.40)	-
Total Expense	15,646.40	-	(15,646.40)	160,520.40	-	(160,520.40)	-
Reserve Net Total	(15,536.70)	-	(15,536.70)	(159,632.79)	-	(159,632.79)	-
Net Total	(24,025.67)	(12,043.50)	(11,982.17)	(12,615.71)	90,354.00	(102,969.71)	-

On 6-15-22, the Park Glen Neighborhood Association sent the following letter to Mayor Mattie Parker and to all City Council members:

Mayor Parker and City Council Members:

The Park Glen Neighborhood Association, at it's April 19, 2022 Board Meeting, unanimously passed a motion stating that the Park Glen Neighborhood Association is strongly against short-term rentals in single family units.

We ask that you please protect single family areas and continue to prohibit Short Term Rentals in Single family units.

Thank you,
Susan

Susan Kenney
President
Park Glen Neighborhood Association
pgnasusan@gmail.com

Short Term Rentals Summary
By Rusty Fuller, President of North Fort Worth Alliance
(Organization of HOA's north of North Tarrant Pkwy and extends
west from 377

Short Term Rentals – The issue is before City Council

Short Term Rentals (STRs) are those rentals through agencies like, but not only, Airbnb and Vrbo, to people who want a

different living experience when visiting our fair city. Some of the uses to which STRs are put are: families attending weddings or other family gatherings; groups attending sporting or concert activities; tourists; families accompanying a loved one who is receiving long-term medical attention; and a place to hold parties. STRs can be the renting of a single room or the whole house. Some of you may have used such services when traveling on vacations.

For some property owners, this rental of their property brings in revenues to help make ends meet. Others use it to earn some money while they, themselves, are away for a period of time. Others are investors that buy property for the sole purpose of renting the property as an STR.

Proponents of STRs have been approaching the City of Fort Worth to legalize these types of rentals in areas where they are currently illegal – areas zoned residential. The proponents argue that such rentals would bring in additional revenues to the property owners, provide the City increased revenues associated with Hotel Occupancy Tax (HOT), and provide lodging spaces in addition to the local hotels and motels. What they don't tell you is a large majority of those entities, which list homes/apartments for STR, own more than one unit, i.e., those folks/entities are running a business, not casual renting while they are away. Half of those entities do not live in the city where the STR homes/apartments are located. (from <http://insideairbnb.com/dallas/>)

The opponents argue that the STRs are primarily business ventures. STRs can bring loud parties; the potential for altercations including gunfire; unsafe environment for the children in the neighborhood; poor property maintenance; those additional revenues from HOT may, by law, only be applied to promoting tourism in the City and not to enforcement of issues that may

arise from unneighborly conduct, and they work against neighborhood watch programs. The purchase of homes by investors for the purpose of STR drive up housing costs and take homes off the inventory for long-term leases or home buyers.

Currently, in accordance with City zoning ordinances, STRs are illegal in areas zoned as residential. It is legal to operate a bed and breakfast under a Conditional Use Permit if the property owner uses the building as their primary residence. To do so the owner would have to go before the Zoning Commission. It is also possible for the property owner to apply for a zoning change for the property, which would be the case for someone opening a bed and breakfast/inn. Under both scenarios, the neighbors would be notified of the request and be able to present their own case in favor or against the change.

Some our HOAs have provisions in their documents forbidding short term rentals. Some boards are considering instituting such policies or changing their documents to forbid short term rentals. We have not heard from all our members, but generally speaking, older HOAs do not have such provisions; newer one might have such provisions.

Here is an over-riding issue in Fort Worth: enforcement. CFW Code Compliance has told neighbors that the department does not have the staff to investigate and close down STRs that neighbors have reported or complained about conduct or conditions at STRs. They can only work on what they term as "nuisance properties." With the scarcity of police patrol officers in our area and the fact that loud noise and disturbances complaints are lower priority calls, it is likely that such calls will go unanswered in a timely fashion or at all.

One HOA reported an incident at illegal STR in their boundaries that included gun shots. Other HOAs in Fort Worth have reported noisy, late-night parties, trash, and other unneighborly behaviors. Without adequate staffing in both the police and the Code Compliance, the City can not enforce the illegal STRs, no less an increase in legal STRs. You should also remember that the FWPD has been trying for quite a while just to keep up recruiting, hiring and training police officers to match attrition.

