

**Cedar Blue Property Owners Association  
Board Meeting Minutes  
November 21, 2015**

1. **Board Members Present:** Tom Elliott, Dewayne Denwalt, Bruce Arnold, Curtis Oshel, Arvilla Bird, Ken Brown and Ronnie McGee
  
2. **Board Members Absent:** Gerry Batt and Maggie Thompson
  
3. **Property Owners Present:** The owners of 20 lots were present.
  
4. **Call to Order-**  
The Board Meeting was called to order at 11:07 am by Tom Elliott, President.
  
5. **Prayer by Cliff Guy, Pastor, Sonshine Community Church**
  
6. **Approval of the Meeting Minutes for October 17, 2015**  
A motion to accept the minutes as written by: Arvilla Bird  
Seconded by: Bruce Arnold  
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: Dewayne Denwalt  
Members: Bruce Arnold, Curtis Oshel, Ronnie McGee

The report was read by Tonya Glasgow (attached below).

**Finance Committee**

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

The report was reviewed by Bruce Arnold (attached below). With regard to the lots currently in foreclosure, Curtis wanted to make sure that the owners understood that the amounts listed with those properties in the report were the amounts owed in 2014. They do not include filing fees, lien fees, attorney fees, and so forth. These will be added to the foreclosure amount at the time of foreclosure. These amounts have nothing to do with any amounts that may be owed for taxes. These amounts are strictly what is due to Cedar Blue.

He also indicated that the process of filing liens against the properties in arrears from 2015 will begin shortly.

A motion to approve the October 2015 financials by: Ken Brown  
Seconded by: Dewayne Denwalt  
The motion passed unanimously.

Tom Elliott thanked Bruce for all his efforts with the finances.

### **Maintenance/Infrastructure Committee**

Chair: Ken Brown  
Members: Dewayne Denwalt, JW Mann, Curtis Oshel

The report was read by Tonya Glasgow (attached below). Tom noted that Mr. Sullivan has saved the Park a lot of money by loaning his track hoe for the ODEQ work. Ken Brown encouraged the property owners to thank David Ponder. He is a property owner in CR and has saved the Park a huge amount of money with the ODEQ work. His company has been doing the lagoon work among other things.

### **Insurance Committee**

Chair: Ronnie McGee  
Members: Tom Elliott, Arvilla Bird  
No report given.

### **ODEQ Committee**

Chair: Tom Elliott  
Members: Bruce Arnold, Ronnie McGee, Ken Brown

Tom Elliott reported as follows:

- A high pressure sewer line that ran across both private and federal property has been relocated onto Cedar Blue property and the lift station that works in concert with this has been rebuilt.
- The Park's original engineer was terminated for poor performance a few weeks ago and replaced with a local company out of Ardmore, EST Inc. The original engineer was difficult to get hold of and get responses from and threatened to quit several times. He was reminded that he worked for the Park and not the other way around.
- Work has been slowed by the rain and poor performance of our original engineering company; however, work is now back on track. We are currently waiting on some test results to file with the ODEQ. The two small lagoons have been rebuilt.
- When work has been delayed in some areas then the work crews have done work in other areas. They are trying to get all the lift station pumps upgraded. As the crews have been working through the Park there have been some surprises they didn't know about until they started digging.
- Curtis Oshel is working out details with OG&E for new 3-phase power at the lagoons for the irrigation pump. He has worked hard on this and it looks like it may be zero cost from OG&E which is another huge savings.
- The work crews have repaired and rerouted piping, and made steel covers for or rebuilt multiple lift stations around the Park.
- The 22 acres across the road from the Park has been completely fenced. There will need to be some signage made for this area since it is an irrigation area.
- There are still some outstanding issues with regards to easements that need to be addressed by the ODEQ.
- Tom feels that we can finish all the work that we need to get done with the Phase VI work before Doug pulls out on December 26<sup>th</sup>. He is the person with the big motorhome at the front of the Park. He is a third generation plumber and has been a huge asset to the Park in his short time here.

