

Cedar Blue Property Owners Association
Board Meeting Minutes
July 16, 2022

1. **Board Members Present:** Roy Branch, Phillip Seiber, Bruce Arnold, Connie Streater, David Ponder, Don Emberlin-LaMorte, Rita Ham, Brooke Bow, Jackie Ponder, Park Manager.
2. **Board Members Absent:** Mike Fite
3. **Property Owners Present:** 32
4. **Call to Order:** The Board Meeting was called to order at 11:00 by the President, Roy Branch.
5. **Moment of prayer / silence:** Moment of silence observed.
6. **June 2022 Meeting Minutes were approved in Executive Meeting:**
A motion to accept the minutes as written by: Phillip Seiber
Seconded by: Brooke Bow
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:
Co-Chairs: Roy Branch and Rita Ham
Members: Mike Fite, Don Emberlin-LaMorte,
Brooke Bow, Dewayne Denwalt
There are 9 permits submitted. 2 final inspections
Please put your lot numbers on your lot. This helps Environmental Committee but also emergency services if they come in.
Report presented by Rita Ham.
Report is attached.
Finance Committee:
Chair: Bruce Arnold
Members: Connie Streater, Don Emberlin-LaMorte,
Jackie Ponder, Roy Branch
Financial Report presented by Bruce Arnold.
Report is attached.
The June 2022 financials were approved in Executive Meeting.
Motion made by: Brooke Bow
Seconded: Rita Ham
The motion passed by majority.
Maintenance/Infrastructure Committee:
Chair: David Ponder
Members: Phillip Seiber, Mike Fite
Rita Ham
Jackie Ponder presented the report.

Report is attached.

Insurance Committee:

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

Insurance policy is due for renewal July 20, 2022, 1st ½ in July, 2nd ½ in September

Report presented by Don Emberlin-LaMorte

Personnel Committee:

Chair: Bruce Arnold
Members: Roy Branch, Connie Streater,
Jackie Ponder, Phillip Seiber

No Report submitted.

We are looking for a 3rd maintenance worker, can be part-time. If you know anyone have them put in an application.

Covenants and Bylaws Committee:

Chair: Brooke Bow
Members: Roy Branch, Don Emberlin LaMorte,
Rita Ham.

No report submitted.

8. Park Manager Report:

Jackie Ponder presented the Park Manager Report.

Report is attached.

9. Entertainment Committee:

There will be a Volleyball Tournament on Sunday, September 4th in the evening. Times will be announced later. There will be a Poker Run on Saturday October 1st, and Fall Festival will be held on Saturday October 22nd, more details to come on both. If anyone know any food vendors with license, please let Lisa know.

Donations are greatly appreciated for any of our events.

The Entertainment Committee will be selling lot signs soon. Lisa will put more information when available.

We have Cedar Blue t-shirts available at the office. Starting at \$20. We also have lanyards, shot glasses, sun glasses, can coozies and visors.

10. Old Business:

The front gates have been replaced with all new equipment.

11. New Business:

The Annual Meeting is on Sunday, September 4th at 1:00 pm. Board Members up for re-election are David Ponder, Mike Fite and Don Emberlin-LaMorte. These are 3-year positions. Resumes will be accepted beginning July 16th, 2022 and must be in the office by July 30th, 2022 by 4:00 pm. Resumes can be dropped off at the Cedar blue Office, mailed to 3012 Cedar Blue Rd, or sent in by e-mail to parkadmin@cedar-blue.com. Ballots will be mailed out by August 6th, 2022. If your address has changed, please let the office know as soon as possible.

There will be a questionnaire ballot in the envelope pertaining to the roads. In order to put a special assessment into effect, according to the by-laws, it takes 2/3's (453) of lot owners to vote yes. The proposal will be for a solid surface road system, widening the roads and the drainage problem will have to be addressed. There will be a committee put in place that will consist of 9 board members plus a representative from each area of the park. The special assessment would be \$500 per year, per lot for 5- 10 years. The Proposal in the ballot envelope will explain everything.

Please tell your friends and neighbors to slow down and be mindful and courteous.

NEXT PUBLIC MEETING- August 20 at 11:00am

The Cedar Blue office is open Tuesday-Saturday 8am-5pm, closing for lunch from 12-1pm.

Please Conserve Water.

12. Property Owner's Comments:

CB-322-Myra Rennie- Ask about the repairs if the roads were put in. Repairs and maintenance will always be an issue on any roads. If the proposal passes and when the roads are complete, we will probably have to raise dues to

help maintain the roads.

CB-122- Don Warlick- Ask if we could do repairs to the holes at the top of Goose Lake dam, and wondered if we could raise the spillway so fish wouldn't go out.

He also wondered if the 15% water rate increase was just for Cedar Blue. Bruce said the rate increase is for everyone is Sulphur and Davis.

He wondered if there was any news on the mailboxes. Bruce said he hasn't been able to get a response from the company. He has another source that will cost more per box, but if he doesn't hear anything by the end of the month he will order from the other company.

CC-62-Lisa Rice ask if we are going to be putting down more of the granite on the roads, Roy said we will continue to put it down. David does it as he has time from his job.

