

**Cedar Blue Property Owners Association
Board Meeting Minutes
December 19, 2015**

1. **Board Members Present:** Dewayne Denwalt, Bruce Arnold, Curtis Oshel, Arvilla Bird, Ken Brown and Ronnie McGee, and Maggie Thompson
2. **Board Members Absent:** Gerry Batt and Tom Elliott
3. **Property Owners Present:** The owners of 28 lots were present.
4. **Call to Order-**
The Board Meeting was called to order at 11:03 am by Dewayne Denwalt, Vice President.
5. **Prayer by Cliff Guy, Pastor, Sonshine Community Church**
6. **Approval of the Meeting Minutes for November 21, 2015**
A motion to accept the minutes as written by: Bruce Arnold
Seconded by: Ronnie McGee
The motion passed unanimously.
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: Dewayne Denwalt
Members: Bruce Arnold, Curtis Oshel, Ronnie McGee

There were no permits submitted for approval.
At 1:30 pm today there will be an open meeting of this committee to try to complete the new environmental rules. All property owners were encouraged to attend.

Finance Committee

Chair: Bruce Arnold
Members: Maggie Thompson, Arvilla Bird, Tom Elliott

The Committee report was reviewed by Bruce Arnold (attached below).

A motion to approve the November 2015 financials by: Ken Brown
Seconded: Curtis Oshel
The motion passed unanimously.

Maintenance/Infrastructure Committee

Chair: Ken Brown
Members: Dewayne Denwalt, JW Mann, Curtis Oshel

Report read by Tonya Glasgow (attached below).

Insurance Committee

Chair: Ronnie McGee
Members: Tom Elliott, Arvilla Bird

Nothing to report.

ODEQ Committee

Chair: Tom Elliott
Members: Bruce Arnold, Ronnie McGee, Ken Brown

Report read by Tonya Glasgow (attached below).
The test results for the two small lagoons have recently been returned and the lagoons passed.

Personnel Committee

Chair: Tom Elliott
Members: Dewayne Denwalt, Bruce Arnold, Maggie Thompson

The property owners were informed that Warren is no longer employed by the Park. Also, the Board approved today to promote Tonya to Park Manager effective immediately. She has done a great job for the Park and functioning as a park manager.

Covenants and Bylaws Committee

Chair: Curtis Oshel
Members: Ronnie McGee, Maggie Thompson

Nothing to report.

8. **Park Manager Report** – Tonya read the report (attached below). She informed the property owners that if any payments are due on a day the office is closed, the office will be staffed on those dates to accept payments. As a reminder the first half of the annual assessments (\$275) is due in the park office by 5:00 pm on Monday, February 1, 2016.
9. **Sonshine Community Church** – Pastor Cliff reported they had a good turnout for their Thanksgiving Dinner. One of their members is in the hospital but recovering. They are seeing a lot of improvements with the church and love seeing what the Lord is doing for them. The Pastor reminded everybody he is available 24/7 for prayer. They are looking forward to a great new year.

Ginger Ballard has offered them an upright piano. Clifford is going to take a look at it and if it is in good shape he will likely take it. If he does, he asked if there were some men that could help them get in lifted into place.

10. **Entertainment Committee**

Dewayne thanked the Committee for their treats at the meeting. The Committee is starting to plan events for 2016. They are discussing licensure for the fireworks. There are specific requirements that need to take place in order to get licensed. One of those requirements is that someone has done three fireworks

displays within the last three years under the supervision of someone who is licensed. Another property owner indicated he knew somebody who may be able to help them with their licensing process. The Committee is looking at having a smoke-off/bake-off event the end of March or early April. More information will be forthcoming. The Committee will continue to provide refreshments at the monthly Board meetings.

