

Cedar Blue Property Owners Association

Annual Meeting Minutes

September 4, 2022

1. **Board Members Present:** Roy Branch, Bruce Arnold, Connie Streater, David Ponder, Mike Fite, Don Emberlin-LaMorte, Phillip Seiber, Brooke Bow, Rita Ham, Jackie Ponder, Park Manager.
2. **Board Members Absent:** None
3. **Property Owners Present:** 75 property owners were represented today.
4. **Call to Order:** The Board Meeting was called to order at 1:07pm by President, Roy Branch.
5. **Moment of prayer / silence:** Moment of silence.
6. **Approval of the Annual Meeting Minutes for September 2020:**
A motion to accept the minutes as written by: Bruce Arnold
Seconded by: Rita Ham
The motion passed by majority.
7. **Committees:**
Committees have been created and implemented to oversee different areas within the Park. Each committee has authorization to take care of certain actions and will present a written report every month that will become a part of the minutes. You will see that there are times when more than one committee can be involved in a project. If you would like to volunteer to be on any of the committees, please email/contact any board member. Cedar Blue welcomes your help, ideas and suggestions. These committees and its members will be posted on the website.

Environmental Committee:

Chair: Roy Branch. Co-Chair Rita Ham
Members: Brooke Bow, Dewayne Denwalt, Don Emberlin-LaMorte, Mike Fite

Roy Branch presented the Environmental report for the year. The Environmental Committee approved 90 construction permits this past year. Eight of the 90 permits were for 401 plus projects. The committee has completed 41 final inspections. **If you have a completed project please call the office for a final inspection.** The report is attached.

Finance Committee:

Chair: Bruce Arnold
Members: Roy Branch, Connie Streater, Jackie Ponder, Don Emberlin-LaMorte

A motion to approve the 2021 Year End financials by: Rita Ham
Seconded: Mike Fite
The motion passed by majority.

Bruce Arnold presented the Annual financial report and the 2023 Budget. The 2022-2023 Assessment will increase to \$700. We will be replacing the heat/ ac unit at the family center, the Board hopes to make some upgrades to the coast to coast, and finish the pipe rail fence around the west and south sides of the Cedar Blue property. The Board have \$24,000 put aside for these projects. The report is attached.

Maintenance/Infrastructure Committee:

Chair: David Ponder
Members: Mike Fite, Phillip Seiber, Rita Ham

Brooke Bow presented the report and it is attached.

Insurance Committee:

Chair: Don Emberlin-LaMorte
Members: Connie Streater, Brooke Bow, Jackie Ponder

Don Emberlin-LaMorte presented the Insurance Committee report. Our Insurance renewed July 2022. The premium is \$43580.00 for the year. We paid 1st half in July and the 2nd half is due in September. The report is attached

Personnel Committee:

Chair: Bruce Arnold

Members: Roy Branch, Connie Streater, Jackie Ponder, Phillip Seiber

Bruce Arnold presented the Personnel Committee report. Since our last annual meeting Cedar Blue has hired a new Office Assistant- Jeanette Wright. And a Maintenance Person Christopher Chamberlain. The board also filled the position for housekeeping. Report attached

Covenants and Bylaws Committee:

Chair: Brooke Bow

Members: Roy Branch, Don Emberlin-LaMorte, Rita Ham

Report attached.

8. Park Manager Report.

Brooke Bow presented the Park Manager Report. Report attached.

9. Entertainment Committee:

Volley Ball tournament Sunday, September 4th sign-ups at 5:00

October 1, 2022 Poker Run: Lisa still needs 3-4 stops. **If you would like to sign up to be a stop please contact Lisa Rice.**

October 22, 2022 Fall Festival: **Donations needed** for kids' bikes, teen prizes such as air pods, silent auction items.

More information to come on upcoming events.

10. Property Owner's Comments:

CC 34-35 Joy Carinder: Wanted to let everyone know she attended the Sulphur Chamber of Commerce meeting regarding the City of Sulphur park and recreation proposal. Report located on the table near the sign in sheet.

GL 17 Wendell Kluge: Wants a comparison of last year to this year financial balance. Bruce responded with the comparison there was a \$17000.00 increase for 2022 vs 2021. Wendell asked about the status of lots in foreclosure with the attorney. Bruce stated we have 10 to be sold 8 of which are currently in foreclosure. Currently, the park is owed around \$80,000 for these lots. The new attorney has been working to correct the paperwork our last attorney failed to complete. He has also sent paperwork to Murray County to remove our old attorney and replace with him. He seems to be doing a great job thus far.

CC 10 James Davis (JD): Asked if the new attorney was the man moving his practice from OKC. Bruce stated that is correct.

