

PALMERA PARK CORP

Minutes

January 1, 2024

President Em Williams called the meeting to order at 6:00 p.m. Present were: Bob Hobson, Bill Patrick & Janice Lutz. Virtual were David Luadzers and Barb Brown. Twenty-nine guests were also present. President Williams welcomed all and lead the group in a prayer and the Pledge of Allegiance.

Minutes of the December 4<sup>th</sup> meeting were read by President Williams. Corrections were made. Motion to accept minutes by Bob Hobson and seconded by Janice Lutz. All approved.

Committee Reports:

- 1) Bill Patrick, building and grounds, reported rat bait traps were checked December 25<sup>th</sup> and all were empty except the clubhouse. Need to change the outside light on the corner of the club house. President Williams said he had called the City regarding the street light too.
- 2) Bob Hobson, membership reported 91 paid as of to date of 109. After January 8<sup>th</sup> meeting those not paid will be issued a second notice.
- 3) Janice Lutz, treasurer, reported an ending balance of \$31,807.75 stating details of debits and credits. Motion to accept her report was made by Bill Patrick and seconded by Bob Hobson. All approved.
- 4) Nominating Committee reported by Don Tevis they had 11 possible and 4 acceptance who are: Arnold Lance, Helen Fenimore, Ken Falk and Greg Hanson.
- 5) Fund Raising – Em Williams reported movement going for memorial brick plan have a ~~total~~ engraver, no charge yet.  
*Florida*

Old Business:

- 1) Freezer – still waiting on to hear from the man. In the mean time suggest checking prices. Motion by Barb Brown to set a budget of \$1000 for new one, seconded by Janice Lutz. All approved.
- 2) Tree Trimming – can't locate trimmer, will wait to find someone. Heard that Fernando does. Em Williams will call.
- 3) Private Event Protocols – contacted attorney and gave a five page suggestion. Em will meet with attorney on Friday to discuss liability to the park. Comment from quests, note questions from guests not allowed. Must give Board two day notice to address Board.
- 4) Pending Violations
  - a. Waldrup (1104 N. Palmera) is a rental. Lots of stray cats. Letter sent to owner and renter saying owner would be responsible. Renter will discontinue feeding cats and will follow rules. Has rats in the house needs help. A bait station has been placed already and a second one will be also placed. David Williams is donating to purchase more rat traps. Feel the Waldrup violation is closed and resolved.

- c. Jeannine Diamond regarding grandson. Has given Board a letter from the doctor stating the child needs care under the Medical Exemption Act.
- d. Oscar Rodriquez (purchased Vodry mobile) lives in Tyrell, Texas and rents it out to a 53 year old woman. A letter was written to him to resolve. He was to respond by January 1<sup>st</sup> to communicate and how to resolve. As of today no communication. President Williams will discuss with attorney on Friday regarding failure to respond and resolve.
- d. Castro (910 S. Palmera) completion of repairs to mobile were to be done by January 1<sup>st</sup>. Bob Hobson received a call stating the young man will be done and out on January 2<sup>nd</sup>, The mobile will be rented.
- e. Carson – Violation of Article #9, living in camper as a resident over six months. Has 2 underage people knowing living in mobile while he was gone from Park. Mr. Carson has not responded to any correspondence he was sent. President Williams will discuss with attorney. President Williams discussed 55 plus status saying this is the most vital issue in this park. Ignorance or voluntary violations are not acceptable. This has to be maintained and will be enforce.
- f. Texas State Law 614 Restrictions Enforcement Policies go into effect January 1, 2024. HOA states a good thing on violations to have to set up fees to charge for violations. Need to set a meeting has to go to owners for approval. May schedule in a couple of weeks.

#### New Business:

- 1) Replacing 55 Plus boundary signs that are faded. Have a quote for 3 plaques (3'x2' for 3 at a cost of \$243 (aluminum) and \$260 (heavy). Motion to purchase \$260 by Em Williams and seconded by Bill Patrick. All approved.
- 2) Table Tennis Club – Em Williams will purchase first table at \$150 . Will set up all the time.
- 3) Kay Falk reported on upcoming events. New Years was good played games was over at 10:30. List of entertainment on the door. Event on January 9<sup>th</sup> cost of \$9 in advance and \$11 at the door. Valentines (men doing) cost \$12 with cake and ice cream and entertainment. She has tickets to all shows. Country breakfast on January 20<sup>th</sup> (be sure to sign up) will be free to ~~new~~ residents. Need a chairman . Will take donations for snacks, etc. Helen Fenimore has made donations (concessions). Janice Hess and Kay will be attending the entertainment showcase on January 9 and 10 to look at future entertainers. Craft Show on Saturday, January 13<sup>th</sup>. Need to purchase a plexiglass sign to put on street to announce Park events that are open to the public. Cost of \$70.. Motion to purchase by Janice Lutz and seconded by Bob Hobson. All approved except David Luadzers was opposed.
- 4) Article #9 – Bob Hobson made a motion to table, leave as is. Janice Lutz seconded. All approved.
- 5) Suggested park improvements – have a clean up day to power wash, paint, repair benches, etc. Set up Thursday afternoon January 11<sup>th</sup> ~~at~~ 1:00 p.m. start. All welcome to help.

- 6) Suggestion box - have an open house like a free breakfast, water in front of Hall need something like gravel or asphalt , need bids. Janice Lutz suggested to check on price.
- 7) Announcements
  - a. Sam Masten will be have a bible study for men on Thursdays at 9:30 a.m. in the hall.
  - b. Monday, January 8 at 7:00 p.m.is Annual Meeting
  - c. Four cats and one dog has died from poison. Poisons being put out really need to be put in a controlled area.

