

Park Glen Neighborhood Association

Board of Directors Meeting Minutes

Tuesday, February 17, 2026

Approved on March 17, 2026

Board Meeting - 7:00 pm

Executive Session – 8:00 pm

Northpark YMCA 9100 N Beach St, Fort Worth, TX 76244 [Room: Multi-Purpose 1]

(Please note location change)

Call to Order, Welcome and Introduction of Board Members

- Alvin Donohue called the meeting to order at 7:04 p.m. The board members in attendance were: Alvin Donohue, Melissa Medici, Ralph Robb, Joseph Hooton, Tom Kaul.

Approval of Previous Board Meeting Minutes:

- Alvin Donohue motioned to table approval of the January 20, 2026 Board meeting minutes. Tom Kaul seconded the motion. None opposed. **The motion passed.**

Guest Speaker

- Christopher Lirette, Code Compliance Superintendent-Animal Field Services, Fort Worth
 - Christopher presented information on Migratory Birds. He reviewed legislation, migration cycles, educate>communicate>action plan, and brought Egret Deterrent Kits for residents.***The full presentation has been included at the end of these meeting minutes**

Announcement of Board Actions

- Welcome Letter
 - The Board approved a welcome packet for new residents. The welcome letter has been distributed for Welcome Committee use and uploaded to ParkGlen.org and the Neighborhood Portal>Documents>Welcome Packet.
- Village Captain Guidelines
 - On January 28, 2025, Alvin Donohue motioned that the Park Glen Board of Directors approve and adopt the Village Captains Guidelines dated January 21, 2026. The majority voted in favor. **The motion passed.**
 - The document has been uploaded to ParkGlen.org and the Neighborhood Portal>Documents>General Association Correspondence.
- Eggstravaganza
 - On January 28, 2025, Alvin Donohue motioned that the Park Glen Neighborhood Association (PGNA) appoint Taylor Doyle [Neighborhood Management, Inc.] as the Eggstravaganza Coordinator, effective immediately, with responsibility to plan, organize, and execute the Eggstravaganza event in coordination with the PGNA Board and the management company; manage volunteers and event logistics; and operate within the event budget and any Board-approved purchasing and contracting requirements. The Eggstravaganza Coordinator is authorized to make routine planning decisions and expenditures within the approved budget, with any material scope changes or unbudgeted expenses requiring prior Board approval. Ralph Robb seconded. The majority voted in favor. **The motion passed.**
- New Recorded Documents
 - The Board notarized and recorded two documents. Recent updates include:

- Re-recorded Bylaws: The Bylaws have been updated solely to include missing Exhibit A. There are no changes to the association's structure or to any homeowner rights. Exhibit A simply identifies the homes and lots that make up Park Glen.
- Fourth Supplement to the CC&Rs: A new supplement has been recorded in which the declarant formally transfers Architectural Review authority from the Declarant to the Association.
- Commercial Property Concerns India Bazaar
 - The Board approved and provided a letter to the retail developer detailing concerns and solutions regarding the enjoyment of homes abutting the India Bazaar retail area.
- Other announcements.
- Alvin Donohue motioned to approve the above action from the board. Tom Kaul seconded the motion. None opposed. **The motion passed.**

Volunteer Recognition

- No report.

Officer & Manager Report

- President's Report
 - Alvin shared a presentation about the survey results that have come in thus far. The key take-aways were:
 - 18% of homeowners responded. The majority who have lives in PGNA for 10+ yrs.
 - 84% of homeowners prefer email communication
 - New residents need more support and information
 - Practical/Utility-focused events were preferred over social events.
 - 47% are interested in an HOA 101 session
 - Residents are aware of Code Blue/Neighborhood Watch
 - *The full presentation has been included at the end of these meeting minutes.**
- Treasurer's Report
 - No report.
- Directors' Report
 - Melissa shared the PGNA volunteer fair is this weekend at the Northpark YMCA. It is an opportunity to learn about how residents can volunteer for a position that works with their schedule.
 - Joseph shared details about upcoming road construction from Los Padres to 377. See more details here <https://www.fortworthtexas.gov/projects/cfw-us377-basswood-kroger>
 - Joseph shared details about upcoming Sewer project at Basswood and Arcadia Park. See more details here <https://www.fortworthtexas.gov/projects/cfw-arcadia-trail-area-36-inch-in-diameter-sewer-rehabilitation-replacement>
- Community Manager's Report
 - The management report highlights were reviewed. The financials and bank account balances for January 2026 were reviewed. Full copies of documents are available on ParkGlen.org.

Committee & Coordinator Reports:

- Neighborhood Tree Planting Program Coordinator – Matt McCoy
 - Alvin Donohue reported the free tree program will resume in March 2026.
 - Special discount for Park Glen residents through City Arborist:
Discounts for PGNA Residents include: Stump removal: \$125 flat fee. Tree trimming: 10% off (Front yard work only). Contact Matt McCoy pgnaMatt@gmail.com to arrange services.
- Welcome Committee – Stephanie Lincoln

- Victoria Rosario informed residents of where to find the welcome letter.

Events & Activities Report:

Eggstravaganza	March 28, 2026
Garage Sale	April 10-12, 2026
Shredding Event	May 2, 2026

- Volunteer Opportunities
- Visit **ParkGlen.org** for more information on events and activities.

Adjourn

- Alvin Donhue motioned to adjourn the meeting. Joseph Hooton seconded the motion. None opposed.
The motion passed.

Homeowner Comments

- Homeowner comments and suggestions about Governing Document rewrite.

Next Board Meeting - Tuesday, March 17, 2026.

Closed Executive Session to follow.

