

Cedar Blue Property Owners Association Board Meeting Minutes February 15, 2025

1. **Board Members Present:** Rachel Gustin, Brooke Bow, Lloyd Coppin, Mike Smith, Barry Sykes, Kathy Aebi, Robert Moyers, and Jackie Ponder, Park Manager
2. **Board Members Absent:** David Ponder
3. **Property Owners Present:** 9 No public meeting
4. **Call to Order:** The Board Meeting was called to order at 9:00am by Rachel Gustin
5. **Moment of prayer / silence:** Moment of silence observed.
6. **January 2025 Meeting Minutes were approved in Executive Meeting:**
A motion to accept the minutes as written by: Lloyd Coppin
Seconded by: Mike Smith
Motion approved 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 their members will be posted on the website.

Finance Committee:

Chair: Joe Mitchell

Members: Brooke Bow, Rachel Gustin, Barry Sykes, Jackie Ponder

- Financial Report presented by Joe Mitchell (Report is attached)
 - Under budget for December

December 2024 financials were approved in the Executive Meeting.

Motion made by: Mike Smith

Seconded by: Lloyd Coppin

The motion passed by the majority.

Maintenance/Infrastructure Committee:

Co-Chairs: David Ponder, Barry Sykes

Members: Lloyd Coppin, Mike Smith, Joe Mitchell, Robert Moyer, Jackie Ponder

Jackie Ponder presented the report (Report attached)

Environmental Committee:

Co-Chairs: Lloyd Coppin, Roy Branch

Members: Rachel Gustin, Mike Smith, Joe Mitchell, Barry Sykes, Kathy Aebi, Dewayne Denwalt

9 Permits Submitted **58 Final Inspections**

Report presented by Lloyd Coppin (Report attached)

Reminder, if you have completed your project, you need to call the office for a final inspection to be complete. The Environmental Committee will come around to make the final inspection of your project.

Insurance Committee:

Chair: Barry Sykes
Members: Brooke Bow, Rachel Gustin, Mike Smith, Jackie Ponder

Personnel Committee:

Co-Chairs: Rachel Gustin, Barry Sykes
Members: Brooke Bow, Kathy Aebi, Jackie Ponder
No Report

Covenants and Bylaws Committee:

Chair: Brooke Bow
Members: Mike Smith, Joe Mitchell, Barry Sykes, Lloyd Coppin
No Report

8. Park Manager Report:

Jackie Ponder presented the Park Manager Report (report attached)

9. Entertainment Committee:

- Ann Frizzel and Shelly Russell are the new Entertainment Committee Chairs

10. Old Business:

- **The Cedar Blue Office is now open Monday-Saturday 8:00am-5:00pm. The office is closed for lunch daily from 12:00pm-1:00pm.**
- The 2025 assessments and golf cart fees have been added to all property owner accounts. The statements were mailed on October 31st. The first half was due by 5:00pm on January 31st, 2025. The second half is due by 5:00pm on April 30th, 2025. We did not have an increase in assessment fees for 2025. Therefore, the assessments will be \$700.00 for 2025. Property owners that live in the park for more than 183 days will be assessed an additional \$700.00 for excessive use.
- The October 19th meeting was the last public meeting for 2024. Public meetings will resume in March 2025.

11. New Business: None

12. Property Owner's Comments: None

13. Adjournment:

A Motion was made to Adjourn by: Joe Mitchell

Seconded by: Kathy Aebi

Motion passed by the majority.

