

Park Glen Neighborhood Association

Minutes Board of Directors Meeting - In-Person Only

Tuesday, August 18, 2026

Approved on September 15, 2026

Board Meeting - 7:00 pm

Northpark YMCA, 9100 N Beach St, Fort Worth, TX 76244

Call to Order, Welcome and Introduction of Board Members

- Alvin Donohue called the meeting to order at 7:00 p.m. The board members in attendance were: Alvin Donohue, Joseph Hooton, Tom Kaul, Melissa Medici, Brian Moore, Suzanne Lebet.
- Also present: Victoria Rosario, Community Manager, Neighborhood Management, Inc. (NMI)

Amend Agenda

- Alvin Donohue motioned to amend the agenda to consider and vote on National Night Out block party reimbursement amounts. Tom Kaul seconded the motion. All voted in favor of the motion. None opposed. None abstained. The motion passed.

Guest Speaker

Matt McCoy presented on short-term rental (STR) activity in the community and on the neighborhood tree program.

- Mr. McCoy reported that an informal group of residents is compiling documentation on properties believed to be operating as short-term rentals, and intends to submit that information to the Association and to the City of Fort Worth for review under the applicable deed restrictions and city code.
- Mr. McCoy stated his view that short-term rental use adversely affects property values, and referenced a lease-term restriction of no fewer than six months.
- Residents were directed to the MyFW app for reporting suspected city code violations. Mr. McCoy advised residents not to approach or enter any property in question.
- PGNA distributed a guide for identifying and reporting suspected STRs.

Tree Program

- Big Response
- Many trees have been planted at no cost
- Stump grinding for reduced rate
- Many Bradford & Elms have been removed
- Group delivery of trees, 6 or 7 feet tall
- City nursery put together a tree list
- Put request in to Matt, and he will submit to the City - he is also going to provide a link
- 1st or 2nd week in October, people can come to Arcadia 1 and pick out a tree
- Case-by-case basis if more than the tree limit is needed
- Better to get tree request sooner rather than later
- Especially great for those who have been cited for no tree

Approval of Previous Board Meeting Minutes:

- Alvin Donohue motioned to approve the July 21, 2026 Board meeting minutes. Joseph Hooton seconded the motion. All voted in favor of the motion. None opposed. None abstained. The motion passed.

Announcement of Board Actions

- No other announcements.

New Business

- National Night Out
 - Alvin Donohue moved to reimburse National Night Out block party hosts in an amount up to \$75.00 per party for supplies such as paper products, food, bottled water, and disposable utensils. Melissa Medici seconded the motion. All voted in favor of the motion. None opposed. None abstained. The motion passed.
- Consider and Vote on 2026-2027 Budget
 - Alvin Donohue motioned to approve the 2026-2027 budget as presented. Tom Kaul seconded the motion. All voted in favor of the motion. None opposed. None abstained. The motion passed.
 - The approved 2026-2027 budget, as presented, is attached.
- Consider and Vote on 2026-2027 Assessment
 - Alvin Donohue motioned to approve the 2026-2027 annual assessment amount of \$110.00 due on October 1, 2026. Joseph Hooton seconded the motion. All voted in favor of the motion. None opposed. None abstained. The motion passed.

Officer & Manager Report

- President's Report
 - On August 3, attended a virtual session for N Tarrant & Beach road construction scheduled to be completed by October 2027.
 - PID 6 board election ends August 19.
 - On August 27, attended an overview of the proposed Fort Worth city budget.
 - PGNA Board election is occurring now.
 - Board election information has been shared by mail, email and Facebook.
 - Owners may vote in person at the September 1, 2026 annual meeting, drop off a ballot, or return a ballot by mail.
 - Ballots must be received no later than September 1, 2026.
- Treasurer's Report - none
- Directors' Report - none
- Community Manager's Report - presented by Victoria Rosario, NMI.

Sidewalk Project

- Current phase done - The Hills
- Project 7 is planned for next fiscal year

Garage Sales - presented by Beverly Feirtag

- Presented PGNA garage sale sign
- Need 13 more metal holders
- Will publicize garage sale on Facebook and other social media outlets

Welcome Committee - Stephanie Lincoln was not present

- Committee delivered about 20 bags but is having challenges with donations

Committee & Coordinator Reports:

- Yard of the Month – Tammy Terry
- National Night Out – Melissa Medici pgnaMelissa@gmail.com

- SWP6 – Gerry Sauls pgnaGerry@gmail.com
- Mailbox Repair Coordinator – Matt McCoy pgnaMatt@gmail.com
- Neighborhood Tree Planting Program Coordinator – Matt McCoy pgnaMatt@gmail.com
- Welcome Committee – Stephanie Lincoln sclar4@gmail.com
- Neighbors Helping Neighbors – Joseph Hooton pgnaJoseph@gmail.com

Events & Activities Report:

Annual Member Meeting & Election	September 1, 2026
National Night Out Block Parties	October 6, 2026
Garage Sale	October 9-11, 2026
Halloween/Harvest Decorating Contest	October 15-20, 2026
Turkey Trot	November 26, 2026
Holiday in the Park	December 5, 2026
Christmas/Holiday Decorating Contest	December 10-15, 2026

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

Adjourn

- Alvin Donohue motioned to adjourn the meeting. Joe Hooton seconded the motion. All voted in favor of the motion. None opposed. The motion passed.

Homeowner Comments

ANNUAL Member Meeting - Tuesday, September 1, 2026

Next Board Meeting - Tuesday, September 15, 2026

2026-2027 Approved Operating Budget

[attach approved budget here]

Park Glen Neighborhood Association, Inc.

2026 Annual Budget

Annual

Income

Income

4100 - Assessments	364,870.00
4603 - Social Event Income	15,000.00
4750 - Reserve Fund Contribution Income	36,480.00

Total Income **416,350.00**

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Expense

General and Administrative Expenses

5104 - Administrative	24,500.00
5105 - Postage	41,500.00
5107 - Social Committee/Community Events	37,450.00
5107-02 - Community Programs	7,700.00
5113 - Professional Management	83,304.00
5114 - Storage	3,988.00
5115 - Website/Portal	3,000.00
5116 - Association Meetings	9,830.50
5176 - Legal Fees	20,000.00
5180 - Other Professional	600.00
5181 - Audit & Accounting	600.00
5184 - Scholarships/Charity	10,000.00

Total General and Administrative Expenses **242,472.50**

Taxes

5202 - Corporate Income Tax	3,303.00
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Total Taxes **3,303.00**

Insurance

5250 - Commercial Package Insurance	17,498.60
5251 - Directors' & Officers' Ins.	9,095.35
5252 - Umbrella Policy	8,164.59
5253 - Workers Compensation	339.00

Total Insurance **35,097.54**

Infrastructure and Maintenance

5404 - Mailbox Repair	12,500.00
5478 - Sidewalk Repair & Root Mitigation	90,000.00
Operating	90,000.00

Total Infrastructure and Maintenance **102,500.00**

Reserves

6000 - Reserve Contribution	36,480.00
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Total Reserves **36,480.00**

Total Expense **419,853.04**