GL 40-41 Carl Howard: What is allowed to be put in the roll offs. Can you put construct debris in it? Roy Branch stated you could place any items with the exception of limbs, leave, or yard clippings. No trash brought from outside of the Park is allowed. Reminder there is a fine for improper dumping. Bruce reminded everyone that the limb yard is open Friday in Sulphur. Carl also asked if we the board had considered placing mini splits at the family center. Bruce stated we would get three bids, and would take the advice of the HVAC professionals.

GL 36 Carla Sykes: Wanted to know if the board would be adding HVAC to the laundry and bathroom area at the family center? The board will look in to it at time of bids. Bruce stated the maintenance men installed two attic fans in the family center that has helped some.

CN 97 Larry White: Asked about placing a fence around the trash area, it was mentioned 3 years ago but never done. His property backs to the dump area. He is not happy with the amount of trash coming in his yard. Bruce stated that we originally planned to do a fence that would have to be open daily. The board agreed to do cameras instead of the fence. Larry also stated he like the new speed bumps.

CC 10 James Davis (JD): Doesn't like the yellow speed bumps. Would like to see more of the black and yellow. He is worried about the wear on his and others golf carts. Bruce stated that the yellow speed bumps were donated. Roy stated a very generous donation of 16 yellow speed bumps. Roy stated the cost of the black speed bump was about \$500 for the one.

CN 2-5 Steve Black: Has the park looked into doing water wells with in the park? Would like to see one for the pool. Roy stated, past board have looked into wells in the past. Roy stated, that the mining done around the 5 lakes area made drilling wells difficult for this area because of the depth we would have to dig to hit water. Due to the rock it would be hard to do wells within the park.

11. New Business:

Recess Called to Motion: Bruce Arnold

Second: Brooke Bow

Time 1:57pm

Reconvened: 2:42pm

Voting Results—

Special Assessment: 47 Yes votes and 329 No votes for a total of 376

The new Board Member: 3-year terms- David Ponder, Mike Fite will remain on the board and Rachel Gustin will join the board.

Board Members will go into Executive Session directly after Board Meeting adjourns for the election of officers and committee members.

12. Old Business:

None

Adjournment:

A motion to adjourn was made by: Brooke Bow

Seconded by: Phillip Seiber

Motion carried by majority.

Board meeting adjourned at: 2:44pm

Environmental Committee

Annual Report

September 4, 2022

Chairman: Roy Branch

Members:

Mike Fite

Dewayne Denwalt

Don Emberlin-LaMorte

Phillip Seiber

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There have been 90 construction permits approved by our Environmental Committee this past year and 8 of them were 401-800 sq ft. projects.

There were 41 Finalized permits.

If anyone has a permit project completed, please contact the office for a final inspection.

Thank you to all the committee members for all the hard work and time that you have put in this past year.

Signed:

Roy Branch, Committee Chair

CEDAR BLUE FY2022 YEAR END FINANCE REPORT

FY22 Budget vs FY22 Expense / 2023 Proposed Budget

Account	Account Title	2022 Budget	2022 Actual Expense	Budget vs Actual	2023 Proposed Budget
60100	Bank Charges	\$1,300.00	\$ 1,333.50	(\$33.50)	\$1,400.00
60210	Computer and Internet Charges	\$1,000.00	\$ 493.00	\$507.00	\$1,000.00
60240	Fuel	\$6,000.00	\$ 4,524.38	\$1,475.62	\$5,600.00
60260	Insurance	\$35,000.00	\$ 31,854.00	\$3,146.00	\$43,000.00
60280	Legal and Professional Expense	\$11,000.00	\$ 12,211.42	(\$1,211.42)	\$12,000.00
60320	Lien and Deed Fees	\$500.00	\$ 1,497.00	(\$997.00)	\$1,000.00
60340	Office Expense	\$3,000.00	\$ 2,878.39	\$121.61	\$3,000.00
60345	Postage Expense	\$1,000.00	\$ 1,380.39	(\$380.39)	\$1,500.00
60360	Payroll Expense	\$185,000.00	\$ 153,232.70	\$31,767.30	\$185,000.00
60380	Property Taxes	\$2,000.00	\$ 2,334.66	(\$334.66)	\$2,500.00
60400	Repairs and Maintenance	\$85,700.00	\$ 124,379.65	(\$38,679.65)	\$90,000.00
60420	Travel Expense	\$500.00	\$ -	\$500.00	\$500.00
60430	Entertainment Expense	\$1,000.00	\$ 507.39	\$492.61	\$1,000.00
60440	Utilities	\$105,000.00	\$ 123,305.82	(\$18,305.82)	\$125,000.00
60550	Uniform Expense	\$3,500.00	\$ 2,624.23	\$875.77	\$3,000.00
60555	Training Expense	\$500.00	\$ -	\$500.00	\$500.00
99000	Federal Taxes	\$0.00	\$ -	\$0.00	\$0.00
60250	Golf Cart Related Expenses	\$13,000.00	\$ 17,282.63	(\$4,282.63)	\$13,000.00
	Total Expenses	\$455,000.00	\$ 479,839.16	(\$24,839.16)	\$489,000.00