Board meeting adjourned at: 9:38 am



**Cedar Blue Property Owners Association
Finance Committee Monthly Report
January 2025**

Joe Mitchell, Chairman
Rachel Gustin
Brooke Bow
Jackie Ponder

Additional income/ Money collected: Processing Fee-\$150.00 Covenant Violation-\$0.00. Excessive Use-\$1050. Golf Cart Registration-\$5300.00. Golf Cart Violations-\$0.00. Construction permits-\$300.00. Construction Penalty-\$0.00. Coast to Coast-\$120.00. Late Fees-\$0.00. Family Center Rental-\$100.00. Gate Card Replacement-\$149.50. Yearly Gate Card Purchase-\$240.00. Mowing penalties-\$0.00 Washer/Dryers-\$480.250 Air Machine-\$0. Unauthorized Dumping-\$0.00. Destruction of Property-\$0.00. Water Usage Penalty-\$0.00. Misc./Donations-\$0.00. Lien/Court Fee-Reimbursement-\$0.00. Attorney Fee-Reimbursement-\$0.00. Returned Check Charge – \$29.00 Infrastructure Assessment-\$0. Notice of Publication (reimb.) \$0.00. Property Tax (reimb.) \$0.00. 2015,2016,2017 Assessments-\$0. 2018,2019,2020-Assessments-\$0.00. 2021,2022 Assessments-\$0.00. 2023 Assessments-\$0.00. 2024 Assessments-\$0.00 2025 Assessments-\$177,046.50. Postage refund-\$0.00.

Review of Financial Report for January 2025.

• **Operating Account & Money Market Account**

For the month of **January** 2025, the Park received \$184,965.25 in Ordinary Income. Expenses for the month of **January** 2025 were \$30,825.04.

We are **under** expense budget for the month of **January** by **\$9924.96**

Infrastructure Account

For the month of **January** 2025, the Infrastructure Account balance is at \$64.86. This amount will remain in the account for any emergency repairs or as needed for park Infrastructure.

The total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is \$600,880.37.

Golf Cart Account

For the month of **January** 2025, the park received \$5,300.00 in income and \$0.00 in expenses leaving a balance of \$20,365.26 in the Golf Cart Account.

Accounts with 2017, 2018, 2019, 2020, 2021,2022,2023 and 2024 assessments and late fees not paid:

There are a total of Three (3) lots that are Delinquent in 2017, 2018, 2019, 2020, 2021, 2022, 2023, and 2024 dues with fees totaling \$12,314.00. Gate cards have been deactivated for these lots. (CR-039, CN-82 & CB-287)

Liens have been filed against these 3 lots.

Delinquent Accounts

There are Six (6) properties that are in foreclosure totaling \$69,654.87 and given to the Attorney for processing. The amount owed consists of yearly assessments for 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, & 2024 special assessments, attorney fees, late fees, court filing costs, lien fees, mowing, upkeep fees, and/or fines.

CR-055	\$12,187.73	CR-059	\$12,173.73	CR-060	\$11,524.04
CR-061	\$10,529.04	CR-086	\$11,878.16	CR-087	\$10,762.17

Gate cards have been deactivated.

Grand Total owed to Cedar Blue for delinquent accounts and in foreclosure = \$81,968.87.

FY25 Operating Expenses					
Jan-25					
Account Description	Account Number	FY25 Yearly Budget	FY25 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges	60100	\$1,400.00	\$ 116.67	\$ 109.90	\$6.77
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 83.00	\$0.33
Fuel	60240	\$6,500.00	\$ 541.67	\$ -	\$541.67
Insurance	60260	\$47,000.00	\$ 3,916.67	\$ -	\$3,916.67
Legal and Professional Expense	60280	\$6,500.00	\$ 541.67	\$ 600.00	(\$58.33)
Lien and Deed Fees	60320	\$300.00	\$ 25.00	\$ 104.00	(\$79.00)
Office Expense	60340	\$2,000.00	\$ 166.67	\$ 52.65	\$114.02
Postage Expense	60345	\$500.00	\$ 41.67	\$ 9.68	\$31.99
Payroll Expense	60360	\$184,000.00	\$ 15,333.33	\$ 15,586.70	(\$253.37)
Property Taxes	60380	\$1,700.00	\$ 141.67	\$ -	\$141.67
Repairs and Maintenance	60400	\$75,000.00	\$ 6,250.00	\$ 2,584.59	\$3,665.41
Travel Expense	60420	\$250.00	\$ 20.83	\$ -	\$20.83
Entertainment Expense	60430	\$100.00	\$ 8.33	\$ -	\$8.33
Utilities	60440	\$145,000.00	\$ 12,083.33	\$ 11,322.32	\$761.01
Uniform Expense	60550	\$4,500.00	\$ 375.00	\$ 372.20	\$2.80
Training Expense	60555	\$250.00	\$ 20.83	\$ -	\$20.83
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	\$ 30,825.04	\$ 9,924.96

