

Park Glen Neighborhood Association

Minutes of August 16, 2022, Board Meeting

APPROVED
BY BOARD
OF
DIRECTORS
ON
10/18/22

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 7:10 p.m.; the quorum was met, and the meeting was called to order. The following Board Members were present: Susan Kenney, Beth Rutkoski, Leslie Graham, Tom Kaul, Paul Grove, Ralph Robb, and Scott Roloff was present online.

Announcement of Board Actions since the July 19, 2022, Board Meeting:

On July 27, 2022, **Susan Kenney made a motion to correct the Election Guidelines in the first section, Election Timeline, as follows: September 12th (Monday) at noon - Advance voting period ends for receipt in NMI's office of mail in directed proxy.** Tom Kaul seconded the motion. Those voting yes were Susan Kenney, Tom Kaul, Beth Rutkoski, Leslie Graham, Scott Roloff, Ralph Robb, and Paul Grove. **Motion passed unanimously on July 27, 2022.**

Consideration of July 19, 2022, Board Meeting Minutes:

- **Tom Kaul made a motion to accept the board meeting minutes for July 19, 2022.** Beth Rutkoski seconded the motion. None opposed. **Motion passed unanimously.**

Board Member Reports & Comments:

- Susan Kenney - President
 - Final Report on Sidewalk Project #3 - The Financial Report was discussed. Paul Grove went over the Final Financial Report (see attached Sidewalk Project #3 Final Financial Report). Susan explained that Sidewalk Coordinator Daniel Guido will update his Draft Sidewalk Report.
 - PID6
 - PID6 Board Meeting, July 28, 2022 - A homeowner that was at the PID6 board meeting on 7/28/22 informed the PGNA board of important information covering the irrigation company and its software.
 - Next PID6 Board Meeting is Thursday, August 25, 2022 (see PID6.org for details) - It is the Annual Meeting
 - 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 July 2022 – see attached Financial Report

Treasurer's Report- Treasurer - Paul Grove reported on the following:

- Accounts Receivable Status - see attached Accounts Receivable Report
- Benevolence Fund - see attached Benevolence Fund Report
- Independence Celebration Financial Report - Paul Grove reported (see attached document)

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Events & Activities Report:

- Annual Meeting and Election is on September 13, 2022, at 7:00 p.m. at Alliance Church (near the north end of Park Vista Blvd.) at 8400 Park Vista Blvd. Rm E100
 - On August 10 an envelope was sent with the Annual Meeting Notice and support documents. On August 12, an email (says From Park Glen Election Admin.) with the same information was sent to those emails registered with PGNA.
 - Voting started on August 12: Can vote: Online, by Directed Proxy, and at Annual Meeting. Go to ParkGlen.org for the online voting link & more information.
 - For Proposed Amendment to Park Glen Phase 2 Association Declaration, concerning leasing (short-term rentals like Airbnb), we need 830 homeowners to vote, and a majority need to vote in favor of the amendment.
 - For the Election of the Board, we need 332 homeowners to vote
- Yard of the Month Program - Winners for August presented on the screen - Beth Rutkoski reported
- National Night Out Block Parties (evening of October 4th) - Block parties promote neighbors getting to know one another, which reduces crime. Please email Coordinator Gerry Sauls at PGNANationalNightOut@gmail.com, if you'd like to hold a block party.

Business & Motions:

- Turkey Trot (November 24, 2022) - Discussion on the need for a coordinator and 5 more volunteers to help with planning, preparing, and coordinating for the event.
- Allow for a gas allowance of \$50 for Yard of the Month Coordinator Beth Rutkoski - Discussion was had but more information needs to be gathered before a motion can be made. The business was tabled to the next meeting.
 - Ideas for documenting mileage: Trip Log, Hurdlr, Quickbooks, Everlance, Mile IQ (top 5)
- **Tom Kaul made a motion to recommend approval of the Basswood35 rezoning request, but not including the proposed soccer stadium.** Paul Grove seconded the motion. None opposed. **Motion passed unanimously.**
- Proposed Budget - Each line item was discussed and adjusted. **Paul Grove made a motion to adopt the budget for Park Glen's fiscal year 10/1/22 - 9/30/23 and set the Annual Assessment amount at \$66.00 for each Park Glen home for 2022-2023, to be billed on or near October 1, 2022, with a due date of November 1, 2022.** Beth Rutkoski seconded the motion. None opposed. **Motion passed unanimously.**
- Halloween/Harvest Decorating Contest - **Beth Rutkoski made a motion to hold the Halloween/Harvest Decorating Contest (fashioned after the Holiday Lights Decorating contest), approve the Halloween/Harvest Guidelines, and approve a budget of \$700 (\$50 gift card for one winner for each of the 13 villages), with Beth Rutkoski as the Coordinator.** Tom Kaul seconded the motion. None opposed. **Motion passes unanimously.**
- Gift cards for Architectural Control Committee (ACC) - **Susan Kenney made a motion to purchase five \$75.00 gift cards and present them to the members of the Architectural Control Committee for our appreciation of their hard work and dedication in making Park Glen a Great Place to Live.** Tom Kaul seconded the motion. None opposed. **Motion passed unanimously.**
- Need to find a new Coordinator for Future Sidewalk Projects

Park Glen Neighborhood Association

- Need to purchase a new megaphone and a small table for events - **Susan Kenney made a motion to purchase a new megaphone and small table for events, not to exceed a total cost of \$200.** Tome Kaul seconded the motion. None opposed. **Motion passed unanimously.**

Member Comments: None

Adjourn:

- Meeting adjourned at 9:22 p.m.
- Annual Meeting is Tuesday, September 13, 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.
- Next Board Meeting is Tuesday, September 20, 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.

PGNA Sidewalk Project #3 Cost Summary				
Budget:				
Original (Feb '21):	\$ 180,000.00			
Additional (Jan '22):	\$ 6,000.00			
	\$ 186,000.00			
Expenses:				
Concrete Construction Company:	\$ 186,428.45			
Annie Up:	\$ 3,500.00			
Brown's Tree Service:	\$ 550.00			
Daniel Guido, Project Manager:	\$ 3,985.58			
Misc supplies (yellow tape):	\$ 11.88			
	\$ 194,475.91			
Under / (Over) Budget:	\$ (8,475.91)			

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 July 16, 2022 to August 12, 2022

Administrative

Homeowner Contact:

- 12 resale certificate inquiries and/or mortgage questionnaires.
- 8 regarding violations (this includes violations on their own properties or neighbors).
- 2 conversation regarding streets/street parking.
- 4 requesting contact change information (or adding of email/phone numbers)
- 3 conversations regarding Property Modifications requirements/information.
- Management sent several email blasts on behalf of the board.
- Management attended last Board meeting, supplied board meeting packets for board members and any homeowners that might want to join (12 homeowners were present in person).

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

30 Properties had ownership changes processed from To July 16, 2022 to August 12, 2022.

Homeowner Emails on File

Currently we have 2,383 up from 2,368 emails on file, an increase of 15 emails for homeowners.

Park Glen Neighborhood Association

Management Report July 16, 2022 to August 12, 2022

ACC Applications from 7.16.2022 to 8.12.2022

20 ACC applications have been received from owners since 7.15.2022

8 applications were approved for:

- Exterior Painting
 - Front Door Replacement
 - Patio Cover
 - Roof Replacement
 - Solar Panel Installation
- **6 applications are pending**
 - **1 application was withdrawn**

Violation Summary Report 7/16/2022 to 8/12/2022

Courtesy Notice - 166 – (349) Everything in parenthesis is last month

Architectural – **1 (1)**
Basketball Goal – **0 (1)**
Driveway/Sidewalk – **0 (2)**
Exterior Maintenance – **2 (4)**
Fences – **8 (8)**
Holiday Decorations – **0 (2)**
Landscaping – **1 (154)**
Parking – **15 (9)**
Signage = **0 (3)**
Storage of Garbage / Recycling -**82 (103)**
Tree Requirements – **0 (8)**
Unightly Items – **45 (9)**

Park Glen Neighborhood Association

Management Report July 16, 2022 to August 12, 2022

Warning Notice 99 (237)

