

Cedar Blue Property Owners Association
Board Meeting Minutes
June 17, 2023

1. **Board Members Present:** Phillip Seiber, Bruce Arnold, Brooke Bow, Connie Streater, David Ponder, Lloyd Coppin, Rita Ham, Rachel Gustin and Jackie Ponder, Park Manager
2. **Board Members Absent:** Roy Branch
3. **Property Owners Present:** 19
4. **Call to Order:** The Board Meeting was called to order at 11:00 by the Vice President, Phillip Seiber.
5. **Moment of prayer / silence:** Moment of silence observed.
6. **May 2023 Meeting Minutes were approved in Executive Meeting:**
A motion to accept the minutes as written by: Bruce Arnold
Seconded by: Connie Streater
The motion passed by the 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.

Finance Committee:

Chair: Bruce Arnold

Members: Connie Streater, Brooke Bow, Roy Branch, Jackie Ponder

Financial Report presented by Bruce Arnold. Report is attached.

Under Budget by \$4200.68

Bruce presented an update on the current attorney.

The **May 2023** financials were approved in the Executive Meeting.

Motion made by: Rita Ham

Seconded: Rachel Gustin

The motion passed by the majority.

Maintenance/Infrastructure Committee:

Chair: David Ponder

Members: Phillip Seiber, Lloyd Coppin, Rita Ham, Rachel Gustin, Jackie Ponder

Jackie Ponder presented the report. (Report attached)

Environmental Committee:

Co-Chairs: Roy Branch, Rita Ham

Members: Rachel Gustin, Connie Streater, Lloyd Coppin, Dewayne Denwalt

5 Permits Submitted 2 Final Inspections

Report presented by Rita Ham. (Report attached)

Please put your lot numbers on your lot. This helps the Environmental Committee but also emergency service vehicles.

Please call the office when you have completed your construction. We will need to finalize your permit upon completion of the project.

Insurance Committee:

Chair: Rachel Gustin

Members: Connie Streater, Brooke Bow, Jackie Ponder

Insurance renew 7/20/2023.

Personnel Committee:

Chair: Bruce Arnold

Members: Roy Branch, Brooke Bow, Jackie Ponder, Phillip Seiber

Hired Dalton Denwalt

Covenants and Bylaws Committee:

Chair: Brooke Bow

Members: Roy Branch, Rachel Gustin, Rita Ham

No report submitted.

8. Park Manager Report:

Jackie Ponder presented the Park Manager Report (report attached)

Board Resumes:

There are three spots up for reelection on the board.

Deadline to submit a resume is July 29th at 5:00pm.

Please bring resumes to the office or email to the park manager email.

Reminder of pool rules:

No pets, no glass, no food, keep one door to each restroom closed, stay off rope, no running.

9. Entertainment Committee:

July 4th Weekend

- Golf cart parade (1st)
- Kids pool games (1st) 9:30-11:00
- Burgers/Hot Dogs 11:00-2:00
- Kona Ice Snow Cones 2:00-??
 - 10% of proceeds will go to the CB entertainment committee.
- Fireworks (1st)

- Fireworks Clean-Up (2nd)
- Kickball Tournament (2nd)

Please visit the Cedar Blue Entertainment Facebook page for more information

10. Old Business:

Please continue to conserve water.

11. New Business:

12. Property Owner's Comments:

GL-40/41 Sharon Howard- Wanted to know the Coast-to-Coast fee.
Still \$30 will go up after the repairs are complete.

GL-40/41 Sharon Howard- Wanted to know if we plan to repair the Basketball court where they play Pickle Ball.
We can look at it. Just call the office.

GL-40/41 Sharon Howard- Golf cart registration is April. Have we started inspecting?
We do this when the billing is sent out.

CB-122 Don Warlick- Wants to know what we are paying for the roll offs.
Drop off and pick up fee, the cost per ton.
The average is \$300-\$400.

CB-159 Gerald Hall- Happy with roads. He wanted to thank the Cedar Blue Board and park employees for the work on the roads.

13. Adjournment:

A Motion was made to Adjourn by: Bruce Arnold

Seconded by: Lloyd Coppin

Motion passed by the majority.

