

# Cedar Blue Property Owners Association Board Meeting Minutes March 15, 2025

1. **Board Members Present:** Rachel Gustin, David Ponder, Brooke Bow, Lloyd Coppin, Mike Smith, Barry Sykes, Kathy Aebi, Robert Moyers, and Jackie Ponder, Park Manager
2. **Board Members Absent:**
3. **Property Owners Present:** 34
4. **Call to Order:** The Board Meeting was called to order at 11:00 am by Rachel Gustin
5. **Moment of prayer / silence:** Moment of silence observed.
6. **February 2025 Meeting Minutes were approved in Executive Meeting:**  
A motion to accept the minutes as written by: Lloyd Coppin  
Seconded by: Kathy Aebi  
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 February
  - Upcoming expected expenses:
    - Repairs to the pool will start next month.
    - We are also going to see about getting a water well to supply water for the pool.
  - Still have 3 lots delinquent and 6 in foreclosure.

**February 2025** 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

**8 Permits Submitted 35 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 completed. 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:**

- Easter events will be April 12<sup>th</sup>
  - Silent Action donations are needed
  - Candy donations are needed
  - Events will include silent auction, 50/50 pot, food trucks, egg hunts, and a petting zoo
- The Annual Garage Sale will be April 26<sup>th</sup>
  - \$10 per spot
  - Set-up starts at 7:00am
- See the Facebook page for more details
- The committee has purchased a shuffleboard table that is available for use when renting at the family center. There will be a deposit to check out the pucks during events.

**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 31<sup>st</sup>. The first half was due by 5:00pm on January 31<sup>st</sup>, 2025. The second half is due by 5:00pm on April 30<sup>th</sup>, 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.

**11. New Business: None**

**12. Property Owner's Comments:**

- Don Warlick CB-122:
  - Don wanted to know if we could restock the pond with fish.
    - Let him know our first focus is getting rid of more turtles.

- The turtle trapper will be back out once it gets warmer.
  - Prior to winter over 60 turtles were removed.
- Don wanted to know if we could get the trees trimmed around the little pond.
  - The maintenance team just cleaned up Goose Lake Pond and will focus on the little pond next.
- Don wanted to know if we plan to keep working on the roads.
  - They will be out to work on repairs once the weather is warmer.
  - Yes, as budget allows.
- Julie Green CN-76:
  - Julie wanted to know more about the water well Joe mentioned during the financial report.
  - Does the park already have wells?
    - No, we don't currently have any wells.
    - We are looking to put a well in that would supply the water for the swimming pool only.

**13. Adjournment:**

A Motion was made to Adjourn by: David Ponder

Seconded by: Lloyd Coppin

Motion passed by the majority.

Board meeting adjourned at: 11:13 am



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

Joe Mitchell, Chairman  
Rachel Gustin  
Brooke Bow  
Jackie Ponder

**Additional income/ Money collected:** Processing Fee-\$0.00 Covenant Violation-\$0.00. Excessive Use-\$0. Golf Cart Registration-\$500.00. Golf Cart Violations-\$0.00. Construction permits-\$2367.84. Construction Penalty-\$0.00. Coast to Coast-\$0.00. Late Fees-\$1000.00. Family Center Rental-\$0.00. Gate Card Replacement-\$150. Yearly Gate Card Purchase-\$0.00. Mowing penalties-\$0.00 Washer/Dryers-\$485.250 Air Machine-\$2.50. 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 – \$0.00 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-\$15,376.50. Postage refund-\$0.00.

**Review of Financial Report for February 2025.**

• **Operating Account & Money Market Account**

For the month of **February** 2025, the Park received \$19,882.09 in Ordinary Income. Expenses for the month of **February** 2025 were \$33,200.78.

We are **under** expense budget for the month of **February** by **\$7,549.22**

**Infrastructure Account**

For the month of **February** 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 \$611,227.88.**

**Golf Cart Account**

For the month of **February** 2025, the park received \$500.00 in income and \$0.00 in expenses leaving a balance of \$20,865.26 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.

<b>CR-055</b>	<b>\$12,287.73</b>	<b>CR-059</b>	<b>\$12,273.73</b>	<b>CR-060</b>	<b>\$11,624.04</b>
<b>CR-061</b>	<b>\$10,629.04</b>	<b>CR-086</b>	<b>\$11,978.16</b>	<b>CR-087</b>	<b>\$10,862.17</b>

**Gate cards have been deactivated.**

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

FY25 Operating Expenses					
Feb-25					
Account Description	Account Number	FY25 Yearly Budget	FY25 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges	60100	\$1,400.00	\$ 116.67	\$ 114.90	\$1.77
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 83.00	\$0.33
Fuel	60240	\$6,500.00	\$ 541.67	\$ 732.25	(\$190.58)
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	\$ -	\$25.00
Office Expense	60340	\$2,000.00	\$ 166.67	\$ 199.31	(\$32.64)
Postage Expense	60345	\$500.00	\$ 41.67	\$ 37.99	\$3.68
Payroll Expense	60360	\$184,000.00	\$ 15,333.33	\$ 15,858.84	(\$525.51)
Property Taxes	60380	\$1,700.00	\$ 141.67	\$ -	\$141.67
Repairs and Maintenance	60400	\$75,000.00	\$ 6,250.00	\$ 2,656.39	\$3,593.61
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	\$ 12,638.95	(\$555.62)
Uniform Expense	60550	\$4,500.00	\$ 375.00	\$ 279.15	\$95.85
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
<b>Totals</b>		<b>\$ 489,000.00</b>	<b>\$ 40,750.00</b>	<b>\$ 33,200.78</b>	<b>\$ 7,549.22</b>

**Utilities Breakdown:**

Trash:	\$2,120.33
Water:	\$6,917.00
OG&E:	\$3,094.51
Phone:	\$319.11
Propane	\$188.00
<b>total</b>	<b>\$12,638.95</b>

				<b>Balance</b>
<b>Golf Cart:</b>	<b>Income</b>	\$500.00	<b>Expense</b>	\$0.00
				<b>\$20,865.26</b>

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

Respectfully submitted;  
 Joe Mitchell / Finance Committee Chairman

# Maintenance / Infrastructure Report

## March 15, 2025

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

Committee Members: Lloyd Coppin  
Joe Mitchell  
Robert Moyers

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With all the winds, the maintenance crew have been busy picking up limbs, trees and branches that have blown down on the green belt areas and roadways.

Jerry, Christopher and Dalton have trimmed and cleaned up limbs and briars on the island at Goose Lake, repaired a water leak on the main line on Sterling loop and replaced two inground water valves in the CB area.

Christopher has cleaned and sprayed for spiders and insects inside both storm shelters to get ready for the stormy season. We will keep a watch on the weather to have them unlocked in the event of inclement weather.

Thank you, guys, for the hard work and dedication to the Cedar Blue community.

Thank you,

Jackie and Emily

# Environmental Committee Report

## March 15, 2025

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

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The Environmental Committee reviews permits on the 3<sup>rd</sup> 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 Eight (8) Building permits for construction submitted.  
35 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

## March 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](mailto:parkadmin@cedar-blue.com)

Jackie Ponder-Park Manager

Emily Blackburn-Office Assistant

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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.**

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 for another \$700.00 for an excessive use.

Monthly Board Meetings will be held the 3<sup>rd</sup> Saturday of every month at the Family Center. Our next meeting will be April 19<sup>th</sup>.

Thank you to our new entertainment committee for stepping up and putting your time and effort into Cedar Blue. We look forward to all the fun and activities throughout the year.

If you should have an emergency 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*