

**Cedar Blue Property Owners Association  
Board Meeting Minutes  
December 17, 2016**

1. **Board Members Present**- Tom Elliott, Dewayne Denwalt, Bruce Arnold, Arvilla Bird, Curtis Oshel, Ronnie McGee, Ken Brown, David Ponder and park manager Tonya Glasgow.
2. **Board Members Absent**- Clifford Cops, Jr.
3. **Property Owners Present**- The owners of 27 lots were present.
4. **Call to Order**-  
The Board Meeting was called to order at 11:12am by President, Tom Elliott.
5. **Prayer by Cliff Guy, Pastor, Sonshine Community Church**
6. **Approval of the Meeting Minutes for November 19, 2016**-  
A motion to accept the minutes as written by: Bruce Arnold  
Seconded by: Dewayne Denwalt  
The motion passed unanimously.

7. **Committees:**  
Committees have been created and implemented to oversee different areas within Cedar Blue. 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: Curtis Oshel  
Members: Bruce Arnold, Dewayne Denwalt, Ronnie McGee, David Ponder

Report was read by Curtis Oshel and is attached below.

**Finance Committee**

Chair: Bruce Arnold  
Members: Arvilla Bird, Tom Elliott, Tonya Glasgow

Report was reviewed and read by Bruce Arnold and is attached below.

A motion to approve the November 2016 financials by: Ken Brown  
Seconded: Dewayne Denwalt  
The motion passed unanimously.

**Maintenance/Infrastructure Committee**

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

Report read by Tonya Glasgow and is attached below

**Insurance Committee**

Chair: Ronnie McGee  
Members: Tom Elliott, Clifford Cops, Jr.

No report submitted.

**ODEQ Committee**

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

No report submitted.

**Personnel Committee**

Chair: Tom Elliott  
Members: Dewayne Denwalt, Bruce Arnold

No report submitted.

**Covenants and Bylaws Committee**

Chair: Curtis Oshel  
Members: Ronnie McGee, Clifford Cops, Jr.

No report submitted.

8. **Park Manager Report** – Tonya Glasgow read the report and it is attached below.
9. **Sonshine Community Church** – Pastor Cliff and Joyce told everyone the church will have a communion service on Christmas Day. Pray for all those in need; especially during the holiday season. There is a plan for the month singing and gathering in January weather permitting. Remember the meaning of the season. Merry Christmas to all! Please see their newsletter on the park's website under Discover CB/Sonshine Church.
10. **Entertainment Committee** – Cindy and all the committee members wishing everyone a very Merry Christmas and Happy New Year. We will gather after the holidays and make plans for 2017. Tom Elliott thanked the committee for spoiling us at every meeting with the refreshments that are provided. A big thanks goes out to the committee for purchasing the electric fireplace. This is a wonderful addition to the Family Center.
11. **Old Business**- None
12. **New Business**- None
13. **Property Owner's Comments** - Joyce Guy from the Sonshine Community Church wanted to thank JW Mann for trimming the trees at the church and the Entertainment committee for the wonderful food that is provided each month. Merry Christmas to everyone!! Jesus is the reason for the season.
14. **Adjournment**-  
A motion to adjourn was made by: Ken Brown  
Seconded by: Ronnie McGee  
Motion carried unanimously.  
Board meeting adjourned at: 11:27am



**Cedar Blue Property Owners Association  
Finance Committee Monthly Report  
November 2016**

Bruce Arnold, Chairman  
Arvilla Bird  
Tom Elliott  
Tonya Glasgow

**1. Accomplishments:**

Money collected from;	Golf Cart Registration Fees November	\$675.00
	Late Fees	<u>\$496.35</u>
		\$1,171.35

**Review of Financial Report for November 2016.**

• **Operating Account & Money Market Account**

For the month of November 2016 the Park received \$19,159.36 in Ordinary Income.

Expenses for the month of November 2016 were \$18,281.83. We are under budget for the month of November by \$11,157.87.

The balance in the Operating Account M/E November is \$25,251.11 and the Money Market Account is \$320,705.44 for a total of \$345,956.55. The total balance increase over last month \$4,693.32.

• **Infrastructure Account**

For the month of November 2016 the Park received \$8,615.60 in Infrastructure Assessments. The Account paid out in expenses was \$16,853.26. Therefore total net **loss** to The Infrastructure Account was **\$8,237.66** leaving a balance of \$105,479.29.

**Total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is \$451,435.84.**

**Delinquent Accounts:**

There are a total of thirteen (13) lots that are past-due totaling \$41,340.00.

The amount owed consist of yearly assessments for 2015, 2016, & 2017, special assessments, attorney fees, late fees, court filling costs, lien fees, mowing, upkeep fees, and/or fines.