Board meeting adjourned at: 11:35 am



**Cedar Blue Property Owners Association
Finance Committee Monthly Report
May 2023**

Bruce Arnold, Chairman
Roy Branch
Brooke Bow
Jackie Ponder

Additional income/ Money collected: Processing Fee-\$0.00 Covenant Violation-\$0.00. Excessive Use-\$15,137.53. Golf Cart Registration-\$400.00. Golf Cart Violations-\$200.00. Construction permits-\$760.00. Construction Penalty-\$0.00. Coast to Coast-\$690.00. Late Fees-\$1,700.00. Family Center Rental-\$0.00. Gate Card Replacement-\$200.00. Yearly Gate Card Purchase-\$47.50. Mowing penalties-\$0.00. Washer/Dryers-\$599.05. Air Machine-\$6.63. Unauthorized Dumping-\$0.00. Destruction of Property-\$0.00. Water Usage Penalty-\$0.00. Misc./Donations-\$0.00. 2019 Assessments-\$0.00. 2020 Assessments-\$0.00. 2021 Assessments-\$0.00. 2023 Assessments-\$0.00. Return check charge-\$0.00. Postage refund-\$0.00.

Review of Financial Report for May 2023.

• **Operating Account & Money Market Account**

For the month of May 2023, the Park received \$20,848.42 in Ordinary Income. Expenses for the month of May 2023 were \$36,549.32.

We are under budget for the month of May by \$4,200.68.

Infrastructure Account

For the month of May 2023 received \$0.00. There was \$0.00 expense. 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 \$696,479.62.

Golf Cart Account

For the month of May 2023, the park received \$600.00 in income and \$1,574.94 in expenses leaving a balance of \$11,978.74 in the Golf Cart Account.

Accounts with 2017, 2018, 2019, 2020, 2021, 2023 and 2023 assessments and late fees not paid:

There are a total of two (2) lots that are Delinquent in 2017, 2018, 2019, 2020, 2021, 2023, and 2023 dues with fees totaling \$8,241.50. Gate cards have been deactivated for all these lots.

Delinquent Accounts:

There are Eight (8) properties that are in foreclosure totaling \$84,934.38 and given to the Attorney for processing. The amount owed consist of yearly assessments for 2015, 2016, 2017, 2018, 2019, 2020, 2021. 2023, & 2023 special assessments, attorney fees, late fees, court filling costs, lien fees, mowing, upkeep fees, and/or fines.

**CB-135 \$13,243.21 CB-272 \$13,312.30 CR-055 \$10,408.39 CR-059 \$10,394.39
CR-060 \$9,744.70 CR-061 \$8,749.70 CR-086 \$10,098.84 CR-087 \$8,982.85**

Gate cards have been deactivated.

Grand Total owed to Cedar Blue for delinquent accounts and in foreclosure = \$93,175.88.

FY23 Operating Expenses					
May-23					
Account Description	Account Number	FY23 Yearly Budget	FY23 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges	60100	\$1,400.00	\$ 116.67	\$ 155.95	(\$39.28)
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 83.00	\$0.33
Fuel	60240	\$5,600.00	\$ 466.67	\$ 82.81	\$383.86
Insurance	60260	\$43,000.00	\$ 3,583.33	\$ -	3,583.33
Legal and Professional Expense	60280	\$12,000.00	\$ 1,000.00	\$ 600.00	\$400.00
Lien and Deed Fees	60320	\$1,000.00	\$ 83.33	\$ -	\$83.33
Office Expense	60340	\$3,000.00	\$ 250.00	\$ 81.00	\$169.00
Postage Expense	60345	\$1,500.00	\$ 125.00	\$ 8.13	\$116.87
Payroll Expense	60360	\$185,000.00	\$ 15,416.67	\$ 12,316.52	\$3,100.15
Property Taxes	60380	\$2,500.00	\$ 208.33	\$ -	\$208.33
Repairs and Maintenance	60400	\$90,000.00	\$ 7,500.00	\$ 10,993.30	(\$3,493.30)
Travel Expense	60420	\$500.00	\$ 41.67	\$ -	\$41.67
Entertainment Expense	60430	\$1,000.00	\$ 83.33	\$ 24.07	\$59.26
Utilities	60440	\$125,000.00	\$ 10,416.67	\$ 10,406.20	\$10.47
Uniform Expense	60550	\$3,000.00	\$ 250.00	\$ 223.40	\$26.60
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	\$ 1,574.94	(\$491.61)
Totals		\$ 489,000.00	\$ 40,750.00	\$ 36,549.32	\$4,200.68

