

Cedar Blue Property Owners Association

Board Meeting Minutes

September 15, 2018

1. **Board Members Present:** Tom Elliott, Dewayne Denwalt, Bruce Arnold, Curtis Oshel, David Ponder, Mike Fite, Clifford Cops, Jr., Tonya Glasgow, Park Manager and Jackie Ponder, Office Assistant.
2. **Board Members Absent:** Arvilla Bird.
3. **Property Owners Present:** 45 property owners represented today.
4. **Call to Order:** Meeting was called to order by Tom Elliott at 11:07am.
5. **Moment of prayer / silence:** Prayer was offered by John Thompson.
6. **Approval of the meeting minutes for August 18, 2018:**
A motion to accept the minutes as written by: Bruce Arnold
Seconded by: Dewayne Denwalt
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, Ronnie McGee, Roy Branch

Committee report presented by: Curtis Oshel and is attached.

Finance Committee:

Chair: Bruce Arnold
Members: Arvilla Bird, Tom Elliott, Tonya Glasgow

Financial report presented by Bruce Arnold and is attached.

A motion to approve the August 2018 financials by: Dewayne Denwalt
Seconded by: Clifford Cops, Jr.
The motion passed unanimously.

Maintenance/Infrastructure Committee:

Chair: Mike Fite
Members: Dewayne Denwalt, JW Mann, Ronnie McGee, Curtis Oshel, David Ponder

Committee report presented by Tonya Glasgow and is attached.

Insurance Committee:

Chair: Clifford Cops, Jr.
Members: Tom Elliott, Ronnie McGee

No report submitted.

Personnel Committee:

Chair: Tom Elliott
Members: Dewayne Denwalt, Bruce Arnold, Arvilla Bird

Committee report presented by Tom Elliott and is attached.

Covenants and Bylaws Committee:

Chair: Curtis Oshel
Members: Ronnie McGee, Clifford Cops, Jr.

No report submitted.

8. **Park Manager Report:** Tonya Glasgow presented the report and is attached. Thank you Ken Brown for the drink donations at the annual meeting.
9. **Entertainment Committee:** Cindy Forman spoke about the upcoming Fall Festival on Saturday, October 27th. This is one of the biggest fund raiser events of the year for our committee to end the season. Events include: spook stew dinner, silent auction, pumpkin carving and pumpkin decorating contest, costume contests for all ages, goodie walk, golf cart trick or treat, pop ring toss, kids raffle, and a spook trail ride. Donations of candy, contest prizes, (for all contests), desserts for the dinner, soda pop for the ring toss game, goodie walk donations, (examples are: all kinds of snacks to include cookies, rice crispy treats, brownies, cakes, chex/trail mix). The spook trail goes to Cedar Creek. All owners in the creek are encouraged to decorate their property for the spook trail ride. The more decorations the better. Cindy explained that the silent auction consists of new items donated by members that are bid upon by individuals with the winning bid accepted at the time the auction ends. Remember all proceeds are presented to the Entertainment Committee to fund events for the year. Treisa Denwalt is making a t-shirt quilt to auction off at the Fall Festival. She is looking for vintage Cedar Blue t-shirts to be part of this quilt. So if you have one and are willing to part with it please contact one of our committee members or drop off at the park office. Treisa does have all of the current Cedar Blue t-shirts. Volunteers are always needed and are what makes this event a GREAT success! If you have a relationship with a merchant in Sulphur or elsewhere; please talk to them about donating to our festival. The more prizes; the more that can be raffled off. A 40" smoker is already part of the raffle. Connie Streater's mother has made a king size hand crafted quilt that will be auctioned off as well. The quilt is on display at the office. A fall festival sign-up sheet will be available at the next monthly meeting. More information to follow with event times. The whole day/evening will be filled with SPOOKY fun.
10. **Old Business:**
- A. Golf Cart registration for 2019:
1. Per the golf cart rules effective in 2016; all golf carts will be required to display the annual permit sticker and lot number on the front and back of the golf cart at all times. Many carts have been identified on the roadways without the identifying requirements. Before the 2019 registration sticker is given all golf carts must be brought to the park office for inspection. Carts that do not have the property location on the front and back of the cart will not be registered until properly marked. The park office gave good faith to owners to properly mark the golf carts. Now it is a requirement before the 2019 registration sticker is given and all golf cart registrations going forward.
11. **New Business:**
- A. Open house today at the new office from 3:00pm to 5:00pm. Please make plans to attend. Tom added that there is an accounting of the cost for the renovation, (donation of time and labor and a cost of materials). Cedar Blue has extremely generous property owners that have given furnishings for the office. We are blessed.
12. **Property Owner's Comments:**
- CB-16: Arland Baker spoke about the court case filed in Murray County several years ago. Tom responded to Mr. Baker that the court case he is referencing was filed by three people that were attempting to live in Cedar Blue at that time. Tom stated that he has read the court case several times, (although he doesn't have the document with him today). Tom replied the judge stated that words mean what they say in the courts in the state of Oklahoma. The judge went on to say that Cedar Blue is a seasonal use facility. If we did not get our business together he would do it for us. That is one reason why this Board of Directors has been aggressive on the things that have been accomplished to make sure we are in line with business as it should be. Tom asked Mr. Baker if he had a point with this conversation. Mr. Baker stated that he did not want to open a can of worms here but he is concerned that the Covenants and Bylaws are not being followed. He is concerned about the structures being allowed for construction. Tom stated that according to the Covenants and Bylaws of Cedar Blue; the document states that no permanent structure was to be built; not a cover over your RV, not a cabin or anything unless approved by permit. The key word is unless approved by permit. Once something was built by permit you cannot demand that somebody drag everything off their property. That verbiage is in the ruling paperwork that you are holding in your hand today. You cannot back down from this. We are moving forward. The board of directors can create guidelines and the Environmental committee can issue permits. We can govern that by establishing penalties and fines. Arland referenced the excessive use penalty. Tom responded that the current computer system being used to track entry and exit into Cedar Blue is very unique. The program created does give a count of the property use. The owners that are exceeding the time allowed know this.
13. **Adjournment:**
- A motion to adjourn was made by: Bruce Arnold
Seconded by: Mike Fite
Motion carried unanimously.
Board meeting adjourned at: 11:36am.