Addressed the Board – Don Starchers addressed the board stating we only have 2 members for election this year which has always been 3.. Nothing written regarding the number. He resigned and had one year left.

David Luadzers made a motion to elect 3. No second. Motion failed.

Motion to close meeting by Bill Patrick and Janice Lutz. All approved. Meeting closed at 7:10 p.m. Next board meeting will be February 5<sup>th</sup>.

Respectfully submitted,

Barb Brown  
Secretary

PALMERA PARK CORP  
ANNUAL MEETING  
January 8, 2024

President Em Williams called the meeting to order at 7:00 p.m. President Williams gave a prayer and lead the group in the Pledge of Allegiance. Board members present were: Em Williams, Bob Hobson, Barb Brown and Bill Patrick. Virtual were Janice Lutz and David Luadzers.

President Williams remarked that there are park directories available and address change forms. We need to improve facility and communication. Many improvements including the shuffle board, new fridge, signs, etc. Thanks to Helen Fenimore to handling the website.

Minutes of the January 9, 2023 minutes were read by secretary Barb Brown. Motion by Wally Peterson and seconded by Lee West to accept the minutes as read. All approved.

Committee Reports:

- 1) Kay Falk, activities director reports many upcoming events. (See Flyer) Be sure to check bulletin board for upcoming events and be sure to sign up.
- 2) Building & Grounds – Bill Patrick reported the park has 10 rat bait traps placed on mostly on North Palmera. David Luadzers asked what is the cost for maintaining these traps. Bill stated approximately \$50/month. President Williams said we need to control and be careful when putting poisons out at your homes. To date we have lost one dog and four cats. Rosalinda Martinez addressed the group stating her cat had died and wanted to know who did it. She was very upset.
- 3) Treasurer report was read by President Williams for Janice Lutz. The beginning balance on January 1, 2023 was \$34,233.60 with credits of \$22,106.93 and debits of \$24,532.78 making an ending balance as of December 31, 2023 of \$31,807.75. Frances Petska asked what Good Sam was. President Williams said it was a donation fund to help low income residents pay due or other needs. Also the 2024 budget was introduced with credits if \$18,550 and debits of \$19,300. A motion to accept the treasurer's reports was made by Kathy Allen and seconded by Darlene Mawhinney. All approved.
- 4) Bob Hobson, membership reported 2023 had 100% paid. As of 2024 only 14 not paid. Someone else will need to collect. His term is over.
- 5) Fundraising – A committee consisting of Wally Peterson, Tom Koppelman, Larry Rick and Em Williams are working ways to raise funds for capital improvements.
- 6) Auditing Committee composed of Larry Allen, Kathy Allen an Loreen Ranals reported audit is done and correct. Great job Janice Lutz.
- 7) Nominating Committee composed of Don Tevis, Gary Diamond and Em Williams. Don Tevis reported the committee asked 11 people and 4 agreed. Confusion regarding adding names to ballot after committee made their nominations. President asked for nominations from the floor and there were none. Meeting was dismissed to vote and collect ballots. Carl and Esta Thompson and Mike Prater adjourned to the pool room for counting..

Old Business:

- 1) Article #9 – committee was formed to prepare a proposal. After several meetings and the board discussing these suggestions from the committee and after a lot of confusion, concern and total miss communications Article #9 was tabled.

- 2) POA Pending Violation Enforcement – as stated in our Bylaws/Covenant/Constitution which was read by President Williams, we must maintain the 55+. Rick Carson is in violation. He has refused and ignored all attempts to solve this problem. As per our covenant living in a camper over one year with a mobile home on the same lot is a violation. Some residents could not understand what the guidelines were according to the covenants. There was a lot of discussions. Also as per covenants a 55+ resident must reside with guests under the 55 age for no more than 30 days in a calendar year. This violation will continue to be pursued. Board was accused of knocking on doors late at night to give the necessary paperwork needed to live in the Park. This was miss informed and did not happen. When people work sometimes makes it hard to reach.

New Business:

- 1) Private Events Liability Waiver – There is no charge to use the hall for private events. The resident needs to let the board know two weeks in advance and the reasons for event.
- 2) Texas Law 614 went into effect January 1, 2024 regarding specific violations a POA/HOA can charge . President Williams has scheduled a meeting on January 22 at 6 p.m.to discuss the law. The attorney has provided document forms. They will be no voting. All members may attend.
- 3) Hall floor needs to be redone. A resident/member of the park has agreed to fix for the cost of materials.
- 4) Mike McKnight made a motion to combine Unit 1 and 2 to have the same rules. This was the Article #9 issue that was tabled. No second.

Announcement of election results: Elected were Arnold Lance, Helen Fenimore and Bill Patrick.

Motion to adjourn by Lee West and seconded by Kay Falk. All approved. Meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Barb Brown, Secretary

Note: President Williams referred to the Bylaws/Covenants/Constitution regarding every issue.

Immediately after the meeting board members met to select positions. The new board positions are: President, Em Williams; Bill Patrick, Vice President; Barb Brown, Secretary; Janice Lutz, Treasurer; Arnold Lance and Helen Fenimore, Building and Grounds. Next annual board meeting will be on Monday, January 13, 2025.

## PROPERTY OWNERS MEETING

January 8, 2024

Welcome, Prayer, Pledge of Allegiance

Remarks

Read Minutes from 2023 meeting -

Committee Reports:

Activity Director

Building & Grounds

Treasurers Report

Membership

Fundraising

Audit

Nominations

Old Business:

Article 9

P.O.A. pending violation Enforcement

Voting for new board members

New Business:

Private Events Liability Waiver

Texas Law 614

Special Meeting on Texas Law 614 January 22, 2024, 6:00 p.m.

