

**Cedar Blue Property Owners Association  
Board Meeting Minutes  
May 21 2016**

1. **Board Members Present:** Tom Elliott, Dewayne Denwalt, Maggie Thompson, Curtis Oshel, Ronnie McGee, and David Ponder
2. **Board Members Absent:** Bruce Arnold, Arvilla Bird and Ken Brown
3. **Property Owners Present:** The owners of 31 lots were present.
4. **Call to Order-**  
The Board Meeting was called to order at 11:01 am by Tom Elliott
5. **Prayer by Cliff Guy, Pastor, Sonshine Community Church**
6. **Approval of the Meeting Minutes for April 16, 2016**  
A motion to accept the minutes as written by: Dewayne Denwalt  
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

Report was read by Dewayne Denwalt. See report below. An additional 2 permits were added to the 5 listed on the report. Dewayne reminded the property owners to please get their lots marked with their lot numbers.

**Finance Committee**

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

A motion to approve the April 2016 financials by: Curtis Oshel  
Seconded: Dewayne Denwalt  
The motion passed unanimously.

Tonya reported on the properties in foreclosure and tax sales. There is a Murray County tax sale on June 13<sup>th</sup> at 9:00 am and the following properties will be sold: GL-046, CB-284, CC-056 and GL-041. These four properties also owe funds to the park and liens are being filed.

CR-027, DP-015 and CN-095 are going to be auctioned at a foreclosure by the park. The Board will notify everybody of the time of the auctions on these lots. They will be auctioned on three separate dates.

**Maintenance/Infrastructure Committee**

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

Report was read by Tonya Glasgow. See report below.

Tom commented on the improvements in the park and the family center. Pam Dodson (GL-035) commented that it is great to see all the noticeable improvements. Property owner of CC-015 also commented on how great things look and are pleased to see their funds at work.

**Insurance Committee**

Chair: Ronnie McGee  
Members: Tom Elliott, Arvilla Bird

No report submitted.

**ODEQ Committee**

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

Report was reviewed by Tom Elliott. See report below. The tank expansions at the lift stations will start next week. Owners were asked to be patient if there is work going on near their property. They were assured that when the lift stations are done everything will be cleaned up. However, if property owners notice any running water to please report that to the office. There may also be some surveying going on with regard to the lift station improvements. Tom also reported that two new pumps have been installed at lift station #1 and there is now a backup pump on hand.

**Personnel Committee**

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

No report submitted. Vickie Hanson is going to work part-time in the office. Vickie is Doug Washburn's wife. He is the individual who is staying in the park to help with the lift station work. Joe Bonham is going to be gone the month of June. Ronda Aebi has been hired part-time to clean the restrooms.

**Covenants and Bylaws Committee**

Chair: Curtis Oshel  
Members: Ronnie McGee, Maggie Thompson

No report submitted.

- 8. Park Manager Report** – read by Tonya Glasgow and posted below. The employee luncheons are held the Friday prior to the Board meeting each month. This month Ken Brown funded this luncheon. There are always property owners that are cooking and donating food for this, which is greatly appreciated. This is a great way to show our employees how much we appreciate them.

9. **Sonshine Community Church** – They have received \$475 in donations to help clean up the outside of the church. There is a cookout on May 22<sup>nd</sup> at 1:00 pm - \$5/person. If the weather is good, bring chairs. There will be food, music and fellowship. Donations are always accepted. If the weather is not good the event will take place inside the church – no chairs necessary. On Mother’s Day they gave roses to all the mothers. The church needs a new roof and hot water tank. They have also had to do some plumbing work in the bathroom. Pastor Cliff said that if anybody can sing or play an instrument they are welcome to help with the music. Their monthly newsletter is posted on their page of the park’s website.

10. **Entertainment Committee** – Don Emberlin reported they are going to do a Cedar Blue yard sale on June 4<sup>th</sup> from 9:00 am – 2:00 pm for \$10 a booth. It will be held in the Coast to Coast area. If you have a large item like a boat, golf cart, car etc. that is \$10 as well. To get a booth space contact the Park office. Sellers must provide their own tables and clean up after themselves. Outsiders will be able to come and shop but they must park in the front lot and walk in. This is just a short walk to the booths. There is a plan to advertise this in the local paper. The Entertainment Committee will also hold a bake sale that day near the front parking area.

**Memorial Weekend** – May 28<sup>th</sup> - Sack lunch for \$5 (BBQ sandwich, chips, drink) at the family center. On Sunday, May 29<sup>th</sup>, there will be acorn hole tournament (\$20/team). Registration from 12:00 – 12:45 pm. The tournament starts at 1:00 pm. There will be cash prizes for the top three teams.

