

PALMERA HEIGHTS CORPORATION  
BOARD MEETING  
AGENDA  
January 5, 2015

Meeting Called to Order:

Members Present:

Minutes of November 3, 2014

Treasurer's Report:

Outstanding Bills

Reports:

Building & Grounds *TREES. DRAWERS, SLAB FOR FIRE EXTING*

Activities

Membership

Old Business:

55 & Over Issue

Shuffleboard repairs

Constitution & By Laws Committee

New Business:

Garage Sale Permit

Annual Kitchen Inspection

BBQ Cook Off

Occupancy Report for January 31, 2015

Nominating Committee

February Annual Meeting (Feb 9<sup>th</sup>)

Next Meeting February 2, 2015

Adjourn

PALMERA HEIGHTS CORPORATION  
MINUTES  
JANUARY 5, 2015  
6:00 P.M.

Minutes were called to order by President Don Starcher.

Members Present were Don Starcher, Gene Peak, Cathy Starcher, Barb Brown, Ron Clardy, and Bob Hobson. Guest was Janice Lutz.

Minutes of the November 3, 2014, meeting were read by secretary Barb Brown. Motion to accept as read was made by Bob Hobson and seconded by Ron Clardy. All approved.

Cathy Starcher, treasurer, reported an ending balance as of December 31, 2014, of \$15,357.77. Motion to accept treasurer's report was made by Gene Peak and seconded by Bob Hobson. All approved.

Outstanding bills of \$174.55 for pancake supplies and \$360.32 for hall supplies was presented by Cathy Starcher. Motion to pay these bills was made by Barb Brown and seconded by Cathy Starcher.

REPORTS:

Building & Grounds (Ron Clardy and Bob Hobson) reported the following:

- 1) Getting estimates for trimming trees at hall ✓
- 2) Shuffleboard needs edging to keep mowers from hitting ✓
- 3) Shuffleboard also needs hose at ends fastened down
- 4) Picnic tables need some repairs
- 5) Roof above womens bathroom needs boots replaced
- 6) Molding in womens bathroom is loose ✓
- 7) Ladies would like dividers in kitchen drawers (ladies to present a drawing of wishes) ✓ or u l l e
- 8) Guttering needs cleaning
- 9) Building needs powerwashed

May be posting a list of needs asking for volunteers to help. Note: Gene Peak donated a vent for the stove in the kitchen and was installed by Bob Hobson and Arnold Lance.

Activities (Janice Lutz) reported ending balance of \$426.67 as of December 31, 2014. Tickets to the January 16<sup>th</sup> Activity Dinner will be sold by Ken and Kay Blair. Falk

Membership (Gene Peak) reported we have 109 members and 10 associate members to date.

OLD BUSINESS:

55 & Over Issue – Board to meet with attorney in Brownsville on January 14<sup>th</sup> at 10 a.m. to discuss and understand the implementation of the Housing of Older Persons act.

Major repairs of the shuffleboard has been done at a cost of \$500.

The Constitution & By Laws Committee has no report at this time. Don Starcher is checking on their status.

**NEW BUSINESS:**

Garage Sale Permit - report at February meeting. Garage sale is scheduled for March. Need to solicit someone to handle event.

Annual kitchen inspection was completed.

BBQ Cook Off – Set for January 24<sup>th</sup>. Gene Peak requested a designation of funds to go toward future major repairs for the hall i.e. replacement of windows and doors and floor. Motion to accept this request made by Ron Clardy and seconded by Bob Hobson. All agreed.

Need someone to check the P.A.System. Not working very well. Also remote to television has been lost.

Occupancy Report for January 31, 2015, is in the process of completion.

Nominating Committee – Don Starcher will work on appointing this committee to present at the February 2<sup>nd</sup> meeting.

Non Profit Periodic Report – secretary to check on status of this report. Will report at February 2<sup>nd</sup> meeting.

Annual February meeting is scheduled for Monday, February 9<sup>th</sup> at 7:00 p.m. Notice will be posted in advance.

Next board meeting to be held at 6 p.m. on Monday, February 2, 2015.

Motion to adjourn made by Bob Hobson and Cathy Starcher. All agreed.

Respectfully submitted,

Barb Brown  
Secretary

PALMERA HEIGHTS CORPORATION

MINUTES

February 2, 2015

President Don Starcher called the meeting to order at 6:00 p.m.

A prayer was given by Gene Peak.

Members present were Don Starcher, Gene Peak, Cathy Starcher, Barb Brown, and Ron Clardy. Activities director, Janice Lutz, was also present.

Barb Brown read the minutes of January 5<sup>th</sup>. Correction on name of Blair to Falk was noted. Motion to accept minutes was ~~may~~ by Ron Clardy and seconded by Cathy Starcher. All approved.

Treasurer's report was given by Cathy Starcher stating an ending balance as of January 31, 2015, was \$16,772.96. Barb Brown made a motion to accept the report and was seconded by Ron Clardy. All approved.

Outstanding bills amounting to \$542.51 consisting of pancakes, ice cream and hall expenses was presented by Cathy Starcher. Motion to pay these bills was made by Barb Brown and seconded by Ron Clardy. All approved.

Janice Lutz, Activities Director, reported a balance of funds to date is \$576.67. Entertainment has been scheduled for the February 14<sup>th</sup> Mens Valentine dinner and also the St. Patrick's day event.

Gene Peak, Membership, reported 109 members and 12 associate members.

Ron Clardy, Building and Grounds, reported that trees at hall have been trimmed, shuffleboard edging has been done, molding in womens bathroom fixed, kitchen drawer dividers done also ~~done~~. Need to repair picnic tables, fasten down hose at end of shuffleboard, roof above womens bathroom needs boots replaced, gutters need cleaning, and need powerwashing of building. Concrete has been completed around shuffleboard and pad for trash bins. Fence needs to be placed around trash bins. Discussion about parking in front of hall needs work. Suggested contacting City of LaFeria regarding the drain system.

Occupancy report was given by Barb Brown stating a total of 156 lots with 109 occupied which meets 100% of 55 and older requirement.

Constitution and ByLaws committee will be served by Mike and Louise Athon and Don and Nancy Williams.

Nominating Committee will be served by Janice Hess, Marilyn Knoll and Mae Smith. The following people have been placed on the ballot- Gary Mitzel, John Haines, Cathy Starcher and Don Starcher. These nominations will be voted on at the annual meeting February 9<sup>th</sup>.

#### Old Business:

- 1) CD Renewal – notice to be coming by mail
- 2) 55 and Over Violations – None to date
- 3) BBQ Cookoff – Profited \$732.08

#### New Business:

- 1) Garage Sale – March 7<sup>th</sup>. Coordinators are Gary & Bobbi Mitzel and Jim & Vicki Swartz

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2) Non-Profit Periodic Report due by March 31, 2015. This report is done every four years. This will be completed after the February 9<sup>th</sup> annual meeting.