Hall Floor

Announcement of election results

Motion to Adjourn

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# PALMERA PARK CORP ANNUAL MEETING JAN 13<sup>TH</sup> 2025

WELCOME, PRAYER, PLEDGE

REVIEW OF 2024

READING OF MINUTES

COMMITTEE REPORTS

ACTIVITIES

BUILDING AND GROUNDS

TREASURER

MEMBERSHIP

AUDIT

NOMINATIONS

ELECTION OF BOARD MEMBERS

OLD BUSINESS

TEXAS 614

ELECTION RESULTS

ADJOURN

Barbara here is a summary of the executive meeting held February the 2nd 2024. You can summarize this yourself or print. Meeting was held to welcome new board members and provide some orientation as to their duties. It was also recognize that we probably need to have a better set of specific job duties to help new members move into their positions and provide some continuity. We will propose a new committee to handle that. Also as part of the orientation we gave them an update on fundraising activities and the current status of membership dues / delinquencies.

As both new members were assigned to buildings and grounds we also advised them that we were gathering bids for the paint spraying of the building, and reconstruction of the front parking lot. There's also some discussion about the use of the hall for private events and the need for a committee to fine-tune that.

Em Williams president.

## **Annual Meeting**

**Show Flyer is made. Pick one up if you don't have one yet. Last chance to get \$9 tickets to tomorrow evening's show, a very funny ventriloquist. I'm busy all day tomorrow at the Entertainer Showcase, so get tonight or talk to me to get on the pre-list. Otherwise tickets are \$11 at the door. All tickets to this year's shows are all made and at my house, available any time we're home.**

**Speaking of tickets, be sure to get yours for the Groundhog Day's soup/salad/pie lunch, Feb. 2. And get tickets to win one of these two beautiful quilts or other donated items. The women are selling both these tickets.**

**In your packet is a list of activities. Be sure to read it carefully!**

**Sign ups are crucial – Don't leave tonight without checking out the bulletin board. You'll want to sign up to attend the FREE Get Acquainted Country Breakfast on Jan 20. Meet some of our new people and get to know others better over a delicious breakfast of scrambled eggs, hash browns, biscuits and gravy, fruit, muffins, juice and coffee!**

**Other items needing you name if you're interested, not endorsed by the board but available to you – SkyMed (get free fruit and pastries) and Massages of various types (info in your packet)**

**Two new activities: Painting with Amy for \$25, Jan. 31? which includes all supplies and treats/drinks. Talk with Torey Koppelman to help us decide if we're doing garden flags or a painting, and indicate your interest. Surprise: A signup sheet is on the bulletin board.**

**The other new offering is a Jam Session featuring drummer Kim Koppelman. 11 to 1 p.m. on Jan. 16 and 23<sup>rd</sup>. No charge, but you're encouraged to buy a 50-50 ticket. Some concessions available. If these two band jams are well attended, we'll schedule more in February.**

**You can also sign up to help with the country breakfast, pancakes, bingo treats, Ground Hog Day lunch and more!**

**This week, there's pancakes at 7:30 on Wed. morning, the SkyMed presentation at 9 a.m., a men's Bible study starting on Thurs. at 9:30. And outside of hall**

cleaning at 11? Friday there are rolls and coffee at 7:30, Gentle exercise at 9 a.m. and Singles at 4 p.m

Saturday, 8-noon is our Craft show. We have room for a few more vendors and EVERYONE TO COME AND LOOK AND BUY!

Rounding out the month is a potluck on Wed. 17<sup>th</sup>, 5:30 p.m. (No signup, just come with a dish to pass.)

Jan. 26<sup>th</sup> is Helen Russell & Co show.

# BUSINESS MEETING FEB 5<sup>TH</sup> 2024 AGENDA

WELCOME, PRAYER, PLEDGE

INTRODUCTION OF NEW BOARD MEMBERS AND DUTIES

READING OF JANUARY MINUTES

## COMMITTEE REPORTS

LADIES.....KATHY ALLEN

ACTIVITIES.....KAY FALK

BUILDING & GROUNDS.....ARNOLD LANCE/HELEN FENIMORE

MEMBERSHIP.....BILL PATRICK

TREASURER.....JANICE LUTZ

FUNDRAISING....EM WILLIAMS

## OLD BUSINESS

FREEZER

TREE TRIMMING

PRIVATE EVENTS.....POOL ROOM

OSCAR RODRIGUEZ VIOLATION

RICK CARSON VIOLATION

HALL EXTERIOR RENOVATION

PARKING LOT BIDS

## NEW BUSINESS

FORMATION OF NEW COMMITTEES

TEXAS 614

DE-CLUTTERING POOL ROOM

PALMERA PARK CORP  
Minutes  
February 5, 2024

President Em Williams called the meeting to order at 6:00 p.m. Present were: Bill Patrick, Barb Brown, Janice Lutz, Arnold Lance and Helen Fenimore. Eighteen guests were also present. President Williams opened with a prayer and led the group in the Pledge of Allegiance. He also introduced the new board members who are Arnold Lance and Helen Fenimore. These members will be in charge of Building and Grounds. Bill Patrick will be vice president, Barb Brown secretary and Janice Lutz treasurer.

Minutes of the January 1, 2024 minutes were read by Barb Brown, secretary. Motion to accept minutes as read by Janice Lutz and seconded by Arnold Lance. All approved.