<b>CB-135</b>	<b>\$2,760</b>	<b>CB-254</b>	<b>\$4,280</b>	<b>CB-272</b>	<b>\$3,295</b>
<b>CN-083</b>	<b>\$1,630</b>	<b>CR-012</b>	<b>\$3,295</b>	<b>CR-055</b>	<b>\$2,995</b>
<b>CR-056</b>	<b>\$6,385</b>	<b>CR-059</b>	<b>\$3,195</b>	<b>CR-060</b>	<b>\$2,995</b>
<b>CR-061</b>	<b>\$2,110</b>	<b>CR-086</b>	<b>\$3,095</b>	<b>CR-087</b>	<b>\$2,110</b>
<b>CR-092</b>	<b>\$3,195</b>				

**Gate cards have been deactivated.**

Account Description	FY17 Yearly Budget	FY17 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges (includes credit cards)	\$3,000.00	\$ 250.00	\$ 255.21	(\$5.21)
Computer/Internet Charges	\$1,000.00	\$ 83.33	\$ 24.95	\$58.38
Fuel	\$6,000.00	\$ 500.00	\$ -	\$500.00
Insurance	\$18,000.00	\$ 1,500.00	\$ 239.00	\$1,261.00
Legal and Professional Expense	\$12,000.00	\$ 1,000.00	\$ 600.00	\$400.00
License Expense	\$1,000.00	\$ 83.33	\$ -	\$83.33
Lien and Deed Fees	\$1,000.00	\$ 83.33	\$ -	\$83.33
Office Expense	\$2,500.00	\$ 208.33	\$ 123.63	\$84.70
Postage Expense	\$1,300.00	\$ 108.33	\$ -	\$108.33
Payroll Expense	\$125,000.00	\$ 10,416.67	\$ 7,826.00	\$2,590.67
Property Taxes	\$2,000.00	\$ 166.67	\$ -	\$166.67
Repairs and Maintenance	\$70,000.00	\$ 5,833.33	\$ 1,302.44	\$4,530.89
Travel Expense	\$1,000.00	\$ 83.33	\$ -	\$83.33
Entertainment Expense	\$3,000.00	\$ 250.00	\$ 93.41	\$156.59
Utilities	\$90,000.00	\$ 7,500.00	\$ 7,524.51	(\$24.51)
Uniform Expense	\$3,600.00	\$ 300.00	\$ 292.68	\$7.32
Training Expense	\$1,000.00	\$ 83.33	\$ -	\$83.33
Land Payment	\$11,370.00	\$ 947.50	\$ -	\$947.50
Furniture and Office Equipment	\$500.00	\$ 41.67	\$ -	\$41.67
<b>Totals</b>	<b>\$ 353,270.00</b>	<b>\$ 29,439.17</b>	<b>\$ 18,281.83</b>	<b>\$11,157.34</b>

**Infrastructure  
Account**

**Labor/Payroll Expenses**

\$1,130.33

**Five Point Services:**

Labor/Material	\$1,023.62	Lift Station in Deer Path
Labor/Material	\$425.00	Spread sludge at irrigation field
Labor/Material	\$10,268.50	Lift Station #1

**Dunn Lumber:**

\$866.89 Material for LS #1

**Locke Supply:**

\$178.63 Material for LS#1

**Gordon White:**

\$227.99 Material for LS#1

**Keck Propane**

\$418.50 Propane for generator LS #1

**KLB, Inc.**

\$1,467.08 Sand & rock to backfill lines & tanks

**O'Reilly Auto Parts**

\$146.72 Battery for generator at LS#1

**A&S Graphix**

\$700.00 Down payment for signage (44 signs)

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**\$16,853.26**

# **Environmental Committee Report**

## **December 17, 2016**

Chairman: Curtis Oshel

Members: Bruce Arnold  
Ronnie McGee  
Dewayne Denwalt  
David Ponder

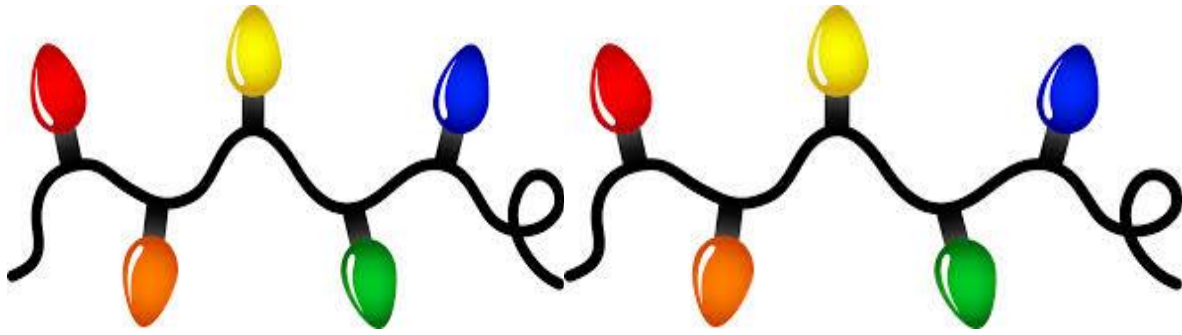
### **Permits for approval:**

There are three (3) permits that have been submitted for approval.

Six were submitted last month.

**Signed**

**Curtis Oshel**  
**Committee Chairman**



## Park Manager Report December 17, 2016

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](mailto:parkadmin@cedar-blue.com)

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

The Cedar Blue office will be closing for the Christmas holiday, Friday December 23<sup>rd</sup> and will re-open on Tuesday December 27<sup>th</sup>. Emergency phone numbers are available when calling the office and listening to the message or on the message board upon entry into Cedar Blue.

**THANK YOU to the Entertainment Committee, who has provided Christmas cookies, snacks and cigar and fireside coffee.**

The first half of the annual assessment of \$275.00 is due in the office at 5:00pm on Tuesday, January 31, 2017. Final reminder statements will be sent March 2017 for property owners with an outstanding balance. No other notices will be given.

**Please mark your property location with the lot numbers  
so that you can be easily identified.**

**Merry Christmas and Happy New Year!!!**

**Bobby, Jerry, Joe and Tonya**