CB-322- Myra Rennie- She ask about golf cart violations on the financial report. For the year we have brought in \$1,380.

13. Adjournment:

A Motion was made to Adjourn by: Rita Ham

Seconded by: Phillip Seiber

Motion passed by majority.

Board meeting adjourned at: 11:29

Environmental Committee Report

July 16, 2022

Co-Chair: Roy Branch
& Rita Ham

Members:
Mike Fite
Dewayne Denwalt
Don Emberlin-LaMorte
Brooke Bow

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Permits for approval:

There are Nine permits for construction submitted.
Two Permits For Final Inspections.

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

Please post your lot numbers on your property so it can be identified for emergency purposes
and also for the environmental committee to find your lot if you should have a building permit
Submitted.

Signed:

Roy Branch & Rita Ham, Committee Chair



**Cedar Blue Property Owners Association
Finance Committee Monthly Report
June 2022**

Bruce Arnold, Chairman
Roy Branch
Connie Cook-Streater
Jackie Ponder

Additional income/ Money collected: Processing Fee-\$100.00 Covenant Violation-\$0.00. Excessive Use-\$7,250.00. Golf Cart Registration-\$175.00. Golf Cart Violations-\$0.00. Construction permits-\$1,528.00. Construction Penalty-\$1,000.00. Coast to Coast-\$450.00. Late Fees-\$700.00. Family Center Rental-\$300.00. Gate Card Replacement-\$50.00. Yearly Gate Card Purchase-\$120.00. Mowing penalties-\$0.00. Washer/Dryers-\$654.50. Air Machine-\$0.00. Unauthorized Dumping-\$0.00. Destruction of Property-\$0.00. Misc./Donations-\$720.40. 2020 Assessments-\$0.00. 2021 Assessments-\$0.00. Return check charge-\$0.00. Postage refund-\$30.00.

Review of Financial Report for June 2022.

- **Operating Account & Money Market Account**

For the month of June 2022, the Park received \$16,822.35 in Ordinary Income. Expenses for the month of June 2022 were \$38,804.72.

We are over budget for the month of June by \$888.05.

Infrastructure Account

For the month of June 2022 received \$0.00. There was \$1,274.18 expense. (New lift station pump.) Therefore, the Infrastructure Account balance is \$1,062.86. This amount will remain in the account for any emergency repairs or as needed for park Infrastructure.

Total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is \$596,153.04.

Golf Cart Account

For the month of June 2022, the park received \$175.75 in income and \$0.00 in expenses leaving a balance of \$19,620.78 in the Golf Cart Account.

Accounts with 2017, 2018, 2019, 2020, 2021 and 2022 assessments and late fees not paid:

There are a total of three (3) lots that are Delinquent in 2017, 2018, 2019, 2020, 2021, and 2022 dues with fees totaling \$9,666.50. Gate cards have been deactivated for all these lots.

Delinquent Accounts:

There are Eight (8) properties that are in foreclosure totaling \$76,191.82 and given to the Attorney for processing. The amount owed consist of yearly assessments for 2015, 2016, 2017, 2018, 2019, 2020, 2021 & 2022, special assessments, attorney fees, late fees, court filling costs, lien fees, mowing, upkeep fees, and/or fines.

CB-135	\$11,919.62	CB-272	\$12,071.71	CR-055	\$9,913.80
CR-059	\$9,299.80	CR-060	\$8,747.40	CR-061	\$7,752.40
CR-086	\$9,101.54	CR-087	\$7,985.55		

Gate cards have been deactivated.

Grand Total owed to Cedar Blue for delinquent accounts and in foreclosure = \$85,858.32.

FY22 Operating Expenses					
Jun-22					
Account Description	Account Number	FY22 Yearly Budget	FY22 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges	60100	\$1,300.00	\$ 108.33	\$ 102.36	\$5.97
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 83.00	\$0.33
Fuel	60240	\$6,000.00	\$ 500.00	\$ 1,032.50	(\$532.50)
Insurance	60260	\$35,000.00	\$ 2,916.67	\$ -	2,916.67
Legal and Professional Expense	60280	\$11,000.00	\$ 916.67	\$ 600.00	\$316.67
Lien and Deed Fees	60320	\$500.00	\$ 41.67	\$ -	\$41.67
Office Expense	60340	\$3,000.00	\$ 250.00	\$ 238.10	\$11.90
Postage Expense	60345	\$1,000.00	\$ 83.33	\$ 30.52	\$52.81
Payroll Expense	60360	\$185,000.00	\$ 15,416.67	\$ 12,513.14	\$2,903.53
Property Taxes	60380	\$2,000.00	\$ 166.67	\$ -	\$166.67
Repairs and Maintenance	60400	\$85,700.00	\$ 7,141.67	\$ 12,993.35	(\$5,851.68)
Travel Expense	60420	\$500.00	\$ 41.67	\$ -	\$41.67
Entertainment Expense	60430	\$1,000.00	\$ 83.33	\$ 28.45	\$54.88
Utilities	60440	\$105,000.00	\$ 8,750.00	\$ 10,975.78	(\$2,225.78)
Uniform Expense	60550	\$3,500.00	\$ 291.67	\$ 207.52	\$84.15
Training Expense	60555	\$500.00	\$ 41.67	\$ -	\$41.67
Federal Taxes	99000	\$0.00	\$ -	\$ -	\$0.00
Golf Cart Fund Expense	15250	\$13,000.00	\$ 1,083.33	\$ -	\$1,083.33
Totals		\$ 455,000.00	\$ 37,916.67	\$ 38,804.72	(\$888.05)