Committee Reports:

- 1) Ladies – Kathy Allen thanked all who helped with the Ground Hog Day event. It was the biggest fund raiser. Sold 104 tickets and profited \$945.23. Only mistake was she made 100 cups of coffee.
- 2) Activities – Kay Falk reported that the January 26 event barely broke even (only sold 42 tickets). Valentines Day event (February 13) sales are slow. Have raffle tickets available for quilt and other items at a cost of \$1.00/ticket or 6 for \$5. Rusty Reisen tickets are \$12. Normal activities include: (be sure to sign up on sheet) ladies lunch at Cheddars February 12; craft show (eight to noon) Saturday, February 10 (Jeannie Diamond hosts saying were too small to have every month so this will be the last one for this year; live music by Kim Koppelman's band (Jams) good times will perform last two Tuesdays in February 20 and 27; pot luck on February 20 (chaired by Torey Koppelman) will eat at 5:15 p.m. and skits at 6 p.m; CANAM show on February 29<sup>th</sup> with cost of \$9. A painting class had 10 participants doing sunsets pictures with food and wine (good time by all).
- 3) Building and Grounds – Arnold Lance reported that the light on the back corner of the hall has been replaced by himself and Bob Hobson; brick pillar repaired and no solicitations signs(thanks to Mary Holycross and Bob Merrill for their donation) and thanks to Larry Allen for installing them. The clubhouse has been power washed. Thanks to all who helped. A latch was put on the freezer door by Bill Patrick and Bob Hobson to maintain it until another one is purchased. Still waiting on the scratch and dent person to get one. Flag pole was broke and parts have been ordered to repair it. Jane Haines also donated more flags. Wishlist: door locks regarding keys hard to open doors, boards for front benches, picnic table bowing, floor situation, loose door handle on fridge, Bill Patrick reported rat bait stations are full, think rats don't like new bait. Will try old kind. Moved one bait station by standing alone shed.
- 4) Membership – Bill Patrick reported as of February 1 had 5 unpaid. To date there are only 3. He will follow-up.
- 5) Treasurer – Janice Lutz reported an ending balance as of January 31<sup>st</sup> of ~~\$20,665.13~~ <sup>28,082.48</sup> and money market of \$21,665.13. Motion to accept treasurer's report by Barb Brown, seconded by Bill Patrick. All approved.
- 6) Fundraising – Em Williams reported Memorial Bricks has started and will be mailing out 150 envelopes to residents. Eight ladies will be addressing envelopes plus we now have a rubber stamp with the park's address for returns.

Old Business:

- 1) Freezer – nothing yet still on hold with scratch and dent man. New latch holding.

- 2) Tree Trimming – contacted Fernando with no response, still looking
- 3) Private Events – need good protocol. Eliminate Pool Room access. Ping Pong in Pool Room on Saturdays. See new business for committee.
- 4) Oscar Rodriguez – under 55 renter, now has a relative move in of age so Em and Bill will check this week
- 5) Rick Carson Violation- pending, nothing resolved
- 6) Hall Exterior Renovation – building to be painted. Had two quotes recommended by Helen Fenimore and Janice Lutz. Janice's was too high. Going with Helen's (Albert Aquire @ Mercedes) will use Sherwin Williams paint, will roll or spray (no's liability for injury of his workers, over spray on park properties, etc). Will paint window frames. Cost is \$1,980. Motion to accept this bid by Janice Lutz and seconded by Helen Fenimore. All approved.
- 7) Parking Lot Bids – Front of hall floods and is unstable. Waiting on three bids to come, will be a substantial expense. Lee West found a stone company that can use a decomposed granite, 2"x3" depth at a cost of \$360. Area is 70' x 28'. Will wait till get all bids.

New Business:

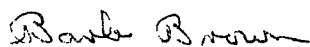
- 1) Formation of New Committees
  - a. Job duties of board members - Barb Brown, Chairman; Janice Lutz and Bob Hobson to serve. Also will include Kay Falk regarding Activities Chairman
  - b. Use of Hall Committee – Helen Fenimore, Chairman; Torey Koppelman and Loreen Ranals to serve.

Motion to accept these committees by Helen Fenimore and Bill Patrick. All approved.

- 2) Texas 614 – discussion on setting fines. Not following this law could possibly involve penalties.
- 3) De-cluttering Pool Room – boxes of books, jigsaw puzzles, etc. Might get rid of at March 2 Hall garage sale or Hall auction on March 8<sup>th</sup> at 6:30 p.m.
- 4) Janice Lutz received a letter regarding interest in purchasing Hall. Toss away.
- 5) Need to stay on top of hall taxes in April and pursue in May to challenge.
- 6) President Williams has a form to combine the four lots of the Hall to one. Ned to mail in this form.

Motion to adjourn at 7:05 p.m. by Arnold Lance and seconded by Bill Patrick. All approved. Next board meeting will be March 4, 2024 at 6:00 p.m.

Respectfully submitted,



Barb Brown  
Secretary

BUSINESS MEETING MARCH 3<sup>RD</sup> 2024

WELCOME, PRAYER, PLEDGE

READING OF FEBUARY MINUTES *- Revised / Helen all agree*

PERMANENT COMMITTEE REPORTS:

LADIES.....VP

ACTIVITIES.....KAY FALK

BUILDING & GROUNDS.....ARNOLD LANCE/HELEN FENIMORE

MEMBERSHIP.....BILL PATRICK

TREASURER.....JANICE LUTZ

FUNDRAISING.....EM WILLIAMS

TEMPORARY COMMITTEE REPORTS:

USE OF HALL REVIEW.....HELEN FENIMORE, TOREY KOPPLEMAN

LOREEN RANALLS

BOARD MEMBER DUTIES.....BARB BROWN, JANICE LUTZ,

BOB HOBSON

OLD BUSINESS

PARKING LOT BIDS

TEXAS 614

SNYDER PROPERTY DAMAGE

NEW BUSINESS

ADJOURN



PALMERA PARK CORP

Minutes

March 4, 2024

Meeting was called to order by President Em Williams at 6:00 p.m. Present were Bill Patrick, Barb Brown, Janice Lutz, Arnold Lance and Helen Fenimore. Eighteen guests also present. President Williams lead the group in a prayer and Pledge of Allegiance.