City Staff is researching the issues around STRs in the City of Fort Worth and nearby municipalities, north Texas, Texas as a whole, and across the nation. They are studying the successful implementation of limited STRs, banning STRs, laws and ordinances that were successful and which created unintended consequences. They will be holding public meetings on their findings and possible recommendations to the City Council.

The member HOAs of the North Fort Worth Alliance have voted to oppose STRs in residential areas. We are coordinating with United Neighborhoods of Fort Worth, which includes a large group of neighborhood associations and alliances across the City. We are supported by Texas Neighborhood Coalition, which has worked with citizens in the City of Arlington and other areas to help work toward solutions that benefit the community. They continually update their research to keep current on the successes and failures and share that information.

www.txneighborhoodcoalition.com

The best way to express your opposition or advocacy for STRs is to write to your Council member. District2@fortworthtexas.gov District4@fortworthtexas.gov District7@fortworthtexas.gov and the Mayor mattie.parker@fortworthtexas.gov

You can also sign up to address the Council at its Public Comment session on the first and third Tuesdays of the month. These sessions start at 6PM at City Hall. Details on how to sign up are at <https://www.fortworthtexas.gov/departments/citysecretary/appear-at-council>

Our Multi-Neighborhood Working Group (Park Glen, North Fort Worth Alliance, Heritage, PID6's Randy Acosta, Summerfields, Stone Glen at Fossil Creek, Chisholm Ridge, and others) which worked together on the City Council Re-Districting Map is working together again to discuss a developer's request for rezoning of property where the soccer stadium is proposed and surrounding lands (property location is Basswood to the south, I-35W to the west, Thompson Rd. to the north and Riverside Drive to the East).

The Multi-Neighborhood Group is in agreement that the rezoning request is premature before a decision is made on the soccer stadium location. Therefore, it is being requested that if our PGNA Board agrees, that we pass a motion stating this, and send a letter with the motion to the City and Zoning Commission. The Zoning Commission will hear the rezoning request in July.

Recommended Motion: stating that the request to rezone the property for the proposed soccer stadium location and adjacent lands (named: Basswood35 and bounded by Basswood Blvd. to the south, I-35W frontage Road to the west, Thompson Rd. to the north, and Riverside Drive to the east) is premature and should be denied or not considered until a decision is made on the location of the proposed soccer stadium.

Background Information

Letter below from Rusty Fuller, President of North Fort Worth Alliance to our Multi-Neighborhood working group:

Folks,

You will find attached the documents that will be filed for hearing before the Zoning Commission in August. I have also included a screenshot of the current zoning of that property.

I need your feedback quickly. Here are my observations. They are proposing to replace low density multifamily with high density multifamily, G Commercial, R2 Townhouses, A5 Residential, and C Medium Density Multifamily

- They are proposing to replace E Neighborhood Commercial and CR Low density Multifamily in the southwest corner with G Commercial and I Light Industrial
 - They are proposing to replace A5 and maybe some CR Low density Multifamily with G Commercial and D High Density Multifamily
 - They are proposing replacing the rest of the A5 with CF Community Facilities (for the stadium), G Commercial, R2 Townhouses, and leaving some A5 Residential
 - There is no indication as to how much land each zoning classification will make up in the final plan
 - This is a lot bigger change than the soccer stadium and associated playing fields
- My position would be that this whole plan is premature in light of the uncertainty of the stadium. These permanent changes to the zoning are not appropriate for this area absent the presence of the soccer complex.

For seven years, Cary crusaded against rezoning for multifamily in a residential area. This has that attribute. So, I'm puzzled. We were not told the whole story when the stadium was presented.