Migratory Birds

Preventing Rookeries in Residential Areas



The Migratory Bird Treaty Act (MBTA) protects **over 1,000 native bird species** in the United States, covering nearly all native birds, with only three non-native species (House Sparrow, European Starling, Feral Pigeon) generally excluded, making it illegal to hunt, kill, or possess them or their parts without a permit.

Key Details:

- **Scope:** The Act protects almost all native birds in the U.S., including many non-migratory ones, making it a cornerstone of bird conservation.
- **How Many:** While the exact number fluctuates with taxonomic updates, it's consistently cited as over 800, 1,000, or 1,100 species.
- **What's Protected:** This includes the birds themselves, as well as their feathers, nests, and eggs.
- **Exclusions:** The House Sparrow, European Starling, and Feral Pigeon (Rock Dove) are not protected under the MBTA.
- **Enforcement:** The [U.S. Fish and Wildlife Service \(USFWS\)](#) enforces the law, making it illegal to "take" (pursue, hunt, capture, kill, etc.) protected species without a permit.

The Cycle



Birds arrive February to March depending on weather into April



"Roost" while looking for a place to nest.



Build nests quickly.



Lay eggs, "nest," raise young all summer.



Birds leave September to October.



Cycle begins again.



Birds return to same nesting site in even greater numbers!



The Problem



Limitations

- No natural predators.
- Protected status under Migratory Bird Treaty Act of 1918 prevents nest destruction when eggs of any species (Yellow-crown night heron, Cattle Egrets, Snowy Egrets, Little Blue Herons, etc.) are present.
- No city tax funds may be spent on private property.

City has helped with:

- Dead/injured bird pickup.
- Street sweeping and deterrence-propane cannon.
- Education.



Prevention

- **Tanglewood 2012**
- 1000 nests
- **Sylvania Park 2013**
- 1300 nests
- **Candleridge Park 2019 & 2020**
- 500 nests, 700 adult birds
- 1000 nests, 1200 adult birds
- **Silversage 2020**
- 50 nests, 100 adult birds
- **Winchester Ave, 2021**
- **Grand Mesa Dr. 2024**
- **Teal Dr. 2025**
- **Sabrosa Ct W 2025**

Was probably the largest rookie since 2011



The Plan



Education



Communication



Action Steps



Education



- **Learn the warning signs.**
 - Previous nesting activity.
 - Dense tree canopy.
 - Nearby water and food.
 - Scout or sentry birds.

Education

Know what you can do legally.

- Abandoned nest removal OK.
- When to harass?
 - Yes, when roosting.
 - No when nesting.



What's the difference between roosting and nesting?

“Birds don't typically sit on a nest when roosting outside the nesting season. Anything can be done to drive them away without harming the bird when they are only roosting.”



LISEW Wildlife Biologist



Roosting

- **Standing on or around nest**



Nesting

Sitting on nest
Pink breeding spots

Communication

Plan early.

- Distribute general information.
- Prepare future communications.
- Create yard signs.
- Recruit block captains.
- Set up newsletter, e-blast, Nextdoor, etc.

**TANGLEWOOD NEIGHBORHOOD ASSOCIATION NEWSLETTER**JAN. 2013

Tanglewood

WWW.TANGLEWOOD-NEIGHBORS.ORG

NEXT GENERAL MEETING**MONDAY MARCH 11, 7 PM****TANGLEWOOD ELEMENTARY**



Get Ready! - Return of Nuisance Birds Expected in February!

Egrets and herons that made a huge, summer-long mess on Tanglewood Trail last year are expected to return in even greater numbers as early as February.

Any home with mature trees is a potential nesting site for these messy birds.

If you have not yet taken action to prevent nesting on your property, please do so now. If you're not sure what to do, please visit the Tanglewood Neighborhood Association website or contact your neighborhood block captain.

All neighbors are urged to attend the Egret Prevention Party Sunday January 20th (details at the bottom of the page) to see demonstrations of effective tools, pick up free supplies and learn more about the neighborhood's egret prevention plan.

Bird Mess is No Joke - Neighbors endured the birds' noise, excrement and smell from March to September last year. Bird droppings covered driveways, mailboxes, patios and yards, destroying landscapes and roofs.

Prevention is Crucial - Because egrets, herons and other migratory birds are protected by international treaty, it's illegal for residents to harass or harm the birds once they lay eggs. Preventing birds from building nests on residential property in the first place is key.

Putting visual deterrents in trees is recommended before nest building begins. You can also scare off birds with noisemakers, water sprayers and other non-lethal devices. Neighbors are advised to check their trees daily and remove the start of any nest. Once birds begin sitting on the nest, eggs are probably present and birds cannot be harassed.

Watch for Signs - Night herons are the first to migrate to Tanglewood in mid-February. While not usually a nuisance, the presence of night herons lets other migrating birds know they've found a good place to nest.

Tanglewood Neighborhood Association will post yard signs when it's time to start watching for these "scary" birds. The yard signs will