Environmental Committee Report September 15, 2018

Chairman: Curtis Oshel

Members: Bruce Arnold
Dewayne Denwalt
Ronnie McGee
Roy Branch

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Permits for approval:

There are (13) thirteen permits submitted for construction approval and (4) four final inspections.

Signed
Curtis Oshel
Committee Chair



**Cedar Blue Property Owners Association
Finance Committee Monthly Report
August 2018**

Bruce Arnold, Chairman
Arvilla Bird
Tom Elliott
Tonya Glasgow

Additional income/ Money collected: Construction permits-\$250.00. Golf Cart Registration-\$125.00. Coast to Coast \$480.00. Gate Card Replacement \$60.00. Late Fees-\$200.00. Excessive Use-\$2,400.00. Washer & Dryer \$1,009.85.

Review of Financial Report for August 2018.

• **Operating Account & Money Market Account**

For the month of August 2018 the Park received \$8,068.21 in Ordinary Income. Expenses for the month of August 2018 were \$57,057.64. We are over budget for the month of August by \$23,232.64.

• **Infrastructure Account**

For the month of August 2018 there was income of \$3.47. There was no Expense. Therefore the Infrastructure Account new balance is \$25,509.43. This amount will remain in the account for any emergency repairs as needed as part of the ODEQ project.

Total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is \$382,448.39.

Accounts with 2017 & 2018 dues not paid:

There are a total of Eleven (11) lots that are Delinquent on 2017 & 2018 dues with fees totaling \$12,445.00. Gate cards have been deactivated for all of these lots.

Delinquent Accounts:

There are Ten (10) properties that are in foreclosure totaling \$60,091.82 and all have been given to the Attorney for processing. The amount owed consist of yearly assessments for 2015, 2016, 2017, & 2018, special assessments, attorney fees, late fees, court filling costs, lien fees, mowing, upkeep fees, and/or fines.

CB-135	\$6,283.96	CB-272	\$6,735.45	CN-083	\$6,401.54
CR-012	\$7,100.87	CR-055	\$5,970.00	CR-059	\$6,095.00
CR-060	\$5,745.00	CR-061	\$4,950.00	CR-086	\$5,960.00
CR-087	\$4,850.00				

Gate cards have been deactivated.

Grand Total owed to Cedar Blue for delinquent accounts and in foreclosure = \$72,536.82.