3) Letter to City of LaFeria has been given to the city regarding RV's in Unit 2 of our covenant and the city's guidelines.

**PALMERA HEIGHTS PARK CORPORATION**  
**LaFeria, Texas**

**February 2, 2015**

**City of La Feria**  
**115 E. Commercial Avenue**  
**La Feria, TX 78559**

**TO WHOM IT MAY CONCERN:**

The Palmera Heights property owners association for many years have had a covenant for maintaining our park. The covenant restricts the amount of time that an RV may be parked on a lot and used as a residence. This restriction is only for the area of the park titled "Unit 2".

We understand that the City of LaFeria does not have this restriction concerning RV's. We as a property owners association would like the City of LaFeria to allow us to maintain this restriction. We have attached a copy of our covenant. Please reference paragraph #9.

Please advise us of this regulation. Thank you for your time.

Respectfully submitted,

**Board of Palmera Heights Park**  
**Don Starcher, President**  
**Gene Peak, Vice President**  
**Cathy Starcher, Treasurer**  
**Barb Brown, Secretary**  
**Bob Hobson, Building & Grounds**  
**Ron Clardy, Building & Grounds**

**Attached**  
**bb**

**PALMERA PARK CORPORATION  
ANNUAL MEETING – AGENDA  
February 9, 2015- 7:00 p.m.**

**Call to Order**

**Prayer**

**Pledge of Allegiance**

**Minutes of February 10, 2014**

**Treasurer's Report**

**Activities Chairman Report**

**2015/2016 Budget Proposal**

**Occupancy Verification Report**

**Building and Grounds Report** *Slab, shuffle board, fence, parking, tree*

**Audit Report Committee – Orville Kuran, John Haines  
& Lee West**

**Nominating Committee – Janice Hess, Marilyn Knoll, Mae Smith  
-Presents Nominees (John Haines, Gary Mitzel, Don Starcher  
& Cathy Starcher)  
President asks for nominations from floor**

**Thank you's to outgoing officers**

**Bylaws and Constitution Committee – Mike & Louise Athon and  
Don & Nancy Williams**

**New Business**

**Old Business**

**Announcements**

**Closing comments**

**Next Annual Meeting second Monday night in February 8, 2016**

**Adjourn**

**Board Members to meet and appoint offices following annual meeting**



PALMERA HEIGHTS CORPORATION  
MINUTES  
FEBRUARY 9, 2015  
7:00 P.M.

The annual meeting was called to order by President Don Starcher, who also give the prayer.

President Starcher lead the group of 58 people in the Pledge of Allegiance.

Minutes of the February 10, 2014, meeting was read by Secretary Barb Brown. A motion to accept minutes as read was made by Orville Kuran and seconded by Carl Stanfield. All approved.

\* 16604.82  
Cathy Starcher, treasurer, provided attendees with a detailed report showing an ending balance as of January 31, 2015, of \$16,04.82. Motion to accept the treasurer's report was made by Gerald Blair and seconded by Orville Kuran. All approved.

Activities Chairman, Janis Lutz, passed out copies of the expenses and receipts from October, 2014 thru February 7, 2015, showing a profit of \$259.91. (This excludes the start-up money of \$400). Further activites include St. Patrick's Day, Garage Sale, Ham & Bean Dinner and a possible play day. President Starcher thanked Janis for a job well done.

The 2015-16 budget proposal was presented by treasurer, Cathy Starcher showing projected receipts as \$12,640 and expenses of \$12,640. Orville Kuran motioned to accept proposal and George Hansen seconded. All approved.

Occupancy Verification Report was given by Barb Brown, showing 156 lots in the park with 108 occupied, 4 lots belonging to the Hall, 7 empty lots, 29 extra lots, 7 empty mobiles and 1 empty lot with garage only. Based on the information provided as of January 31, 2015, we are in 100% compliance with 55 and over regulations, however, these regulations only require 80/20%.

Ron Clardy, Building & Grounds reported the shuffle board has been repaired, concrete work completed, and trees have been trimmed. Future needs include fence around trash area, parking area needs help, and floor and windows need replacement.

Audit Report Committee consisting of Orville Kuran, John Haines and Lee West found the books to be in good order. (Carl Stanfield was also asked to serve, but due to scheduling conflict could not serve). A motion to accept the audit report was made by Carl Stanfield and seconded by Vicki Swartz. All approved.

The Nominating Committee consisting of Janice Hess, Marilyn Knoll and Mae Smith presented the following nominees: John Haines, Gary Mitzel, Don Starcher and Cathy Starcher. President Starcher asked with there were any nominations from the floor. Having none, George Hanson motioned nominatons cease. Bob Brown seconded. All approved. Ballots were distributed to members instructing to only vote for three (3). The nominating committee counted the ballots reporting the following results: John Haines 42, Gary Mitzel 46, Don Starcher, 56 and Cathy Starcher 39. Board members leaving are Gene Peak and Cathy Starcher. New board members are: Don Starcher, Bob Hobson, Barb Brown, John Haines, Ron Clardy and Gary Mitzel.

President Starcher gave thanks to the outgoing officers, Gene Peak & Cathy Starcher for their excellent service.

Bylaws & Constitution Committee consisting of Mike & Louise Athon and Don & Nancy Williams presented the following proposal to add to Article 3:

At the time the proper forms are given to new owners in the subdivision they will have ten (10) working days (Monday thru Friday) to return these forms with age verification as per HOPA regulations.

Gene Peak motioned to accept and Gary Mitzel seconded. All approved.

Covenant Committee consisting of Jim Swartz, Vicki Swartz, Bob Lutz, Janis Lutz, John Myler and Gracie Myler presented the following:

Paragraph #4 – currently states:

There shall be at least ten feet setback line from the line of the roadway or street which fronts on the lots included in this subdivision, and no mobile home shall be placed with five feet of the adjoining property line.

Change: All setbacks are to coincide with city regulations applying to mobile home placement on lots.

Paragraph #7 - currently states:

No fence, carport or other structure shall extend past the ten foot setback line designated above.

Change: Regulations for all fences, carports and other structures shall adhere to city regulations.

Addition to Covenants:

All new property owners will be obligated to pay the mandatory Corporation yearly fees. Membership dues run from March 1 to the last day of February each year. All current property owners are grandfathered into pay Corporation dues voluntarily.

Jim Swartz stated covenant changes must be done by the property owners not the membership. Gene Peak and Helen Clardy stated that a special meeting must be scheduled ASAP. A motion by Orville Kuran and seconded by Jim Swartz to have a covenant meeting of all property owners. All approved. All property owners will be notified of this meeting by early March with a ten day notice of special meeting.

Jan Kuran thanked all who helped with the hall.

Next Annual Meeting will be on February 8, 2016.