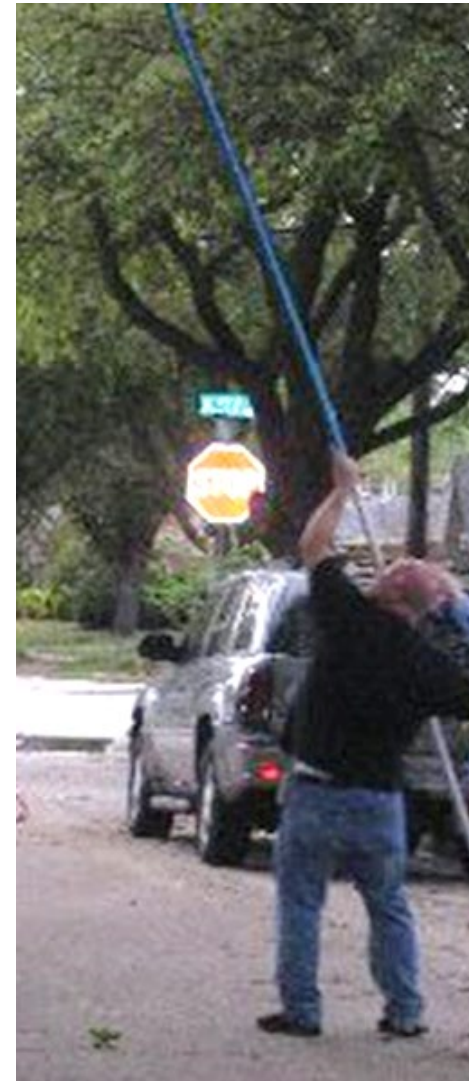
Action Steps

Fall-January

- Remove old nests.
- Trim your trees.
- Get organized.
- Assemble supplies.

February-April

- Watch for sentry birds.
- Report sentry bird sightings.
- Send watch alert; deploy yard signs.
- Check trees **every** day, dawn and dusk.



Action Steps

Effective tools

- Tennis racquet & balls.
- Nest removal hook.
- Air horns.
- Other noisemakers.
- Water blasts. (toys, hose attachment)
- Scare-eye balloons. (Preferred above tree canopy)
- Lights and strobes.
- Two-way radios.



Neighborhood-wide Effort

- Enlist neighbors who walk to report nests/sentry bird sightings.
- Everyone needs to check their trees **daily/nightly**.
- If you are the affected property owners, you need to do something - make noise to scare the birds.
- Non-affected property owners need to stay vigilant but help if you can.
- Neighbors must help each other:
 - Elderly, vacant houses, people on vacation, etc.
- Effort could last two weeks or more!

Depredation Permit Required

Active or Partially Active Colonies

“Once egg laying has commenced by any of those birds, all nest destruction must cease. Destruction of empty nests in an active or partially active colony will likely threaten surrounding nests that contain eggs or nestlings; therefore, it will not be allowed except on a case-by-case basis as determined by the Migratory Bird Permits Office.”

Interim Empty Nest Policy U. S. Fish and Wildlife Service, Region 2



-Celebrate Success-



Park Glen Neighborhood Association Village Captain Program Guidelines and Scope of Responsibilities

1. Purpose of the Village Captain Program

The Village Captain Program exists to strengthen communication, engagement, and connection within the Park Glen Neighborhood Association (PGNA). Village Captains serve as trusted community volunteers who help bridge the gap between residents and the Association, ensuring information flows clearly and neighbors feel informed, supported, and connected.

The program supports PGNA's mission by:

- Encouraging community involvement and participation
- Improving awareness of PGNA programs, events, and initiatives
- Providing an approachable point of contact within each village
- Supporting a positive, informed, and cohesive neighborhood culture

2. Role Overview

A Village Captain is a volunteer representative for a defined village within Park Glen. Village Captains act as communicators, connectors, and advocates for community engagement. They do not act as decision makers or enforcement agents, but instead support the Association by sharing information and relaying feedback.

Village Captains work collaboratively with the PGNA Board, management, and other volunteers while remaining focused on the needs and interests of their village.

3. Scope of Responsibilities

Village Captains are expected to perform the following duties in a reasonable and volunteer-appropriate manner:

Community Communication

- Share PGNA announcements, reminders, and updates with residents in their village
- Help residents understand PGNA programs, events, and initiatives
- Direct residents to official PGNA resources, websites, and contacts when appropriate

Liaison Role

- Serve as a point of contact for general questions or concerns from residents
- Relay feedback, trends, or recurring concerns to the PGNA Board or management
- Help clarify misconceptions by referencing official Association communications

Community Engagement

- Promote PGNA events and encourage neighbor participation

- Support neighborhood cohesion by fostering a welcoming and inclusive environment
- Assist with community initiatives when requested and available

Issue Awareness and Escalation

- Identify issues that may affect multiple residents and elevate them through proper channels
- Escalate concerns to PGNA leadership or management rather than attempting to resolve them independently
- Encourage residents to follow established PGNA processes for requests and complaints

4. Boundaries and Limitations of the Role

Village Captains do not have authority to:

- Enforce deed restrictions, bylaws, or rules
- Issue violation notices or warnings
- Make policy decisions on behalf of PGNA
- Represent PGNA in legal, financial, or contractual matters
- Commit the Association to any action, expense, or obligation
- Act independently of PGNA guidance or direction

Village Captains should never present themselves as Board members, officers, or enforcement representatives.

5. Code of Conduct and Expectations

Village Captains are expected to:

- Act professionally and respectfully at all times
- Remain neutral and avoid taking sides in disputes
- Protect confidential or sensitive information
- Communicate accurately and avoid speculation or unofficial statements
- Follow PGNA governing documents, policies, and procedures
- Treat all residents fairly, courteously, and without discrimination

The role requires judgment, discretion, and a commitment to the overall well-being of the community.

6. Communication Standards

Village Captains should:

- Use PGNA-approved or commonly accepted communication channels
- Share only verified and official information
- Respond to resident inquiries within a reasonable timeframe
- *Redirect technical, legal, or enforcement questions to management or the Board*
- Avoid public arguments, inflammatory language, or unverified claims

Village Captains should clearly state when information is being shared on behalf of PGNA versus personal opinion.