Basketball Goal - 0 (0)
Driveway - 0 (0)
Exterior Maintenance - 5 (3)
Fences - 8 (8)
Holiday Décor - 1 (1)
Landscaping - 3 (148)
Storage of Garbage/recycling - 52 (50)
Tree Requirements - 6 (10)
Unightly Items - 19 (7)
Parking - 3 (0)

209 Notice 23 (28)

Basketball Goal - 0 (0)
Exterior Maintenance - 3 (4)
Fences/Wall - 7 (4)
Holiday Decorations - 0 (0)
Landscaping - 0 (11)
Parking - 1 (3)
Storage - 0 (0)
Tree Requirements - 6 (2)
Unightly Items - 5 (2)

209 Notice Certified -7 (3)

Exterior Maintenance 3 (0)
Landscaping - 0 (1)
Parking - 2 (1)
Fences - 1 (0)
Unightly Items - 1 (0)

Monitor - 19 (37)

Architectural - 1 (0)
Basketball goal - 0 (0)
Driveway - 0 (2)
Exterior Maintenance - 1 (1)
Fence - 10 (1)

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Management Report July 16, 2022 to August 12, 2022

Landscaping – 3 (28) – All Landscaping is on hold due to weather

Parking – 2 (2)

Trash Cans – 0 (2)

Unightly Items – 2 (0)

Violation Totals:

Open - (166 Courtesy, 99 Warning, 30-209)

(349 Courtesy, 237 Warning, 23-209)

Monitor – 19 (37)

Closed – 130 (339)

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

Accounting

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

Legal (As of 8/12/2022)

2 (2) Combo – Collections/Deed Restrictions/Pre-Litigation – One on a payment plan; other one sold awaiting funds from closing

1 (1) Judicial Foreclosure

12(8) Collection/Pre-Litigation

4 (4) Active Post Judgments (3 active payment plans)

1 (1) Bankruptcy

20 accounts currently with the Attorney (16)

Respectfully Submitted,

Christina M. Fountain, FL CAM

Senior Community Association Manager

Neighborhood Management, Inc.

Park Glen Neighborhood Association, Inc.

Balance Sheet as of 7/31/2022

Assets	Operating	Reserve	Total
Current Assets			
1000 - CAB Operating Checking	\$23,075.32		\$23,075.32
1001 - CIT Operating Money Mkt *9421	\$75,070.38		\$75,070.38
1020 - PPB Operating Account *1794	\$127,197.39		\$127,197.39
1102 - AAB ICS Reserve MM *4845		\$106,700.35	\$106,700.35
1103 - CIT Reserve Money Mkt *4542		\$55,433.16	\$55,433.16
1120 - PPB Reserve Money Mkt *1785		\$3,125.34	\$3,125.34
1200 - CDARS Reserve CD *4684 52 weeks 08/25/22		\$129,212.67	\$129,212.67
1201 - CDARS Reserve CD *4471 52 weeks 08/25/22		\$129,212.65	\$129,212.65
1600 - Accounts Receivable	\$58,123.67		\$58,123.67
1605 - Allowance for Doubtful Accts	(\$8,820.32)		(\$8,820.32)
Total Current Assets	\$274,646.44	\$423,684.17	\$698,330.61
Total Assets	\$274,646.44	\$423,684.17	\$698,330.61
Liabilities / Equity			
Current Liabilities			
2003 - Due to Mgmt. Co.--Trf Fees	\$1,050.00		\$1,050.00
2050 - Prepaid Owners Assessments	\$15,322.96		\$15,322.96
2003-99 - Due to Mgmt Co.--Collect Ltr/Pmt Plans/Admin/Lien	\$1,860.00		\$1,860.00
Total Current Liabilities	\$18,232.96		\$18,232.96
Equity			
3500 - Fund Balance Retained	\$144,368.73	\$590,806.29	\$735,175.02
3550 - Current Year Gain / Loss	\$113,795.17	(\$167,070.35)	(\$53,275.18)
3600 - Prior Year Adjustments	(\$1,750.42)	(\$51.77)	(\$1,802.19)
Total Equity	\$256,413.48	\$423,684.17	\$680,097.65
Total Liabilities / Equity	\$274,646.44	\$423,684.17	\$698,330.61

