

**Cedar Blue Property Owners Association  
Board Meeting Minutes  
October 15, 2016**

1. **Board Members Present:** Tom Elliott, Dewayne Denwalt, Bruce Arnold, Maggie Thompson, Curtis Oshel, Arvilla Bird, Ken Brown, Ronnie McGee, and David Ponder
2. **Board Members Absent:** None
3. **Property Owners Present:** The owners of 32 lots were present.
4. **Call to Order-**  
The Board Meeting was called to order at 11:09 am by President, Tom Elliott.
5. **Prayer by Cliff Guy, Pastor, Sonshine Community Church**
6. **Approval of the Meeting Minutes for September 17, 2016**  
A motion to accept the minutes as written by: Bruce Arnold  
Seconded by: Arvilla Bird  
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: Curtis Oshel  
Members: Bruce Arnold, Dewayne Denwalt, Curtis Oshel, Ronnie McGee

Report was read by Curtis Oshel and is attached below.

**Finance Committee**

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

Report was reviewed by Bruce Arnold and is attached below. Bruce shared that we are reducing some of the electric meters in the park and tying into meters close by. Four meters have been removed with four more to go. This will save the park approximately \$365/year/meter.

A motion to approve the September 2016 financials by: Ken Brown  
Seconded: Dewayne Denwalt  
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.

**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. This project is almost completed. Tonya Glasgow is working to get into a wastewater class so she can be licensed. This will be required by the ODEQ before they sign off on the project. The plan is to also get the land where the sprinkler field is located paid off.

**Personnel Committee**

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

No report submitted.

**Covenants and Bylaws Committee**

Chair: Curtis Oshel  
Members: Ronnie McGee, Maggie Thompson

No report submitted.

8. **Park Manager Report** – Tonya Glasgow read the report and it is attached below. She reminded everyone that since October 31<sup>st</sup> falls on a Monday, when the office is usually closed, the office will be open to accept infrastructure payments that are due on that date.

Of note, the park office will only be open from 8:00 am – 12:00 pm on Saturday, October 22<sup>nd</sup>. They are closing at noon in order to help support the Fall Festival activities.

Tonya also reminded the property owners 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** – They’ve had a good turnout for their singing service. Pastor Guy noted that one of the members, who is also a property owner, has passed away and gone to be with the Lord. He also shared that many folks they talk to in their travels around the area are not aware of the park so they are talking it up. They have a singing service scheduled on October 22<sup>nd</sup>. Please see their newsletter on the park’s website under Discover CB/Sonshine Church.
10. **Entertainment Committee** – Fall Festival is Saturday, October 22<sup>nd</sup>, from 11:00 am – 11:00 pm. See documents below for events and times. They still need volunteers as well as donations for the silent

auction, raffles, baked goods, candy, 2 liter sodas, etc. Donations can be brought to the park office. There will be Cedar Blue fleece hoodies for sale.

#### **11. Old Business**

- A. A new generator has been installed with a propane tank to run the park office, front gate shack, two lift stations and front gate system. It was tested recently when the power was out for about 6 hours and the gate operated just fine.
- B. Cedar Trees – Property owners are allowed to cut cedars on their properties without a permit.
- C. Park Information Changes – it is the property owners’ responsibility to keep up with what is going on in the park by reading the monthly meeting minutes. Mailings cost over \$700. Minutes can be read online, picked up at the park office or read at the Family Center where they are posted in the enclosed case on the outside wall. Owners can also provide self-addressed and stamped envelopes to the park office to have them mailed.

With that said the golf cart issues were brought up once again. Mr. Canady (CB-323) took issue with the Board’s ability to assess the golf cart fees/fines and he felt that since his cart had been registered prior to the new rules he should not have to reregister it. He was told that Article VIII Section 1 of the Bylaws gives the Board the ability to establish rules and penalties. He was also informed that there were not going to be different sets of golf cart rules for different property owners. He was informed that there were three public meetings to arrive at the new policy, discussion at nearly every monthly Board meeting for about a year about the new policy, and a notice was on the board at the front of the park. This was also supported by Lynn Green (CB-014). Mr. Green shared that the Board had done their due diligence to arrive at the new policy and provide the owners with plenty of notice in trying to do this the right way.

