

**Cedar Blue Property Owners Association  
Board Meeting Minutes  
March 16, 2024**

1. **Board Members Present:** Roy Branch, Rachel Gustin, Bruce Arnold, David Ponder, Lloyd Coppin, Rita Ham, Mike Smith, Curtis Oshel, and Jackie Ponder, Park Manager
2. **Board Members Absent:** Brooke Bow
3. **Property Owners Present:** 41
4. **Call to Order:** The Board Meeting was called to order at 11:00 am by Roy Branch
5. **Moment of prayer / silence:** Moment of silence observed.
6. **February 2024 Meeting Minutes were approved in Executive Meeting:**  
A motion to accept the minutes as written by: Rita Ham  
Seconded: Lloyd Coppin  
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:** Bruce Arnold

**Members:** Brooke Bow, Roy Branch, Rita Ham, Jackie Ponder

- Financial Report presented by Bruce Arnold. (Report is attached)

The **February 2024** financials were approved in the Executive Meeting.

**Motion made by:** Lloyd Coppin

**Seconded:** Mike Smith

**The motion passed by the majority.**

- In August 2023 Murray County auctioned off two of the delinquent lots that had been outstanding since 2015. We are still waiting for Murray County to complete the necessary paperwork for us to receive the check. Our attorney is hoping we have the funds within the next month.
- We were over budget in February.
  - Cause of overages bank fees, fuel, office expenses, payroll, taxes, maintenance, utilities.
  - Asphalt on Memory Lane was paid for in February totaling \$41,000.
  - Chip and Seal to the Creek was paid for in February totaling \$25,000.
- March you will see more expense for Chip and Seal for \$57000.00
- Road Update
  - They will be back on Monday to continue the work. We asked that they not work on weekend due to increased lot owners in the park.
  - The roads that were selected first were determined by the most traveled roads.

- We will have to see what the budget looks like after April 30 (once the second half of dues are paid) and assess other improvements we may need before we determine if we can continue working on the roads.
- Bruce allowed time for questions. None

**Maintenance/Infrastructure Committee:**

**Chair:** David Ponder  
**Members:** Lloyd Coppin, Rita Ham, Curtis Oshel, Mike Smith, Jackie Ponder

Jackie Ponder presented the report. (Report attached)

**Environmental Committee:**

**Co-Chairs:** Roy Branch, Curtis Oshel  
**Members:** Lloyd Coppin, Rachel Gustin, Mike Smith, Dewayne Denwalt

17 Permits Submitted 1 Final Inspections

Report presented by Roy Branch. (Report attached)

**Reminder if you have completed your project, please let the office know. We will come around to make the final inspection of your project.**

Reminder to slow down on the roads.

**Insurance Committee:**

**Chair:** Rachel Gustin  
**Members:** Brooke Bow, Rita Ham, Jackie Ponder

No Report

**Personnel Committee:**

**Chair:** Bruce Arnold  
**Members:** Roy Branch, Brooke Bow, Mike Smith, Curtis Oshel, Jackie Ponder

No Report

**Covenants and Bylaws Committee:**

**Chair:** Brooke Bow  
**Members:** Roy Branch, Rachel Gustin, Mike Smith, Curtis Oshel

No Report

**8. Park Manager Report:**

Jackie Ponder presented the Park Manager Report (report attached)

- **2024 assessment has been mailed out. A final mailing for those with outstanding balances will go out on March the 23<sup>rd</sup>.**
  - **Second half will be due Tuesday, April 30,2024, by 5:00 pm**
  - **These included the cost of all golf cart dues, running or not.**
  - **All outstanding balances must be paid at this time. If not, a \$100 penalty will be accessed, and all gate cards will be deactivated.**
  - **Payments will need to be made by check, credit card, money order or cashier's check. The office cannot take cash.**