Motion to adjourn was made by Jim Swartz and seconded by Helen Clardy. Meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Barb Brown, Secretary

# **PALMERA PARK CORPORATION**

La Feria, TX 78559

February 13, 2015

**TO:** All Palmera Heights Property Owners

**FROM:** Board of Directors

Don Starcher, President (913) 208-1018

Bob Hobson, Vice President (612) 910-0316

Barb Brown, Secretary (816) 617-2886

John Haines, Treasurer (308) 530-0254

Ron Clardy, Building & Grounds (618) 973-6511

Gary Mitzel, Building & Grounds (605) 838-8312

**SUBJECT:** Special Meeting Regarding Required Covenant Changes

A special meeting is being called at 7:00 PM Central Time on March 5, 2015 at the Palmera Heights Hall to discuss and vote on several Covenant changes and any others as requested at this meeting. Listed below are the current proposed covenant changes.

**A) City of La Feria Zoning Ordinance:**

1. Paragraph #4 currently states: 'There shall be at least ten feet setback line from the line of the roadway or street which fronts on the lots included in this subdivision, and no mobile home shall be placed within five feet of the adjoining property line.' Proposed change to: 'All setbacks must comply with City of La Feria Zoning Ordinance.'

2. Paragraph #7 currently states: 'No fence, carports or other structure shall extend past the ten foot setback line designated above.' Proposed change to: 'Regulations for all fences, carports and other structures must comply with City of La Feria Zoning Ordinance.'

**PALMERA PARK CORPORATION**

LaFeria, TX 78559

February 13, 2015

**TO:** All Palmera Heights Property Owners

**FROM:** Board of Directors

Don Starcher, President (913) 208-1018

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Ron Clardy, Building & Grounds (618) 973-6511

Gary Mitzel, Building & Grounds (605) 838-8312

**SUBJ:** Special Meeting Regarding Covenant Changes

A special meeting is being called at 7:00 p.m. on March 5, 2015, at the Palmera Heights Hall to address and vote on some proposed covenant changes and any others as requested at this meeting. Listed below are the current proposed covenant changes:

**A) City of LaFeria Zoning Ordinance**

1) Paragraph #4 – currently states:

There shall be at least ten feet setback line from the line of the roadway or street which fronts on the lots included in this subdivision, and no mobile home shall be placed within five feet of the adjoining property line.

Change:

All setbacks must comply with the City of LaFeria Zoning Ordinance.

2) Paragraph #7 – currently states:

No fence, carport or other structure shall extend past the ten foot setback line designated above.

Change:

Regulations for all fences, carports and other structures must comply with the City of LaFeria Zoning Ordinance.

**B) Compliance with the (HOPA) Housing for Older Persons Act of 1995:**

1) All new property owners will be obligated to pay the mandatory annual Corporation fees. Membership dues run from March 1 to the last day of February of each year. All current property owners are grandfathered in to pay Corporation dues voluntarily.

2) At the time the proper forms are given to new owners in the subdivision, they will have ten (10) working days (Monday thru Friday) to return these forms with age verification as per HOPA Regulations: Information Collection Requirement 100.306 and 100.307.

3) Park residents who need a caregiver who does not meet age requirements must have a physicians letter verifying their disability.

**PALMERA PARK CORPORATION**

LaFeria, TX 78559

February 12, 2015

**TO: All Palmera Heights Property Owners**

**FROM: Board of Directors**

Don Starcher, President (913) 208-1018

Bob Hobson, Vice President (612) 910-0316

Barb Brown, Secretary (816) 617-2886

John Haines, Treasurer (308) 530-0254

Ron Clardy, Building & Grounds (618) 973-6511

Gary Mitzel, Building & Grounds (605) 838-8312

**SUBJ: Special Meeting Regarding Covenant Changes**

A special meeting is being called at 7:00 p.m. on March 5, 2015, at the Palmera Heights Hall to address some proposed covenant changes and any others as requested at this meeting. Listed below are the current proposed covenant changes:

- 1) Paragraph #4 – currently states:  
There shall be at least ten feet setback line from the line of the roadway or street which fronts on the lots included in this subdivision, and no mobile home shall be placed within five feet of the adjoining property line.  
Change:  
All setbacks are to coincide with city regulations applying to mobile home placement on lots.
- 2) Paragraph #7 – currently states:  
No fence, carport or other structure shall extend past the ten foot setback line designated above.  
Change:  
Regulations for all fences, carports and other structures shall adhere to city regulations.
- 3) Add to Covenants:
  - a) All new property owners will be obligated to pay the mandatory Corporation yearly fees. Membership dues run from March 1 to the last day of February of each year. All current property owners are grandfathered in to pay Corporation dues voluntarily.
  - b) At the time the proper forms are given to new owners in the subdivision, they will have ten (10) working days (Monday thru Friday) to return these forms with age verification as per HOPA Regulations: Information Collection Requirement 100.306 and 100.307.
  - c) Park residents who need a caregiver who does not meet age requirements must have a physicians letter verifying their disability.

Please plan on attending this meeting. All property owners are responsible for addressing and supporting these covenants.

BD/bb

LETTER TO OUR BOARD

FEBRUARY, 27, 2015

BECAUSE OUR PRESIDENT, DON STARCHER, IS OUT OF TOWN AND OUR BRIEF CONVERSATION ON THE STREET YESTERDAY, WE ARE SENDING THIS LETTER TO YOU , BOB HOBSON, TO PRESENT TO THE BOARD BEFORE THE PARK MEETING ON MARCH 5, 2015 MEETING.

FURTHER BECAUSE YOU TOLD ME YESTERDAY "A LAWYER SAYS THAT 2/3 YES VOTE OF THE PEOPLE **ATTENDING** THE MARCH 5th MEETING IS **APPROPRIATE**". SHARRON AND I (AND OTHERS WE HAVE TALKED TO) FEEL THIS IS NOT CORRECT AND THAT 2/3 OF THE POSSIBLE **PARK** VOTES (WHICH IS ATTOUND THE 106 VOTES [A PREVIOUS VOTE]) IS NECESSARY TO PASS A COVENANT ADDITION OR CHANGE. (MARCH 22, 2001, ELECTION DATE),

WE ALSO NOTICE AN EXPENDITURE ON THE FEBRUARY 9, 2015 TREASURER REPORT FOR "LAWYER FEE \$650.32". IF THIS, OR ANY LAWYER CONTACTED, REGARDING OUR COVENANT HAS BEEN MADE WE, PART OF THE CORPORATION AND PARK, SHOULD BE SO INFORMED.

THERE SHOULD ALSO BE AVAILABLE FOR REVIEW ANY LAWYER'S WRITTEN RESPONSE TO THE BOARDS QUESTIONS REGARDING **COVENANT** MATTERS. ONE CANNOT MAKE AN HONEST VOTE DECISION, ON COVENANT MATTERS, WITHOUT BEING AWARE OF ALL ASSOCIATED "FACTS".