Notes:

2022 Yearly Total					
	Budget FY2022	\$ 455,000.00		Income FY2022	\$455,000.00
	Actual Expenses / FY2022	\$ 479,839.16		Budget FY2022	\$455,000.00
		\$ (24,839.16)			\$0.00

\$0.00 Net Income

Budget for FY2022

Planned Annual Assessment Income (680 lots X \$650/lot) -	\$ 442,000.00
Golf Cart Income	\$ 13,000.00
Total Planned Income	\$ 455,000.00

Improvements/Projects for 2021/2022 fiscal year;

New AC for Family Center (est.)	\$10,000.00
Upgrade Coast to Coast (est.)	\$7,000.00
Pipe Rail Fencing South & West (est.)	\$7,000.00
	<u>\$24,000.00</u>

2022 Budget was \$455,000 - Total Expense was \$479,839 so Over by \$24,839.

		Increase Dues	
lots	680	\$700.00	\$476,000.00
golf carts			<u>\$13,000.00</u>
			\$489,000.00

Maintenance / Infrastructure

Annual report

September 4, 2022

Chairman: David Ponder
Staff Supervisor: Jackie Ponder

Committee Members: Mike Fite

Jerry, Christopher, and Jason have done a great job, a big thank you goes out to them and the volunteers for all the hard work and dedication that are keeping the Park looking good.

The Maintenance department plays a big role in the operation of Cedar Blue. They make sure the entire park is functioning properly.

We have purchased a new maintenance truck for Jerry and replace the Electronic Gate System that was inoperable several times through the year. Thank you for your patience.

The Swimming Pool had to have some major maintenance done, the filter media had to be changed out, a new salt cell and new chlorinator. It has been working well since the new parts have been installed.

Committee Chair
David Ponder

Park Manager
Jackie Ponder

We are looking forward to the coming year.

The dumpsters are for household trash only. A trailer is provided for appliances and metal. Cedar Blue provided a roll off at the dumpster area through the summer as our park is getting more new property owners and cleaning up their property. There are cameras at this area so please dump accordingly.

Insurance Committee
Annual Report
September 4, 2022

Chairman: Don Emberlin-LaMorte

Members: Connie Streater
Brook Bow
Jackie Ponder

Cedar Blue Insurance renewed in July 2022. The Premium increased to \$43,580.00 for the year. The reason for the increase was we raised coverage on some of our buildings as materials to replace them has gone up. Also, our insurance carrier changed the fire protection class from a 2 to a 9 because we are in a rural area. We paid part of it in July and the rest is due in September.

Signed
Don Emberlin-LaMorte
Insurance Chairman

Personnel Committee Annual Meeting Report September 4, 2022

Chairman: Bruce Arnold

Members: Roy Branch
Connie Streater
Jackie Ponder
Phillip Seiber

Since our annual meeting last year Cedar Blue has a new Office Assistant, a Maintenance person and a new house keeping person that cleans and take care of our restrooms, bath house, pool house, and laundry room. They are all doing great. Thank You!

Thank you to the Committee Members for your commitment to the success of our staff.

**Thank you,
Bruce Arnold
Committee Chairman**

Park Manager Annual Report September 4, 2022

Office Hours: Tuesday – Saturday 8:00 am – 5:00 pm
Closed for lunch 12:00 pm to 1:00 pm
Closed Sunday and Monday
Phone: (580)-622-6302
Email: parkadmin@cedar-blue.com

**Should a due date fall on a day the office is closed
the office will be open to take payments.**

Please update the office with any address, contact numbers or e-mail changes.

We would like to Welcome all New Property Owners to Cedar Blue.

Thank you to the Cedar Blue Board of Directors, the staff, the Entertainment Committee and all the property owners for a wonderful year at Cedar Blue!!

Golf carts must be registered, (running or not), with lot numbers on front and back of the golf cart and the current year sticker placed on the Cedar Blue permit decal. This will show the golf cart is paid for and registered. There are penalties being given out for nonregistered golf carts.

Jackie

AFTER HOURS EMERGENCY

Please call the office at (580)-622-6302 should an emergency occur.
At the end of the message is a contact number to call. Leave a message and
someone will call you back.

AFTER HOURS NON-EMERGENCY

Please call the office at (580)-622-6302 and leave a message.
Someone will call you back upon returning to the office.

FORGETTING A GATE CARD IS NOT AN EMERGENCY