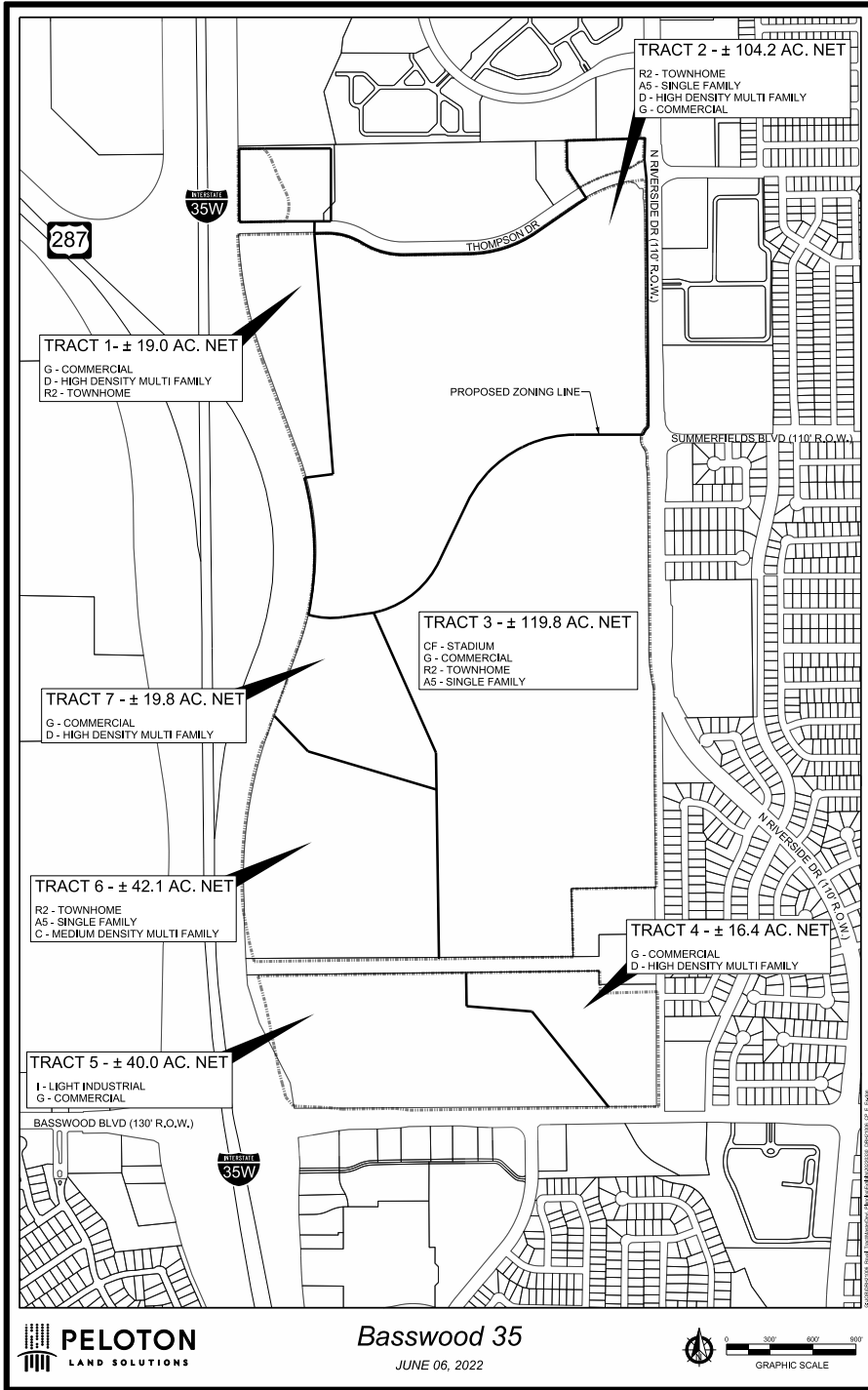
So, what do we do? What are your views and positions?

As a piece of additional information, Chisholm Ridge is sponsoring a Webex Town Hall with C. Firestone and C. Flores on Monday, June 13 to hear their views on the viability, feasibility, and impact of the soccer stadium. The details of time and how to sign in are not yet available. I'll pass them on when I receive them.

Rusty Fuller, President of North Fort Worth Alliance

See Maps further below:

See proposed rezoning map for Basswood35, current zoning map, and Developer narrative further below:



BASSWOOD35 PD ZONING REQUEST

NARRATIVE, submitted by Developer with zoning request application

The request is being made to rezone the Site from CR, E, A5, PD and E to a Planned Development. The Planned Development is approximately 361 acres of land located east of Interstate 35W (at the Hwy 287 split), north of Basswood Boulevard, south of Thompson Road and west of Riverside Drive. The Site is composed of two parcels of land separated by land owned by Brazos Electric Power Coop and ONCOR ENERGY.