SHARRON AND I WOULD APPRECIATE A RESPONSE BEFORE THIS COVENANT MEETING AND A COPY OF LAWYER'S WRITTEN RESPONSE TO **COVENANT** QUESTIONS ADDRESSED BY OUR BOARD. ANY VERBAL RESPONSE WILL BE TYPED AND RETURNED TO THE BOARD. THIS WILL BE MADE AVAILABLE TO ANYONE IN OUR PARK. .

FURTHER, A COPY OF OUR AMENDED "FEBRUARY 24, 2015" LETTER IS ATTACHED AS YOU (AND THE BOARD) MAY HAVE NOT SEEN THE ORIGINAL DATED FEBRUARY 13, 2015 PERSONALLY GIVEN TO GARY.

LELAND & SHARRON WEST, 617 NORTH ANAQUA STREET.

**TO PALMERA HEIGHTS BOARD VIA GARY MITZEL**

**FEBRUARY, 13, 2015**

OUR DRAFT LETTER REGARDING ITEMS DISCUSSED AT OUR ANNUAL PALMERA PARK ANNUAL MEETING FEBRUARY 9, 2015 THE FOLLOWING ISSUES WERE ADDRESSED. (THE WAY WE SEE IT)

**#1) CONSTITUTION AND BY-LAWS**

ADD TO ARTICLE #3: NEW OWNERS HAVE TEN WORKING DAYS (MONDAY thru FRIDAY) TO RETURN VERIFICATION FORM WITH AGE VERIFICATIONS AS PER HOPA REGULATIONS HOUSING for OLDER PERSONS ACT (of 1995, 24 CFR PART 100)  
**{THIS WAS APPROVED BY HAND VOTE AT 2/9/15 MEETING}**

**#2) COVENANT CHANGE:**

- A) PARAGRAPH #4 "OF COVENANT"; SETBACKS
- B) PARAGRAPH #7 "OF COVENANT"; FENCES, CARPORTS & OTHER STRUCTURES TO COINCIDE/ADHERE TO CITY REGULATIONS, WE AGREE WITH THIS

**#3) ADD TO COVENANT;**

NEW OWNERS BE OBLIGATED TO PAY THE MANDATORY CORPORATION YEARLY FEE  
(CURRENT PROPERTY OWNERS ARE GRANDFATHERED TO PAY VOLUNTARILY)  
**WE DISAGREE WITH THIS. WE BELIEVE IN FREE WILL/CHOICE BY EVERYONE!**

NOTATIONS: ALL PROPERTY OWNERS MUST BE NOTIFIED AND MAY VOTE ON COVENANT CHANGES AND/OR ADDITIONS. PRESENTLY PALMERA PARK HAS ~~108~~ PROPERTY OWNERS. (TBA) *fw 2-27*

REQUIRED APPROVAL IS NOT LESS THEN 2/3 OF THE LANDOWNERS WITHIN THE PALMERA HEIGHT SUBDIVISIONS (ETC, ETC) AS PER STATE OF TEXAS, COUNTY OF CAMERON, VOL 7003PG0158 "AMENDMENT TO DECLARATION" THIRD PARAGRAPH, **NOW, WHEREAS.**

**ONLY ONE VOTE PER FAMILY** WHETHER THEY OWN ONE LOT OR MULTIPLE LOTS, (AS PER ARTICLE 13) "LAND OWNERS COVENANT" CONSTITUTION AND BY-LAWS

LELAND & SHARRON WEST  
617 NORTH ANAQUA ST.

COPY OF: PART 1V Department of Housing and Urban Development 24 CFR Part 100 "HOPA", Federal Register, 10 pages attached.

THE ABOVE (MINUS OUR RED NOTATIONS) WAS SENT TO OUR BOARD AS SHOWN ABOVE. AND, THE FOLLOWING IS WRITTEN AS OF THIS DATE **FEBRUARY 24, 2015:**

A MEETING OF ALL PROPERTY OWNERS HAS BEEN SLATED FOR MARCH 5, 2015 AT THE PALMERA HEIGHTS PARK REC. HALL. **THE APRIL 18, 2001 VOTE ON "55 AND OLDER COVENANT" SHOWS 106 LAND OWNERS (ONE VOTE HOUSEHOLD) IN PALMERA HEIGHTS.** FOR THE "ADD TO COVENANT" TO PASS USING THOSE FIGURES 71 YES VOTES WOULD BE REQUIRED. AS OF THIS DATE PARK CORPORATION HAS (ABOUT) 109 MEMBERS (ABOUT 61 PARK VOTES).  
**YOUR VOICE AND VOTE ON THIS ISSUE (AND OTHERS) IS VERY IMPORTANT.**

**WHAT NEXT, REQUEST FOR P.O.A. IN OUR PARK?**

LEE & SHARRON, CELL; 802-373-6755

PALMERA PARK CORPORATION  
MINUTES  
March 2, 2015  
6:00 p.m.

The meeting was called to order at 6:00 p.m. by President Don Starcher.

Janice Lutz gave the prayer and the Pledge of Allegiance was lead by President Don Starcher.

Members present were Don Starcher, Bob Hobson, Barb Brown, John Haines, Ron Clardy, and Gary Mitzel. Activities director, Janice Lutz, was also in attendance.

Minutes from the February 2, 2015, meeting were read by Barb Brown. A motion to accept minutes as read made by Gary Mitzel and seconded by John Haines. All approved. Note: request to have minutes emailed to all board members to save on paper.

John Haines, treasurer, reported an ending balance of \$19,509.21. Motion to accept treasurer's report made by Bob Hobson and seconded by Ron Clardy. All approved.

Outstanding bills including \$3,791 (State Farm Insurance), \$169 (Kitchen Faucet), 34.39 (Plumbing supplies, \$126.50 (mowing for February, March & April), \$100 (Sunshine Group) and \$31.56 (Secretary expenses were presented. Motion to pay bill made by Bob Hobson and seconded by Gary Mitzel. All approved.

Gary Mitzel made a motion to pay all bills except \$100 (Sunshine Group). Ron Clardy seconded. Motion by Bob Hobson to fund \$100 to start March 1<sup>st</sup> and when \$100 depleted, Sunshine Group will provide receipts and another \$100 will be issued, seconded by John Haines. All approved.

Membership chairman, Bob Hobson, reported to date 69 members for 2015-16.

Ron Clardy, Building & Grounds, reported nothing new has been added.

Activities director, Janice Lutz, reported \$830.91 in revenue. \$400 start-up money was paid back leaving a current balance of \$430.91.

Appointment of committees was discussed. Only committee open at this time is pancakes. See attached list.

CD has been renewed on February 24, 2015 with next renewal on February 24, 2016.

Garage Sale permit has been purchased for March 7, 2015.

Preparation for Special Meeting on Thursday, March 5, 2015 was done.

Periodic Report of Non-Profit Organization was completed with a check to Secretary of State in the amount of \$5.00. This report is due every four years with the next report to be completed in March, 2019.



Due to the absence of some board members, the next board meeting to be held on Monday, March 30, 2015, at 6:00 p.m.