**9. Entertainment Committee:**

- The current Entertainment Committee has notified the Cedar Blue Board that the 2024 Fall Festival will be their last event. If you are interested in leading the Entertainment Committee, please get with Crystal Chamber or let the office know.
- **March 2024**
  - Easter 2024 Events will take place March 30,2024
    - Silent auction, kids' games, egg hunts, 50/50 drawing, bike drawing.
    - Thanks to those that have already donated.
    - **Donations are still needed.**
      - **2-liter soda bottles**
      - **Candy**
      - **Silent auction items or baskets**
      - **Easter eggs (stuffed or unstuffed)**
- **April 2024**
  - Garage Sale April 20<sup>th</sup> set up at 7:00 am
  - Playing Singo at the family center April 20<sup>th</sup>
    - \$10.00 for 6 games
    - 8:30- 11:30
- **May 2024**
  - Memorial Day
    - Saturday May 25<sup>th</sup>
      - Kids games, walking tacos and a corn hole tournament.
    - Sunday May 26<sup>th</sup>
      - Band at Goose Lake Pavilion
        - The band's name is Conflict of Interest
- **July 2024**
  - July 6<sup>th</sup>
    - Food, fireworks, face painting
  - July 7<sup>th</sup>
    - Kick Ball
- Crystal and Staci will be stepping down after the 2024 fall festival. If anyone would like to stand up and replace them, please contact Crystal Chambers, or reach out to the Cedar Blue Board.
- Please share your ideas/suggestions for the committee with Crystal.
- **March 30<sup>th</sup>**
  - Golf Tournament **March 30<sup>th</sup>**
  - Jerry Johnson organized a golf tournament at the Sulphur Golf Course
    - Tee Time is at 9:00 am
    - \$300 for a four-man team
      - Includes the use of golf carts, food, and golf.
  - Bruce applauded Crystal and Staci for doing such a great job.
  - The Entertainment Committee has purchased 6 new loungers for the pool. We will also be getting 8 new standard chairs and cushions. The plan is to have everything ready by pool opening.

**10. Old Business:**

Please continue to conserve water.

**11. New Business:**

- The board met after the public meeting to discuss speed bumps going back in. The speed bumps going back in will be gravel. We will look to chip and seal over them once they have settled some.

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

- Ilene Cain GL 30 - Are we putting the speed bumps back? She worries someone may get run over.

- Roy explained that we don't want to compromise or damage the new roads, and they were originally put down for dust control.
- Angie Brown CB 286 – Commented on her concern about speed without speed bumps being replaced. She stated that they had also originally been put down for speed due to someone almost hitting Patty Jo and Robins porch.
- Sharon Howard GL 40 & 41 - How are the water leaks being fixed?
  - Roy said the biggest issue is that we are dealing with a 40-year-old infrastructure.
  - The maintenance team drives through the park daily checking for leaks.
  - Bruce added we are replacing valves as we see them, and leaks are reported.
  - Bruce added that we are also adding valves to different areas so that it cuts off smaller sections of the park at a time.
  - An unknown person asked if the leaks caused the increase in this month's water.
    - Bruce stated it could also be from the amount of people that had to drip faucets on colder nights.
- Ann Frizzelle CB 260 – Are we going to be able to get an ice machine?
  - Roy explained that the no cash policy and having to have a staff member monitor the machine/freezer deemed that it would not be cost effective.
  - Also, the office is closed at 5:00 on Saturday – Tuesday so we wouldn't have staff to manage the machine during that time.
  - Rachel and Robin had reviewed looking at getting one of the big ice machines. Those alone start at around \$100,000. Then you must have maintenance on the machine and someone to add bags etc.
- Kim Moyer GL 42 –
  - When can we get more post office boxes?
    - Bruce let everyone know he took care of installing the post office boxes and it was nothing the park handled. He included the cost of purchasing and installing the boxes.
    - Currently he doesn't plan on adding more.
    - We do have a waiting list at the office.
  - Why can you make money on the mailbox, but someone can't bring in an Ice Machine to make money?
    - Bruce explained again that he doesn't make money. He just split the cost evenly for each box.
  - Why are we letting children run around on golf carts with no drivers license? My grandchildren don't go around by themselves.
    - Bruce explained that we have a form that is signed by those with golf carts. This form was created to protect the park should anyone get hurt on a golf cart. This puts the responsibility on the lot owner. This is to avoid the park being sued, which would be suing all of us.
    - This is why we request everyone have their golf carts stickered and permitted.
    - We have incident reports that you can fill out in the office. The reports remain confidential. You will need to have a photo of the incident.
- Barry Sykes GL 36 & 27 – What is the status of the pipe fence?
  - David provided an update at the executive board meeting that 40 more posts were put in this week.
  - The contractor that is doing the saddling and welding of the top rail is following behind.
  - So far David has gotten all the material for free.
  - The maintenance team has started painting it.
- Carla Sykes GL 36 & 37 – Can we open the pool earlier than 10am this year?
  - Roy said we can discuss this request.