Minutes of the of the February 5<sup>th</sup> meeting were read by secretary, Barb Brown. Correction was made on the ending balance of the bank account. Motion to accept corrected minutes by Arnold Lance and seconded by Helen Fenimore.

Sharon West reported for the Ladies Group that \$424 was made for the quilt sale. Next ladies meeting is Tuesday, March 5<sup>th</sup>. The ladies monthly lunches is on March 11<sup>th</sup>. Be sure to sign up for the Easter dinner too.

Kay Falk, activities director, reported two band performances were enjoyed. About 25 to 30 attended. Plan on doing again next year. Honoring Vets, quilt and skits had 56 in attendance. CanAm had 58 was enjoyed. Rummage sale want to thank all for helping. Tickets for next show (Curt James) are for sale. Have a lot of concessions left.

Building and Grounds – Arnold Lance reported put out new rat bait but to date no activity. Helen Fenimore asked if permission was needed to purchase supplies which Board said no to just get receipt or use debit card. Also, questioned locking pool room and supply room with deadbolt. The door ~~know to~~ the pool room has been reversed and can be locked from inside. Putting a deadbolt on storeroom would not be possible (too much chaos). Benches in front of hall need repaired (new boards). Trees done but were not topped due to cost. Bill Patrick asked for a bid to top trees and Janice Lutz asked about trimming the palm tree. It was asked about putting a solar light over the shuffle board but after discussion was not recommended. An exterior light (dusk to dawn) was requested for the southwest corner in the back of the hall due to someone almost fell due to darkness. Arnold Lance will look into what is needed to install this light.

Bill Patrick, membership, reported still have 3 unpaid (Farrar, Warfield & Espinoza). President Williams regarding Farrar said she had paid \$10 for January. Her property has sold but board doesn't no to whom. President Williams contacted the realtor and to date no response.

Treasurer, Janice Lutz, reported an ending balance as of March 1<sup>st</sup> of \$24,402.50 and ending balance of Money Market of \$21,702.04. She read all the debits and credits. Motion to accept the treasurer's report by Arnold Lance and seconded by Barb Brown. All approved.

Fundraising Committee (Em Williams, Wally Peterson and Kim Koppelman) reported they have received checks for purchasing memorial bricks in the amount of \$1000 and have more coming in. Will take orders until April 5<sup>th</sup>. Cost to print the bricks is \$20 each. This order will be send to a Florida company. Cost of the patio in back of hall to be determined later.

Temporary Committee Reports:

- 1) Use of Hall – Helen Fenimore committee (Tory Koppelman & Loreen Ranalls) presented proposal for use of hall for personal use by property owners. The board will review and report at April meeting.
- 2) Board Member Duties – Barb Brown committee (Janice Lutz & Bob Hobson) presented proposal for the duties of board members and other representatives. The board will review and report at April meeting.

Parking Lot Bids – President Williams reported bids received to date include: \$7500 (Madena), \$4400 (Burnell), and a verbal bid of \$3300 (?). Helen Fenimore will solicit for more bids.

Texas 614 – Discussed types of violations. Board will continue to look over to determine which ones to pursue.

Snyder Property Damage – Pillar on southwest entrance damaged by resident Snyder. Progressive insurance will pay but need a couple of bids for payment. Victor (handyman in Park) was called.

New Business:

- 1) Damaged bench in back of hall – motion to purchase another one by Helen Fenimore and seconded by Bill Patrick. All approved.
- 2) Cameron County Appraisal – President Williams has the form to combine the four lots of the hall into one. Suggest going to San Benito office also a resident offered to help complete.
- 3) Signature card needs to be updated. Em Williams, Janice Lutz and Bill Patrick will meet on Thursday at 2 p.m. to complete.

Motion to adjourn at 7:00 p.m. by Arnold Lance and seconded by Bill Patrick. All approved.

Next board meeting will be Monday, April 1, 2024 at 6:00 p.m.

Respectfully submitted,

Barb Brown, Secretary

## Palmera Park Board meeting April 1<sup>st</sup> 2024

Welcome, Prayer, Pledge

Reading of March Minutes

Committee Reports: Ladies

Activities

Building & Grounds

Membership

Treasurer

Fundraising *1049 Profit*

Old Business :

Brick Pillar repair

Parking Lot

Combining Hall Lots

Use of Hall Protocols

Updated Board member duties

Rick Carson Violation

2024 Tax assessment

Texas 614

New Business:

Fire Extinguishers

Hall locks

Topping Trees

PALMERA PARK CORP  
Special Meeting  
April 1, 2024

A special meeting was called at 6:01 p.m. to present info regarding redoing the Hall floor by President Williams. Present were board members Bill Patrick, Barb Brown, Arnold Lance, Helen Fenimore and Janice Lutz was virtual. During the presentation questions were asked and Margie Starcher requested a motion to table this until January annual meeting. This was not accepted because this was a vote only meeting. After this Jean Powell issued name calling and profanity to the board. Vote was taken with 23 present and 3 proxy votes. Result was 15 + 3 proxy voting yes and 8 voting no. The vote passed. Floor will be redone this summer. She, Margie Starcher and David Luadzers left the meeting.

Board Meeting  
April 1, 2024

President Williams called the regular board meeting to order at 6:15 p.m. Present were: Bill Patrick, Barb Brown, Arnold Lance, Helen Fenimore and Janice Lutz was virtual. President Williams lead the group in a prayer and the Pledge of Allegiance. During the prayer Jean Powell made several derogatory comments to the Board as she exited the building.

Minutes of the March 4<sup>th</sup> meeting were read by secretary, Barb Brown. Motion to accept minutes as read by Arnold Lance and seconded by Helen Fenimore. All approved.