### **Personnel Committee**

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

No report was given. Tom noted that on the financial statement there is a line item in the infrastructure account for wages which are for Doug Washburn. The Park has been paying him an hourly wage for his work on the ODEQ project. Also, when Jerry is working on the ODEQ project his wages for those hours are charged to the infrastructure account.

### Covenants and Bylaws Committee

Chair: Curtis Oshel

Members: Ronnie McGee, Maggie Thompson

No report was given.

#### **8. Park Sr. Office Manager Report – (attached below)**

Office hours for the winter are 8-5 Tuesday through Saturday. It is closed Sunday and Monday. The office is closed from 12-1 for lunch. If payments are due on a date that the office is closed Tonya will be in the office to accept payments.

Tonya reminded the owners that even if they date their assessment checks for the due date but they arrive in the Park office after that date due, they are considered late. As a reminder if the annual assessments are paid late there is a \$100 late fee assessed.

#### **9. Sonshine Community Church**

- a. Last Sunday he preached on loving one another. On Thanksgiving he will be preaching on this.
- b. Pastor Cliff and Joyce extended an invitation to attend a Thanksgiving dinner on November 28<sup>th</sup> at noon. All our encouraged to bring a covered dish. All other food as well as cake and ice cream and drinks will be provided. All are invited regardless of their spiritual beliefs.
- c. Their mid-month news are on the Cedar Blue web page under Discover CB.

#### **10. Entertainment Committee**

The Fall Carnival was a huge success and all those who donated their time, money, etc., were thanked. They raised nearly \$5,200. They hope to do 3-4 major activities a year as well as doing something at the monthly Board meetings to help set a positive tone. They are considering a smoke-off/bake-off and [REDACTED] tournament the end of March. Their main goal is to raise money to put on activities for the Park. They are trying to do everything as discounted as possible in order to use the money wisely. They are interested in trying some fund raising for the Family Center. They have some ideas to discuss with the Board.

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

- a. Golf Cart Rules – The Board has been working for several months on this and nearly have these completed. One of the big issues to begin with is to get lot numbers on the carts. The hope is to have this done before the next season starts.
- b. Procedures for mailing and counting votes for elections – This has not been completed.
- c. The Cedar Blue Volunteer Fire Department has vacated the property. They did not turn in keys or gate cards so the locks were drilled and the building was empty. All of their equipment has been relocated to other property. They are still an active volunteer fire department with a district they are assigned to. The Sulphur Fire Department has observed the Cedar Blue Fire Department's response at the last three fires in the area and know that this department is not able to fight fires.
- d. The corporate credit card that was used in the 'office incident' was in Wendell Kluge's so the Board asked him for his help to pursue that part of the investigation as the current Board is not able to do so. Wendell indicated that he was willing to assist the Board. He will visit with Tonya with regard to what is needed per the investigators. It was noted that the Park no longer has any corporate credit cards. Some purchases are made by staff and Board members on their personal cards and submitted for reimbursement. Several of the local businesses are willing to invoice the Park for purchases.

#### **12. New Business-**

- a. The Environmental Committee is holding an open meeting with the property owners today at 1:30 pm in the Family Center to discuss updating the current environmental rules.
- b. Curtis Oshel thanked the Entertainment Committee for the drinks and snacks at today's Board meeting.
- c. Curtis Oshel donated all the chairs in the Family Center so a big thank you to him for that.
- d. There was a fire in the Park at CB-243 on November 10, 2015 and the property was a total loss. The fire department thought it may have been a space heater or heat tape that started the fire and a propane tank explosion added to the situation. The Sulphur Fire Department was quick to respond and asked the Cedar Blue Volunteer Fire Department to step aside since their equipment was not functioning. Other groups from the outside also responded. Mr. Ponder also helped by moving property owners' boats in the area to keep them safe. Other owners in the area got hoses out to water things down. Tom encouraged all owners to secure

insurance for their property. If a fire starts, it is going to burn extremely quickly. Tom also reminded the owners that anybody can call 911 and should do so if they see a fire or anything else that needs emergency response.