### 13. **Adjournment:**

A Motion was made to Adjourn by: Bruce Arnold

Seconded by: Loyd Coppin

Motion passed by the majority.

Board meeting adjourned at: 11:35 am



**Cedar Blue Property Owners Association  
Finance Committee Monthly Report  
February 2024**

Bruce Arnold, Chairman  
Roy Branch  
Brooke Bow  
Jackie Ponder

**Additional income/ Money collected:** Processing Fee-\$0.00 Covenant Violation-\$0.00. Excessive Use-\$0.00. Golf Cart Registration-\$300.00. Golf Cart Violations-\$0.00. Construction permits-\$1,650.00. Construction Penalty-\$0.00. Coast to Coast-\$90.00. Late Fees-\$0.00. Family Center Rental-\$0.00. Gate Card Replacement-\$0.00. Yearly Gate Card Purchase-\$240.00. Mowing penalties-\$0.00. Washer/Dryers-\$686.50. Air Machine-\$5.00. Unauthorized Dumping-\$0.00. Destruction of Property-\$0.00. Water Usage Penalty-\$0.00. Misc./Donations-\$0.00. 2019 Assessments-\$0.00. 2020 Assessments-\$0.00. 2021 Assessments-\$0.00. 2022 Assessments-\$0.00. Return check charge-\$0.00. Postage refund-\$0.00.

**Review of Financial Report for February 2024.**

• **Operating Account & Money Market Account**

For the month of February 2024, the Park received \$28,650.90 in Ordinary Income. Expenses for the month of February 2024 were \$35,423.62.

We are under budget for the month of February by \$1,659.71.

**Infrastructure Account**

For the month of February 2024, no funds were received. There was no expense. Therefore, the Infrastructure Account balance is \$62.86. This amount will remain in the account for any emergency repairs or as needed for park Infrastructure.

**Total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is \$634,987.26.**

**Golf Cart Account**

For the month of February 2024, the park received \$300.00 in income and \$0.00 in expenses leaving a balance of \$8,582.86 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 two (2) lots that are Delinquent in 2017, 2018, 2019, 2020, 2021, 2022, 2023, and 2024 dues with fees totaling \$8,860.00. Gate cards have been deactivated for all these lots.

**Delinquent Accounts:**

There are Eight (8) properties that are in foreclosure totaling \$92,253.66 and given to the Attorney for processing. The amount owed consist 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.

CB-135	\$14,139.85	CB-272	\$13,858.94	CR-055	\$11,387.73
CR-059	\$11,373.73	CR-060	\$10,724.04	CR-061	\$9,729.04
CR-086	\$11,078.16	CR-087	\$9,962.17		

Gate cards have been deactivated.

**Grand Total owed to Cedar Blue for delinquent accounts and in foreclosure = \$101,113.66.**

FY24 Operating Expenses					
Feb-24					
Account Description	Account Number	FY24 Yearly Budget	FY24 Monthly Budget	Expenses	(Over)/Under Budget
Bank Charges	60100	\$1,400.00	\$ 116.67	\$ 131.86	(\$15.19)
Computer/Internet Charges	60210	\$1,000.00	\$ 83.33	\$ 83.00	\$0.33
Fuel	60240	\$5,600.00	\$ 466.67	\$ -	\$466.67
Insurance	60260	\$44,000.00	\$ 3,666.67	\$ -	\$0.00
Legal and Professional Expense	60280	\$10,000.00	\$ 833.33	\$ 600.00	\$233.33
Lien and Deed Fees	60320	\$500.00	\$ 41.67	\$ -	\$41.67
Office Expense	60340	\$2,500.00	\$ 208.33	\$ 108.53	\$99.80
Postage Expense	60345	\$1,000.00	\$ 83.33	\$ -	\$83.33
Payroll Expense	60360	\$184,000.00	\$ 15,333.33	\$ 15,119.28	\$214.05
Property Taxes	60380	\$2,000.00	\$ 166.67	\$ -	\$166.67
Repairs and Maintenance	60400	\$90,000.00	\$ 7,500.00	\$ 6,112.16	\$1,387.84
Travel Expense	60420	\$500.00	\$ 41.67	\$ -	\$41.67
Entertainment Expense	60430	\$1,000.00	\$ 83.33	\$ 26.26	\$57.07
Utilities	60440	\$129,000.00	\$ 10,750.00	\$ 12,910.15	(\$2,160.15)
Uniform Expense	60550	\$3,000.00	\$ 250.00	\$ 332.38	(\$82.38)
Training Expense	60555	\$500.00	\$ 41.67	\$ -	\$41.67
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>\$ 35,423.62</b>	<b>\$1,659.71</b>