Motion to adjourn was made by Bob Hobson and seconded by John Haines. All approved. Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Barb Brown  
Secretary

PALMERA PARK CORPORATION  
MINUTES  
March 5, 2015  
7:00 p.m.

At 7:00 p.m. on Thursday, March 5, 2015, the special meeting of Palmera Park was called to order by President Don Starcher.

The Pledge of Allegiance was recited by the congregation lead by President Starcher.

Gary Mitzel lead the group in a prayer.

There are 102 landowners requiring 52 to equal a quorum. Sixty-two voters were in attendance.

The following proposals were presented.

**A) City of LaFeria Zoning Ordinance**

1) Paragraph #4 – currently states:

There shall be at least ten feet setback line from the line of the roadway or street which fronts on the lots included in this subdivision, and no mobile home shall be placed within five feet of the adjoining property line.

Change:

All setbacks must comply with the City of LaFeria Zoning Ordinance.

2) Paragraph #7 – currently states:

No fence, carport or other structure shall extend past the ten foot setback line designated above.

Change:

Regulations for all fences, carports and other structures must comply with the City of LaFeria Zoning Ordinance.

**B) Compliance with the (HOPA) Housing for Older Persons Act of 1995:**

1) All new property owners will be obligated to pay the mandatory annual Corporation fees. Membership dues run from March 1 to the last day of February of each year. All current property owners are grandfathered in to pay Corporation dues voluntarily.

2) At the time the proper forms are given to new owners in the subdivision, they will have ten (10) working days (Monday thru Friday) to return these forms with age verification as per HOPA Regulations: Information Collection Requirement 100.306 and 100.307.

- 3) Park residents who need a caregiver who does not meet age requirements must have a physician's letter verifying their disability.

NOTE: B2 was voted on at the February 9, 2015, annual meeting and passed.

Discussion was held on each item.

No issues with A1 & 2). Compliance with City of LaFeria Zoning Ordinance is as it should be.

B1 discussion included that if a current property owner purchases additional property in Palmera Park that property owner does not need to pay additional Corporation fees if already paid.

B3 was discussed but no issues were made.

Darlene Mawhinney made a motion to combine items A 1 & 2 to be voted as one. Sam Masten seconded. Motion was approved.

Kay Falk motioned to adopt B 1 & 2 as a joint vote. Julia Masten made the second. Motion was approved.

Ballots were handed out individually for the vote for A and individually for B.

Ballots were counted by associate members Roger & Dottie LeRoy and Walter & Linda Engelke.

Current tally for A was 58 yes and 4 no. Current tally for B was 51 yes and 11 no. Ten ballots were mailed out to be returned by March 16, 2015.

Official count will be made public by March 20, 2015.

These changes will be filed with the Secretary of State.

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Barb Brown  
Secretary

**PALMERA PARK CORPORATION**

**LaFeria, TX 78559**

**March 5, 2015**

**TO: All Palmera Heights Property Owners**

**FROM: Board of Directors**

**Don Starcher, President (913) 208-1018**

**Bob Hobson, Vice President (612) 910-0316**

**Barb Brown, Secretary (816) 617-2886**

**John Haines, Treasurer (308) 530-0254**

**Ron Clardy, Building & Grounds (618) 973-6511**

**Gary Mitzel, Building & Grounds (605) 838-8312**

**SUBJ: Special Meeting Regarding Covenant Changes**

A special meeting was held at 7:00 p.m. on March 5, 2015, at the Palmera Heights Hall to address and vote on the following proposed covenant changes. Please vote by completing the enclosed ballots and mail to Barb Brown, Secretary, 613 N. Retama, LaFeria, TX 78559 or call her at 816-617-2886 with your vote. This needs to be completed by Monday, March 16, 2015.

**A) Paragraph #4 – currently states:**

There shall be at least ten feet setback line from the line of the roadway or street which fronts on the lots included in this subdivision, and no mobile home shall be placed within five feet of the adjoining property line.

**Change:**

All setbacks must comply with the City of LaFeria Zoning Ordinance.

**Paragraph #7 – currently states:**

No fence, carport or other structure shall extend past the ten foot setback line designated above.

**Change:**

Regulations for all fences, carports and other structures must comply with the City of LaFeria Zoning Ordinance.

**B) All new property owners will be obligated to pay the mandatory annual Corporation fees. Membership dues run from March 1 to the last day of February of each year. All current property owners are grandfathered in to pay Corporation dues voluntarily.**

Park residents who need a caregiver who does not meet age requirements must have a physician's letter verifying their disability.

Thank you for your participation.

BOD/bb

PALMERA PARK CORPORATION  
LaFeria, TX 78559  
March 5, 2015

TO: All Palmera Heights Property Owners

FROM: Board of Directors

Don Starcher, President (913) 208-1018

Bob Hobson, Vice President (612) 910-0316

Barb Brown, Secretary (816) 617-2886

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All setbacks must comply with the City of LaFeria Zoning Ordinance.

Paragraph #7 – currently states:

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Regulations for all fences, carports and other structures must comply with the City of LaFeria Zoning Ordinance.

**B)** All new property owners will be obligated to pay the mandatory annual Corporation fees. Membership dues run from March 1 to the last day of February of each year. All current property owners are grandfathered in to pay Corporation dues voluntarily.

Park residents who need a caregiver who does not meet age requirements must have a physician's letter verifying their disability.

Thank you for your participation.

BOD/bb

**PALMERA PARK CORPORATION**

LaFeria, TX 78559

February 13, 2015

**TO:** All Palmera Heights Property Owners

**FROM:** Board of Directors

Don Starcher, President (913) 208-1018

Bob Hobson, Vice President (612) 910-0316

Barb Brown, Secretary (816) 617-2886

John Haines, Treasurer (308) 530-0254

Ron Clardy, Building & Grounds (618) 973-6511

Gary Mitzel, Building & Grounds (605) 838-8312

**SUBJ:** Special Meeting Regarding Covenant Changes

A special meeting is being called at 7:00 p.m. on March 5, 2015, at the Palmera Heights Hall to address and vote on some proposed covenant changes and any others as requested at this meeting. Listed below are the current proposed covenant changes:

**A) City of LaFeria Zoning Ordinance**

1) Paragraph #4 – currently states:

There shall be at least ten feet setback line from the line of the roadway or street which fronts on the lots included in this subdivision, and no mobile home shall be placed within five feet of the adjoining property line.

Change:

All setbacks must comply with the City of LaFeria Zoning Ordinance.

2) Paragraph #7 – currently states:

No fence, carport or other structure shall extend past the ten foot setback line designated above.

Change:

Regulations for all fences, carports and other structures must comply with the City of LaFeria Zoning Ordinance.

**B) Compliance with the (HOPA) Housing for Older Persons Act of 1995:**

1) All new property owners will be obligated to pay the mandatory annual Corporation fees. Membership dues run from March 1 to the last day of February of each year. All current property owners are grandfathered in to pay Corporation dues voluntarily.