Committee Reports:

- 1) Ladies group – Jan Kuran, vice president, reported for Kathy Allen, president. It was reported that Torey Koppelman will be president next year. Jan reported that Ground Hog Day raised \$956.23, Quilt raised \$424.00 and Easter dinner raised \$117.67. Plus additional activities a total of \$1,943.15 was given to the Corp. They kept the \$200 start-up money for next year. A big thank you to all who helped the Ladies Group.
- 2) Kay Falk, activities director, thanked everyone for all their help. She presented a proposed calendar for 24-25. She will post the proposed calendar and also the list of events held for 23-24 showing a profit of \$2,363.70. There was some soda left in fridge and storeroom and was going to give away but since the fridge and freezer will be moved to pool room during floor repair and plugged in no need to give away. President Williams and the board thanked Kay for a job very well done.
- 3) Pancakes reported given to board by Bob Hobson. Em Williams read report for Bob stating ran from November 1, 2023 to March 27, 2024. There were ten volunteers helping and four volunteers worked for all breakfasts. Biscuits and gravy was added on November 22<sup>nd</sup>. Two hundred eleven biscuits and gravy were served and 218 pancakes served. Profit of this was \$1,293.94. Bob expressed his thank you for all the volunteers.
- 4) Building and Grounds – Arnold Lance reported a dawn to dusk light was installed on the southwest corner of the Hall. Thanks to Bob Hobson for his help. Rat bait stations have been checked three times, bought old bait and replaced and to date no activity. Gave key and bait to Bill Patrick for the summer.

- 5) Bill Patrick, membership reported that two are still no paid (Farrar and Espinoza). Also received a check for \$750 from insurance company for the damaged south entrance pillar.
- 6) Janice Lutz, treasurer, reported an ending balance of \$29,908.37 and an ending balance of the money market of \$19,378.26. Some discussion regarding some credits and debits. Motion to accept the treasurer's report by Arnold Lance and seconded by Bill Patrick. All approved.
- 7) Fundraising – Em Williams reported the committee has received \$2,331 from 25 people to purchase memorial bricks, expect a few more. Cost of bricks is \$830, \$450 print/postage for brochures make a profit to date of \$1,049. Will be sometime in the fall when the patio for the bricks will be done. Deposit of these monies and order sent in tomorrow.

#### Old Business:

- 1) Brick Pillar Repair – received check from insurance company and will proceed to repair pillar.
- 2) Parking Lot – have only 2 bids now, will have a special meeting or wait till the annual meeting to discuss.
- 3) Combining Hall Lots – Paperwork has been turned in by Bill Patrick and Em Williams to combine.
- 4) Use of Hall Protocols – Helen Fenimore read the reservations rules. Motion to accept these rules made by Bill Patrick and seconded by Janice Lutz. All approved.
- 5) Updated Board Member Duties – Board members had reviewed and motion to accept made by Helen Fenimore and Bill Patrick. All approved. Duties will be posted on the bulletin board.
- 6) Rick Carson Violations – Re: Article 9 violation, numerous letters from board and attorney were ignored. All rights to the Hall have been removed. Mr. Carson is liable for the attorney fees which to date are \$1,575.73 + additional \$350. Cameron County records still show Mr. Carson as owner.
- 7) 2024 Tax Assessment – Combining the four lots to one should decrease this fee. Assessment should come to the P.O. Box and Helen Fenimore and Bill Patrick will watch for it and will prepare to contest. Last assessment paid for 2023 was \$1,926.48.
- 8) Texas 614 – This law was written form all POA's and HOA's regarding fines to be charged to residents. Tentative fines are: \$500 for renting to underage residents, \$50 for nuisances and suggest adding a fee for unpaid annual dues. When finalizes these fines need to be mailed to all residents every year.

#### New Business:

- 1) Fire Extinguishers – Helen Fenimore, building and grounds, reported she contacted Alamo to inspect the fire extinguishers in the Hall for \$50. They are to come tomorrow or very soon.
- 2) Hall Locks –Arnold Lance, building and grounds, reported after checking with Home Depot and Lowes. Lowes has the best proposal. The total cost for locks (3 hall doors and 1 back storage room) and keys is \$931.95. Keys are made by computer not hand cut. Suggest have a list of

resident names with a number to trade old key for new one. Arnold Lance and Clay Stokes will install the new locks. Arnold plans on purchasing tomorrow with installation forthcoming. Motion to accept the purchase and installation of locks made by Bill Patrick and seconded by Helen Fenimore. All approved.

- 3) Topping Trees – Trees were trimmed but not topped. Suggest having Ralph Martinez (in the park) will order a lift and will trip and round tops of trees plus the palm tree. Cost is \$1,430. After some considerable discussion regarding removing one, what will electric company can do regarding electric lines. It was decided to postpone this decision until Fall.
- 4) Barb Brown read her letter of resignation effective April 12, 2024. Board accepted her resignation, thanked her for her service. A replacement will be selected in November.

Meeting was adjourned at 7:15 p.m. Next board meeting to be November 4, 2024.

Respectfully submitted,

Barb Brown, Secretary

PALMERAPARK CORP  
Executive Board Meeting  
April 1, 2024

The Board meet immediately after the general board meeting. President Williams introduced the following concerns which may need to be dealt with virtual meetings.

- 1) Texas 614 - could not proceed without attorney (no response from attorney yet). When hear from attorney will need to have meeting and file with the county and mail to all residents.
- 2) Carson Violation – when house sells the new owner is responsible. A lean should be put on property.

Members were excused at 7:30 p.m.

Respectfully submitted,

Barb Brown, Secretary

8/20/24 to 11/2/24

The Board has been working on situations with two property owners regarding HUD's HOPA (Housing for Older Persons Act) and Palmera Park Corp's Covenants regarding age occupancy. Letters have been sent to each detailing HOPA's rules and a copy of our Covenants.