Mr. Rennie (CB-322) complained that the new rules and fees have not slowed the carts down or changed the bad behavior. Dewayne Denwalt let him know that the complaints have decreased drastically. The owners were told that the Board has made attempts to hire security people for weekends but could not find anybody that was willing to work for the park.

Another owner asked what the registration fees were being used for and wondered if they could be used toward rewards for people who turned violators in. He was told that the fees have been used in part for road repairs which, to date this year, have cost the park \$14,000 and they will be utilized for new signage that is needed in the park.

Mr. Ballew (CN-006) – He ended the discussion with stating that if owners do not like what is happening in the park he suggested they should sell.

In summary, the new rules have been in effect since January 2016. The property owners are responsible for how their carts are operated and following the rules. When their carts are registered they sign that they have received the rules and will follow them. In order to police golf cart violations, it will take the help of the property owners to take pictures/videos and complete incident reports for the Board’s review. The Board members are also property owners and they should not be expected to spend their weekends policing the park. Additionally, even if a security person was present in the park, it would still take the property owners to contact the security person when they observe a violation in order to have it dealt with. This is a large park and a security person can only be in one place at one time. So in the end it still comes down to the property owners taking responsibility for reporting violations with pictures/videos as proof. The Board is quite willing to review any reports received. The small number of reports that have been turned in have been dealt with.

#### **12. New Business- None**

**13. Property Owner's Comments** - None

**14. Adjournment-**

A motion to adjourn was made by: Bruce Arnold

Seconded by: Ronnie McGee

Motion carried unanimously.

Board meeting adjourned at: 12:12 pm

## **Environmental Committee Report October 15, 2016 Board Meeting**

Chairman: Curtis Oshel

Members: Bruce Arnold  
Ronnie McGee  
Dewayne Demwalt

### **Permits for approval:**

There are 3 [three] building permits submitted for approval when this report was generated.

Signed  
**Curtis Oshel**  
Environmental Committee Chairman



Cedar Blue Property Owners Association  
Finance Committee Monthly Report  
September 2016

Bruce Arnold, Chairman  
Maggie Thompson  
Arvilla Bird  
Tom Elliott

1. **Accomplishments:** Sheriff Sale was held of Friday September 16, 2016 @ 10:00 am.  
All 4 properties were sold and funds/proceeds will be distributed by the county sometime in October.

Review of Financial Report for September 2016.

- **Operating Account & Money Market Account**  
For the month of September 2016 the Park received \$20,862.04 in Ordinary Income.  
Expenses for the month of September 2016 were \$55,248.77. We are **over** budget for the month of September by **\$26,757.10.** (Main causes were; 2<sup>nd</sup> half if Insurance was paid, repair to the roads, 3 pay periods, and utilities increase of water usage and electric.)  
Total amount budgeted YTD \$28,491.67 and actual YTD was \$55,248.77. YTD **over** budget by **\$26,757.10.**  
The balance in the Operating Account M/E September is \$2,144.99 and the Money Market Account is \$275,545.61 for a total of \$277,690.60. The total balance decrease over last month **-\$31,252.33.**
- **Infrastructure Account**  
For the month of September 2016 the Park received \$8,885.50 in Infrastructure Assessments. The Account paid out in expenses was \$21,372.10. Therefore total net loss to The Infrastructure Account was **-\$12,482.72** leaving a balance of \$67,221.16.

Total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is **\$344,911.76.**

Delinquent Accounts:

There are a total of fourteen (14) lots that are past-due totaling \$46,415.00.  
The amount owed consist of yearly assessments for 2015, 2016, & 2017, special assessments, attorney fees, late fees, court filing costs, lien fees, mowing, upkeep fees, and/or fines.

Gate cards have been deactivated.