2) At the time the proper forms are given to new owners in the subdivision, they will have ten (10) working days (Monday thru Friday) to return these forms with age verification as per HOPA Regulations: Information Collection Requirement 100.306 and 100.307.

3) Park residents who need a caregiver who does not meet age requirements must have a physicians letter verifying their disability.

PALMERA PARK CORPORATION

LaFeria, TX 78559

February 12, 2015

TO: All Palmera Heights Property Owners

FROM: Board of Directors

Don Starcher, President (913) 208-1018

Bob Hobson, Vice President (612) 910-0316

Barb Brown, Secretary (816) 617-2886

John Haines, Treasurer (308) 530-0254

Ron Clardy, Building & Grounds (618) 973-6511

Gary Mitzel, Building & Grounds (605) 838-8312

SUBJ: Special Meeting Regarding Covenant Changes

A special meeting is being called at 7:00 p.m. on March 5, 2015, at the Palmera Heights Hall to address some proposed covenant changes and any others as requested at this meeting. Listed below are the current proposed covenant changes:

- 1) Paragraph #4 – currently states:  
There shall be at least ten feet setback line from the line of the roadway or street which fronts on the lots included in this subdivision, and no mobile home shall be placed within five feet of the adjoining property line.  
Change:  
All setbacks are to coincide with city regulations applying to mobile home placement on lots.
- 2) Paragraph #7 – currently states:  
No fence, carport or other structure shall extend past the ten foot setback line designated above.  
Change:  
Regulations for all fences, carports and other structures shall adhere to city regulations.
- 3) Add to Covenants:
  - a) All new property owners will be obligated to pay the mandatory Corporation yearly fees. Membership dues run from March 1 to the last day of February of each year. All current property owners are grandfathered in to pay Corporation dues voluntarily.
  - b) At the time the proper forms are given to new owners in the subdivision, they will have ten (10) working days (Monday thru Friday) to return these forms with age verification as per HOPA Regulations: Information Collection Requirement 100.306 and 100.307.
  - c) Park residents who need a caregiver who does not meet age requirements must have a physicians letter verifying their disability.

Please plan on attending this meeting. All property owners are responsible for addressing and supporting these covenants.

BD/bb

PALMERA PARK CORPORATION  
MARCH, 2015

BOARD OF DIRECTORS  
2015-16

President	Don Starcher	913-208-1018
Vice President	Bob Hobson	612-910-0316
Secretary	Barb Brown	816-617-2886
Treasurer	John Haines	308-530-0254
Building & Grounds	Ron Clardy	618-973-6511
Building & Grounds	Gary Mitzel	605-838-8312

COMMITTEES  
2015-16

Purchasing Agent	<u>Jim / Cathy Starcher</u>	_____
Activities	Janice Lutz <del>Margie Starcher</del> , Ass't	<del>308-202-1019</del> 308-750-7481 <del>913-208-1018</del>
Membership	Bob Hobson Ass't - <u>Dany Mitzel</u>	612-910-0316 <u>605-838-8312</u>
Sunshine	<u>Mae Smith</u> <u>Jan Kwan</u>	_____ _____
Pancakes	_____	_____
Kitchen/Ladies	President <u>Louise Athon</u> Secretary <u>Bobbi Mitzel</u> Treasurer <u>Barb Brown, Mary Ann</u> Marilyn Knoll	_____ _____ _____ 913-645-3349
Bingo	<u>Jan / Ben Peck</u>	_____
Directory	<u>Sharon West</u>	_____
By-Laws (2015-16)	To Be Selected	
Auditing (2015-16)	To Be Selected	
Nominating (2015-16)	To Be Selected	
Covenants (2015-16)	To Be Selected	



We received TODAY your letter dated March 16, 2015 tucked in between our two front doors. The same way the undated "Special Meeting" was delivered which I signed 2/23/15 in my hand writing. On March 5, 2015 you handed me a letter dated February 13, 2015 @9:45 AM while I was playing pool at the Rec Hall. Of course it was about the meeting later that night. We know of people that did not receive that letter. For Instance, Sharron finally found Wanda Grutt's new address from another park and put it in the park directory the Monday (3/2/15) before the March 5<sup>th</sup> meeting. (Her birthday card came back, initially).

If proper procedures to inform the park of what was being voted on were followed many in the park would have attended and this sneak vote would have seen plenty of no votes. The 2004 vote you mentioned (to get the certification, we have a copy of), it appears was handled in the same fashion. It appears there was no advance notice of the February 9, 2004 meeting where 76 voted were tallied. 40 yes, 26 no. Guess the park does not count, only the board! The Certificate of March 5, 2004 was attached to a letter from C. David Vogel dated, March 09, 2004. (We also have another of his letters explaining certain procedures for establishing POA).

It appears the April 18, 2001 vote on covenant was handled properly as there were 106 park votes and necessary to pass a covenant required sixty seven and two-thirds. (2/3 PARK VOTE).

IT APPEARS THE CORPORATION SLIPPED ANOTHER ONE THROUGH BY NOT PROPERLY SENDING OUT ENOUGH INFORMATION FOR "THE PARK PEOPLE" TO BE INFORMED AND ATTEND. WHO KNEW OF THE (FIXED) INFORMATION THAT YOU, AFTER THE FACT, FURNISH IN THIS MARCH 16, 2015 LETTER TO SHARRON AND MYSELF?

Your March 16, 2015 letter states: There is no written document from the lawyer. The two-thirds question was answered by the lawyer by phone and no charge was incurred. The question was: Is a "non vote" a "no vote? The lawyer's answer was No. The corporation is only required to attempt to notify all property owners. This was done in a timely manner. Only ballots filled out and returned apply to the two-thirds majority.

WOW!! YOU SAY TIMELY MANNER????

We understand OPEL received two ballots! AND the March 5, 2015 minutes show 10 ballots were mailed out. Last year the corporation had 109 members, 61 park votes. "B" got only 51 votes???

We understand someone in the park has spoken to a lawyer! This could get rather messy! COURTS??

BY THE WAY, SHARRON AND I BOTH AGREE EVERYONE IN THE PARK SHOULD PAY. WE DO NOT AGREE WITH THE TRICKY METHODS AND PROCEDURES USED IN THIS PARK TO ACCOMPLISH A PASSING VOTE. HAD AN "HONEST VOTE" BEEN WANTED, ALL 102 PARK VOTERS WOULD HAVE RECEIVED A BALLOT.

Cc: Park Voters, as applicable

Files (THIS LETTER IS NOT CONFIDENTIAL

P/S If there is ever another vote like this and we ARE still around, THE PARK VOTERS WILL BE INFORMED IN ACCORDANCE WITH "ROBERTS RULES OF ORDER", WITH ALL INFORMATION AVAILABLE.

On Friday, March 20, 2015, at 2:00 p.m. Don Starcher, Bob Hobson, Barb Brown, John Haines, and Gary Mitzel (Ron Clardy, absent) met with attorney Christopher Philippe in Brownsville, Texas. At this meeting the following was discussed regarding the vote on March 5, 2015.