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 7/1/2022 - 7/31/2022

	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	18.56	-	18.56	110.24	-	110.24	-
4550 - Interest on Assessments (Delinquent)	153.35	125.00	28.35	2,213.92	1,250.00	963.92	1,500.00
4603 - Social Event Income	-	1,250.00	(1,250.00)	19,798.80	12,500.00	7,298.80	15,000.00
Total Income	171.91	1,375.00	(1,203.09)	244,427.59	232,672.00	11,755.59	235,422.00
Total Income	171.91	1,375.00	(1,203.09)	244,427.59	232,672.00	11,755.59	235,422.00

Operating Expense

General and Administrative Expenses

5104 - Administrative	-	316.67	316.67	5,275.81	3,166.70	(2,109.11)	3,800.00
5105 - Postage	-	250.00	250.00	5,189.28	2,500.00	(2,689.28)	3,000.00
5107 - Social Committee/Community Events	250.00	1,500.00	1,250.00	20,265.80	24,500.00	4,234.20	24,500.00
5107-02 - Community Programs	-	-	-	1,096.91	1,800.00	703.09	1,800.00
5112 - Committee Expense	-	-	-	300.00	-	(300.00)	500.00
5113 - Professional Management	6,942.00	6,942.00	-	69,420.00	69,420.00	-	83,304.00
5114 - Storage	265.00	210.00	(55.00)	2,515.00	2,100.00	(415.00)	2,550.00
5115 - Website/Portal	-	20.00	20.00	3,123.54	200.00	(2,923.54)	240.00
5116 - Association Meetings	-	20.00	20.00	406.49	200.00	(206.49)	240.00
5117 - Licenses, Permits & Fees	-	-	-	-	320.00	320.00	320.00
5118 - Hospitality	-	125.00	125.00	-	1,250.00	1,250.00	1,500.00
5120 - Copies	-	2,200.00	2,200.00	1,639.35	2,200.00	560.65	2,200.00
5176 - Legal Fees	-	400.00	400.00	709.50	4,000.00	3,290.50	4,800.00
5177 - Legal Fees Billed Back	(8,184.56)	-	8,184.56	(8,184.56)	-	8,184.56	-
5180 - Other Professional	-	-	-	-	6,800.00	6,800.00	6,800.00
5181 - Audit & Accounting	-	-	-	600.00	700.00	100.00	700.00
5184 - Scholarships/Charity	-	16,000.00	16,000.00	-	16,000.00	16,000.00	16,000.00
Total General and Administrative Expenses	(727.56)	27,983.67	28,711.23	102,357.12	135,156.70	32,799.58	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	-	-	-	10,564.00	10,000.00	(564.00)	10,000.00
5251 - Directors' & Officers' Ins.	-	-	-	7,114.00	7,300.00	186.00	7,300.00
5252 - Umbrella Policy	-	-	-	1,340.00	1,250.00	(90.00)	1,250.00
Total Insurance	-	-	-	19,018.00	18,550.00	(468.00)	18,550.00

Infrastructure and Maintenance

5470 - Community Maintenance & Repairs	-	1,250.00	1,250.00	6,506.30	12,500.00	5,993.70	15,000.00
Total Infrastructure and Maintenance	-	1,250.00	1,250.00	6,506.30	12,500.00	5,993.70	15,000.00

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 7/1/2022 - 7/31/2022

	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	-	38,848.30	38,848.30	46,618.00
Total Reserves	-	3,884.83	3,884.83	-	38,848.30	38,848.30	46,618.00
Total Expense	(727.56)	33,118.50	33,846.06	130,632.42	208,055.00	77,422.58	235,422.00
Operating Net Total	899.47	(31,743.50)	32,642.97	113,795.17	24,617.00	89,178.17	-

Park Glen Neighborhood Association, Inc.

