

Cedar Blue Property Owners Association

Board Meeting Minutes

May 21, 2022

1. **Board Members Present:** Phillip Seiber, Bruce Arnold, Connie Streater, David Ponder, Don Emberlin-LaMorte, Mike Fite, Rita Ham, Brooke Bow, Jackie Ponder, Park Manager.
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3. **Board Members Absent:** Roy Branch
4. **Property Owners Present:** 31
5. **Call to Order:** The Board Meeting was called to order at 11:00 by the Vice-President, Phillip Seiber
6. **Moment of prayer / silence:** Moment of silence observed.
7. **April 2022 Meeting Minutes were approved in Executive Meeting:**
A motion to accept the minutes as written by: Bruce Arnold
Seconded by: Brooke Bow
The motion passed by majority.
8. **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 15 permits submitted. 0 final inspections

Please put your lot numbers on your lot. This helps Environmental Committee but also emergency services if they

are called 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 April 2022 financials were approved in Executive Meeting.

Motion made by: Rita Ham

Seconded: Phillip Seiber

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

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. 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.

9. Park Manager Report:

Jackie Ponder presented the Park Manager Report.
Report is attached.

10. Entertainment Committee:

Thanks to everyone that donated eggs and silent auction items and bought silent auction items for the Easter Holiday.

Lisa has posted Events on the Cedar Blue Entertainment Facebook page for 2022. Lots of exciting things coming so mark your Calendars.

Memorial Weekend we are going to have a bake sale and kid's games from 10am- 2pm, a BBQ Dinner from 5:30pm- 8pm for

\$10 per plate. We will also have Jason Young Band/ Cross Canadian Ragweed performing at Goose Lake Pavilion 9pm-11pm.

Sunday we will have a Cornhole Tournament, \$10 per person, sign up at 2:00, blind draw.

We will celebrate July 4th on Saturday, July 2nd. Lisa will post more information soon.

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 koozies and visors.

11. Old Business:

The ATT Tower is up and running.

The new cover down from the Family Center was paid for by the Entertainment Committee. They also gave \$500 to the park to help pay for electric that will be ran to the cover. Cedar Blue paid for the cement slab.

11. New Business:

NEXT PUBLIC MEETING June 18th at 11:00.

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

12. Property Owner's Comments:

CC-98-99- JW Mann wanted to thank Bruce for signing a nice letter of recommendation for Tonya.

CB- 80- Leslie Wilcox- wondered if there could be a dip in front of there lot. David will look at it.

CR-78-Linda James ask if more of the granite would be put on the roads. So far 37 loads have been put down and we still have about 37 loads left to do. We will continue to put it down until the money from the golf cart fund is used up.

GL-44 Laura Hare- Ask if there are standards for lots being cleaned up. We have a letter that can be sent out to the lot owner letting them know they have a certain amount of time to clean up their lot or they will be fined. If they don't comply their gate cards will be deactivated until they pay their fine and clean up their lot. If you see lots that need cleaned please report them to Jackie at the office.

13. Adjournment:

A motion to adjourn was made by: Bruce Arnold

Seconded by: Brooke Bow

Motion passed by majority.

Board meeting adjourned at: 11:27

Environmental Committee Report

May 21, 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 thirteen permits for construction submitted.

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

Signed:

Roy Branch & Rita Ham, Committee Chair



**Cedar Blue Property Owners Association
Finance Committee Monthly Report
April 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-\$0.00. Golf Cart Registration-\$2,237.25. Golf Cart Violations-\$100.00. Construction permits-\$2,442.00. Construction Penalty-\$500.00. Coast to Coast-\$1,1700.00. Late Fees-\$1,500.00. Family Center Rental-\$0.00. Gate Card Replacement-\$275.00. Yearly Gate Card Purchase-\$120.00. Mowing penalties-\$0.00. Washer/Dryers-\$515.75. Air Machine-\$0.00. Unauthorized Dumping-\$0.00. Destruction of Property-\$0.00. Misc./Donations-\$500.00. 2020 Assessments-\$0.00.2021 Assessments-\$0.00. Return check charge-\$0.00. Postage refund-\$10.00. Sale of Maroon truck-\$5000.00.

Review of Financial Report for April 2022.

- **Operating Account & Money Market Account**

For the month of April 2022, the Park received \$85,286.97 in Ordinary Income. Expenses for the month of April 2022 were \$42,602.59.

We are over budget for the month of April by \$4,685.92.

Infrastructure Account

For the month of April 2022 received \$0.00. There was \$0.00 expense. Therefore, the Infrastructure Account balance is \$2,337.04. 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 \$622,272.67.