- 1) Was the wording the covenant changes okay?
- 2) Was the vote properly handled? (102 @ 2/3 = 69)

In regards to **A)** these are complying with the law.

**A)** Paragraph #4 – currently states:

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Change:

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Change:

Regulations for all fences, carports and other structures must comply with the City of LaFeria Zoning Ordinance.

**B)** All new property owners will be obligated to pay the mandatory annual Corporation fees. Membership dues run from March 1 to the last day of February of each year. All current property owners are grandfathered in to pay Corporation dues voluntarily.

Park residents who need a caregiver who does not meet age requirements must have a physician's letter verifying their disability.

As for voting, if they were all notified, they relinquish their right to vote and invoke these restrictions, then go with the 62. A none vote is not a "NO" vote.

Covenant changes become effective when filed with the county. These become a matter of public record and needs to be given to each new owner before signing deed so they are aware of any covenants and requirements filed with Cameron County.

May add to covenant stating that failure to comply with paying dues may result in legal action.

Need covenants provided to any prospective buyer, given to realtors. Also, individual property owners responsibility with their realtor. Include City Zoning Ordinances, too.

3) Do we need anything in writing if a new property owner does not pay dues?

Attorney Phillippe will get the legal procedures to use in the event this happens and give to us sometime next week.

Legal wording by attorney in the event of a lien on property owners land to go to Policies and Procedures.

Attorney stated, "The Constitution and Bylaws of the Corporation rule."

Meeting was ended at 3:00 p.m.

**To: Palmera Park Corporation Board of Directors**

**From: Senior Citizens Bingo**

**March 29, 2015**

**A flyer about the beginning of Bingo and Pancakes is distributed to everyone in the Park the end of October each year.**

**Bingo is open to any resident of Palmera Heights Park and their friends and is held on Wednesdays November through March at 7:00 p.m. Participation of individuals from Palmera Heights is not as good as it should be. There are usually 8 to 10 individuals from outside our park who come and if it weren't for them sometimes there would not be many persons attending. Eight games of \$3 to \$5 and 2 games of \$4 to \$10, depending on receipts are played each evening.**

**Bingo cards are \$.50 each and persons can play as many as they want. Cookies/treats are donated by the players. Receipts from treats are held until the following week and included in the pay out. Donations of treats this year has been much better than the year before. A couple of persons have donated treats even though they do not play Bingo. Many persons who contributed treats left what was not used and these were frozen for future use.**

**The Pancake workers on Wednesday morning see that the Bingo cards, easel with games and coffee are set up. Players after Bingo see that everything is stored in the back storage room.**

**The 2014 and 2015 leaders were Joan and Gene Peak.**

PALMERA PARK CORPORATION  
MINUTES  
March 30, 2015

The meeting was called to order at 6:00 p.m. by President Don Starcher.

Gary Mitzel led the group in a prayer and President Starcher led the group in the Pledge of Allegiance.

Members present were: Don Starcher, Bob Hobson, Barb Brown, John Haines, and Gary Mitzel. Margie Starcher, Jane Haines and Louise Athon were also present.

The minutes of the March 2, 2015, meeting was read by Barb Brown. A motion to accept the minutes as read was made by Bob Hobson and seconded by John Haines. All approved.

John Haines gave the treasurer's report showing an ending balance for March 30, 2015, of \$19,821.78. A motion to accept the treasurer's report was made by Bob Hobson and seconded by Gary Mitzel. All approved.

Outstanding bills including \$14.93 for keys to clubhouse, \$14.66 for fax and notary for filing covenant changes, \$158.48 for pancakes, and \$303.38 for hall supplies were presented. Motion to pay bills made by Bob Hobson and seconded by John Haines. All approved.

Reports were made as follows:

Membership report by Bob Hobson stated as of March 30, 2015, there are 118 members and one full time associate.

Building & Grounds, Gary Mitzel, reported water to hall will be shut off effective May 1, 2015.

Pancakes committee report was submitted by in writing by Jim and Cathy Starcher showing a profit for 2014-15 of \$1,725.88.

Ladies Group reported total deposits from events in the amount of \$2,531 (which includes paying back to coporation \$200 start-up money, \$1,312 Ground Hog Soup & Salad, and \$822 Quilt Raffle proceeds) with expenses amounting to \$681.63.

Cathy Starcher, retired president of the ladies group submitted a written report showing the numerous activities the ladies handled.

In the absence of Janice Lutz, activities director, Margie Starcher reported the activities for 2014-15 made \$1,144.16. Proposed activities for 2015-16 were also presented.

JoAn and Gene Peak submitted a written report regarding Bingo. Bingo ran from November thru March at 7:00 p.m. Participation was not as good as it should be.

Note: The hall will be open for the summer but water will be turned off. If water is needed, contact Norm Stenzil.

The reverse osmosis will be disconnected, also.

In regard to old business the Non-Profit Periodic Report confirmation was received not due again until March, 2019. Filing of the covenant changes with Cameron County was done effective March 24, 2015, and paperwork is filed in the safe deposit box.

Next board meeting to be held October, 2015, if quorum of 4 is available, otherwise November 2, 2015, at 6:00 p.m.

Have a safe and great summer!

Motion to adjourn at 7:30 p.m. was made by Bob Hobson and John Haines. All approved.

Respectfully submitted,

Barb Brown  
Secretary

PALMERA PARK CORPORATION  
MINUTES  
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Respectfully submitted,

Barb Brown  
Secretary

To the Palmera Park Corporation Board

March 30, 2015

From the Ladies Club, Cathy Starcher, president

The 2014-2015 season for the Ladies Club was a good and profitable season. We turned into the corporate treasurer

\$ 1,312.00 profit from Ground Hog Luncheon

\$ 661.76 profit from the Quilt raffle and other items

November 3, 2014 we received \$200.00 for our operating expenses. We anticipate repaying this amount during the yearly deposits of the season.

We sponsored a Christmas Project for St. Francis Xavier Food Bank in La Feria. Flyer were printed and distributed to all residents of Palmera Park the weekend of Nov.29 & 30 2014. A table was set up in the hall for canned good, cereal and etc. Checks totaling \$425.00 and \$5.00 cash were given to Sharron West or Joann Peak. The money, canned good, cereal and etc. were delivered on Saturday Dec. 20, 2014 by Gary and Bobbie Mitzel.

We sponsored a Cookbook Fund Raiser to raise money for new ceiling tile for the club house.

1<sup>st</sup> order was 223 books sold out, profit of \$1,072.76

2<sup>nd</sup> order was 226 books sold out, profit of \$ 1202.00

Total of \$2,274.76 having balance of \$ 1,071.00.

We hosted all the potluck dinners, Thanksgiving and Christmas dinners ending with Easter dinner on April 5<sup>th</sup> ( unless there is enough left in park to still have potluck.)