Statement of Revenues and Expenses 7/1/2022 - 7/31/2022

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Reserve Income							
Income							
4500 - Interest Income	118.76	-	118.76	1,113.05	-	1,113.05	-
Total Income	118.76	-	118.76	1,113.05	-	1,113.05	-
Total Income	118.76	-	118.76	1,113.05	-	1,113.05	-
Reserve Expense							
Infrastructure and Maintenance							
5478 - Sidewalk Repair & Root Mitigation	-	-	-	168,183.40	-	(168,183.40)	-
Total Infrastructure and Maintenance	-	-	-	168,183.40	-	(168,183.40)	-
Total Expense	-	-	-	168,183.40	-	(168,183.40)	-
Reserve Net Total	118.76	-	118.76	(167,070.35)	-	(167,070.35)	-
Net Total	1,018.23	(31,743.50)	32,761.73	(53,275.18)	24,617.00	(77,892.18)	-

**Park Glen Neighborhood Association
Accounts Receivables**

2021 Assessment			
Bill Date <i>Early Oct</i> Due Date <i>Nov 1</i>	Total # Past Due Accts	% of 3,317 Homes	Total Past Due \$ Owed
12/7/21	627	18.9%	121,673
1/17/21	529	15.9%	84,998
2/15/22	441	13.3%	73,827
3/15/22	296	8.9%	65,502
4/19/22	265	8.0%	64,668
5/17/22	265	8.0%	64,668
6/x/22	213	6.4%	57,498
7/19/22	200	6.0%	63,987
8/16/22	185	5.6%	57,558

Comparison	Accounts Past Due	Total Owed
vs last month:	-15	\$ (6,428)
vs 1 yr ago:	31	\$ (5,693)
vs 5 yrs ago:	-13	\$ (113,910)

PGNA Benevolence Fund

Source is advertising revenue. No homeowner assessments go towards Benevolence.

Dedicated Advertising Revenue 2017-2019:		\$	3,685
Dedicated Advertising Revenue since 1/1/20: (showing deposit date)			
7/2/2020	North Texas Roofing	\$	100
7/17/2020	Marlexi Design LLC	\$	50
2/22/2021	Shalunda Corzine	\$	150
5/2/2021	iExplore Montessori (Nona Perry)	\$	150
6/21/2021	Judicial award/compensation to PGNA	\$	3,708
	<i>Total Revenue:</i>	\$	<u>7,843</u>
Total Disbursements:			
7/29/2017	Stump Removal & Mulch for a Park Glen owner in need	\$	412
2/19/2018	Park Glen homeowner with a special needs child	\$	500
4/18/2018	Park Glen homeowner with significant medical expense for child	\$	500
5/26/2019	Park Glen homeowner with significant medical expense for child	\$	200
5/26/2020	Park Glen homeowner with personal tragedy	\$	460
	<i>Total Disbursements:</i>	\$	<u>2,072</u>
	Available Now (Total Revenue minus Total Disbursements):	\$	5,771