- e. Emergency Management Services is still planning to map the lots in the Park solely for the purpose of responding to responding to emergency calls. The mapping has nothing to do with establishing permanent mailing addresses. **All owners are asked to please mark your properties with their lot numbers that are easy to read.**
- f. **PLEASE TURN OFF THE IN-GROUND WATER VALVES WHEN YOU ARE NOT IN THE PARK.** The temperatures are now getting down to freezing.
- g. Wendell Kluge (GL-017) asked about the extra gate card that can be purchased for \$120/year. He says that Tonya told him only 3 of those cards has been sold. He thinks the Park is missing a revenue opportunity to make some money. He was opposed to this last year and he feels we are causing property owners to be dishonest by going to the gate and letting their guests in and out. He requests that the Board revisit this. He thinks the card fee should be cut in half.
  - Tom indicated that there are other avenues to get guests in and he feels that \$10/month for the extra card isn't that much. Tonya stated that this makes the owners responsible for their guests. Ken stated we all knew that there would be owners who would let multiple vehicles in with their cards but the Board had to try to stay within the Covenants and Bylaws when issuing cards. Tonya said that since the gate and current policies were instituted there have been less problems in the Park. One owner said by the owners having to let their guests in it makes them accountable for their guests and didn't feel that doing this was dishonest. Tonya indicated that there have been very few owners who have come to the office to make arrangements to get their guests in in the past six months so there doesn't seem to be a need for extra cards for the owners. The property owners present felt the gate system has been a positive improvement. It was also noted that now that cameras and better lighting are being placed in the Park it seems to have help decrease crime and vandalism. One owner felt the cost of the card should actually be increased.

During the above discussion, it was noted that some folks have seen people crawling under the fence to get in the Park and owners were asked to please let the Park office know about this. Those that were seen on more than one occasion in the GL area crawling under the fence were identified and the owner has put a stop to this.

### **13. Property Owner's Comments**

- a. Brandon Storie (CC-095) noted that the Crews Insurance Company in Sulphur will insure properties in Cedar Blue. He also asked when the ODEQ project is expected to be completed. Tom noted that until he can get with the ODEQ about Phase VI he doesn't know when the project will be completed. The ODEQ contact person has been extremely ill. The Phase VI work is almost completely done. All the work that was required to provide the required report on Phase VI to ODEQ has been completed. He also noted that Mr. Ponder has indicated he has about \$50,000 in invoices to submit so it appears the lagoon work will be coming in right about the bid he originally gave us which is well under the other bids received.
- b. Wendell Kluge (GL-017) asked if the old engineer provided all the documentation needed by the new company that was hired. Tom told him that everything the new engineer company needed Tom was able to get but we have not received some things we should have from the old engineer. Tom told the old engineer that anything he wanted to bill us for he had to provide tangible items to us and at this point we have received nothing further from him nor any bills. The new company is satisfied with what they have been provided.

Wendell also commented that the Cedar Blue Fire Department was supposed to be responsible activating the emergency siren and wanted to know what could be done now that they are gone. Tom stated that if that Fire Department disbands he has been told by the Emergency Management Services that the Park may have some access to funds to install a storm siren that can be activated by Emergency Management.

- c. Brandon Storie asked what the plan was for a fireworks display now that the Fire Department is gone. He was told that money has been budgeted to pay a company to do this. The Entertainment Committee was asked to see what they could find to get this handled.

### **Adjournment-**

A motion to adjourn was made by: Ken Brown

Seconded by: Bruce Arnold

Motion carried unanimously.

Board meeting adjourned at: 12:21 pm

# **Environmental Committee Report November 21, 2015 Board Meeting**

Chairman: Dewayne Denwalt

Members: Bruce Arnold  
Ronnie McGee  
Curtis Oshel

## **Permits for approval:**

There is three (3) building permits submitted for approval when this report was generated.

Signed  
**Dewayne Denwalt**  
Environmental Committee Chairman

**Cedar Blue Property Owners Association  
Finance Committee Monthly Report  
October 2015**

Bruce Arnold, Chairman  
Maggie Thompson  
Arvilla Bird  
Tom Elliott

**1. Accomplishments:**

- **Reviewed the Financial Reports for October 2015.**

- **Operating Account**

For the month of October 2015 the Park received \$37,042.45 in Ordinary Income (primarily Annual Assessments).