**Yeti Raffle** – Tickets are on sale now for \$10 with a limit of 300 tickets. The drawing will be July 2<sup>nd</sup> at 7:00 pm. Raffle tickets are for one item only, not all four items.

**July 2<sup>nd</sup>** - The Entertainment Committee has purchased fireworks. A park fire chief from several years ago, along with some helpers, have agreed to set off the fireworks. The theme for the event is Music Across America. The band “By Design” will provide music at the basketball court from 9:00 pm – 1:00 am.

An owner asked where fireworks can be set off. Property owners, their families and guests can set off their fireworks at the ball park. **Fireworks are only to be set off at the ball park and only for the July 4<sup>th</sup> weekend. All fireworks are to stop during quiet hours.** Property owners are asked to please be considerate of others and good neighbors. Nobody wants others to be injured, property harmed, or fires.

11. **Old Business-**

- a. Golf Cart Registration will be held at the Family Center following the Board meeting. Following today golf carts can be registered at the park office during business hours. All golf carts must be registered by May 31<sup>st</sup>. Fines for not registering the carts will begin July 5<sup>th</sup>.

12. **New Business-**

- a. The June Board meeting June 18<sup>th</sup> is canceled because the President and Vice President are not going to be here.
- b. Snakes – be mindful of snakes in the park. A number of different kinds of poisonous snakes have been seen in the park.

13. **Property Owner’s Comments**

- a. GL-019 (Smith) – He asked if owners are allowed to take carts and vehicles across the Goose Lake dam to the open area. He was told that people are allowed to walk over there but vehicles are not supposed to drive across the dam. He also asked what can be done about the road that goes down to Goose Lake as it’s always washing out. He made a suggestion to Mr. Ponder for a fix.
- b. CC-099 (Mann) – He wanted to thank the individual who is taking photos in the park with a drone.

- c. CR-011 (Phillips) – She has been tailgated through the front gate on more than one occasion by a Grand Prix. Tonya indicated that she knew who this person was and they are a property owner. She has spoken to him about this. Owners are reminded to please stop after they have gone through the gate until the gate arm goes down to keep vehicles behind them from tailgating through.
- d. CC-097 (Emberlin) – He asked if the cost of renting the family center is going to be reviewed in light of all the improvements that are taking place. He was told that this is going to be discussed by the Board.

**14. Adjournment-**

A motion to adjourn was made by: Dewayne Denwalt

Seconded by: Curtis Oshel

Motion carried unanimously.

Board meeting adjourned at: 11:59 am

# **Environmental Committee Report**

## **May 21, 2016 Board Meeting**

Chairman: Dewayne Denwalt

Members: Bruce Arnold  
Ronnie McGee  
Curtis Oshel

### **Permits for approval:**

There are four (4) building permits submitted for approval when this report was generated.

Signed  
**Dewayne Denwalt**  
Environmental Committee Chairman



Cedar Blue Property Owners Association  
Finance Committee Monthly Report  
April 2016

Bruce Arnold, Chairman  
Maggie Thompson  
Arvilla Bird  
Tom Elliott

1. Accomplishments: Collected \$1,933.00 for golf cart registration from 72 properties.  
Outstanding balances down to 13 lots.  
Utilities under budget by: \$1,707.44

Review of Financial Report for April 2016.

- **Operating Account & Money Market Account**  
For the month of April 2016 the Park received \$53,351.13 in Ordinary income.  
Expenses for the month of April 2016 were \$30,020.14. Total Ordinary Income thus far for FY16 year is \$336,745.61.  
We are *over* budget for the month of April by \$1,740.03.  
Total amount budgeted YTD \$233,820.86 and actual was \$193,807.32.  
The balance in the Operating Account M/E April is \$40,202.33 and the Money Market Account is \$525,576.12 for a total of \$565,778.35. The total balance increase over last month \$21,996.97.

