

**Bristol Park HOA Board of Managers
February 20, 2020**

Present:

Dave Patrick, President

Julie Bisbee-Wheeler, Board Member

Wayne Arbuthnot, Board Member

Hunter Nelson, Board Member

Lanny David, Treasurer and Board Member

Bristol Park HOA Board of Managers

1. President Dave Patrick called the meeting to order at 7:12 p.m.
2. Motion to approve January minutes made by Patrick. Motion carries.
3. **Financial Report** -- Treasurer Lanny David provided a financial report. David reported that income and expenses were on pace compared to last year. David noted that 30 properties remained past due on HOA fees.
4. **Update on repairs, upkeep** -- Patrick provided an update on upkeep and enhancements for the pool. Additional security bars have been added to the gate and fence to ensure security of the pool. The concrete slab at the pool had been lifted to address foundation damage and gutters were added on the pool house to prevent future erosion. New cedar posts have also been installed.
5. **Update on contracts** -- David provided an update on a lawn maintenance contract. Pitzer Lawns continues to offer service. BP HOA splits a portion of the contract with adjacent office park. Motion to approve by Nelson. Motion carries.
6. **Update on HOA dues collection and past due** --
Some properties only owed the late fee, other properties are in arrears for multiple years. Total past due: \$17,436. Board members discussed additional ways to recover HOA fees. Board members discussed moving forward with a notification to past due properties and filing liens, charging interest and fees. A letter would be sent to past due properties alerting them that additional costs and fees would be incurred if the balance was not paid.
7. **Discussion and possible action on wifi for pool** – The HOA spent \$470 a year for Internet at the Pool. Fee increases are anticipated, and month to month agreements are not an option. Board members discussed keeping the wifi for the upcoming pool season and possible ways to measure demand and usage of the wifi. Board members agreed to revisit the discussion of wifi at the pool at the end of pool season this year.

8. **Discussion and possible action of calendar of neighborhood events** -- Board members set a date for the neighborhood garage sale to May 15-16. Patrick updated the board on purchasing a new sign to advertise for the garage sale. The sign would cost \$450. Board members discussed the need for volunteers to assist with planning and assisting with neighborhood events. The HOA board of managers would assist with a budget for neighborhood events, but a volunteer committee should be formed to plan the events. Bisbee-Wheeler offered to put a notice on NextDoor and the website seeking volunteers.

9. **Motion to adjourn** – Bisbee-Wheeler made a motion to adjourn. Motion carries. Meeting adjourned at 8:20 p.m.