7. Appointment, Term, and Transition

- Village Captains are appointed through a PGNA-defined process
- Appointments are voluntary and may be reviewed periodically
- Term length is one year and is subject to change
- Term begins June 1 and is subject to change
- When stepping down, captains are expected to assist with a smooth transition
- All PGNA materials, access, and credentials must be returned upon departure

8. Training, Resources, and Support

PGNA may provide:

- Orientation or onboarding guidance
- Written reference materials and guidelines
- Access to communication tools and templates
- Ongoing support from the Board or designated leadership

Village Captains are encouraged to ask questions and seek clarification when needed.

9. Removal or Resignation

Village Captains may resign at any time by notifying PGNA leadership.

PGNA reserves the right to remove a Village Captain if:

- Expectations or conduct standards are not met
- Actions conflict with PGNA policies or values
- The role is no longer being performed effectively or appropriately

Removal decisions are made in the best interest of the Association and community.

10. Disclaimer

Village Captains are unpaid volunteers. They do not have authority to bind, represent, or obligate the Park Glen Neighborhood Association in any official capacity. All final decisions rest with the PGNA Board and Association management.

PARK GLEN NEIGHBORHOOD ASSOCIATION WELCOME LETTER

Welcome, New Park Glen Homeowner!

We're delighted to welcome you to our community. Moving into a new home is an exciting milestone, and we hope you quickly feel at home here. Park Glen is a friendly and supportive neighborhood, and we're happy to have you as part of it.

If you have any questions or need assistance as you settle in, please don't hesitate to reach out. We're here to help and look forward to getting to know you.

ABOUT PARK GLEN NEIGHBORHOOD ASSOCIATION

The Park Glen Neighborhood Association (PGNA) has been proudly serving our community for over 30 years. Our mission is to support and enhance life in Park Glen by promoting community engagement, upholding neighborhood standards, and protecting property values. The Association represents and assists homeowners, plans events and programs that bring neighbors together, and ensures open, effective communication between residents and the board. PGNA also manages assessments and maintains transparent operations so that Park Glen remains a welcoming, well-maintained place to live.

COMMUNITY MANAGEMENT

Please contact your management company for all inquiries.

Neighborhood Management Inc.

CustomerCare@nmitx.com

[Ph: 972-359-1548](tel:972-359-1548)

Fort Worth Office

5421 Basswood

Boulevard, Ste 710

Fort Worth, TX 76137

Hours 8:30am-5:00pm

(3:00pm close on Fridays)

Corporate Office

1024 S Greenville, Ste. 230

Allen, TX 75002

Sincerely,

The Park Glen Neighborhood Association Board of Directors

CUSTOMERCARE@NMITX.COM | 972-359-1548

Park Glen Website & Neighborhood Resources

For Park Glen Neighborhood Association (PGNA) information, please visit our official website and Facebook page for community updates, meetings and events, volunteer opportunities, and important documents.

ParkGlen.org | Facebook.com/ParkGlenHOA

Assessments (Dues)

Assessments are due on October 1 annually. For a breakdown of what assessments go towards, visit parkglen.org/financial-information

Meetings & Events

View PGNA's online schedule of board meetings and neighborhood events to stay connected and engaged in Park Glen. parkglen.org/upcoming-meetings-and-events

Event Calendar: parkglen.org/events-calendar

Volunteer Opportunities

PGNA offers flexible volunteer opportunities. Below is a list of areas where you can volunteer your time and serve your community. We are always on the lookout for volunteers. parkglen.org/volunteer

Documents

Access important neighborhood documents on the website, including ACC bulletins, deed restrictions, bylaws, property modification guidelines, and other key policies that all homeowners may need.

- **Reminders** - Please review your Deed Restrictions (CCRs) and Bulletins at ParkGlen.org.
 - Store trash containers in the garage or behind fence.
 - Lawns should be regularly mowed and free of weeds.
 - Grass clippings should not be blowing in streets.
 - Keep landscape beds free of grass and weeds.
 - Items such as construction materials or tools should be stored in the garage or behind fence.
 - Please store trailers, boats, RVs, inoperable or commercial vehicles in garage.
 - Window AC units are not permitted.
- **Planning to Make a Property Modification?** - We have plenty of resources to guide you in making your property modifications. This includes fillable forms, a published bulletin outlining standards, and a list of details that must be submitted. Please visit: parkglen.org/property-modifications-acc

City of Fort Worth

Park Glen works closely with the City of Fort Worth, which provides a wide range of services and resources for residents, including utilities, public safety, parks, permits, landscaping, and community programs. For more information and city services, please visit the official City of Fort Worth website. FortWorthTexas.gov

Trash Pickup

Search your home's trash collection schedule here <https://www.fortworthtexas.gov/departments/environmental-services/solidwaste>

Parkway Trees

Trees on the parkway (area between the street and sidewalk) are owned by the City. Permits can be obtained for pruning, planting, or the removal of trees.

citytreepermits@fortworthtexas.gov

Code Blue/Citizens on Patrol

Join the HOA's crime patrol team to keep our community safe! Contact ParkGlenCodeBlue@gmail.com

Report suspicious activity to Neighborhood Police Officer Derrick.Simpson@fortworthtx.gov

Report on MyFW App

Download the MyFW App to report city violations such as high grass, weeds, junk vehicles, accumulated debris, bulk waste, trash cans left on the street, and short-term rentals. You can also report streetlight outages, potholes, or graffiti.

