

Agenda items for July HOA Board of Managers Meeting

Board Members Present:

Dave Patrick, President
Julie Bisbee Wheeler, Treasurer
Rodney Jones

Residents Present

Kris Viers
Bobby Harshaw
Phillips Hall
Joe Hinton
Scott Mills

1. Call to order 7:03 p.m.

2. Approval of June Minutes

Motion to approve, Motion carries

3. Treasurer's Report, Update on unpaid dues

Bisbee-Wheeler provides an update on financials.

Checking balance is at \$32,631.77. In June the HOA had \$21,288 in debits from the checking account through 6/30/2024. The balance of the reserve is \$75,321.49. Dues collected Jan. through June is \$103,155.

The amount deposited in reserve over past few years has varied depending on the need for repairs or unplanned expenses. Projected expenditures independent of the pool resurfacing is likely to be about \$105,000. Bisbee-Wheeler pointed out that it may be difficult to regrow reserve at that rate especially if expenses increase or additional costly repairs are needed to the pool or other HOA assets.

There are 6 properties with unpaid dues. Three properties are multiple years past due. That's cut in half of where we were at in March, Patrick said. Efforts to collect unpaid dues are fruitful.

Rod makes a motion to approve financials. Motion carries.

4. Update from social committee

Pool party is planned for July 27. Pizza will be ordered and a Kona Ice truck is booked. The party budget is not to exceed \$900. Residents in attendance asked if volunteers were needed. Duties for volunteers were discussed and outlined.

The board discussed doing a fall garage sale and set a date for Oct. 4-5.

5. Update from neighborhood image committee

Neighborhood image committee chair Lisa Jones reported that she had been in contact with several property owners about neighborhood standards and was pleased to report property owners were working to get homes up to neighborhood standards and city code. Trim had been painted all one color at one home.

Jones said the committee was recommending a letter be sent to all residents that highlights an initiative called "Bristol Park Cares" to remind residents of neighborhood standards and resources to ensure properties are well maintained and cared for. Residents discussed improvement in landscaping at entrances and in front of the pool house. Jones said she would like to get a letter sent in the next 30-45 days.

Residents also expressed support for volunteer days to assist in work on common areas, as well as helping neighbors maintain properties if they are unable to do it or request help. Possible volunteer projects include coating the slide at the playground, cleaning out sediment in rear corner of pool parking lot. Board members would look for work days in September or October.

Rodney Jones suggested the HOA Board use a white board at entrances to let residents know of upcoming events and socials.

Bisbee Wheeler made a motion to move forward with dry erase boards at entrances with budget not to exceed \$150-\$175. Motion carries.

6. Update on HOA Insurance inquiry

Inquires about coverage and quote for HOA insurance remained in process. Board members were working with resident with expertise in insurance to determine if better rates were available.

7. Structure update

Dave Patrick updated the board that he had spoken to the city about a home that had what appeared to be an add on to the house. Patrick said there was no building permit on file and he was waiting to hear back from the city.

8. Board of managers nominations

There were two vacancies on the HOA board. Rodney Jones nominated Phillips Hall to the board. The motion to add Hall to the board carried.

Resident Bob Harshaw nominated Joe Hinton to the board. Jones seconded. Motion carries.

9. Update on pending litigation and covenant enforcement

Litigation with property owner with black roof continues in Oklahoma County District Court. The hearing was moved to mid August. The HOA is also seeking attorney's fees from property owner.

10. Update on landscaping project at pool

Jones provided an update to the board that plants and trees had been added to the front of the pool and many residents voiced support. The plants are all perennials and will come back next year as well.

11. Update on irrigation rock at west entrance

Board members discussed a missing cover for the irrigation system at west entrance. A motion to the approve the purchase of a cover not to exceed \$240 was approved. A new rock was expected to be in place by August board meeting.

12. Update on landscaping service on canal at south entrance

Board member Rodney Jones he had talked with Pitzer about cleaning out the canal or using weed spray to help reduce overgrown vegetation at south entrance. Residents said trimming in canal on west side of Bristol Park improved entrance appearance.

13. Transparency and communication standards for board members

Rodney Jones said many residents have noticed improved communication and asked that all board members have access to shared email account so that all board members are aware of resident inquiries, discussions. Board members also agreed to post the agenda on the website and on the bulletin board at the pool.

Board members should also strive to respond to resident inquiries within 24 hours of receipt and acknowledge receipt, Jones said. Board members should also strive to respond to board of managers questions in less than 24 hours.

R. Jones made a motion to approve transparency standards. Hall seconded. Motion carried.

14. Competitive bid standards for HOA contracts

Rodney Jones proposed the board seek at a minimum of three bids for contracts for expenses or repairs over \$500. Board members also discussed the need for board approval of purchases not budgeted over \$100.

Motion made by Rodney Jones, seconded by Patrick. Motion carries.

15. Review of all contracts by October board meeting

Board members discussed the need to review all contracts and scope of work by October meeting. Motion to provide scope of work for review made by Rodney Jones, motion carries.

Motion to adjourn. Bisbee Wheeler, 8:22 p.m.

Minutes prepared by Julie Bisbee Wheeler.