The zoning request is for a Planned Development (PD) containing seven tracts. The overall base zonings include A5, R2, C, D, CF, G and I. The purpose of the zoning request as a PD is to allow for the highest and best uses in this area and flexibility in each tract. The proposed uses also provide a transition between the highway and the residential uses on the east as well as allowing connection to the school to the north. The development of the Site would also allow connection to a transition from the adjacent commercial to the south.

The following is the breakdown of acreages and requested zonings in each tract:

TRACT	PROPOSED ZONING	ACREAGE ±
1	G, D, & R2	19.0
2	R2, A5, D & G	104.2
3*	CF, G, R2 & A5	119.8
4	G & D	16.4
5	I & D	40.0
6	I & G	42.1
7	G & D	19.8

*Tract 3 is currently under negotiation with the City of Fort Worth. The intent is for the City to purchase a portion and develop such as a stadium. The proposed uses would allow for flexibility in this case should the City not make the purchase.

The City's Future Land Use Plan designate the Site be developed as neighborhood commercial, general commercial, medium density residential and single family residential. The proposed uses support these uses by applying the following zonings:

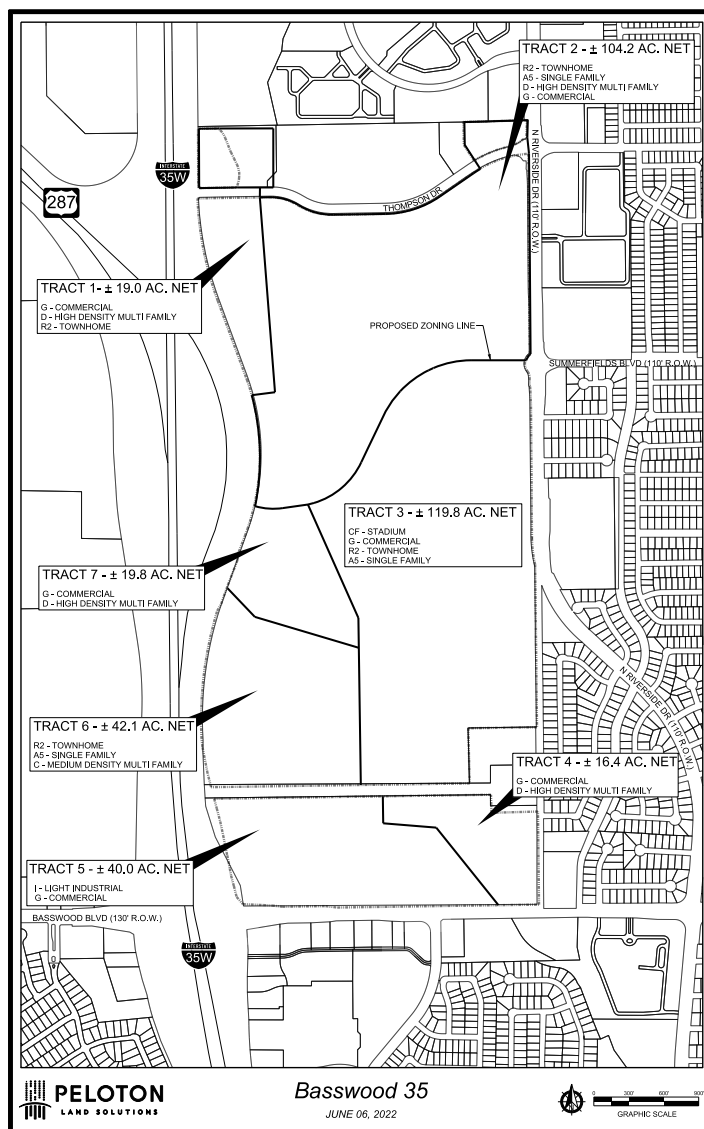
Land Use	Proposed Zoning
Neighborhood Commercial	G
General Commercial	G
Medium Density MF	R2, C, D
Single Family	A5

The G district allows the flexibility for uses of the neighborhood commercial and general commercial without being overly complicated.

The multi-family land use is intended to be met through the R2, C and D base districts and provide for a variety of residential products that can be tapered to current market conditions and maintain a transition between the Site and the existing uses.

The A5 allows for further mixes of residential products by adding single family to the area at various price points.

The request for a Planned Development and not a mix of adjacent straight zoning districts is to allow the development of the Site to be flexible and to provide the necessary components to buffer the adjacent single family without being overly strict.