In march we hosted a 50<sup>th</sup> anniversary reception for every couple married 50 years or more honoring:



Garvey and Janice Hess 50<sup>th</sup> and two couples;  
George and Herta Hansen 65<sup>th</sup> and Harlan and Patricia Geber 65<sup>th</sup>  
Along with 14 other couples present. Everyone under 50 years of  
marriage where included as guest to the event.

We voted to raise the ticket price of the ground hog luncheon to  
\$7.00 per person due to the cost of meat expenses, we also voted to  
do this event next year.

Due to lack of support or interest it was voted not to have a Quilt  
to raffle in 2016 but instead to have Gift card to raffle along with  
other donated items, out come on this is questionable .

Birthday and anniversary cards are sent to every lady and couple in  
the park.

Officers for the 2015-2016 season are:

President: Louise Athon  
Vice President: Marilyn Knoll  
Secretary: Bobbie Mitzel  
Treasurer: Darlene Mawhinney

Suggestion for the Board to consider:

There is \$1,071.00 cookbook fund raiser money from the 2<sup>nd</sup> order  
deposited in ladies ledger account. We would like to see this  
money be added to the major building improvement fund account  
for new windows, floors, roof etc.

Respectfully retired President Cathy Starcher

PALMERA HEIGHTS CORPORATION  
MINUTES  
November 2, 2015  
6:00 P.M.

Meeting was called to order by Vice President Bob Hobson.

Prayer was given by Gary Mitzel.

Members present were Bob Hobson, Barb Brown, John Haines & Jane Haines & Gary Mitzel.

Minutes of the March 30, 2015 meeting were read by Barb Brown. Motion to accept minutes as read was made by John Haines and seconded by Bob Hobson. All approved.

Treasurer's report was given by John Haines with an ending balance as of October 30, 2015 in the amount of \$17,820.45. Motion to accept treasurers report was made by Barb Brown and seconded by Gary Mitzel. All approved.

Outstanding bills amounting to \$129.79 for a new file cabinet was presented. Motion to pay bill made by Barb Brown and seconded by Gary Mitzel. All approved.

Bob Hobson reported that membership is now at 124 with 2 associate members.

Gary Mitzel with building and grounds said hall needs to be power washed. Suggest doing November 18, 19, & 20. Also, osmosis machine needs to be replaced every year.

Also it has been asked to have Jim Starcher, purchasing agent, buy a <sup>revert</sup> <sup>filters & one membrane</sup> <sup>actual</sup> cash box. With events we have it looks bad to use an ordinary box.

No further business was conducted.

Next board meeting will be at 6:00 p.m. on Monday, December 7, 2015.

Motion to adjourn meeting at 6:55 p.m. was made by Gary Mitzel and seconded by John Haines.

Respectfully submitted,

*Barb*

Barb Brown, Secretary

PALMERA HEIGHTS CORPORATION  
MINUTES  
DECEMBER 7, 2015  
6:00 P.M.

President Don Starcher called the meeting together.

Gary Mitzel gave the prayer. Pledge of Allegiance was said by all in attendance.

Members present were: Don Starcher, Bob Hobson, Barb Brown, John Haines, Ron Clardy, and Gary Mitzel.

Guests in attendance included: Jane Haines, Janice Lutz, Louise Athon and Darlene Mawhinney.

Minutes of the November 2, 2015, meeting were read by Barb Brown. Corrections to the minutes included the reverse osmosis machine needs to have filters and membrane replaced every year. Also cash box should read actual cash box. Motion to accept the minutes was made by Bob Hobson and seconded by Gary Mitzel. All approved.

John Haines reported that as of December 7, 2015, there is a balance of \$18,801.33. Bob Hobson motioned to accept the treasurer's report. Gary Mitzel seconded. All approved.

Outstanding bills were \$316.63 for the purchase of a new hot water tank for the hall. Motion to pay was made by John Haines and seconded by Bob Hobson. All Approved. A second bill amounting of \$259.39 for pancake and hall expenses. Motion to pay this bill was made by Bob Hobson and seconded by Ron Clardy. All approved.

Bob Hobson, membership, reported to date that we have 126 members and 7 associates.

Building and grounds co-chairmen (Gary Mitzel & Ron Clardy) reported the following:

- 1) On November 19<sup>th</sup> the hall was pressure washed, new hot water tank installed and outside light replaced. A wonderful lunch was served to workers. Palm tree also got trimmed.
- 2) Trees around the hall needs to be thinned, trimmed and topped. Have a bid of \$600 but will get other bids and bring to January board meeting. Final decision will need to be presented to the membership
- 3) Also, need to get bids on windows of hall to present to January board meeting with final decision to the membership.
- 4) Need to contact bug man to spray hall. Still seeing ants.
- 5) Roof report – have bid from D. L. J. Commercial Roofing in the amount of \$9,000 for complete roof and a bid of \$3000-\$3500 for repairs only. It was suggested to pursue other vendors and present to the January board meeting. Membership will need to vote on this repairs.
- 6) Need to check on getting speed limit signs for each park entrance.

Janice Lutz, activities director, reported a balance as of December 7, 2015 was \$425.64. Events for January and February have been planned. She is looking for a new activities director for next year.

#### Old Business:

Mr. Santos is in violation of the 55 and over rule. Don Starcher had talked with Mr. Santos regarding a caregiver and was assured a letter from his doctor would be gotten.

Mr. Montemayer is also in violation. A certified letter will be written to Mr. Montemayer informing him of this violation.

#### New Business:

Increasing Gabfest fee to \$2.00 for coffee and donut and \$1.00 coffee only or a minimum donation of \$1.00 will be tried to see which way to go. Will re-address a January board meeting.

Gary Mitzel is planning on doing a Living Healthy Meeting to run for four weeks. Gary asked about using the copier to produce handouts. Board requested he purchase his own paper.

Bob Hobson will chair the nominating committee to select people for the February meeting.

Annual kitchen inspection by the Health Department needs to be arranged by the Ladies Group to be completed by December 31, 2015.

Garage Sale will be held on Saturday, March 5, 2015. Gary & Bobbie Mitzel and Vicki and Jim Swartz will co-chair the sale. Gary will contact City Hall regarding the permit which will include the hall and the entire park.

Jan Curran made a request to have the hall chairs cleaned. There are 77 chairs to be cleaned at a cost of \$6 each. Board will pursue trying to clean chair ourselves. Also a motion by Bob Hobson to buy 20 new chairs each year and sell 20 old ones at garage sale or wherever. Motion seconded by Gary Mitzel. This will be recommended to the membership at the annual meeting.

Have a very Merry Christmas and a Happy New Year!

Motion to adjourn was made by John Haines and seconded by Bob Hobson. Meeting was adjourned at 7:55 p.m.

Next meeting will be changed from Monday to Tuesday, January 5, 2016, due to board member absences.

Respectfully submitted,

Barb Brown  
Secretary