Utilities Breakdown:	Trash:	\$2,450.64
	Water:	\$5,782.50
	OG&E:	\$2,364.89
	Phone:	\$377.75
	Propane	\$0.00
	total	\$10,975.78

Previous Month Utilities: Trash-\$1,532.94/Water-\$4,103.93/OG&E-\$1,831.20/Phone-\$368.49/Propane-\$0.00
 (Total this month vs last = +\$3,139.22)

Overages: ***Fuel-(price increase),Repairs & Maint.-(new gate system).Utilities-(Roll off & Water usage).

Golf Cart:	Income	\$175.00	Expense	\$0.00	Balance
					\$19,620.78

Infrastructure Account:					
Previous Balance:		\$2,337.04	New Balance:		\$1,062.86
	Income:	\$0.00			
		\$0.00 (interest)			
Survey Expense:	Expense:	\$1,274.18	New Waste Water Pump		
Labor/Material		\$0.00	Welding of fence.		
		\$1,274.18			

Respectfully submitted;

Bruce Arnold / Finance Committee Chairman

Maintenance / Infrastructure Report

July 16, 2022

Chairman: David Ponder
Staff Supervisor: Jackie Ponder

Committee Members: Mike Fite
Phillip Seiber
Rita Ham

Jerry and Christopher worked on a sewer issue in the Cedar Blue and in Cedar Creek area. They also repaired water leak in Cedar North.

Christopher change out a lift station pump in cedar north and Jerry changed out one in cedar creek.

As everyone is aware we have had trouble with the pool on and off for a while. Aquaspeare pool has been out several times. Last time they were out they found some issues in the filters and repaired them. Hopefully the problem has been taken care of.

We would like to thank our maintenance staff. They do a great job.

Committee Chair
David Ponder

Park Manager
Jackie Ponder

A friendly reminder: PLEASE do not dispose grease, baby wipes or feminine products into the sewer system. This clogs the sewer line and causes lift stations to go out and need replacement.

Containers are provided for household trash ONLY. This does not include tree branches or limbs. The limb yard is open on Fridays from 8:00 am – 2:30 pm for cuttings disposal. There is no location on Cedar Blue property for this. A trailer has been provided in the dumpster area for metal and appliances. Please dump accordingly. The Sulphur Municipal Authority has extended their hours of operation for their landfill and will be open the 2nd Saturday of every Month 8:00-2:30 and every Friday 8:00 to 2:30. Truck load for \$10.00, trailer load for \$20.00 (subject to size of trailer), load of shingles-\$40.00. The permit is purchased first and the ticket is taken to the city barn to dump the bigger trash items. Permits for Saturday need to be purchased by Friday.

If for some reason a property has no water or sewer hooked up to it; the maintenance staff will provide to the property but only from the main line. At any time, should owners want water/sewer lines ran to their travel trailer or another location on the property it is the owner's responsibility. Cedar Blue doesn't run those lines.

The maintenance crew is always willing to help out when there is water or a sewer issue at your property. REMEMBER the staff is limited on what we will allow them to do. If the water or sewer is on the Cedar Blue side then maintenance will repair. Should there be any other issues and it is the property owner responsibility to repair; staff will not make any allowances for those repairs. The responsibility falls back to the property owner. Cedar Blue will do our part and we ask that all property owners do so too.

Insurance Committee Report

July 16, 2022

Chairman: Don Emberlain-LaMorte

Members: Connie Streater

Brooke Bow

Jackie Ponder

Renewal for Insurance policy is July 20, 2022.

Signed

Don Emberlain-LaMorte

Insurance Chairman



Park Manager Report

July 16, 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

The Swimming Pool is open and the hours of operation are 10:00 am to 10:00 pm daily.

We ask that everyone please conserve water. Sprinklers to water your yard is not allowed.

The Annual Meeting will be held on Sunday, September 4, 2022 @1:00 pm at the Family Center. Resumes will be excepted starting Saturday, July 16, 2022 and must be in the office by July 30, 2022 by 4:00 pm. There are 3 open position that needs to be filled. These are 3 year terms. Board Members up for re-election are David Ponder, Mike Fite and Don Emberlin-Lamorte. Resumes can be dropped off at the Cedar Blue office, mailed to: 3012 Cedar Blue Road, Sulphur, OK 73086 or sent in by email to: parkadmin@cedar-blue.com. Ballots will be mailed out to property owners by August 6th. If you have a address change please let the office know so we can update our records.

Jackie and Jannette

AFTER HOURS EMERGENCY

Please call the office at (580)-622-6302 should an emergency situation 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