ZONING CHANGE APPLICATION



APPLICATION INSTRUCTIONS

All application materials and attachments should be submitted electronically through the Accela Online Permitting System:

[Click Here to Apply Online](#) or visit www.fortworthtexas.gov/zoning

The deadline to submit applications is the first Monday of each month at 5:00 pm. Completed applications will be scheduled for Zoning Commission consideration the following month. All incomplete or inaccurate applications will be placed on hold until the applicant has made the required changes. These applications will be re-evaluated on the next deadline day.

Please refer to the most recently adopted [Zoning Commission Calendar](#) for exact filing deadlines and meeting dates.

For more information about rezoning and the public hearing process, please visit www.fortworthtexas.gov/zoning.

FEE SCHEDULE

Base Zoning Change Fee

Site Acreage	Fee	82.2 acres
Less than 1 acre	\$1,200*	\$9,000
1 – 5 acres	\$1,800	
5.01 – 10 acres	\$2,700	
10.01 – 25 acres	\$3,300	
25.01 or more acres	\$3,300 plus \$75 per acre (not to exceed \$9,000)	

* A reduced fee of \$450 applies when less than one acre of property is downzoned to a one or two-family district consistent with the Future Land Use Plan.

Additional Fees for Planned Developments (PD) or Conditional Use Permits (CUP) Site Plan Review

Site Acreage	Fee	82.2 acres
0 – 5 acres	\$1,200	\$9,000
5.01 – 10 acres	\$2,700	
10 or more acres	\$3,300 plus \$75 per acre (not to exceed \$9,000)	
PD or CUP with Development Standard Waiver Requests	\$750 Additional Fee	

Other Fees

Site Plan Submittal or Amendment (with public hearing)	\$800
Administrative Site Plan Amendment (staff review only)	\$250
Hearing Continuance at Applicant's Request (after public notice)	\$200
Paper Filing Fee	\$50
Quick Turn (request to expedite City Council consideration)	Twice the total application fee as calculated above

Please note: To determine if your site is within a Neighborhood Empowerment Zone (NEZ) and if you qualify for the program benefits, please contact 817-392-7316. In order to qualify for fee waivers on this Zoning Change Application, the NEZ application must be completed and approved prior to submission of the Zoning Change Application. Otherwise, full zoning fees will apply.



ZONING CHANGE / SITE PLAN APPLICATION

CONTACT INFORMATION

PROPERTY OWNER Basswood 35 Land LLC

Mailing Address 1941 Savage Rd 100A PMB 615 City, State, Zip Charleston, SC 29407

Phone _____ Email _____

APPLICANT D.R. Horton

Mailing Address 6751 North Freeway City, State, Zip Fort Worth, TX 76131

Phone 817.230.0800 Email _____

AGENT / OTHER CONTACT Peloton Land Solutions, Travis Clegg

Mailing Address 600 W 6th St, Ste 175 City, State, Zip Fort Worth, TX 76102

Phone 817.953.2777 Email travis.clegg@pelotonland.com

Note: If the property owner is a corporation, partnership, trust, etc., documentation must be provided to demonstrate that the person signing the application is legally authorized to sign on behalf of the organization.

PROPERTY DESCRIPTION

Site Location (Address or Block Range): 8463 N Riverside Dr & 7400 Old Denton Rd

Total Rezoning Acreage: ±361 I certify that an exhibit map showing the entire area to be rezoned is attached.

If multiple tracts are being rezoned, the exhibit map must clearly label each tract and the current and proposed zoning districts. A platted lot description or certified metes and bounds description is required for each tract, as described below.

Is the property platted?

YES - PLATTED

Subdivision, Block, and Lot (list all): _____

Is rezoning proposed for the entire platted area? Yes No Total Platted Area: _____ acres

Any partial or non-platted tract will require a certified metes and bounds description as described below.

NO – NOT PLATTED

A Registered Texas Surveyor’s certified metes and bounds legal description is required. The boundary description shall bear the surveyor’s name, seal, and date. The metes and bounds must begin at a corner platted lot or intersect with a street. All metes and bounds descriptions must close. If the area to be rezoned is entirely encompassed by a recorded deed, a copy of the deed description is acceptable. The certified metes and bounds description must be provided in Microsoft Word format.