Golf Cart Account

For the month of April 2022, the park received \$2,337.25 in income and \$11,475.93 in expenses leaving a balance of \$24,247.40 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 \$76,1911.82 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					
Apr-22					
Account Description	Account Number	FY22 Yearly Budget	FY22 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges	60100	\$1,300.00	\$ 108.33	\$ 102.14	\$6.19
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 83.00	\$0.33
Fuel	60240	\$6,000.00	\$ 500.00	\$ -	\$500.00
Insurance	60260	\$35,000.00	\$ 2,916.67	\$ -	2,916.67
Legal and Professional Expense	60280	\$11,000.00	\$ 916.67	\$ 3,028.92	(\$2,112.25)
Lien and Deed Fees	60320	\$500.00	\$ 41.67	\$ -	\$41.67
Office Expense	60340	\$3,000.00	\$ 250.00	\$ 87.20	\$162.80
Postage Expense	60345	\$1,000.00	\$ 83.33	\$ -	\$83.33
Payroll Expense	60360	\$185,000.00	\$ 15,416.67	\$ 12,452.42	\$2,964.25
Property Taxes	60380	\$2,000.00	\$ 166.67	\$ -	\$166.67
Repairs and Maintenance	60400	\$85,700.00	\$ 7,141.67	\$ 5,627.76	\$1,513.91
Travel Expense	60420	\$500.00	\$ 41.67	\$ -	\$41.67
Entertainment Expense	60430	\$1,000.00	\$ 83.33	\$ 68.22	\$15.11
Utilities	60440	\$105,000.00	\$ 8,750.00	\$ 9,417.60	(\$667.60)
Uniform Expense	60550	\$3,500.00	\$ 291.67	\$ 259.40	\$32.27
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	\$ 11,475.93	(\$10,392.60)
Totals		\$ 455,000.00	\$ 37,916.67	\$ 42,602.59	(\$4,685.92)

Utilities Breakdown:		Trash:	\$1,829.94
		Water:	\$5,017.07
		OG&E:	\$2,202.09
		Phone:	\$368.50
		Propane	\$0.00
		total	\$9,417.60

Previous Month Utilities: Trash-\$1,532.94/Water-\$6,445.50/OG&E-\$2,502.30/Phone-\$460.20/Propane-\$107.10
(Total this month vs last = -+\$392.84)

***OG&E, Water usage.

Overages: Legal fees-liens & foreclosures. Water-usage & roll-off dumpster.

				Balance
Golf Cart:	Income	\$2,337.25	Expense	\$11,475.93
				\$24,247.40

Infrastructure Account:

Previous Balance:	\$2,337.04	New Balance:	\$2,337.04
	Income:	\$0.00	
		\$0.00 (interest)	
Survey Expense:	Expense:	\$0.00	
Labor/Material		\$0.00	Welding of fence.
		\$0.00	

Respectfully submitted;

Bruce Arnold / Finance Committee Chairman

Maintenance / Infrastructure Report

May 21, 2022

Chairman: David Ponder
Staff Supervisor: Jackie Ponder

Committee Members: Mike Fite
Phillip Seiber
Rita Ham

Cedar Blue has had about 3 $\frac{1}{2}$ " of rain since the last meeting. The grass is growing. Maintenance have had the mowers and weed trimmers going.

Jerry, Christopher and Jason have been working at the pool getting it ready to open for memorial weekend. Thank you to the property owners that volunteered their time to help take the cover off.

The maintenance staff has replaced a lift station pump in the Cedar Blue area,
Repaired an inground water valve in Cedar Ridge and a water line at Cedar North.

Thank you Jerry, Christopher and Jason. They do so much for the park to make it look nice and clean.

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.



Park Manager Report

May 21, 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 Public Board Meetings are on the 3rd Saturday of each month at 11:00 a.m. at the Family Center.

The swimming pool is set to open, Friday May 27th. Pool hours will be 10:00 am to 10:00 pm daily.

Golf carts must be brought to the office to get 2022 stickers put on. You will need to have your lot #'s on front and back with 3" letters.

Cedar Blue has a group email system that we send out emails periodically. If you are not signed up and would like to, there is a place on the first page of our website. Some of the things we send out is, when the board meeting minutes are available on the park's website, when storm shelters are open for potential weather events, if the water will be off for extended periods of time, planned power outages in the park, reminders about deadlines for annual assessments and other miscellaneous announcements. We encourage everyone to check out the park's website.

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