**Mailbox Key Details**

Mailbox Keys, Rekeying, and Problems With the Metal Structure, Locks, or Parts of Mailboxes: North Carrier Annex Postal Facility at 4909 Northeast Parkway: (817) 378-0759

Village Captains

The Village Captain Program was created to connect neighbors and share helpful community information. Contact your Village Captain or join your village's Facebook group today! parkglen.org/board-and-other-contracts/

Neighborhood Responsibility Chart

PROPERTY OWNER	PARK GLEN HOA	PID 6	FWPD, NPO, OR PID PATROL	CODE COMPLIANCE	CITY OF FORT WORTH
Property Owner of Single Family Home	Park Glen Neighborhood Association Management Company: Neighborhood Management, Inc. 972-359-1548 CustomerCare@nmitx.com ParkGlenManager@nmitx.com www.Parkglen.org www.NeighborhoodManagement.com	Property Improvement District 6 Lillian Collins 817-953-2729 PID6@FSResidential.com www.PID6.org	EMERGENCIES: 911 Fort Worth Police Non-Emergency: 817-392-4222 https://police.fortworthtexas.gov/ContactFWPD?p=1 Fire Dispatch Non-Emergency: 817-392-3000 https://www.fortworthtexas.gov/departments/fire Neighborhood Police Officer (NPO): Derrick Simpson 817-988-1076 Derrick.Simpson@CityofFortWorth.com PID 6 Patrol: (817) 851-4100 - Text Only PID6Patrol@AOL.com https://www.pid6.org/pid6security	SUBMIT ON THE MyFW APP Code Compliance Hotline: 817-392-1234 1234@FORTWORTHTEXAS.GOV https://www.fortworthtexas.gov/departments/code-compliance/online-code-reporting Neighborhood Code Officer: Lookup officer at: https://oneaddress.fortworthtexas.gov/ 817-228-3600 	SUBMIT ON THE MyFW APP Parks & Recreation: 817-392-5700 https://www.fortworthtexas.gov/departments/parks Forestry Department: 817-392-5738 https://www.fortworthtexas.gov/departments/parks/services/forestry Transportation and Public Works: 817-392-1234 https://www.fortworthtexas.gov/departments/tpw
Landscape and Irrigation Sprinklers, landscape beds, mowing, trees within property. Exterior Maintenance All home repairs (interior and exterior) Wood Fences & Wrought Iron Gates <i>*Permission by HOA is required to move or alter the fence.</i> Sidewalks Utilities Internet	HOA Assessments (Dues) HOA Resale Certificates Property Modification Requests Any exterior changes to your home or property must be submitted and approved. Neighborhood Rules & Regulations: Bylaws, Deed Restrictions, Covenants, Bulletins, Policies. Compliance Issues Most homeowner maintained fences, landscaping violations, ACC violations, exterior maintenance Community Events Eggstravaganza Turkey Trot Holiday in the Park	Gray Fence & Some Wrought Iron Maintenance Damaged or loose pickets. *Permission is required to move or alter the fence- this includes repairs. Landscape and Irrigation Mowing Public Areas and Parks, Sprinklers, Entry beds, mowing, edging, medians, trees with bronze tags. Brick Monument Entrances and Columns & Holiday Décor. Park Amenities Soccer fields, Baseball diamond, Exercise equipment, Volleyball court, Green Trash Barrels, Pet Waste Stations Vacation Watch Requests https://www.pid6.org/vacation-watch-request PID Events Independence Day Firework Show	Homeless Encampments & Panhandling Report to MyFW App, NPO, or PID 6 Patrol Park or Neighborhood Incidents Report to FW Non Emergency Line, NPO, or PID 6 Patrol. Non Emergency Parking Complaints Report to NPO Noise Complaints Report to FW Non-Emergency Number Illegal Fireworks Usage Report to Fire Department Blocking Fire Lane or Fire Hydrant Report to Fire Department	Animal Care and Control Unleashed dogs, barking complaints, dead animal, rabid animals Trash Violations Illegal Dumping, Bulk Trash, Trash container placement on street or driveway, debris, appliances, yard trimmings Property Maintenance Violations High grass/weeds over 12 inches Stagenent Pools Parking Complaints Non Emergency Front yard parking, abandoned vehicles, junk vehicles, oversized commercial vehicles, blocking sidewalk, blocking driveway, storing on street Zoning Issues Short-term rentals less than 30 days Auto repair shops operated in residential areas, Abandoned Shopping Carts, Graffiti, Mosquitoes in Public Areas.	Parks & Recreation Park Reservations - parkreservations@fortworthtexas.gov . Graffiti Abatement - graffiti@fortworthtexas.gov Submit all park-related maintenance, cleanliness, safety, and nuisance concerns through the MyFW App reporting system. Forestry Department: Request tree work or report a tree hazard on city-owned property. Permits for any tree removal, planting and pruning in the parkway, ROW, parkland or other public space. Lighting Park Lights- Parks Street Lights & Traffic, Street Light Outages, Traffic Signal Lights. Street Potholes, uneven pavement Manhole covers broken/missing

Dear [NAME],

The Park Glen Neighborhood Association is writing regarding concerns that have been raised by multiple residents whose homes border the India Bazaar grocery store property.

Since the store opened, we have received consistent reports from homeowners about disruptions stemming from loading dock operations, delivery activities, and related functions occurring near the residential property line. We understand that commercial operations require these activities, but the current impact on neighboring homes has become a significant issue that needs to be addressed.

What Our Residents Are Experiencing

The families living adjacent to your store are experiencing daily disturbances that affect their ability to enjoy their homes. Residents report being unable to sleep due to noise and lighting, difficulty using their outdoor spaces because of fumes and industrial activity, and overall degradation in their quality of life. These are not isolated complaints—multiple households have reached out to the association expressing similar concerns.