Finance Summary: Current M/E September 2016 for FY17

FY17 Operating Expenses					
Sep-16					
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	\$ 182.12	\$67.88
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 24.95	\$58.38
Fuel	60240	\$6,000.00	\$ 500.00	\$ -	\$500.00
Insurance	60260	\$18,000.00	\$ 1,500.00	\$ 8,804.00	(\$7,304.00)
Legal and Professional Expense	60280	\$12,000.00	\$ 1,000.00	\$ 500.00	\$500.00
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	\$ 480.64	(\$272.31)
Postage Expense	60345	\$1,300.00	\$ 108.33	\$ 382.47	(\$274.34)
Payroll Expense	60360	\$125,000.00	\$ 10,416.67	\$ 14,369.42	(\$3,952.75)
Property Taxes	60380	\$2,000.00	\$ 166.67	\$ -	\$166.67
Repairs and Maintenance	60400	\$70,000.00	\$ 5,833.33	\$ 19,473.02	(\$13,639.69)
Travel Expense	60420	\$1,000.00	\$ 83.33	\$ -	\$83.33
Entertainment Expense	60430	\$3,000.00	\$ 250.00	\$ 23.60	\$226.40
Utilities	60440	\$90,000.00	\$ 7,500.00	\$ 10,642.70	(\$3,142.70)
Uniform Expense	60550	\$3,600.00	\$ 300.00	\$ 365.85	(\$65.85)
Training Expense	60555	\$1,000.00	\$ 83.33	\$ -	\$83.33
Land Payment	16900	\$11,370.00	\$ -	\$ -	\$0.00
Furniture and Office Equipment	15250	\$500.00	\$ 41.67	\$ -	\$41.67
<b>Totals</b>		<b>\$ 353,270.00</b>	<b>\$ 28,491.67</b>	<b>\$ 55,248.77</b>	<b>(\$26,757.30)</b>
<b>Utilities Breakdown:</b>					
	Trash:			\$1,831.86	
	Water:			\$5,300.50	
	OG&E:			\$2,776.87	
	Phone:			\$447.97	
	Propane			\$285.00	
			<b>total</b>	<b>\$10,642.20</b>	

Respectfully submitted;

Bruce Arnold / Finance Committee Chairman

## Maintenance / Infrastructure Report October 15, 2016 Board Meeting

Chairman: Ken Brown

Park Liaison: Joe Bonham  
Staff Supervisor: Tonya Glasgow

Committee Members: Dwayne Denwalt  
JW Mann  
Curtis Oshel  
David Ponder

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

The guys have kept the mowers and weed trimmers running constantly between the unpredictable weather, keeping the grounds looking neat. 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 employees 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.

Please put household trash in the containers that are provided. If you see trash on the ground, please 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 and are ongoing as follows: pool alternatives for repair/replacement, roads and the drainage issues that we currently have, 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 October 2016

**1. Past Accomplishments for Current Fiscal Year**

- a. A 3-phase generator for lift station #1 has been ordered. It is in the production of the transfer switch before it is delivered. We hope to receive it within the next two weeks.
- b. Wet wells have been installed on all but 5 lift stations.

**2. Future Activities**

- a. Once received, install the 3-phase generator for lift station #1.
- b. Finish the installation of wet wells on the remaining 5 lift stations.
- c. Following completion of wet well installations at all lift stations, 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 steel 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.
- d. Address areas where drain lines are above ground. Some of these were repaired as lift stations were rebuilt and some are in separate areas.
- e. The ODEQ has reviewed all the documents Tom gave 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.

Tom Elliott  
ODEQ Committee Chairman

**Park Manager Report  
October 15, 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-bliss.com](mailto:parkadmin@cedar-bliss.com)

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

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**THANK YOU** to the Entertainment Committee, who has provided muffins, cookies, juice, coffee & apple cider.

Assessment & Infrastructure statements were mailed out September 19<sup>th</sup> and 20<sup>th</sup>. Final reminder statements will be sent March 2017 for property owners with an outstanding balance.