<b>Utilities Breakdown:</b>	Trash:	\$2,132.03
	Water:	\$7,281.00
	OG&E:	\$2,941.68
	Phone:	\$362.94
	Propane	\$192.50
	<b>total</b>	<b>\$12,910.15</b>

**Previous Month Utilities:** Trash-\$2,372.03/Water-\$4,348.00/OG&E-\$2,320.11/Phone-\$364.29/Propane-\$165.00  
 (Total this month vs last = + \$3,340.72) **(\$2,933.00 - water)**

**Overages:** Bank charges, Utilities-Water usage. Uniforms-price increase.

<b>Golf Cart:</b>	<b>Income</b>	\$300.00	<b>Expense</b>	\$0.00	<b>Balance</b>	\$8,582.86
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**Infrastructure Account:**

<b>Previous Balance:</b>	\$62.86	<b>New Balance:</b>	\$62.86
Income:	\$0.00		
	\$0.00 (interest)		
<b>Survey Expense:</b>	Expense:	\$0.00	
Labor/Material		\$0.00	
		<b>\$0.00</b>	

Respectfully submitted;  
 Bruce Arnold / Finance Committee Chairman

# Maintenance / Infrastructure Report

## March 16, 2024

Chair: David Ponder  
Staff Supervisor: Jackie Ponder

Committee Members: Lloyd Coppin  
Mike Smith  
Curtis Oshel  
Rita Ham

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Spring is here and Dalton has serviced the lawn mowers to get ready for mowing season.

The maintenance staff have repaired 4 inground water valves in the Cedar Blue area, one in Cedar Creek, replaced a section of sewer pipe in the Cedar Blue area that was clogged and done repair on a sewer line in Cedar Ridge. They have also painted the bathrooms and shower stalls at the family center and painted the front porch of the office.

Christopher has sprayed both storm shelters for insects.

Please let our staff know that we do appreciate the hard work that they do for Cedar Blue.

**Committee Chair**  
**David Ponder**

**Park Manager**  
**Jackie Ponder**

Containers are provided for household trash ONLY. A roll off is provided for your convenience. This does not include tree branches or limbs in the roll off or dumpsters. The limb yard is open on Fridays from 8:00 am – 2:30 pm. There is no location on Cedar Blue property for the debris. A trailer has been provided in the dumpster area for metal and appliances. Please dump accordingly. The Sulphur Municipal Authority hours of operation for their landfill are the 2<sup>nd</sup> Saturday of every Month and every Friday 8:00 am to 2:30 pm. Permits for Saturday need to be purchased on Friday.



# Environmental Committee Report

## March 16, 2024

Co-Chair: Roy Branch  
& Curtis Oshel

Members:  
Lloyd Coppin  
Dewayne Denwalt  
Rachel Gustin  
Mike Smith

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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 seventeen (17) Building permits for construction submitted.  
One (1) permit for final inspection.

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

*Signed:*

**Roy Branch & Curtis Oshel, Committee Chair**



# Park Manager Report

## March 16, 2024

Cedar Blue Office Hours: Tuesday – Saturday 8:00 am – 5:00 pm

Closed for lunch 12:00 pm to 1:00 pm

Closed Sunday and Monday

Phone: (580)-622-6302

Email: [parkadmin@cedar-blue.com](mailto:parkadmin@cedar-blue.com)

Jackie Ponder-Park Manager

Jannette Wright-Office Assistant

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The second half of the 2024 Assessments are due Tuesday, April 30, 2024, by 5:00 pm, along with all golf carts (running or not). All outstanding balances on accounts must be paid. 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 a credit card, check, money order or cashier check. There is a slot on the bottom of the front door to drop off payments if you are here and the office is closed. All golf carts must be registered annually at the office with lot #'s on the front and back of cart. There will be a penalty assessed for non-registration.

Statements will be sent out by March 23, 2024 to property owners that have balances on their account.

If Anyone has a change of address or contact information, please let us know so we can update our records.

*Jackie & Jannette*

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