

**Cedar Blue Property Owners Association
Board Meeting Minutes
November 19, 2016**

1. **Board Members Present-** Tom Elliott, Dewayne Denwalt, Bruce Arnold, Arvilla Bird, Curtis Oshel, Ronnie McGee and David Ponder
2. **Board Members Absent-** Ken Brown
3. **Property Owners Present-** The owners of 30 lots were present.
4. **Call to Order-**
The Board Meeting was called to order at 11:03am by President, Tom Elliott.
5. **Prayer by Cliff Guy, Pastor, Sonshine Community Church**
6. **Approval of the Meeting Minutes for October 15, 2016-**
A motion to accept the minutes as written by: Bruce Arnold
Seconded by: Ronnie McGee
The motion passed unanimously.

7. **Committees:**

Committees have been created and implemented to oversee different areas within Cedar Blue. 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: Curtis Oshel
Members: Bruce Arnold, Dewayne Denwalt, Ronnie McGee

Report was read by Curtis Oshel and is attached below. Curtis reminded all owners that construction permits have a 90 day completion time. Should you need an extension, call the office and talk with Tonya about an extension. When construction projects are done, owners need to call the office to let her know. A final inspection is conducted by the Environmental Committee once a project is finished. Tom Elliott added owners are investing in their property. This is great!

Finance Committee

Chair: Bruce Arnold
Members: Arvilla Bird, Tom Elliott

Report was reviewed by Bruce Arnold and is attached below. Bruce shared that the sheriff sale was conducted on October 14, 2016. Those figures are in the financial report.

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

Maintenance/Infrastructure Committee

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

Report read by Tonya Glasgow and is attached below. Tom added that work will begin next week on tearing out the concrete decking around the swimming pool along with the fencing. There are drainage issues that have never been addressed correctly. We have issues with our pool equipment too. Per the

pool inspector, Cedar Blue could not open the pool due to the deterioration that has occurred over the years. The concrete decking is too abrasive and the plaster lining in the pool is peeling up and chipped. The pool is 40+ years old. We have accepted a bid from Aquasphere Pool and Spa, a local pool company out of Paoli, OK. The coping around the pool will be poured first and in the spring will come back to do the liner in the pool with a new plaster liner and new tile. The pool will be a salt water pool rather than the traditional chlorine one. Chemical costs will be more economical. The eating and smoking area will be relocated to the north side of the men's restrooms. Approximate cost will be \$80,000.00. Cedar Blue is getting its finances back in order; we are cleaning up areas of the park. Great things are happening!

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 and is attached below. All concrete tanks are in the ground. All the wet wells have been installed. The generator is in and running. Signage is the next step. Signs are required at the lagoons, the lift stations and at the property across Cedar Blue Road. Tonya is working to get into a wastewater class so she can be licensed. The classes are limited and the ones that are available are filled. This will be required by the ODEQ before they sign off on the project. Tom stated that he is happy to see this project coming to an end.

Personnel Committee

Chair: Tom Elliott
Members: Dewayne Denwalt, Bruce Arnold

Report read by Tom Elliott and is attached below.

Covenants and Bylaws Committee

Chair: Curtis Oshel
Members: Ronnie McGee

No report submitted.

8. **Park Manager Report** – Tonya Glasgow read the report and it is attached below. She reminded everyone that staff are in the office should payments be due on a day the office is closed. There is a drop box in the window to the right of the park office door when looking at the office. You can push your payments or other documents through that slot if nobody is in the office.
9. **Sonshine Community Church** – Pastor Guy let everyone know they had a wonderful turn out for their singing a couple of weeks ago. Prayer, food and great music! Be thankful; God provides all things. Happy Thanksgiving to everyone. More to come in January 2017. Please see their newsletter on the park's website under Discover CB/Sonshine Church.
10. **Entertainment Committee** – Becky reported the Entertainment committee is looking into providing/upgrading the basketball goal to the Goose Lake Circle playground. The members will be working on the playground area by the swimming pool. Orders are being taken for the Cedar Blue fleece hoodies. Tom Elliott thanked the committee for spoiling us at every meeting with the refreshments that are provided. A big thanks goes out to the committee for purchasing the 70" HD TV for the Family Center. A Direct TV antenna has been installed and anyone can bring their Direct TV receiver to hook up to when renting out the Family Center. Bruce Arnold added that periodically there will be a tip jar in the Family Center area. Please feel free to drop in a donation. Several property owners have donated kitchen items that can be used including a 3 pot crock pot, a warming server, can opener, coffee pots, kitchen utensils and knives. What a difference a year makes.
11. **Old Business**- None

12. New Business-

A. Acceptance of resignation from Maggie Thompson, Secretary effective 10-31-16.

B. Nomination of Arvilla Bird to fill the remaining term of the Secretary position

A motion to accept the nomination by: Bruce Arnold

Seconded by: Ronnie McGee

Motion carried unanimously.

C. Appointment of Clifford Cops, Jr. to fill remaining term of Board member position. During the election, the next candidate to the Board of Directors by counted votes would have been Mr. Cops, Jr.