Park Glen 2022/2023 Approved Budget
October 1, 2022 through September 30, 2023

	Actuals 2021/2022	2021/2022 Budget	2022/2023 Budget	
Income				Comments
4100 - Assessments	218,922.00	218,922.00	218,922.00	No change in assessment amounts.
4200 - Late Fee	-	0.00	0.00	we do not budget for a variable we cannot predict
4500 - Interest Income	92.00	0.00	0.00	we do not budget for a variable we cannot predict
4550 - Interest on Assessments (Delinquent)	2,061.00	1,500.00	1,500.00	do not like to budget for a variable, but common sense dictates there will be some late interest.
4603 - Social Event Income	19,799.00	15,000.00	17,000.00	Income Received from 2021 Turkey Trot, Holiday in the Park and 2022 Spring Event
4604 - Advertising Revenue for Benevolence	3,858.00	0.00	0.00	we do not budget for a variable we cannot predict
Total Income	244,732.00	235,422.00	237,422.00	
Expenses				
5104 - Administrative	5,276.00	3,800.00	5,500.00	This is the cost for 3rd mailing of invoices, 209 letters, any fedex or credit card charges as well as notary charges
5105 - Postage	5,189.00	3,000.00	5,500.00	This is the postage cost for mailing statements, late notices and violation notices
5107 - Social Committee/Community Events	20,016.00	24,500.00	27,600.00	\$12K for turkey trot.; \$5,500 holiday in the Park; Spring Event \$5,700; Independence Day \$1600 -National Night Out \$1100. \$600 for shredding. . \$600 for Polar Express Movie night; \$500 for Spring Movie Night
5107-02 - Community Programs	1,097.00	1,800.00	2,000.00	\$700 for Halloween/Harvest, \$700 for Holiday Decorating. \$150 (3 x \$50)gift cards for annual meeting; \$50 gas for YOM coordinator;\$400 discretionary and/or other contests
5112 - Committee Expense	300.00	500.00	500.00	5 - \$75 gift cards for ACC member thank yous. \$125 discretionary
5113 - Professional Management	83,304.00	83,304.00	83,304.00	No increase in Management Fees - Fees have been frozen until 2024/2025
5114 - Storage	3,045.00	2,550.00	3,233.00	265 a month x 10 months; 2 @ \$291.50
5115 - Website/Portal	3,123.54	240.00	800.00	\$82 web; \$30.30 SSL: \$680.89 maintenance; x 10%
5116 - Association Meetings	406.49	240.00	240.00	go to meeting (video conferencing) charges\$20@ month; overage was due to camera that was purchased for online meetings
5117 - Licenses, Permits & Fees	320.00	320.00	120.00	Due to new law Management Certificates must be refilled to include additional information (\$200) (\$120 is for annual corporate filing fee)
5118 - Hospitality	-	1,500.00	1,500.00	In case we start up a hospitality committee/effort mid-year.
5120 - Printing and Reproduction	1,639.00	2,200.00	2,200.00	Projected cost of printing on annual postcard mailing in June/July to encourage hoemowners to run for the board.
5176 - Legal Fees	1,400.00	4,800.00	4,800.00	The last 3 years not a lot has been spent on attorney fees, but kept it in there just in case.
5180 - Consulting/Professional Fees	8,000.00	6,800.00	8,000.00	YesElection (election and online voting company); guesimating overage due to amendment
5181 - Audit & Accounting	600.00	700.00	700.00	For Tax returns/auditing
5183 - Benevolence	-	0.00	0.00	Do not budget for variable.
5184 - Scholarships/Charity	11,000.00	16,000.00	11,000.00	This number will be based on how well Turkey Trot or any future events are held. It will be based on the amount of 4603.
5202 - Corporate Income Tax	2,201.00	3,000.00	2,300.00	
5250 - Commercial Package Insurance	10,564.00	10,000.00	11,220.00	allowing for a 10% increase
5251 - Director's & Officers	7,114.00	7,300.00	7,825.00	allowing for a 10% increase
5252 - Umbrella Policy	1,340.00	1,250.00	1,474.00	allowing for a 10% increase
5470 - Community Maintenance & Repairs	5,271.00	15,000.00	15,000.00	Mailboxes/kiosk/column repairs
Expenses Total	171,206.03	188,804.00	194,816.00	

Approved 2022/2023 Budget

Income Accounts Total:	244,732.00	235,422.00	237,422.00
Expense Accounts Total:	171,206.03	188,804.00	194,816.00
6000 - Amount to Transfer to Reserves:	73,525.97	46,618.00	42,606.00
Total:	0.00	0.00	0.00

Halloween/Harvest Decorating Contest Guidelines

- This Park Glen Halloween/Harvest Decorating Contest is being held to recognize and show appreciation to residents for their outstanding efforts to decorate their homes for everyone to enjoy.
- Decorations may be related to Halloween, Harvest Season, or a combination of both.
- Entries or nominations are not required.
- Volunteer judges will tour the neighborhood looking at home decorations between 7 p.m. and 10 p.m. approximately ONE WEEK before Halloween.
- It is recommended that spot lights be used on decorations that are only visible during the day, so that judges can view the decorations when they drive through the neighborhood in the evening.
- Judging will be based on “curb appeal” as viewed from the street only. The primary factor will be overall presentation (“wow factor”), but judges will also consider uniqueness & creativity, storyline or theme, and neatness & organization.
- Two previous year winners and properties with past due balances owed to the Association or outstanding deed restriction violations will not be eligible.
- 13 homes will be selected (one from each of Park Glen’s 13 villages), with each winner receiving a \$50 gift card and a yard sign to display for three weeks. Winners will also be announced and pictured on our website and in the newsletter.
- Judges are volunteers that judge a different village from their own and are still eligible for the contest.
- Be creative, be festive, and have fun!