Total Area Described by Metes and Bounds: ±361 acres

APPLICATION TYPE

Please check the box next to the description that applies to your project. Make sure to select the corresponding application type when submitting your application in Accela (Zoning Change or Site Plan Amendment).

Zoning Change Application	Site Plan Amendment
<input type="checkbox"/> Rezoning from one standard zoning district to another <input checked="" type="checkbox"/> Rezoning to Planned Development (PD) District <input type="checkbox"/> Adding a Conditional Use Permit (CUP) Overlay <input type="checkbox"/> Modifying development standards, waivers, and/or land uses for an existing PD or CUP	<input type="checkbox"/> Submitting a required site plan for an existing PD <i>(no change to development standards or waivers)</i> <input type="checkbox"/> Amending a previously approved PD or CUP site plan Existing PD or CUP Number: _____ Previous Zoning Case Number: _____

DEVELOPMENT INFORMATION

Current Zoning District(s): CR, E, A5 & PD Proposed Zoning District(s): PD- A5, R2, C, D, CF, G & I
 Current Use of Property: undeveloped
 Proposed Use of Property: single family, townhome, multi-family, commercial, stadium and industrial

For Planned Development (PD) Requests Only

First, reference Ordinance [Section 4.300](#) to ensure your project qualifies for PD zoning. If so, complete the following:

Base Zoning District Proposed for PD: PD- A5, R2, C, D, CF, G & I
 Land Uses Being Added or Removed: single family, townhome, multi-family, commercial, stadium and industrial
 Are Development Standards or Waivers being requested? Yes No If yes, please list below:

n/a

- Site Plan Included (completed site plan is attached to this application)
- Site Plan Required (site plan will be submitted at a future time for approval by Zoning Commission and City Council)
- Site Plan Waiver Requested (in the box above, explain why a waiver is needed)

For Conditional Use Permit (CUP) Requests Only

Current Zoning of Property: _____
 Additional Use Proposed with CUP: _____
 Are Development Standards or Waivers being requested? Yes No If yes, please list below:

- A site plan meeting requirements of the attached checklist is included with this application (required for all CUP requests)

DETAILED PROJECT DESCRIPTION

Please provide a detailed summary of your proposal below. This should include a detailed description of the proposed use and reason for rezoning, how this use is compatible with surrounding land uses and the City's Comprehensive Plan, and any other details relevant to your request. Feel free to attach additional pages, concept plans, etc. as needed.

For PD or CUP requests, please explain why your proposal cannot be accommodated by standard zoning districts, clarify if any waivers are being requested and why, and detail any changes from previously approved site plans or development standards.

See Attached Narrative.

ADDITIONAL QUESTIONS

1. **Is this property part of a current Code Compliance case?** Yes No If yes, please explain:

2. **Is the purpose of this request to provide a reasonable accommodation for a person(s) with disabilities?** Yes No

If yes, this application will be directed to the Development Services Director or Zoning Administrator for review pursuant to Ordinance No. 22098-03-2016, "Reasonable Accommodation or Modification for Residential Uses." Applications under a Reasonable Accommodation Ordinance review will not be heard by the Zoning Commission. Please see Ordinance No. 22098-03-2016 (Chapter 17, Division V) for more information. *(Note to staff: If yes, send a copy of this application and any attachments to the Zoning Administrator as soon as possible.)*

3. **Have you contacted the relevant Council Member to discuss your proposal?** Yes No [Click to find your Council District.](#)

4. **Have you contacted nearby neighborhood organizations and property owners to discuss your proposal?** Yes No

The [Fort Worth Neighborhood Database](#) includes contact information for each registered organization. To find a list of organizations in close proximity to your site, please use the [Online Zoning Map](#) or contact [Community Engagement](#). All registered groups within ½ mile of your site and property owners within 300 feet will be notified of the request.

5. **Would you need Translation Services to explain your case and answer questions at either the Zoning Commission and/or at City Council hearing?** (at no cost to you)

¿Va usted a necesitar servicios de traducción para explicar y contestar preguntas sobre su caso ante la Comisión de Zonificación y/o frente al Consejo de la Ciudad? (sin coste para usted) Sí No

If yes, please explain in which language you need translation/ *Si así lo quiere, explique en qué idioma:* _____

6. **The following items are required with your application.** Please confirm submittal by checking each item below.