The Board approved to send the letter with HUD's HOPA requirements and Palmera Park Corp's Covenants addressing the age restrictions on occupancy to everyone currently selling and everyone selling in the future to help prevent problems at a later time.

10/22/2024

The Board approved \$600 to You've Got Maids for thoroughly cleaning the Clubhouse after the floors were refinished removing dust from walls, baseboards, floors, ceilings, cabinets inside and out, all shelves and contents, etc. Three quotes were received ranging from \$600 - \$1,029. The Board approved the lowest quote from You've Got Maids for \$600. plus tax.

10/16/24

The Board approved the purchase of an upright freezer for the Clubhouse in the amount of \$799.00 plus tax.

9/21/24

The Board approved tree trimming for the Clubhouse in the amount of \$1,493.12.

8/27/24

The Board oversaw the Clubhouse floor renovation with Sonny Montez.

5/22/24

The Board approved Clay Stokes to the Board position of Building & Grounds vacated by Helen Fenimore when she accepted the Board position of Secretary when it was vacated.

4/23/24

The Board approved Helen Fenimore to vacate her Board position of Building & Grounds and appoint her as Secretary for the remainder of her Board service.



**Board of Directors**

**Minutes of Monthly Board Meeting**

**November 4, 2024**

Minutes of the Board of Directors meeting of the Palmera Park Corp. in La Feria, Texas, held at the Palmera Park Clubhouse, in La Feria, Texas, at 6:00 PM on November 4, 2024.

**CALL TO ORDER**

President Em Williams called the meeting to order at 6:00 PM.

**ROLL CALL OF OFFICERS**

Board of Directors roll call took place at 6:00 PM.

Board members present:

Em Williams, President

Bill Patrick, Vice President

Helen Fenimore, Secretary

Arnold Lance, Building & Grounds

Clay Stokes, Building & Grounds

\*\*Treasurer, Janice Lutz attendance was via cell phone.

**OPEN FORUM**

Jan Koran contacted the Board prior to this meeting and was approved to speak, regarding Covenant enforcement, after the Board completes the business meeting.

**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

Motion made by Arnold Lance to approve the minutes of the April 1, 2024, meeting. Motion seconded by Bill Patrick. Motion passed.

### **FINANCIAL REPORT**

Janice Lutz, Treasurer, gave the treasurer's report through cell phone.

A.	Beginning Balance:	\$ 24,226.61	
B.	Debits:	\$ 2,178.62	
C.	Ending Balance 10-31-24	\$ 22,047.99	
D.	Money Market	\$ 19,587.38	
E.	Interest from Money Market	\$ 34.84	
F.	Money Market Balance 10-31-24	\$ 19,622.22	
G.	TOTAL ASSETS 10-31-24		\$ 41,670.21

### **COMMITTEE REPORTS**

- H. Ladies Report: Nothing to report other than their first meeting will be Tuesday, November 5, 2024.
- I. Activities: Sharon West advised Thanksgiving dinner will be at 1:00 PM. Calendars are available at the Clubhouse door. Kay Falk, Activity Director, will be here in December.
- J. Building & Grounds: Arnold Lance reported work is complete on the following projects:
- Fire Extinguisher Maintenance completed.
  - Clubhouse floor has been refurbished.
  - Freezer purchased to replace damaged unit.
  - Trees have been topped and trimmed.
  - Clubhouse door locks have been changed and new keys have been distributed.
  - Rat traps/poison maintained.
  - Brick pillar on Colgate has been repaired.

### **OLD BUSINESS**

- K. Past Membership Dues for 2024: Bill Patrick advised there are 2 members with unpaid dues. Letters/invoices need to be sent once the fine is determined for "overdue payments".
- L. Brick Memorial Patio: The board discussed this ongoing fundraiser, which will continue through the following year.
- M. Parking Lot Bids: As no bids have been presented, the bids have been tabled for future discussion.

- N. Property Taxes: The clubhouse and adjoining lots have been combined by the Cameron County Appraisal District.
- O. Tax Reassessment: After researching Texas tax law, Helen Fenimore discovered a "Double Taxation" clause that applied to our Palmera Park Corp. property taxes. After protesting the taxes with the Cameron County Appraisal District, the 2024 tax amount due has been reduced to \$542.71 from \$1915.08 in 2023. Make sure the "Double Taxation" credit is applied in the years forward.
- P. Texas 614: Contents of the new Texas laws were discussed.
- Q. Texas 614 Vote: President Em Williams advised the Board shall determine fines to be charged for violations.
- R. Texas 614 Mailing: A copy of the new 614 law will be mailed by November 15, 2024, to all Property Owners for their review prior to the Annual Meeting.
- S. Carson Lawsuit: No progress has been made. Fines will be determined at the Annual Meeting.
- T. Richard Williams: Letters have been sent regarding the status of underage child living in HOPA over 55 residences.
- U. Jose and Rosalinda Martinez: A reminder letter has been sent regarding the sale of property to underage buyers.
- V. Board Director Position Change: As Barbara Brown, our previous secretary, resigned in April 2024, a cellphone meeting was held by the board on April 23 and May 22, 2024. Arnold Lance made the motion to appoint Clay Stokes as temporary Building and Grounds Director and move Helen Fenimore to the Secretarial position. Bill Patrick seconded the motion. Motion passed.