Finance Summary for Current Month FY18

Aug-18

Account Description	Account Number	FY18 Yearly Budget	FY18 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges (inc. credit cards)	60100	\$4,000.00	\$ 333.33	\$ 117.15	\$216.18
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 134.44	(\$51.11)
Fuel	60240	\$5,000.00	\$ 416.67	\$ 1,123.58	(\$706.91)
Insurance	60260	\$19,000.00	\$ 1,583.33	\$ -	\$1,583.33
Legal and Professional Expense	60280	\$15,000.00	\$ 1,250.00	\$ 600.00	\$650.00
License Expense	60300	\$1,000.00	\$ 83.33	\$ -	\$83.33
Lien and Deed Fees	60320	\$2,500.00	\$ 208.33	\$ -	\$208.33
Office Expense	60340	\$3,500.00	\$ 291.67	\$ 1,802.33	(\$1,510.66)
Postage Expense	60345	\$1,300.00	\$ 108.33	\$ 400.00	(\$291.67)
Payroll Expense	60360	\$158,500.00	\$ 13,208.33	\$ 19,159.64	(\$5,951.31)
Property Taxes	60380	\$2,000.00	\$ 166.67	\$ -	\$166.67
Repairs and Maintenance	60400	\$90,000.00	\$ 7,500.00	\$ 25,480.00	(\$17,980.00)
Travel Expense	60420	\$1,000.00	\$ 83.33	\$ -	\$83.33
Entertainment Expense	60430	\$3,000.00	\$ 250.00	\$ 98.53	\$151.47
Utilities	60440	\$94,000.00	\$ 7,833.33	\$ 7,898.29	(\$64.96)
Uniform Expense	60550	\$3,600.00	\$ 300.00	\$ 243.68	\$56.32
Training Expense	60555	\$1,000.00	\$ 83.33	\$ -	\$83.33
Furniture and Office Equipment	15250	\$500.00	\$ 41.67	\$ -	\$41.67
Totals		\$ 405,900.00	\$ 33,825.00	\$ 57,057.64	(\$23,232.64)

Utilities Breakdown:

Trash:	\$1,532.94
Water:	\$3,347.50
OG&E:	\$2,471.06
Phone:	\$546.79
Propane	\$0.00
total	\$7,898.29

Previous Month Utilities: Trash-\$1,750.95 / Water-\$4,270.00 / OG&E-\$2,352.21 / Phone-\$565.51
 (Total this month vs last = -\$1,040.32)

Overages: Internet-New office move. Fuel-price increase. Office-New Laptops. Postage-Annual meeting.
 Payroll-3 pay periods. Repairs-New office rentavation.

Golf Cart:	Income	\$125.00	Expense	\$0.00	Balance
					\$18,435.92

Infrastructure Account:

Previous Balance:	\$25,502.52	New Balance:	\$25,505.99
	Income: \$3.47 (intrest)		
	\$0.00 Late payment		
Survey Expense:	Expense: \$0.00		
Labor/Material	\$0.00		
ODEQ easement releases.	\$0.00		
	\$25,505.99		

Respectfully submitted;

Bruce Arnold / Finance Committee Chairman

Maintenance / Infrastructure Report

September 15, 2018

Chairman: Mike Fite
Staff Supervisor: Tonya Glasgow
Office Assistant: Jackie Ponder
Committee Members: Dewayne Denwalt
JW Mann
Ronnie McGee
Curtis Oshel
David Ponder

The recent rains along with the bouts of sunshine have increased the growth of the grass in all areas in Cedar Blue. Jerry, Bobby, Jason and Pat have been mowing and weed trimming everywhere.

Jerry and Ken repaired a sewer line in Cedar Creek and water leaks are always on the work order agenda.

These guys are wonderful! Please let them know how much we appreciate their hard work and dedication.

Committee Chair
Mike Fite

Park Manager
Tonya Glasgow

If you see trash on the ground, take a moment to pick up. Containers are provided for house hold trash. This does not include tree branches or limbs. Reminders are given about the limb yard that is open on Friday 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 along with a trailer for aluminum. Please dump accordingly.

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.

Personnel Committee Report

September 15, 2018

Chairman: Tom Elliott

Members: Arvilla Bird
Dewayne Denwalt
Bruce Arnold
Tonya Glasgow

Due to unforeseen circumstances Franklin Harvill is no longer working here at Cedar Blue. He was hired two days a week to help out with the maintenance staff. We want to wish him well.

Tom Elliott, Chairman
Personnel Committee

Park Manager Report

September 15, 2018

Office Hours: Tuesday – Saturday 8:00 am – 5:00 pm
Closed Sunday and Monday
Lunch 12:00 pm – 1:00 pm
Phone: (580)-622-6302
Email: parkadmin@cedar-blue.com

Should a due date fall on a day the office is closed
the office will be open to take payments.

Thank you to the Entertainment Committee for preparing the refreshments this morning.

The dues for this coming year are the same which is \$600 plus \$25 for each golf cart.

The tentative target date for sending out yearly statements is October 25th.

**Tonya and Jackie,
Jerry, Bobby, Ken,
Jason and Pat**

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