Golf cart rules have been in effect since January 16 2016. It is now October. Please note that ALL golf carts MUST BE REGISTERED. Whether a golf cart is running or not, it still must be registered or removed from the property. Penalties have been imposed for identified unregistered golf carts, whether operable or not. 2016 and 2017 golf cart registration fees are included on the invoices. Owners who choose to remove golf carts before November 1, 2016 may call the office to discuss options.

**The office will be closed on Saturday, October 22, 2016 so that staff can help support the Entertainment Committee activities for Fall Festival.**

The first half of the Infrastructure assessment (\$107.50) is due in the office at 5:00pm on Monday, October 31<sup>st</sup>. A late fee of \$15.00 will apply to all payments received after the due date.

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

Signed  
*Tonya Glasgow*

## 2016 CB Entertainment Committee Fall Festival Schedule of Events

All events take place in and around the Family Center

**Friday, October 21** -- 7-10pm Family Center open to accept donations

**Saturday, October 22** -- 9-11am Family Center open to accept more donations,  
Welcome volunteers and set up

### The Fall Festival

11am -- Silent auction bidding begins, Raffle tickets on sale, 50/50 pot tickets on sale

Pickles and drinks for sale, Free popcorn

12-2:30 -- *Inspyral Entertainment* show and interactive entertainment

Goodie Walk, Ring Toss games

3pm -- Pumpkin carving and decorating judged

3:30 -- Kids ages 4 and under costume contest and Pet costume contest

4:30 -- Hot Dog Eating contest

5-6 pm -- Spook Stew dinner

6:00 pm -- Silent auction bidding ends

7 -- Raffle and 50/50 Pot winners announced

7:30 -- Costume contest for ages 5-10, 11-15, and 16 & Up

8pm -- Golf Cart trick or treat and Spooky Hay ride

8-11pm -- the band *By Design* performs

## Event Details

### Silent Auction

Donations accepted Friday evening from 7-10 and Saturday Morning 9-11. Auction begins at 11am and ends promptly at 6pm. A minimum will be placed on items of higher value. *All winning bidders must pay at time of pick up.*

### 50/50 Pot

Ticket sales begin Saturday at 11am. Each ticket is \$1.00 or 15 tickets for \$10.

Half of the pot goes to the Entertainment Committee Fund. The other half goes to the winning ticket holder. **MUST BE PRESENT TO WIN.** Drawing is at 7pm.

### Raffle

Ticket sales begin Saturday at 11am. Each ticket is \$1.00 or 15 tickets for \$10.

Prizes awarded by random draw. **MUST BE PRESENT TO WIN.** Drawing is at 7pm.

### Inspyra Entertainment

The group will perform and then provide interactive entertainment

[www.inspyraentertainment.com](http://www.inspyraentertainment.com) is their website. Take a look!

### Pumpkin Carving/Decorating contest

Pumpkins must be at the Family Center no later than 3pm when the judging begins

Pumpkins arriving later than 3pm cannot be judged

1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> places will be awarded prizes

### Costume Contest for ages 4 and under (other age groups later in the day)

This is at 3:30 in the afternoon. Must be present and in costume at 3:30 to participate

1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places will be awarded prizes

### Pet Costume Contest

Pets must be present and in costume at 3:30 to participate. 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> places will be awarded prizes

### Hot Dog Eating Contest

Be the first to eat 5 hot dogs, including the bun. Registration begins at 4.

The first 10 people to sign up will participate. 1<sup>st</sup> place is awarded.

### Costume Contest, 3 more age groups

Age categories are: 5-10, 11-15, 16 & up

Judging begins at 7:30. 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place will be awarded in each age group.

### Golf Cart Trick or Treating

Park your cars on the road between the family center and the pool. Decorations are a fun add. Trick or Treating begins at 8 or immediately following the costume contests.

### Spooky Hay Ride

Begins at 8. Catch the ride at the north side of the Family Center.

### Music and Dancing

8pm or immediately following the costume contest

The band is *By Design*. This is the same band we had at the 4<sup>th</sup> of July celebration.

Don't miss them. They are fabulous! Music for all ages and tastes.