Finance Summary: Current M/E April 2016 for FY16

Apr-16					
Account Description	Account Number	FY16 Yearly Budget	FY16 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges (inc. credit cards)	60100	\$ 2,204.90	\$ 183.74	\$ 313.61	(\$129.87)
Computer/Internet Charges	60210	\$ 1,500.00	\$ 125.00	\$ 24.95	\$100.05
Fuel	60240	\$ 8,142.54	\$ 678.55	\$ 618.24	\$60.30
Insurance	60260	\$ 18,000.00	\$ 1,500.00	\$ -	\$1,500.00
Legal and Professional Expense	60280	\$ 15,900.00	\$ 1,325.00	\$ 500.00	\$825.00
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	\$ 114.02	\$94.25
Postage Expense	60345	\$ 1,292.70	\$ 107.73	\$ 53.47	\$54.26
Payroll Expense	60360	\$ 122,701.32	\$ 10,225.11	\$ 11,215.98	(\$990.87)
Property Taxes	60380	\$ 2,326.42	\$ 193.87	\$ -	\$193.87
Repairs and Maintenance	60400	\$ 57,955.16	\$ 4,829.60	\$ 11,038.60	(\$6,209.00)
Travel Expense	60420	\$ 2,000.00	\$ 166.67	\$ -	\$166.67
Entertainment Expense	60430	\$ 3,900.00	\$ 325.00	\$ 66.70	\$258.30
Utilities	60440	\$ 89,538.73	\$ 7,461.56	\$ 5,754.12	\$1,707.44
Uniform Expense	60550	\$ 3,000.00	\$ 250.00	\$ 320.45	(\$70.45)
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
<b>Totals</b>		<b>\$ 350,731.29</b>	<b>\$ 28,280.11</b>	<b>\$ 30,020.14</b>	<b>(\$1,740.03)</b>

Utilities Breakdown Apr-2016: Trash-\$2,242.77/Water \$1,412.50/OG&E \$1,693.23/Phone \$405.62

- **Infrastructure Account**

For the month of April 2016 the Park received \$4,592.50 in Infrastructure Assessments. The Account paid out in expenses total was \$12,305.12. Therefore total net loss to The Infrastructure Account was **-\$7,707.93** leaving a balance of \$102,198.20.

Total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is \$467,976.55.

**Delinquent Accounts:**

Please see below by lot, balances due. The amount owed consist of yearly assessments for 2014, 2015, & 2016, special assessments, attorney fees, late fees, court filing costs, mowing and upkeep costs. Cost still pending for notice of publication and pending appraisals.

Lot #	Amount Owed
The following lots are currently in foreclosure with Murray county. Default judgments were filed and final judgments are granted by the judge, on April 14, 2016 so appraisals will begin in 2-3 weeks.	
CC-056***	\$6,243.62
CN-095***	\$5,383.00
CR-027***	\$8,596.16
DP-015***	\$4,438.00
GL-041***	\$6,143.47
<b>Total Outstanding</b>	<b>\$30,804.25</b>

The above lots gate cards have been deactivated.

We received notice from Murray County Treasurer that lots CC-056 & GL-041 will be offered at the TAX sale on June 13, 2016 beginning at 9:00 am. Taxes owed for CC-056 from 2012-2015 is \$292.38. Taxes owed for GL-041 from 2012-2015 is \$291.33.

\*\*\*Phil Hurst our attorney will represent Cedar Blue on these 2 tax sales. He will make sure the bids will begin with the money that is owed to Cedar Blue plus the taxes owed to Murray County. Current amount due to Cedar Blue is; CC-056 \$6,243.63 + Tax owed \$292.38 for a minimum bid of \$6,536.00, GL-041 \$6,143.47 + Tax owed \$291.33 for a minimum bid of \$6,434.80.

\*\*\*\*We as a board need to decide if we want to bid on these!!!

The following lots are past-due FY15 assessments, late fees, and/or fines through 2/15/16. Gate cards were deactivated on 6-15-15.	
CB-135	\$750.00
CB-272	\$1,085.00
CN-024	\$777.50
CN-081	\$638.00
CR-012	\$1,185.00
CR-055	\$985.00
CR-056 (fines & lien fees)	\$3,675.00
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
<b>Total Outstanding</b>	<b>\$15,205.50</b>

(13 properties)

**Bruce Arnold / Finance Committee Chairman**

# Maintenance / Infrastructure Report

## May 21, 2016 Board Meeting

Chairman: Ken Brown

Park Liaison: Joe Bonham  
Staff Supervisor: Tonya Glasgow

Committee Members: Dewayne Denwalt  
JW Mann  
Curtis Oshel  
David Ponder

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Jerry & Bobby have repaired/replaced in ground water valves through the park to include: Deer Path, Cedar Blue, Cedar Creek, Cedar Ridge and Cedar North. Their efforts have also resulted in improvements at the Family Center (more details to follow) and the preparation for our pool opening on Memorial Day weekend. The pool deck has been pressure washed and a complete bleach wash of the pool is underway.