### **NEW BUSINESS**

- W. Telephone Needed: The IRS has advised us we may no longer use personal addresses and phone numbers as contact information. Helen Fenimore offered to provide a cell phone/phone number for specific legal use of the Palmera Park Corp. Bill Patrick moved for Helen Fenimore to find a cell phone provider for services to be paid for by the Palmera Park Corp. Arnold Lance seconded the motion. Motion passed.
- X. Nomination Committee: President Em Williams appointed Helen Fenimore, Bob Hobson, and Don Tevis to recruit for board positions available in January 2025 at our Annual Property Owners Meeting.
- Y. Constitution & Bylaw Committee: The board appointed Helen Fenimore to chair a committee reviewing and updating the Palmera Park Corp. Constitution and Bylaws.

### **OPEN FORUM**

Jan Koran spoke regarding Covenant enforcement. She believes enforcement is crucial to maintaining the status of Palmera Park Corp.

### **NEXT MEETING DATE**

The next monthly Board of Directors meeting will be held on Monday, December 2, 2024.

The Board adjourned to executive session at 7:00 PM

### **-----CLOSED BOARD SESSION SUMMARY-----**

The Board held an informal Closed Board Session immediately following the November 2024 Board Meeting. During the meeting, the following actions and discussions took place:

#### **TEXAS 614:**

- a. Arnold Lance voiced concern regarding the setting of fees by the Board, as did Clay Stokes. A motion was made by Arnold Lance to present suggestions at the Property Owners Annual Meeting for a vote determining the dollar amount of fines to be charged for various violations. Bill Patrick seconded the motion. Motion passed.

#### **NOMINATING COMMITTEE:**

- b. Helen Fenimore requested Arnold Lance replace her as Board member on the Nominating Committee. President Em Williams approved the change.

The executive session adjourned at 7:20 PM

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Helen Fenimore, Secretary

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November 4, 2024

# *Palmera Park Corp. LLC*

1205 N Palmera Drive, P.O. Box 749

La Feria, Texas 78559

## **Board of Directors**

Minutes of Monthly Board Meeting

**December 2, 2024**

Minutes of the Board of Directors meeting of the Palmera Park Corp. in La Feria, Texas, held at the Palmera Park Clubhouse, in La Feria, Texas, at 6:00 PM on December 2, 2024.

### **CALL TO ORDER**

President Em Williams called the meeting to order at 6:00 PM.

### **ROLL CALL OF OFFICERS**

Board of Directors roll call took place at 6:00 PM.

Board members present:

Em Williams, President

Bill Patrick, Vice President

Helen Fenimore, Secretary

Arnold Lance, Building & Grounds

Clay Stokes, Building & Grounds

\*\*President, Em Williams, and Treasurer, Janice Lutz attendance attended via cell phone.

### **HOMEOWNER ATTENDANCE**

Bob Hobson was the only homeowner attendee at the meeting.

### **APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

Motion made by Arnold Lance to approve the minutes of the April 1, 2024, meeting. Motion seconded by Clay Stokes. Motion passed.

## **FINANCIAL REPORT**

Janice Lutz, Treasurer, gave the treasurer's report through cell phone.

Beginning Balance:	\$ 22,047.99	
Debits:	\$ 3,662.45	
Ending Balance 11-29-24		\$ 18,385.54
Money Market	\$ 19,622.22	
Interest from Money Market	\$ 33.78	
Money Market Balance 11-29-24		\$ 19,656.00
TOTAL ASSETS 10-31-24		\$ 41,670.21

## **APPROVAL OF THE NOVEMBER 2024 FINANCIAL REPORT**

Motion made by Bill Patrick to approve the November 2024 financial report. The motion seconded by Arnold Lance. Motion passed.

## **COMMITTEE REPORTS**

**Ladies Report:** Nothing to report.

**Activities:** Calendars are available at the Clubhouse door. Kay Falk, Activity Director, will be here in December.

**Building & Grounds:** Arnold Lance reported the clubhouse building has been sprayed by Max due to bugs in storeroom.

**Membership:** Bill Patrick advised there are 2 members with unpaid dues. Letters/invoices need to be sent once the fine is determined for "overdue payments".

**Occupation Verification Report 55+ Regulations:** Helen Fenimore asked who was responsible for the report. No one knew. President Em suggested it was the secretary's job. Helen needs to check previous years' minutes. We still need a verification ID for Richard Williams' wife.

## **OLD BUSINESS**

**Texas 614:** Contents of the new Texas laws were discussed.

**Texas 614 Vote:** As previously stated, President Em Williams advised the Board shall determine fines to be charged for violations.

**Texas 614 Mailing:** A copy of the new 614 law has been mailed to all Property Owners for their review prior to the Annual Meeting.

**Carson Lawsuit:** No progress has been made. Fines will be determined at the Annual Meeting.

## **NEW BUSINESS**

**Annual Financial Review:** Lorainne Ranals, Larry Allen, and Kathy Allen will perform the "audit" for the 2024 books on December 15, 2024.

**Hall Use:** Clarification regarding Texas law for allowable religious use of hall needs to be verified. Helen Fenimore will research Texas laws.

**New Residents:** Discussion regarding making sure new homeowners have copies of Palmera Park Covenants, Bylaws, Constitution, Policies and Procedures, along with a copy of the Palmera Park Clubhouse Rules and Regulations.

**Telephone Needed:** Board agreed phone is needed, due to IRS needing a permanent phone contact number and address. No motion was made.

**Nomination Committee:** Arnold Lance, Bob Hobson, and Don Tevis are recruiting for board positions available in January 2025 at our Annual Property Owners Meeting.

**Constitution & Bylaw Committee:** Helen Fenimore reported they are reviewing and will make suggestions for updating the Palmera Park Corp. Constitution and Bylaws.

## **NEXT MEETING DATE**

The next monthly Board of Directors meeting will be held on Monday, January 6, 2025.

The Board adjourned to executive session at 7:00 PM

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Helen Fenimore, Secretary

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December 2, 2024