

Cedar Blue Property Owners Association

Board Meeting Minutes

May 20, 2023

1. **Board Members Present:** Roy Branch, Brooke Bow, Connie Streater, David Ponder, Lloyd Coppin, Rita Ham, and Jackie Ponder, Park Manager
2. **Board Members Absent:** Phillip Seiber, Bruce Arnold, Rachel Gustin
3. **Property Owners Present:** 20
4. **Call to Order:** The Board Meeting was called to order at 11:05 by the President, Roy Branch.
5. **Moment of prayer / silence:** Moment of silence observed.
6. **April 2023 Meeting Minutes were approved in Executive Meeting:**
A motion to accept the minutes as written by: Rita Ham
Seconded by: Lloyd Coppin
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.

Finance Committee:

Chair: Bruce Arnold

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

Financial Report presented by Roy Branch. Report is attached.

- Under budget \$10234.22

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

Motion made by: Connie Streater

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

10 Permits Submitted 1 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 are complete with 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

No report submitted.

Personnel Committee:

Chair: Bruce Arnold

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

No report submitted.

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)

9. Entertainment Committee:

- Memorial Weekend
 - Inflatables/Games
 - Garage Sale (Saturday)
 - Nachos/Chili Dogs
 - Bake Sale
 - Cornhole Tournament (Saturday)
 - Pickle Ball (Sunday)
 - Jeremy Studdard Band (Sunday night)
 - Golf cart parade (Sunday, game show theme)
- July 4th Weekend
 - Golf cart parade (1st)
 - Kids pool games (1st)
 - Burgers/Hot Dogs
 - 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:

- Request that lot owners list storm shelters with the office. Jackie will send this list to Murray County once finalized.
- The pool will open the Friday May 26th.

12. Property Owner's Comments:

CC-43 Clint Saale- Wanted to know if the replacement speed humps would be installed before next weekend. No
CB-80 Leslie Willcoxson Asked what was the destruction of property that appeared on the April finances. This was someone who drove through the gate.

13. Adjournment:

A Motion was made to Adjourn by: Rita Ham

Seconded by: Lloyd Coppin

Motion passed by the majority.

Board meeting adjourned at: 11:18 am



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

Bruce Arnold, Chairman
Roy Branch
Brooke Bow
Jackie Ponder

Additional income/ Money collected: Processing Fee-\$225.00 Covenant Violation-\$0.00. Excessive Use-\$250.00. Golf Cart Registration-\$2,600.00. Golf Cart Violations-\$225.00. Construction permits-\$590.00. Construction Penalty-\$0.00. Coast to Coast-\$330.00. Late Fees-\$1,382.66. Family Center Rental-\$0.00. Gate Card Replacement-\$250.00. Yearly Gate Card Purchase-\$240.00. Mowing penalties-\$0.00. Washer/Dryers-\$660.75. Air Machine-\$0.00. Unauthorized Dumping-\$0.00. Destruction of Property-\$405.50. Water Usage Penalty-\$0.00. Misc./Donations-\$6.00. 2019 Assessments-\$0.00. 2020 Assessments-\$0.00. 2021 Assessments-\$0.00. 2023 Assessments-\$0.00. Return check charge-\$0.00. Postage refund-\$20.00.

Review of Financial Report for April 2023.

- **Operating Account & Money Market Account**

For the month of April 2023, the Park received \$78,801.29 in Ordinary Income. Expenses for the month of April 2023 were \$30,515.78.

We are under budget for the month of April by \$10,234.22.

Infrastructure Account

For the month of April 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 \$691,958.26.

Golf Cart Account

For the month of April 2023, the park received \$2,825.00 in income and \$0.00 in expenses leaving a balance of \$12,953.68 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					
Apr-23					
Account Description	Account Number	FY23 Yearly Budget	FY23 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges	60100	\$1,400.00	\$ 116.67	\$ 103.69	\$12.98
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 83.00	\$0.33
Fuel	60240	\$5,600.00	\$ 466.67	\$ 795.20	(\$328.53)
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	\$ 131.66	\$118.34
Postage Expense	60345	\$1,500.00	\$ 125.00	\$ 8.13	\$116.87
Payroll Expense	60360	\$185,000.00	\$ 15,416.67	\$ 12,140.41	\$3,276.26
Property Taxes	60380	\$2,500.00	\$ 208.33	\$ -	\$208.33
Repairs and Maintenance	60400	\$90,000.00	\$ 7,500.00	\$ 7,469.97	\$30.03
Travel Expense	60420	\$500.00	\$ 41.67	\$ -	\$41.67
Entertainment Expense	60430	\$1,000.00	\$ 83.33	\$ 79.23	\$4.10
Utilities	60440	\$125,000.00	\$ 10,416.67	\$ 8,825.24	\$1,591.43
Uniform Expense	60550	\$3,000.00	\$ 250.00	\$ 279.25	(\$29.25)
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		\$ 489,000.00	\$ 40,750.00	\$ 30,515.78	\$10,234.22

Utilities Breakdown:

Trash:	\$2,131.73
Water:	\$3,910.50
OG&E:	\$2,407.03
Phone:	\$375.98
Propane	\$0.00
total	\$8,825.24

Previous Month Utilities: Trash-\$2,435.33/Water-\$4,405.50/OG&E-\$2,834.18/Phone-\$377.50/Propane-\$0.00
(Total this month vs last = - \$1,227.27)

Overages: ***Fuel-price increase. Uniforms-5 weeks.

Golf Cart:	Income	\$2,825.00	Expense	\$0.00	Balance
					\$12,953.68

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

May 20, 2023

Chair: David Ponder
Staff Supervisor: Jackie Ponder

Committee Members: Lloyd Coppin
Rachel Gustin
Phillip Seiber
Rita Ham

Jerry, Christopher, and Jason have been mowing and weed trimming throughout the park, they have also painted some picnic tables at Goose Lake.

The Maintenance staff have been preparing the Swimming pool to get it ready to open for the season. It is scheduled to open, Friday, May 26, 2023. The hours of operation are 10:00 am to 10:00 pm daily.

Thank You to the Maintenance Staff for keeping our park Maintained. They do a wonderful job.

Curtis and Bruce have been working on upgrading the Coast-to-Coast area. They have installed 5 new electric boxes, Jerry and David ran new sewer pipe, Jerry and Christopher have been installing new water meter boxes so each lot has their own faucet and shut off valve. Gravel has been brought in to build pads for sites.

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. This does not include tree branches or limbs. The limb yard is open on Fridays from 8:00 am – 2:30 pm for cutting 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.

Environmental Committee Report

May 20, 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 Ten (10) Building permits for construction submitted.
One (1) 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

April 15, 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.

The second half of assessments and golf carts were due by Saturday, April 29th, 2023. If not paid a \$100.00 penalty was added and gate cards are deactivated. Excessive use penalties have been sent out to property owners that have exceeded 182 $\frac{1}{2}$ days in the park. Excessive use penalties are counted per cedar blue's fiscal year which is from September 1st through august 31st. At the end of the month a report is ran to see if anyone else has reached the limit.

All golf carts must be brought to the office with lot # on the front and back to be inspected. This is required every year to get your stickers.

Thank you to the Entertainment committee for the time and effort to make cedar blue a fun and eventful place.

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.