

# **Bristol Park HOA Annual Meeting Minutes**

**March 20, 2024**

## **Credit Union**

### **HOA Board Members present:**

#### **Present**

President Dave Patrick

Rodney Jones

Treasurer Julie Bisbee-Wheeler

#### **Absent**

Alex Painter

Kathleen Joslin

### **1. Call to order**

The meeting was called to order at 7:10 p.m.

### **2. Approval of February Minutes**

Minutes were approved.

### **3. Treasurer's Report**

Total expenses during the last 30 days was \$6,240.28. Those expenses included payments for the pool contract, lawn service, legal services and new signs at the entrance of the neighborhood. Julie reported that expenses for pool and other maintenance typically begin in March-April.

Dave mentioned that dues continue to be paid. Late fees are being assessed.

### **4. Dues collection update**

Dues for 2024 were still being collected. Seventeen homes had outstanding dues. Four homes were in multiple years. Dave commented that online payment activity was strong and additional time to pay dues has helped to get more people to pay. The HOA's attorney was actively working collections for long-term delinquent properties.

### **5. Discussion of improvements to brick entrances**

Dave reported to the board that replacing brick at entrances would be costly. Board members discussed a possible scope of work that included refreshing the paint on the limestone signs at the entrance.

Rodney offered to draft a scope of work for possible bid solicitation.

## **6. Discussion of pool opening/maintenance**

Board members discussed the need to evaluate the pool's surface and get a quote for possible resurfacing. Board members did not want to delay opening, but do anticipate the need to make repairs to the surface. Dave was working with pool service vendor on a possible timeline.

The pool will open Memorial Day weekend. Two pool key check dates will be set. Residents may come from **8 a.m. to noon on May 18 and May 25** to check their pool cards, Dave said. Property owners needing replace cards should come to the pool to get a new card May 18 or May 25.

## **7. Discussion and possible action on lawn maintenance contracts**

Board members discussed three bids for lawn services, and chose Pitzer Lawn Management. The proposal also includes additional mowing, flowers and litter clean up. Motion made by Julie, seconded by Rodney. Motion carries.

## **8. Discussion and update on website access/maintenance**

Julie updated the board website updates were completed by vendor and all emails are being forwarded to the HOA gmail account. Julie said she would work with administrator of the website to get a scope of work and agreement in place for ongoing website maintenance. She reported that the webhosting and domain were current and had been renewed.

## **9. Discussion of code and CCR enforcement**

Dave updated the board that HOA legal counsel continues to work with the property owner who has a roof out of compliance with the weathered wood shingle requirements. Board members also discussed efforts to ensure residents have fence in good repair, and length of lawn does not violate city code.

## **10. Update from social committee**

Julie provided an update to the board that more than 300 Easter eggs had been stuffed with candy and neighborhood volunteers were ready to help with the annual Easter egg hunt on March 23.

**Motion to adjourn at 8:05 p.m.**