The specific issues being reported include:

- Large commercial delivery trucks (including 18-wheelers) operating on the residential side of the property
- Refrigerated trucks idling for extended periods near homes
- Forklift and trash compactor operations during early morning and late evening hours
- Loud outdoor communication among workers
- Bright loading area lighting shining into bedroom windows overnight
- Outdoor storage and pallet handling activities along the residential fence line

Working Toward Solutions

We want your store to be a successful part of our community. Good neighbor relations benefit both the business and surrounding residents, and we believe there are practical ways to reduce these impacts while allowing your business to operate effectively. Many commercial properties successfully manage similar challenges through thoughtful operational adjustments and mitigation measures.

We would like to discuss the following potential solutions:

1. Redirecting large delivery trucks to the front side of the store rather than the residential side, and minimizing idling of refrigerated vehicles
2. Using quieter equipment options such as electric forklifts or manual pallet jacks for operations near residential boundaries
3. Enclosing or relocating the trash compactor, or restricting its use to daytime hours with appropriate sound dampening
4. Establishing reasonable operating hours for deliveries, waste collection, and loading activities
5. Adjusting, shielding, or dimming loading area lights to prevent intrusion into neighboring homes
6. Moving pallet breakdown and material handling activities inside the building rather than outdoors near the property line
7. Installing landscape screening along the shared property boundary to buffer noise, light, and visual impacts

We're open to alternative solutions that achieve similar results. These types of accommodations are commonly implemented where commercial and residential properties are adjacent, and we believe they represent a reasonable path forward.

Next Steps

We would appreciate the opportunity to have a productive conversation about these concerns. We are requesting a written response within ten (10) business days indicating your willingness to discuss solutions with us and affected residents.

Our goal is to work collaboratively with you to find approaches that address the neighborhood's concerns while respecting your business needs. We believe this can be accomplished through open communication and mutual good faith.

We appreciate your consideration and look forward to hearing from you soon.

Sincerely,

Alvin Donohue
President
Park Glen Neighborhood Association

For More Information:

fortworthtexas.gov/departments/code-compliance/animals/pet-resources/migratory-birds

2026 Homeowner Survey

Results & Community Insights

Park Glen Neighborhood Association

Board Meeting | February 17, 2026

596

Total Responses

18%

Response Rate

13

Villages Represented

40%

Online | 60% Paper

Survey Overview

Response Collection

596 total responses

from 3,317 homes in Park Glen

239 Online Responses (40%)

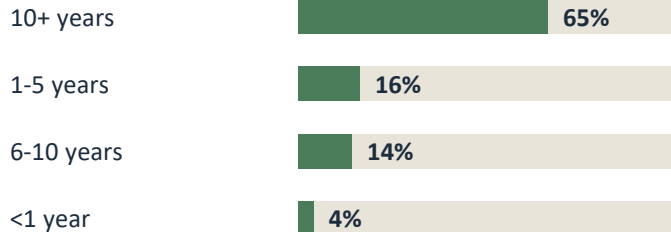
357 Paper Responses (60%)

Paper surveys were mailed to all 3,317 homes with a postage-paid return envelope. An online option was also provided via QR code.

Respondent Profile

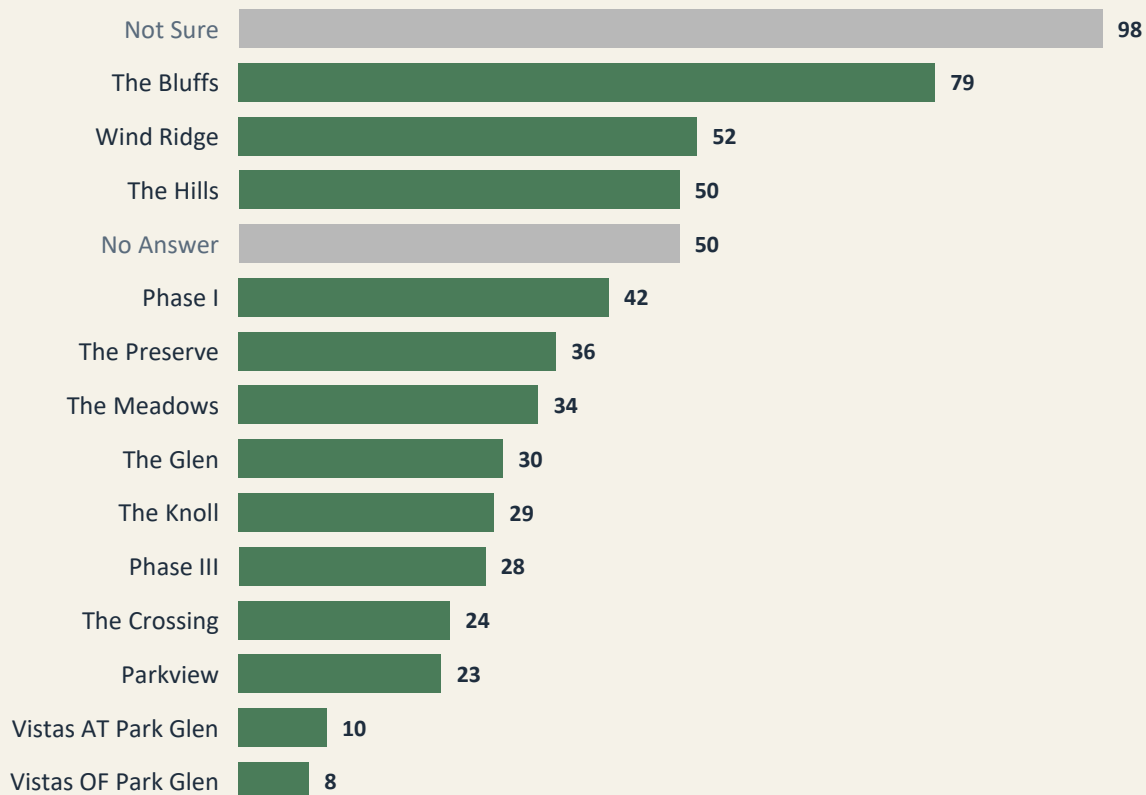
98% Homeowners

Resident Tenure



All 13 named villages represented, plus responses from residents unsure of their village

Participation by Village



98

respondents unsure of their
village name

The Bluffs

led participation with 79
responses across all villages

HOA Awareness & Engagement Interest

Did you know Park Glen is an HOA?