Total Ordinary Income for the FY16 year is \$64,105.65. Expenses for the month of October 2015 were \$25,499.94.

We are under budget for the month by \$8,336.82 Total amount budgeted for the month \$58,455.21 and actual was \$50,118.39.

The balance in the Operating Account M/E October is \$23,596.59 and the Money Market Account is \$231,975.49 for a total of \$255,572.08. The total balance increase over last month \$17,005.85.

**Finance Summary: Current M/E October 2015 for FY15**

Account Description	Account #	FY16 Annual Budget	Total Expenses Budget	(over)/Under
Bank Charges	60100	\$ 2,204.90	\$ 513.36	(\$ 145.88)
Computer/Internet	60210	\$ 1,500.00	\$ 49.90	\$ 200.10
Fuel	60240	\$ 8,142.54	\$ 0	\$ 1,357.09
Insurance	60260	\$18,000.00	\$ 1,312.03	\$ 1,687.97
Legal/Prof. Expense	60280	\$15,900.00	\$ 1,000.00	\$ 1,650.00
License Expense	60300	\$ 4,150.24	\$ 134.00	\$ 557.71
Lien & Deed Fees	60320	\$ 750.00	\$ 80.00	\$ 45.00
Office Expense	60340	\$ 2,499.28	\$ 745.64	(\$ 329.09)
Postage Expense	60345	\$ 1,292.70	\$ 355.69	(\$ 140.24)
Payroll Expense	60360	\$122,701.32	\$ 21,377.91	(\$ 927.69)
Property Taxes	60380	\$ 2,326.42	\$ 0	\$ 387.74
Repairs & Maintenance	60400	\$ 57,955.16	\$ 4,819.06	\$ 4,840.13
Travel Expense	60420	\$ 2,000.00	\$ 0	\$ 333.33
Entertainment Expense	60430	\$ 3,900.00	\$ 0	\$ 650.00
Utilities	60440	\$89,538.73	\$ 19,163.69	(\$ 4,215.57)
Uniform Expense	60550	\$ 3,000.00	\$ 592.11	(\$ 92.11)
Training Expense	60555	\$ 2,000.00	\$ 0	\$ 333.33
Land Payment	16900	\$ 11,370.00	\$ 0	\$ 1,895.00
Furniture/Office Exp.	15250	\$ 1,500.00	\$ 0	\$ 250.00
		\$ 350,731.29	\$ 50,118.39	\$ 8,336.82

- **Infrastructure Account**

For the month of October 2015 the Park received \$60,519.58 in Infrastructure Assessments. The Account paid out in expenses total was \$27,434.10 . Therefore total net income to The Infrastructure Account was \$33,095.97 leaving a balance of \$238,079.44.

**Total of all Accounts (Operating Account, Money Market Fund, and Infrastructure Fund) is \$493,651.52.**

- **Delinquent Accounts:**

Please see below by lot, balances due. The amount owed may consist of yearly assessments, special assessments, late charges or other fees.

Lot #	Amount Owed
<b>The following lots are currently in foreclosure. The amounts owed are from FY14</b>	
CC-056***	\$2,858.62
CN-095***	\$1,898.00
CR-027***	\$3,767.16
DP-015***	\$953.00
GL-041***	\$2,758.47
<b>Total Outstanding</b>	<b>\$12,235.25</b>

The above amounts **DO NOT** include accumulated fees added since filing foreclosures in 2014 (late fees, filing fees, attorney's fees, etc.)