A motion to fill Board member position by: Bruce Arnold

Seconded by: Curtis Oshel

Motion carried unanimously.

Tom acknowledged that Maggie's husband John recently retired. Maggie and John are going to be traveling and will be gone for extended periods. This is a great time in their lives. Maggie is a great person and a wonderful asset to Cedar Blue. She has contributed so much. Maggie will continue to manage the Cedar Blue website and send out the group emails. She will be working closely with Tonya. Our thanks to her for wanting to still be a part of us while traveling out on the open roads. Dewayne Denwalt added that if you see Maggie tell her thank you. She and John are responsible for the camera systems and are going to continue with maintaining those systems for us. Tonya added that Maggie is a big help to her. Her dedication is exceptional. We wish her and John safe travels.

13. Property Owner's Comments - Joyce Guy from the Sonshine Community Church wanted everyone to know that there is some of the ornamental pampas grass that she would like to share with anyone who would like some of it. It is in the flower bed.

14. Adjournment-

A motion to adjourn was made by: Curtis Oshel

Seconded by: Bruce Arnold

Motion carried unanimously.

Board meeting adjourned at: 11:38am



**Cedar Blue Property Owners Association
Finance Committee Monthly Report
October 2016**

Bruce Arnold, Chairman
Arvilla Bird
Tom Elliott

1. Accomplishments: Proceeds from the Sheriff Sale was received from Phil Hurst as follows:

	Owed to CB	Received
CN-095	\$6,533.00	\$6,909.97
CC-056	\$7,324.58	\$4,306.50
CR-027	\$9,346.16	\$5,049.00
DP-015	<u>\$5,188.00</u>	<u>\$5,403.06</u>
Totals:	\$28,391.74	\$21,668.53 (Diff. \$6,723.21)

Money collected from other areas; Golf Cart Registration Fees 2016 & 2017	\$4,812.50
Late Fees	<u>\$ 4,465.00</u>
	\$9,277.50

Review of Financial Report for October 2016.

- **Operating Account & Money Market Account**

For the month of October 2016 the Park received \$100,723.47 in Ordinary Income.

Expenses for the month of October 2016 were \$28,028.99. We are under budget for the month of October by \$462.68.

The balance in the Operating Account M/E October is \$16,322.40 and the Money Market Account is \$324,940.83 for a total of \$341,273.23. The total balance increase over last month \$63,572.63.

- **Infrastructure Account**

For the month of October 2016 the Park received \$82,064.40 in Infrastructure Assessments. The Account paid out in expenses was \$20,797.02. Therefore total net income to The Infrastructure Account was \$61,270.78 leaving a balance of \$122,910.95.

Total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is \$464,174.18.

Delinquent Accounts:

There are a total of fourteen (14) lots that are past-due totaling \$43,450.00.

The amount owed consist of yearly assessments for 2015, 2016, & 2017, special assessments, attorney fees, late fees, court filling costs, lien fees, mowing, upkeep fees, and/or fines.

Gate cards have been deactivated.

Finance Summary: Current M/E October 2016

for FY17

Account Description	Account Number	FY17 Yearly Budget	FY17 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges (inc. credit cards)	60100	\$3,000.00	\$ 250.00	\$ 621.24	(\$371.24)
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 24.95	\$58.38
Fuel	60240	\$6,000.00	\$ 500.00	\$ 1,183.98	(\$683.98)
Insurance	60260	\$18,000.00	\$ 1,500.00	\$ -	\$1,500.00
Legal and Professional Expense	60280	\$12,000.00	\$ 1,000.00	\$ 5,473.27	(\$4,473.27)
License Expense	60300	\$1,000.00	\$ 83.33	\$ -	\$83.33
Lien and Deed Fees	60320	\$1,000.00	\$ 83.33	\$ -	\$83.33
Office Expense	60340	\$2,500.00	\$ 208.33	\$ 208.05	\$0.28
Postage Expense	60345	\$1,300.00	\$ 108.33	\$ 39.03	\$69.30
Payroll Expense	60360	\$125,000.00	\$ 10,416.67	\$ 9,211.74	\$1,204.93
Property Taxes	60380	\$2,000.00	\$ 166.67	\$ -	\$166.67
Repairs and Maintenance	60400	\$70,000.00	\$ 5,833.33	\$ 921.09	\$4,912.24
Travel Expense	60420	\$1,000.00	\$ 83.33	\$ -	\$83.33
Entertainment Expense	60430	\$3,000.00	\$ 250.00	\$ 93.96	\$156.04
Utilities	60440	\$90,000.00	\$ 7,500.00	\$ 9,593.15	(\$2,093.15)
Uniform Expense	60550	\$3,600.00	\$ 300.00	\$ 658.53	(\$358.53)
Training Expense	60555	\$1,000.00	\$ 3.33	\$ -	\$83.33
Land Payment	16900	\$11,370.00	\$ 947.50	\$ -	\$0.00
Furniture and Office Equipment	15250	\$500.00	\$ 41.67	\$ -	\$41.67
Totals		\$ 353,270.00	\$ 29,439.17	\$ 28,028.99	\$462.68

Utilities Breakdown:

Trash:	\$1,871.95
Water:	\$4,702.00
OG&E:	\$2,569.76
Phone:	\$449.44
Propane	\$0.00
total	\$9,593.15

Infrastructure Account:	
Labor/Payroll Expenses	\$3,480.46
Bemac Supply:	
Pump Parts (repair)	\$482.65
Five Points Service:	
Labor	\$0.00
Material	\$0.00
Delivery	\$700.00
Dunn Lumber:	\$56.49
Locke Supply:	
Grinder Pumps/Repair	\$5,385.76
Generator/Transfer Switch	\$10,691.66
Misc. Material	\$0.00
	<hr/>
	\$20,797.02

Respectfully submitted;

Bruce Arnold / Finance Committee
Chairman

Environmental Committee Report

November 19, 2016

Chairman: Curtis Oshel

Members: Bruce Arnold
Ronnie McGee
Dewayne Denwalt

Permits for approval:

There are six (6) permits that have been submitted for approval.

Signed
Curtis Oshel
Environmental Committee Chairman

Maintenance / Infrastructure Report

November 19, 2016

Board Meeting

Chairman: Ken Brown
Park Liaison: Joe Bonham
Staff Supervisor: Tonya Glasgow
Committee Members: Dewayne Denwalt
JW Mann
Curtis Oshel
David Ponder

The maintenance department plays a major role in the operation of Cedar Blue. Thank you Jerry, Joe, and Bobby. These guys are wonderful! Please let them know how much we appreciate their hard work and dedication.

Take notice of Goose Lake and the Duck Pond. Both locations look fantastic! The guys have kept the mowers and weed trimmers running constantly finishing up areas in the Park for the season. Water leaks and sewer issues are always on the schedule for repair. Thank you to our property owners for reporting issues when seen or become apparent. The maintenance crew are 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, it is the property owner's responsibility to repair; staff will not make any allowances for repairs. Cedar Blue will do our part and we ask that all property owners do so too.

Repair work will be starting soon on the pool. Staff has begun walking the Park turning off in ground water valves that have been left on. Turn off all in ground water valves when leaving your property. Owners are asked to mark their property with their location information.

Containers are provided for house hold trash. If you see trash on the ground, take a moment to pick up. Cedar Blue provides the roll off dumpsters for bigger items. This does not include tree branches or limbs. Reminders are given constantly about the limb yard that is open on Fridays for cuttings disposal. There is no location on Cedar Blue property for this. A metal trailer has been provided for metal and appliances along with a trailer for aluminum. Please dump accordingly.

Discussion by the committees for this year include: roads and the drainage issues, remodeling the restrooms at the Family Center and the pool house.

Committee Chair
Ken Brown

Park Manager
Tonya Glasgow

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

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

For Month of November 2016

1. Past Accomplishments for Current Fiscal Year

- a. A 3-phase generator for lift station #1 has been installed.
- b. Wet wells have been installed on all lift stations.

2. Future Activities

- a. The crew will make all final modifications needed to complete each lift station, including but not limited to, removal of old covers and old electrical controls, installation of new steal covers that will be sealed down, deal with any drainage issues around the tanks to prevent rain water from flowing or seeping in, and repairing the areas that may have settled after rains and time.
- b. Address areas where drain lines are above ground. Some of these were repaired as lift stations were rebuilt and some are in separate areas.
- c. The ODEQ has reviewed all the documents given to them about easements in our Covenants and Bylaws and they agreed signed easements from all the owners are not needed. When the entire project is signed off on, the 100+ easements that were received and filed will be released.
- d. Order and install signage for the lagoon area and the irrigation field.
- e. Pay off the 22 acres used for the irrigation field.
- f. Build new building for lift station #1.

Tom Elliott
ODEQ Committee Chairman

**Personnel Committee Report
November 19, 2016
Board Meeting**

Chairman:
Tom Elliott

Committee Members:
Dewayne Denwalt
Bruce Arnold

The committee has posted an opening on the job board at the Vo-Tech in Ardmore for an apprentice helper to Jerry in maintenance. No one is being replaced and no one is leaving. We are making plan for the future.

Signed
Tom Elliott
Personnel Committee Chairman

Park Manager Report

November 19, 2016

Board Meeting

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

*****Staff are in the office should payments
be due on a day the office is closed**

THANK YOU to the Entertainment Committee, who has provided fresh fruit, sausage balls, juice & coffee.

The Cedar Blue office will be closing for the Thanksgiving holiday at 12:00 noon on Wednesday November 23rd and will re-open Tuesday, November 29th at 8:00am. Emergency phone numbers are available when calling the office and listening to the message or on the message board upon entry into Cedar Blue.

The first half of the Infrastructure assessment of (\$107.50) was due in the office at 5:00pm on Monday, October 31st. A late penalty of \$15.00 has been applied to all owner accounts that did not pay by the due date. The Assessment & Infrastructure statement mailing was completed September 19th and 20th. Final reminder statements will be sent March 2017 for property owners with an outstanding balance. No other notices will be given.

Please mark your property location with the lot numbers so that you can be easily identified.

Signed
Tonya Glasgow