11. Old Business-

- a. Golf Cart Rules – These are nearly completed and should be mailed out to the property owners sometime in late February/early March. The final step is to work out the details of registration. The Board wants the owners to understand that they don't want to eliminate golf carts from the park so they have worked hard with the owners to come up with a set of rules. Golf cart rules are difficult to enforce and they are asking the owners to help them to enforce the rules and to use the carts in a responsible manner.
- b. The procedures for mailing and counting votes for Board elections were approved. They will be posted on the website.
- c. There will be an informal open meeting with the Environmental Committee today at 1:30 pm in the Family Center. All property owners were encouraged to attend. The hope is to have a final document for a Board vote in the January meeting.
- d. The property owners were reminded to turn off in-ground water valves for the winter months.
- e. Curtis Oshel is reviewing the status of the cell phone tower contract. He was told the contract is in effect until 2024. A copy of the contract and information will be provided to him to pursue further. The Park has only received one payment in the amount of \$800.

12. New Business- None

13. Property Owner's Comments

Freddy Vaughan (CB-151) – He wanted to know if we had given the company doing the lagoon work a deadline for completion of the project. He was told that was not done but that the company doing the work has been going full bore since they were allowed to begin work. Any hold ups on the project since they started the lagoon work has not been due to the company doing the work. He was also informed that the owner of the company doing the work is a property owner in the Park. Mr. Vaughan commended everybody on a job well done.

14. Adjournment-

A motion to adjourn was made by: Ken Brown
Seconded by: Bruce Arnold
Motion carried unanimously.
Board meeting adjourned at: 11:34 am

**Cedar Blue Property Owners Association
Finance Committee Monthly Report
November 2015**

Bruce Arnold, Chairman
Maggie Thompson
Arvilla Bird
Tom Elliott

1. Accomplishments:

- Reviewed the Financial Reports for November 2015.
 - **Operating Account & Money Market Account**
For the month of November 2015 the Park received \$17,512.07 in Ordinary Income. Expenses for the month of November 2015 were \$25,012.34. Total Ordinary Income thus far for FY16 year is \$81,017.72.
We are under budget for the month of November by \$3,267.77.
Total amount budgeted YTD \$87,682.84 and actual was \$75,130.73.
The balance in the Operating Account M/E November is \$30,269.72 and the Money Market Account is \$214,752.89 for a total of \$245,022.61. The total balance decrease over last month \$10,549.47.

Finance Summary: Current M/E November 2015 for FY16

Nov-15					
Account Description	Account Number	FY16 Yearly Budget	FY16 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges	60100	\$ 2,104.30	\$ 103.74	\$ 161.80	\$ 79.04
Computer/Internet Charges	60210	\$ 1,500.00	\$ 125.00	\$ 55.29	\$ 69.71
Fuel	60240	\$ 8,142.54	\$ 678.55	\$ 707.70	(\$29.16)
Insurance	60260	\$ 18,000.00	\$ 1,500.00	\$ 6,181.78	(\$4,681.78)
Legal and Professional Expense	60280	\$ 15,900.00	\$ 1,325.00	\$ 900.00	\$ 425.00
License Expense	60300	\$ 4,150.24	\$ 345.85	\$ -	\$345.85
Lien and Deed Fees	60320	\$ 750.00	\$ 62.50	\$ -	\$62.50
Office Expense	60340	\$ 2,499.28	\$ 208.27	\$ 103.46	\$104.81
Postage Expense	60345	\$ 1,292.70	\$ 107.73	\$ -	\$107.73
Payroll Expense	60360	\$ 122,701.32	\$ 10,225.11	\$ 7,002.40	\$3,222.71
Property Taxes	60380	\$ 2,326.42	\$ 193.87	\$ 1,490.00	(\$1,296.13)
Repairs and Maintenance	60400	\$ 57,955.16	\$ 4,829.60	\$ 1,476.79	\$3,352.81
Travel Expense	60420	\$ 2,000.00	\$ 166.67	\$ -	\$166.67
Entertainment Expense	60430	\$ 3,900.00	\$ 325.00	\$ -	\$325.00
Utilities	60440	\$ 89,538.73	\$ 7,461.56	\$ 7,011.17	\$450.39
Uniform Expense	60550	\$ 3,000.00	\$ 250.00	\$ 328.95	(\$78.95)
Training Expense	60555	\$ 2,000.00	\$ 166.67	\$ -	\$166.67
Land Payment	16900	\$ 11,370.00	\$ -	\$ -	\$0.00
Furniture and Office Equipment	15250	\$ 1,500.00	\$ 125.00	\$ -	\$125.00
Totals		\$ 350,731.39	\$ 29,290.11	\$ 25,012.34	\$3,267.77