<b>The following lots are past-due FY15 assessments, late fees, and/or fines through 10/15</b>	
CB-135	\$750.00
CB-201	\$750.00
CB-272	\$1,085.00
CN-024	\$777.50
CN-064	\$933.75
CN-078	\$750.00
CN-081	\$638.00
CR-012	\$1,185.00
CR-026 (fines)	\$520.00
CR-055	\$985.00
CR-056 (fines)	\$1,420.00
CR-059	\$985.00
CR-060	\$985.00
CR-068	\$985.00
CR-084	\$1,085.00
CR-086	\$985.00
CR-092	\$1,085.00
<b>Total Outstanding</b>	<b>\$15,904.25</b>

- **Future Activities**

- Continue to pursue legal action with regard to the office irregularities.
- Start to file liens on properties in arrears for assessments and/or fines from FY15.

Bruce Arnold  
Finance Committee Chairman

## **Maintenance / Infrastructure Report November 21, 2015 Board Meeting**

Chairman: Ken Brown

Park Liaison: Joe Bonham  
Staff Supervisor: Tonya Glasgow

Committee Members: Dewayne Denwalt  
JW Mann  
Curtis Oshel

David Ponder and Five Point Services have completed the water tower project at Cedar North. David's staff power washed and repainted the tower. Thank you David; the water tower looks fantastic! Thank you goes out again to Mr. Sullivan in Cedar North for the use of the track hoe. He has been letting Cedar Blue use this piece of equipment for several months at no cost.

The Cedar Creek and Cedar Ridge Comfort Stations have been closed and winterized for the season. Jerry has walked every area of the park shutting off all in ground water valves that have been left on. Most owners are gone this time of year returning in the spring. For the winter months these valves need to be turned off.

Warren, Jerry, Doug and Bobby have been trimming and cutting out dead trees in the CCC area, the front gates, the office and Memory Lane. Bobby burned the brush pile at Goose Lake and Warren is making several trips to the limb yard on Fridays. Staff will be working a sectioned area of the park at a time trimming up and removing trees over the next several months. Cedar Blue needs a major tree haircut.

Doug and Jerry are making a plan for reorganization of fittings and supplies in the tractor barn for better inventory. Jerry and Warren have been doing maintenance on the roads putting gravel in holes all over the park. Bobby has been mowing and weed trimming all over Cedar Blue and finishing up areas for the colder months about to set in.

With regards to the infrastructure to Cedar Blue, the committee members are putting together ideas for: replacing and/or repair to the roof and structure of the Family Center, fix up bathrooms in the pool house, update and make repairs to the Family Center restrooms and kitchen. The committee is working on a plan for repair and maintenance to the roads too.

Our staff do a wonderful job. Please let them know how much we appreciate their hard work and dedication.

**Ken Brown**

**Tonya Glasgow**

# Senior Office Manager Report

## November 21, 2015

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

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

Our office has spoken to Phil Hurst regarding the foreclosures. At this time all five properties have gone through and completed the process of notification by publication. No claims were made against any of the properties. Per Mr. Hurst, default judgements will be filed on or before 12-15-15. Once the judgement is filed there is a hearing with the judge to grant the default judgment. Next, appraisals of each property are taken within 30 - 45 days. Once the appraisal process has occurred there is a hearing before the judge to grant a date for the foreclosure at the courthouse. Per Phil, this process will take us into January - March 2016.

Cedar Blue has been in contact several times with Murray County Sheriff about last year's office financial discrepancies. The investigation continues and at this time there is no information to report.

The first half of the Infrastructure fee, (\$107.50) was due Monday, November 2, 2015 at 5:00pm in the office. Statements with late fees will be sent to those who made payments in the office after the due date.

At this time there are fifteen (15) properties that have not paid the assessments for last year. The plan is to file liens on those properties in December.

**REMINDER:** The first half of the annual assessment of \$275.00 is due in the office no later than Monday, February 1, 2016. Late fees of \$100.00 will apply after 5:00pm February 1, 2016. Please update the office with any address, phone or email changes.

Yesterday lunch was provided to staff by Gwen Elliott and Vicki Washburn. We enjoyed two lasagna dishes, salad, toast and cookies. Thank you for your kindness.

Thank you Curtis Oshel for the new chairs that you see today here in the Family Center.

A big Thank you to the Entertainment Committee for the warm refreshments that they prepared for us for the meeting today.

Signed  
Tonya Glasgow