- Completed copy of Zoning Change Application with original signatures (pages 2-6)
- Corporate documents demonstrating signature authority if property owner is a corporation, partnership, trust, etc.
- A copy of the recorded plat or certified metes and bounds description (page 2)
- An exhibit map showing the entire area to be rezoned with labels for current and proposed zoning districts
- If requesting Planned Development (PD) zoning or a Conditional Use Permit (CUP):
 - Site Plan meeting requirements of attached checklist (pages 7-8)
 - A list of all waiver requests with specific ordinance references

ACKNOWLEDGEMENTS / LETTER OF AUTHORIZATION FOR ZONING CASE REPRESENTATION

I certify that the above information is correct and complete to the best of my knowledge and ability and that I am now, or will be, fully prepared to present the above proposal before the Zoning Commission and City Council public hearings. I further certify that I have read and understand the information provided, concerning the policies and procedures regarding consideration of my zoning request.

I understand that all recommendations of the Zoning Commission will be forwarded to the City Council for final determination, normally scheduled for the second Tuesday of the following month. I further understand that any actions of the Zoning Commission are considered recommendations to the City Council and that I may be heard by the City Council at the prescribed Council hearing date where a final decision will be made.

I further understand that if I am not present nor duly represented at the Commission’s public hearing, the Zoning Commission may dismiss my request, which constitutes a recommendation that the request be denied. I further understand that if I am not present, or duly represented, at the City Council public hearing, the City Council may deny my request.

I reserve the right to withdraw this proposal at any time, within 14 days of the deadline filing date, upon written request filed with the Executive Secretary of the Commission. Such withdrawal shall immediately stop all proceedings thereon; provided, however, case withdrawal, filed any time after the 14 days following the filing deadline, shall constitute a denial by the Commission and City Council. I understand my filing fee is not refundable upon withdrawal of my case application after public notice, nor following denial by the Commission or Council of my case. I / we respectfully request approval and adoption of the proposed zoning / land use of property, within the City of Fort Worth, as identified in this application.

SIGN INSTALLATION AUTHORIZATION

Authority is hereby granted to the City of Fort Worth, or its agent, to install upon the above described property, sign or signs in a conspicuous place, or places, at a point, or points nearest any right-of-way, street, roadway or historic designation, or, special exception or public thoroughfare abutting said property. Such sign or signs indicate that a zoning amendment is proposed and that further information can be acquired by telephoning the number indicated. I shall inform City Staff if the sign is removed, lost, or otherwise ceases to be displayed on my property during the processing of the zoning case.

Owner’s Signature (of the above referenced property): _____

Owner’s Name (Printed): _____

If application is being submitted by an applicant or agent other than the property owner, complete the section below:

AUTHORITY IS HEREBY GRANTED TO (NAME) Peloton Land Solutions ACTING ON MY BEHALF AS THE OWNER OF THIS PROPERTY AS INDICATED AT THE APPRAISAL DISTRICT, TO FILE AND PRESENT AN APPLICATION TO THE CITY OF FORT WORTH, TEXAS, TO REQUEST A CHANGE IN ZONING CLASSIFICATION FOR THE FOLLOWING PROPERTY:
see attached (CERTIFIED LEGAL DESCRIPTION)

Owner’s Signature (of the above referenced property)

Applicant or Agent’s Signature

Owner’s Name (Printed)

Applicant or Agent’s Name (Printed):



SITE PLAN CHECKLIST AND REQUIREMENTS

Planned Development (PD) and Conditional Use Permit (CUP) Requests

Items to be Shown on All Site Plans

Project Identification:

- Site Address and Legal Description
- Title of project or development (in bold letters) in the lower righthand corner of the plan
- Date of preparation or revision, as applicable
- Name, address, and telephone number of engineer, architect, surveyor, and developer/owner
- Vicinity map, north arrow, and scale
- Label the zoning case number in the lower righthand corner of the plan, below the title
- Provide a signature line labeled: "Director of Development Services" with a "Date" line above the project title

Site Conditions:

