

Bristol Park HOA Board Meeting Minutes
March 16, 2023
Communication Federal Credit Union

HOA Board Members present:
President Dave Patrick
Treasurer Julie Bisbee-Wheeler
Alex Painter
Kris Viers

1. Call to Order

Meeting was called to order at 7:05 p.m.

2. Approval of Minutes

Julie moved the minutes from the January Annual Meeting be approved. Kris seconded and the motion carried.

3. Treasurer's Report

Revenue

Dues December thru February	\$94,050
Late Fees	1,450
Misc. Income	<u>450</u>
Total Revenue	\$96,378

Expenses

Includes CAM, Pool fees, Christmas Lights, Legal Fees	\$11,825
Balance in Checking Account	\$ 31,554
Balance in Reserve Account	\$129,021

Kris made a motion to approve the Financials. Dave seconded and the motion carried.

4. Delinquent Dues

The Board discussed the payment plan set in place for one homeowner numerous years behind in annual HOA dues whereas the attorney sent a bill for the total amount due and set up a payment plan with the homeowner with a specified amount to be paid monthly. Payments are made to the law firm and held in an escrow account and will be sent to Bristol Park HOA at six-month intervals. At this point Dave is aware a payment was made in January but not since. Dave will ask the attorney to provide a ledger of when payments have been made. It was also recommended that a final demand letter be sent to the other four homeowners who are multiple years behind in dues. Dave made a motion to approve above stated action. Kris seconded and the motion carried.

5. Use of online application for payment of dues

Cheddarup is the new online application that was recently established for homeowners to make their dues payment. This is apparently a positive move as 52 users have paid using this application, for a total of \$17,860.

6. NW Pool Contract

With no quorum at the February meeting, the NW Pool contract was reviewed and approved by the Board via email. The signed contract has been mailed.

7. Review of the Pitzer and Imperial Lawns contracts

Pitzer Lawn Management has two contracts for lawn mowing, shrubs and bed maintenance, seasonal color and some chemical applications for two separate areas that include common area and entrances into the neighborhood. Imperial Lawns has a contract for weed control and fertilization of common areas. Both contracts were reviewed. Julie made a motion to approve all of them. Kris seconded and the motion carried.

8. Roof Issue

The noncompliant roof installation was discussed. This roof was put on the day of close of escrow as a condition of the sale. Neither the previous owner nor current owner are accepting responsibility for the color of the roof to be unacceptable based on the Bylaws. Julie made a motion for this noncompliance issue to be referred to the attorney to handle for us. Kris seconded and the motion carried.

9. Short-term Rental on Oxford

Dave stated The City of Edmond is in favor of short-term rentals as they are a revenue stream for the City. In order to disallow short term rentals within our subdivision, we would need to change our Bylaws which does not currently prohibit them.

10. Neighborhood Events

Dates and times were established for the following:

Easter Egg Hunt: April 1 at 9:00 a.m. Rain date of April 8. Plan for 30-40 families.

Pool Party: July 29. Will invite Kona Ice to participate.

Garage Sale: May 19 & 20. Don't schedule one for Fall unless requested.

11. Motion to Adjourn

Motion to adjourn was made by Julie and seconded by Alex. Meeting adjourned at 8:20 p.m.

Bristol Park HOA Board of Manager's meetings are held on the third Thursday of every month. All are welcome to attend. As weather allows, the meetings are held at the neighborhood pool. For more information about the meeting, contact info@bristolpark.org. Neighborhood information can be found on the web at www.bristolpark.org.