Mowing, mowing, mowing! With all the spring rains, mowing has been a major focus of the maintenance team. Doug Washburn, who is primarily focused on ODEQ projects, has returned to the Park and he also works to support the maintenance crew when needed.

We hope you will appreciate the renovations made at our Family Center. New central air/heat has been installed, new ceiling fans are installed, a new epoxy floor is in place, new ceiling tiles and painting has begun. We are so appreciative of our property owners, Board members, and ALL who have volunteered their time and hard work to make the Family Center a place that we can all enjoy.

When dumping trash; please put in the containers that are provided. No large appliances, refrigerators, window units, no tree limbs of any kind, no metal or steel objects are allowed in any of the dumpsters including the roll offs. Jerry has a designated area for the appliances and metal objects. It is the responsibility of each property owner to discard these items; NOT the Cedar Blue staff. All tree limbs and branches must be hauled to the limb yard or burned. There is no location on Cedar Blue property to discard tree limbs and branches at this time.

A REMINDER to all PROPERTY OWNERS: Our staff is always willing to help out when there is a water or a sewer issue at your property. REMEMBER 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 repairs. Cedar Blue will do our part and so should all property owners.

The Infrastructure committee members are bringing together ideas for: making repairs and remodeling the bathrooms in the pool house and renovations to the Family Center restrooms. 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**  
**Park Manager**



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

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

For Month of May 2016

**1. Past Accomplishments for Fiscal Year**

- a. The fence around the 22 acres across Cedar Blue Road was completed.
- b. 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.
- c. A pressure sewer line that ran across both private and federal property was relocated onto Cedar Blue property.
- d. The Park's engineer was terminated for poor performance and replaced with a local company out of Ardmore, EST Inc.
- e. The work crews repaired and rerouted piping, and made steel covers for or rebuilt multiple lift stations around the Park.
- f. The two small lagoons have been completed and the test results passed.
- g. Tom Elliott met with the ODEQ regarding Phase VI and this went well. The official report on Phase VI has been completed and submitted for review.
- h. The large lagoon has been rebuilt.
- i. The 3-phase electric service has been installed at the lagoons.
- j. The fencing around the lagoons has been completed.
- k. The soil tests for the large lagoon have been completed and were good. These reports have been submitted to the ODEQ.

**2. Accomplishments for Last Month**

- a. The manhole for the irrigation pump as well as the irrigation pump and outflow meter have been installed.
- b. The rotten building around Lift Station #1 has been removed.

**3. Future Activities**

- a. New pumps for lift station #1 have arrived and will be installed in May. A steel cover to cover the pit and pumps will be built and installed as well.
- b. The ODEQ has reviewed all the documents Tom gave them about easements in our Covenants and Bylaws and they have agreed they do not need signed easements from all the owners. When the entire project is signed off on, the 100+ easements that were received and filed will then be released.
- c. The pumps, controls and wet wells on all the lift stations need to be upgraded.
- d. Cleanouts need to be added and some repairs completed on existing fresh and waste water lines.

Tom Elliott  
ODEQ Committee Chairman

# Park Manager Report

## May 21, 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**

**Final payment of all assessments and all balances owed were due in the Cedar Blue office Monday, May 2, 2016 @ 5:00pm. A late fee of \$100.00 has been applied to those accounts that paid the annual assessment after this date and no partial payments going forward will be accepted. On Tuesday, May 3, 2016 gate cards were deactivated to all properties with an outstanding balance owed to the park. Liens will be filed in June.**

**In the past four weeks, Cedar Blue has received 9+ inches of rain. Owners are reminded to MOW, MOW, MOW. With the warm weather and sunshine that we have encountered the grass has grown very high. Letters will be sent to those in violation after Memorial Day weekend.**

**Joe is taking a month long vacation beginning June 1<sup>st</sup>. Please welcome Vicki Hanson who will be working in the office for the season. We are also pleased to welcome Ronda who is maintaining the restrooms at the Family Center and pool.**

**BE SNAKE AWARE!! The office has received reports from several property owners who have killed copper head snakes, a small type of rattler and have seen a water moccasin in the creek.**

**When you arrive at the office, take note of the two new blue spruce trees that were donated. We have wonderful property owners. Thank you.**

**REMINDER TO ALL PROPERTY OWNERS: Please mark your property location with the lot numbers so that you can be easily identified. When driving in the park, there are many properties that do not have their property numbers and location displayed.**

**THANK YOU to our wonderful Entertainment Committee who has provided the assorted fruits, dip and chips this morning.**

Signed  
*Tonya Glasgow*

**Please update the office with any address,  
phone or email changes**