Utilities Breakdown:

Trash:	\$2,740.43
Water:	\$5,334.00
OG&E:	\$1,941.23
Phone:	\$390.53
Propane	\$0.00
total	\$10,406.19

Previous Month Utilities: Trash-\$2,131.73/Water-\$3,910.50/OG&E-\$2,407.03/Phone-\$375.98/Propane-\$0.00
(Total this month vs last = - \$1,580.95)

Overages: ***Bank charges-Tax on credit card machine.Repairs & Maint.-Pool chemicals, Upgrades at CtoC.

Golf Cart:	Income	\$600.00	Expense	\$1,574.94	Balance
					\$11,978.74

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

Respectfully submitted; _____

Bruce Arnold / Finance Committee Chairman

Maintenance / Infrastructure Report

June 17, 2023

Chair: David Ponder
Staff Supervisor: Jackie Ponder

Committee Members: Lloyd Coppin
Rachel Gustin
Phillip Seiber
Rita Ham

Cedar Blue has had approximately 3 $\frac{1}{2}$ inches of rain since the last meeting.

Jerry, Christopher and Jaybo have been mowing throughout the park.

Jerry and Christopher have repaired 3 sewer issues. David, Lloyd, and Bruce repaired a water leak on a in ground valve when maintenance staff were off. Thank you all for the help.

The electricity, water and sewer have been upgraded at the coast-to-coast area. New picnic tables and fire pits have been added. We have new signs with numbers to mark each spot. There are a total of 12 camping sites. We would like to thank the volunteers that helped make that successful.

If you have construction workers coming into the park with equipment or trucks, please use the side construction gate and not the entrance gate. You can contact the office to schedule for it to be unlocked. We do not need heavy equipment or trucks on our concrete or loop detector that could damage our gate system.

Committee Chair
David Ponder

Park Manager
Jackie Ponder

Containers are provided for household trash ONLY. Roll off is provided for your convenience. This does not include tree branches or limbs in the roll off or dumpsters. The limb yard is open on Fridays from 8:00 am – 2:30 pm. There is no location on Cedar Blue property for the debris. A trailer has been provided in the dumpster area for metal and appliances. Please dump accordingly. The Sulphur Municipal Authority hours of operation for their landfill are the 2nd Saturday of every Month 8:00-2:30 and every Friday 8:00 to 2:30. Permits for Saturday need to be purchased on Friday.

Environmental Committee Report

June 17, 2023

Co-Chair: Roy Branch
& Rita Ham

Members:
Lloyd Coppin
Dewayne Denwalt
Rachel Gustin
Connie Streater

The Environmental Committee reviews permits on the 3rd Saturday of each month. It is preferred and suggested that property owners be present at that time for any further questions about your permit.

Permits for approval:

There are Five (5) Building permits for construction submitted.
Two (2) Permit for Final Inspections.

REMINDER: When construction projects are complete, 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 for the environmental committee to find your lot if you should have a building permit Submitted.

Signed:

Roy Branch & Rita Ham, Committee Chair



Park Manager Report

June 17, 2023

Cedar Blue 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

Jackie Ponder-Park Manager

Jannette Wright-Office Assistant

The Board Meetings are the 3rd Saturday of every month @ 11:00 am at the Family Center.

Thank you Entertainment committee for the refreshments and everything you do for Cedar Blue.

The Swimming Pool is now open. Pool hours are 10:00 am to 10:00 pm daily. The Pool rules are posted. Please observe. Video camera's are in place in public areas throughout the park.

We ask that everyone please conserve water. Buckhorn Water has raised their rates again as of April 2023.

Please update the office with any address or phone changes.

Jackie & Jannette

If an Emergency should occur after office hours call 580-622-6302, at the end of the message is a contact cell phone number to call.

If there is no answer, please leave a message and

Someone will return your call.

FORGETTING A GATE CARD IS NOT AN EMERGENCY

If you have a non-emergency after hours, you may call the office and leave a message.

Someone will call you back upon returning to the office.