98% said Yes

585 of 596 respondents

Interest in Getting Involved

Yes, I'd love to! **32 (5%)**

Maybe, tell me more **72 (12%)**

No, not at this time **480 (82%)**

Interest in HOA 101 Session

Yes, that would be helpful **15% (89)**

Maybe, depending on format **32% (190)**

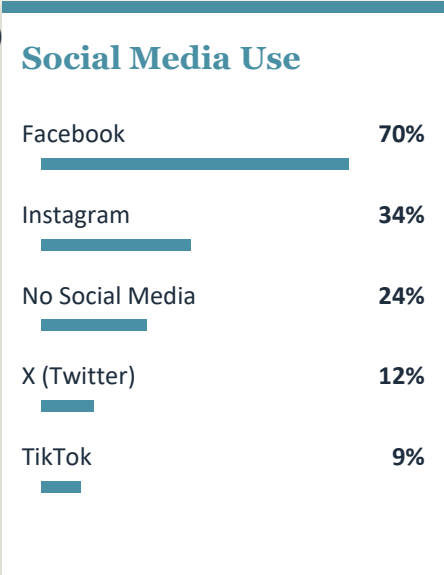
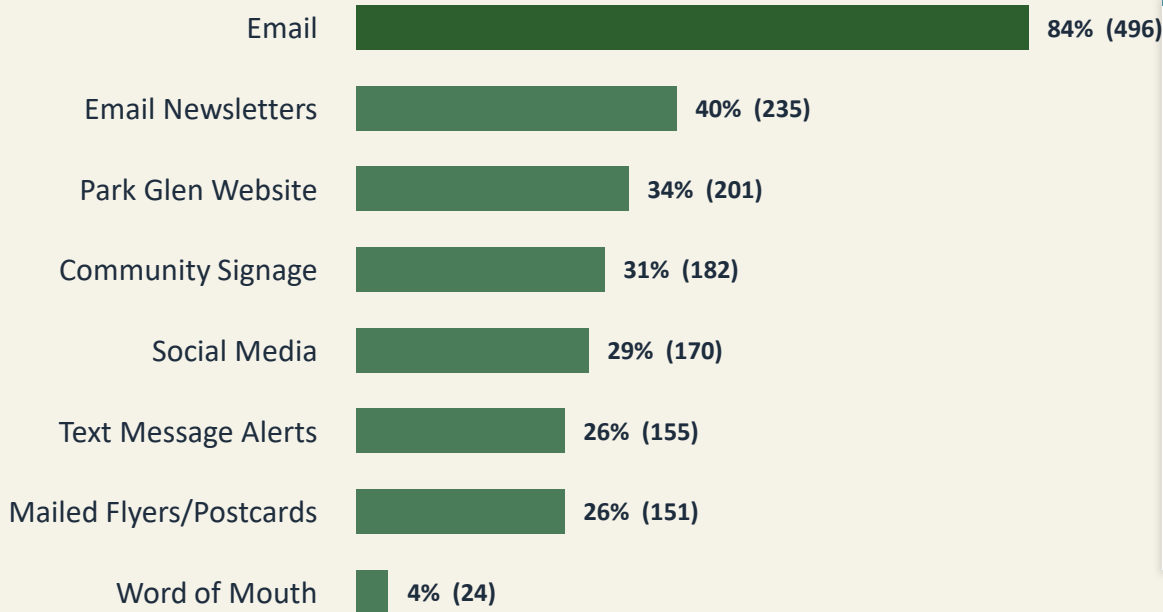
No, I already understand **35% (206)**

No, not interested **17% (101)**

47% said yes or maybe
to an HOA 101 session

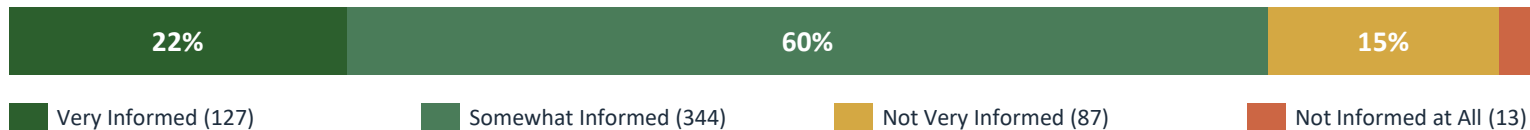
Communication Preferences

How do you prefer to be informed about neighborhood events and HOA meetings? (Check all that apply)

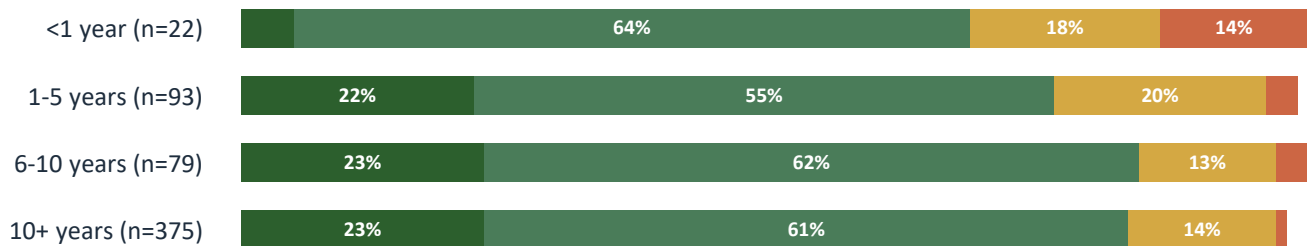


How Informed Do Residents Feel?