- Buildings and Structures – The location and dimensions of all existing and proposed buildings and structures on the site, including those proposed for removal; the specific category of land/occupancy use(s) to be contained therein; the gross floor area, number of stories, land density per net acre of any residential buildings to remain or proposed, building height and separation, exterior construction material(s); and the location of all entrances and exits to buildings.
- Streets, Parking, and Drives – The location, paving and Right-of-Way widths, dimensions, and type(s) of all existing and proposed surface materials of perimeter and internal public and private streets, driveways, entrances, exits, parking and loading areas, including the number of off-street parking and ADA spaces, access ramps, wheel stops/curbing, and internal vehicular circulation pattern(s) or flow diagrams.
- Supplemental Surfaces – The types of surfacing i.e. grass turf, gravel, walks, etc. elsewhere existing or proposed on the site that is not proposed for vehicular paving and circulation.
- Dumpsters/Air Conditioners/Compactors – The size and location of all garbage containers, compactors, ground mounted air conditioners, etc., including the screening material identification and height thereof.
- Fences and Screening – Location, material, and height of all screen fences, walls, screen plantings, or bufferyards.
- Setbacks and Easements – Show all utility, drainage, and other easements, and all setbacks as appropriate to the zoning district and recorded plats.
- Land Use and Zoning – Label the land use and zoning classifications of both the site area and the immediately adjacent properties abutting the site.
- For Multifamily Site Plans - Provide a diagram showing areas being counted towards open space. If a waiver is required, provide a specific minimum percentage or other language defining how open space will be calculated for your project.

General Notes:

The following notes should be included on all site plans:

- This project will comply with [Section 6.301, Landscaping](#).
 - Note: For multifamily projects, revise this note to state: "This project will comply with Enhanced Landscaping Requirements for Section ____." (reference section for your specific zoning district)
- This project will comply with [Section 6.302, Urban Forestry](#).
- All signage will conform to [Article 4, Signs](#).
- All provided lighting will conform to the Lighting Code.

For multifamily projects in CR, C, or D districts, also include the following note:

- This project will comply with the Multifamily Design Standards (MFD) and an MFD Site Plan shall be submitted.

Please make sure to carefully review the development standards for your zoning district in [Chapter 4](#) of the Zoning Ordinance. If any waivers from these requirements are being requested, they must be clearly listed on the application and site plan. Once a site plan is approved by City Council, a PD or CUP Amendment will be required to add or modify any waivers. This is a full rezoning (public hearing) process that cannot be approved administratively.

Note: Approval of a zoning site plan does not waive health and safety requirements from Platting, Transportation/Public Works, Fire, Park & Recreation, and Water Department. These items cannot be waived through the Zoning Commission and City Council. Approval of the zoning site plan does not constitute the acceptance of conditions from these departments.

**BASSWOOD35 PD ZONING REQUEST
NARRATIVE**

The request is being made to rezone the Site from CR, E, A5, PD and E to a Planned Development. The Planned Development is approximately 361 acres of land located east of Interstate 35W (at the Hwy 287 split), north of Basswood Boulevard, south of Thompson Road and west of Riverside Drive. The Site is composed of two parcels of land separated by land owned by Brazos Electric Power Coop and ONCOR ENERGY.

The zoning request is for a Planned Development (PD) containing seven tracts. The overall base zonings include A5, R2, C, D, CF, G and I. The purpose of the zoning request as a PD is to allow for the highest and best uses in this area and flexibility in each tract. The proposed uses also provide a transition between the highway and the residential uses on the east as well as allowing connection to the school to the north. The development of the Site would also allow connection to a transition from the adjacent commercial to the south.

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6	I & G	42.1
7	G & D	19.8

*Tract 3 is currently under negotiation with the City of Fort Worth. The intent is for the City to purchase a portion and develop such as a stadium. The proposed uses would allow for flexibility in this case should the City not make the purchase.

The City's Future Land Use Plan designate the Site be developed as neighborhood commercial, general commercial, medium density residential and single family residential. The proposed uses support these uses by applying the following zonings:

Land Use	Proposed Zoning
Neighborhood Commercial	G
General Commercial	G
Medium Density MF	R2, C, D
Single Family	A5

The G district allows the flexibility for uses of the neighborhood commercial and general commercial without being overly complicated.

The multi-family land use is intended to be met through the R2, C and D base districts and provide for a variety of residential products that can be tapered to current market conditions and maintain a transition between the Site and the existing uses.

The A5 allows for further mixes of residential products by adding single family to the area at various price points.

The request for a Planned Development and not a mix of adjacent straight zoning districts is to allow the development of the Site to be flexible and to provide the necessary components to buffer the adjacent single family without being overly strict.