Utilities Breakdown:

Trash:	\$2,371.73
Water:	\$5,671.00
OG&E:	\$2,752.92
Phone:	\$319.67
Propane:	\$207.00
total	\$11,322.32

				Balance
Golf Cart:	Income	\$5,300.00	Expense	\$0.00
				\$20,365.26

Infrastructure Account:

Previous Balance:	\$63.86	New Balance:	\$63.86
Income:	\$1.00		
	\$0.00 (interest)		
Survey Expense:	\$0.00		
Labor/Material	\$0.00		
	\$64.86		

Maintenance / Infrastructure Report

February 15, 2025

Chair: David Ponder/Barry Sykes
Park Manager: Jackie Ponder

Committee Members: Lloyd Coppin
Joe Mitchell
Robert Moyers

Cedar Blue purchased 2 new tires for one of the maintenance trucks.

Jerry, Christopher and Dalton have been raking leaves, limbs, and debris and burning around the coast-to-coast area and around the office, repaired a leak on the frost-free hydrant at the coast-to-coast area, repaired water leak and replaced an inground water valve in cedar creek and one in the cedar blue area.

The maintenance crew have replaced screws with tamper proof bolts on the entrance and exit gates. They have also replaced some ceiling tiles in the family center and laundry room. Cleaned out and arranged storage building at the Cedar Blue pavilion and the storage building at the family center.

Reminder: Please shut off in-ground water valve when you leave the park.

Thank you,

Jackie and Emily

Environmental Committee Report

February 15, 2025

Chair: Lloyd Coppin/Roy Branch
Members: Rachel Gustin
Dewayne Denwalt
Mike Smith
Joe Mitchell
Kathy Aebi
Barry Sykes

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 is Nine (9) Building permits for construction submitted.
58 permits for 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.

REMINDER: When construction projects are complete, please contact the office for a final inspection.

Signed:

Lloyd Coppin & Roy Branch,

Committee Chair



Park Manager Report

February 15, 2025

Cedar Blue Office Hours: Monday– Saturday 8:00 am – 5:00 pm
Closed for lunch 12:00 pm to 1:00 pm
Closed Sunday

Phone: (580)-622-6302

Email: parkadmin@cedar-blue.com

Jackie Ponder-Park Manager

Emily Blackburn-Office Assistant

The new office hours are Monday – Saturday 8:00 am to 5:00 pm. Closed for lunch 12:00 pm to 1:00 pm.
Closed on Sunday's.

Cedar Blue had 74 properties that did not get the first half of their assessments paid by January 31st. There has been a \$100.00 penalty added to each property.

The second half of the 2025 Assessments are due by 5:00 pm, Wednesday, April 30, 2025, along with all golf carts (running or not). All outstanding balances on accounts must be paid at this time. A \$100.00 penalty will be added if not paid in full and gate cards will be deactivated. The office does not accept cash. You can pay with credit card, check, money order or cashier check. There is a slot on the bottom of the front door to drop off payments if the office is closed. The assessments are \$700.00 per year and \$25.00 per golf cart. Property owners that live here or are in the park for more than 183 days, you will be assessed another \$700.00 for an excessive use penalty.

The Cedar Blue Board of Directors will resume public board meetings on March 15, 2025 @ 11:00 am at the Family Center.

If an Emergency should occur after hours call the office at 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.

Jackie & Emily