- **Infrastructure Account**

For the month of November 2015 the Park received \$25,428.00 in Infrastructure Assessments. The Account paid out in expenses total was \$67,976.12. Therefore total net loss to The Infrastructure Account was -\$42,538.34 leaving a balance of \$195,541.10.

Total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is \$440,563.71.

- **Delinquent Accounts:**

Please see below by lot, balances due. The amount owed consist of yearly assessments for 2015, 2016, attorney fee, court filing costs, mowing and upkeep costs. Cost still pending for notification and appraisals.

Lot #	Amount Owed
The following lots are currently in foreclosure with Murray county. Default judgments will be filed by year end 2015. When final judgments are granted by the judge, appraisals will begin.	
CC-056***	\$6,028.62
CN-095***	\$5,168.00
CR-027***	\$6,837.16
DP-015***	\$4,223.00
GL-041***	\$5,928.27
Total Outstanding	\$28,185.05

The above lots gate cards have been deactivated.

The following lots are past-due FY15 assessments, late fees, and/or fines through 12/17/15. Gate cards were deactivated on 6-15-15.	
CB-135	\$750.00
CB-201	\$750.00
CB-272	\$1,085.00
CN-024	\$777.50
CN-064	\$933.75
CN-078	\$750.00
CN-081	\$638.00
CR-012	\$1,185.00
CR-026 (fines)	\$720.00
CR-055	\$985.00
CR-056 (fines & lien fees)	\$2,015.00
CR-059	\$985.00
CR-060	\$985.00
CR-068	\$985.00
CR-084	\$1,085.00
CR-086	\$985.00
CR-092	\$1,085.00
Total Outstanding	\$16,699.25

- **Future Activities**
 - Continue to pursue legal action with regard to the office irregularities.

Bruce Arnold
Finance Committee Chairman

Maintenance / Infrastructure Report December 21, 2015 Board Meeting

Chairman: Ken Brown

Park Liaison: Joe Bonham
Staff Supervisor: Tonya Glasgow

Committee Members: Dewayne Denwalt
JW Mann
Curtis Oshel

Jerry has walked every area of the park shutting off all in ground water valves that have been left on. Most owners are gone this time of year returning in the spring. For the winter months these valves need to be turned off.

Jerry, Doug and Bobby have been trimming and cutting out cedar trees and dead trees on the roadways and in parts of Cedar North and Cedar Blue. Trees have been trimmed by the dumpsters. Bobby has been making several trips to the limb yard on Fridays. Cedar Blue is getting a much needed tree trim.

Doug and Jerry are making a plan for reorganization of fittings and supplies in the tractor barn for better inventory. Shelf building has started and should be completed by the end of December. Jerry has been doing maintenance on the roads and putting gravel in holes all over the park. Bobby and Jerry cleaned up the shop vacated by the Fire Department and have relocated all equipment inside protecting from the weather. Jerry and Bobby have repaired the leaking roof to this building as well. Jerry repaired the shower in the men's bathroom at the Family Center and built a shelf in the supply closet.

Cedar Blue has received approximately 12+ inches of rain during the Thanksgiving holiday. Jerry has cleaned up the area where the trash dumpsters are located. A trailer has been provided by him for getting rid of metal, batteries and all size appliances. When dumping trash; please put in the containers that are provided. Furniture, limbs and lumber are not allowed in dumpsters. It is the responsibility of each property owner to discard these items; NOT the Cedar Blue staff.