Overall Results

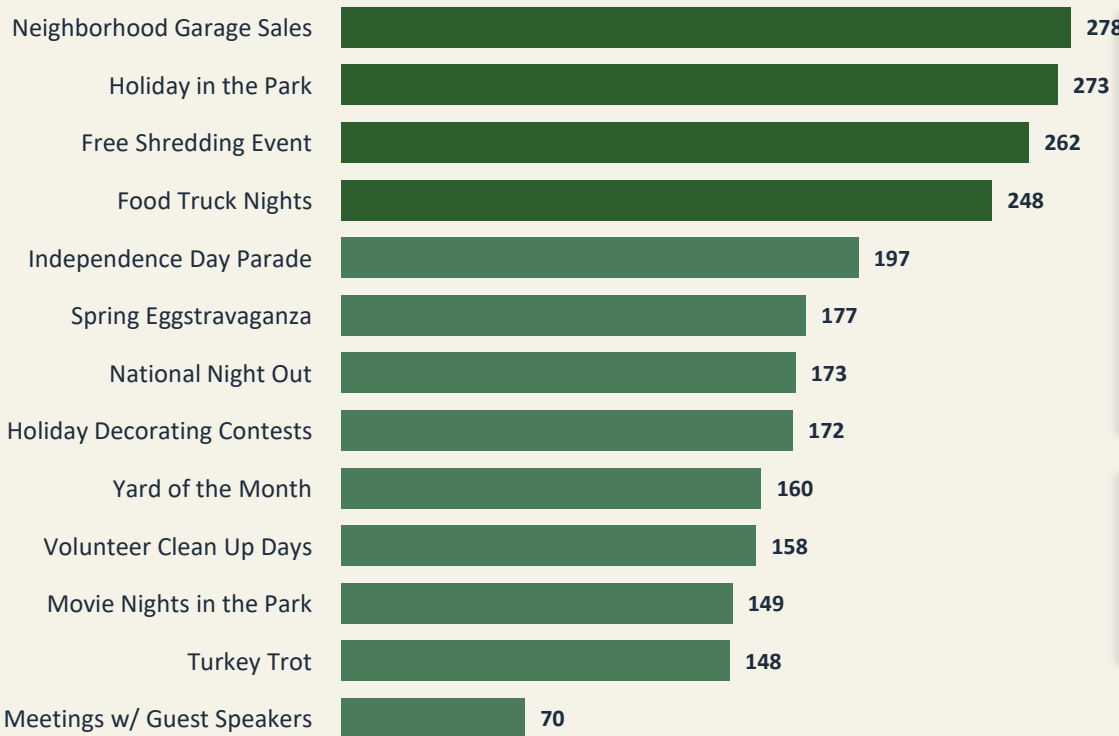


Informed Level by Resident Tenure



Neighborhood Event Interest

What neighborhood events do you enjoy, or would you enjoy? (Check all that apply)



Top 4 Events

The top four events each attracted interest from **over 40%** of all respondents, indicating strong community demand for practical services and family-friendly gatherings.

Write-Ins:

4th of July Fireworks was the most frequently mentioned write-in request

Safety Program Awareness

72%

Aware of Safety Programs

408 respondents are aware of the Fort Worth Police sponsored Code Blue-Citizens on Patrol and Neighborhood Watch programs

28%

Not Aware

159 respondents were not aware of the volunteer safety programs available in Park Glen

Contact Information Provided

186 residents provided their name | **177** provided their email address

What Residents Told Us

"If the HOA could improve one thing..."

- 1 Property Maintenance & Enforcement**
Yard upkeep, trash cans, parking compliance, and covenant enforcement
- 2 Streets & Infrastructure**
Road repairs, sidewalks, streetlights, and drainage improvements
- 3 Communication & Transparency**
More frequent updates, clearer processes, and better responsiveness
- 4 Common Area Maintenance**
Parks, green spaces, fencing, and shared amenity upkeep
- 5 Safety & Security**
Increased police presence, speed control, and crime prevention

Themes derived from qualitative analysis of open-ended responses

"What does a great neighborhood mean?"

- 1 Safety & Security**
Feeling safe in our homes and on our streets
- 2 Well-Maintained Properties**
Clean yards, good curb appeal, and pride of ownership
- 3 Friendly & Connected Neighbors**
Knowing your neighbors and looking out for each other
- 4 Community Involvement**
Events, communication, and working together
- 5 Property Values**
Protecting and growing our home investments

Key Takeaways

1

Strong Response

596 responses (18% rate) demonstrate meaningful community engagement across all 13 villages.

2

Email Is King

84% prefer email communication. Newsletters, website, and signage round out a multi-channel approach.

3

Newer Residents Need Support

Residents under 1 year feel significantly less informed (32% not informed vs. 15% for 10+ year residents).

4

Practical Events Win

Garage sales, shredding, and food trucks ranked highest. Utility-focused events outpace purely social ones.

5

Engagement Opportunity

47% are interested in HOA 101 sessions. 104 residents expressed interest in volunteering or learning more.

6

Safety Programs Have Reach

72% are aware of Code Blue/Neighborhood Watch, but 159 residents still need to be reached.

Thank You

to the 596 Park Glen residents who shared their voice

Park Glen Neighborhood Association

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