With regards to the infrastructure to Cedar Blue, the committee members are putting together ideas for: replacing and/or repair to the roof and structure of the Family Center, update and make repairs to the bathrooms in the pool house, update and make repairs to the Family Center restrooms and kitchen. The committee is devising a workable plan for repair and maintenance to the roads.

Our staff does a wonderful job. Please let them know how much we appreciate their hard work and dedication.

Ken Brown
Committee Chair

Tonya Glasgow
Staff Supervisor

**Cedar Blue Property Owners Association
ODEQ Committee Monthly Report**

Members: Tom Elliott, Chairman, Bruce Arnold, Ronnie McGee and Ken Brown

For Month of December 2015

1. Past Accomplishments for Fiscal Year

- a. The two small lagoons were dozed out and construction of them began.
- b. The fence around the 22 acres across Cedar Blue Road was completed.
- c. The first part of phase VI was completed. This required that 60 areas, identified by the ODEQ, in the park be dug up to measure the distance of the fresh and waste water lines from each other. The digging was completed and all the information on which of these areas needed to be fixed was gathered. A report is being prepared for the ODEQ. Some repairs began on the critical areas.
- d. A pressure sewer line that ran across both private and federal property was relocated onto Cedar Blue property.
- e. The Park's engineer was terminated for poor performance and replaced with a local company out of Ardmore, EST Inc.
- f. The work crews repaired and rerouted piping, and made steel covers for or rebuilt multiple lift stations around the Park.

2. Future Activities

- a. Tom Elliott will meet with ODEQ'S engineer to finalize the Phase VI report and plan for repairs. He is waiting on the ODEQ to schedule this meeting
- b. Tom is still waiting on an answer from ODEQ about the status of easements. Over a year ago the property owners were asked to sign easements for this project and not all were willing to sign the document. Easements are covered in the Covenants and Bylaws and therefore, the ODEQ Committee has asked the ODEQ for clarification on the easements set forth in the Covenants and Bylaws versus the easements the owners were asked to sign.
- c. The Committee is optimistic that there will be enough funds in the Infrastructure account to not only complete the lagoon work but to complete all the Phase VI repairs before May 2016.
- d. Curtis Oshel is working out details with OG&E for new 3-phase power at the lagoons for the irrigation pump.
- e. We are still waiting on the test results for the two small lagoons.
- f. Work on the large lagoon has begun in December.

Tom Elliott
ODEQ Committee Chairman

Senior Office Manager Report

December 19, 2015

Winter Office Hours:
Tuesday - Saturday 8:00 am - 5:00 pm
Closed Sunday & Monday
Lunch 12:00 pm - 1:00 pm
Phone: (580)-622-6302
Email: parkadmin@cedar-blue.com

*****Staff are in the office should payments
be due on a day the office is closed**

REMINDER: The first half of the annual assessment of \$275.00 is due in the office no later than Monday, February 1, 2016. A late fee of \$100.00 will apply after 5:00pm February 1, 2016. Please update the office with any address, phone or email changes.

The first half of the Infrastructure fee, (\$107.50) was due Monday, November 2, 2015 at 5:00pm in the office. A fifteen dollar (\$15.00), late fee has been assessed to property owners who made payments after the due date.

Yesterday an appreciation luncheon was provided by Charles and Marlene Ballew for Doug and our staff. Thank you Doug and Vicki for being here to provide work assistance to the ODEQ project. We enjoyed a sausage casserole, a hash brown casserole, pineapple cake along with peanut butter fudge, banana bread and peanut brittle. Thank you for your kindness Charles and Marlene. Both of you give wonderful support to our office and staff.

THANK YOU goes out to the Entertainment Committee for the hot cocoa, iced sugar cookies, caramel popcorn and music provided for our meeting today.

Signed
Tonya Glasgow