

Bristol Park HOA Meeting Minutes

June 20, 2024

Bristol Park Pool

HOA Board Members present:

President Dave Patrick

Rodney Jones

Treasurer Julie Bisbee-Wheeler

Board Members Absent

Vice President Kathleen Joslin

Alex Painter

Residents Present

Lisa Jones

Phillips Hall

Elizabeth Cook

Greg Brown

Bob Harshaw

Wes Hall

1. Call to order

The meeting was called to order at 7:03 p.m.

2. Approval of May Minutes

Minutes were approved.

3. Treasurer's Report

Julie reported expenses for May were \$23,612.98. The HOA checking account had a balance of \$52,611 – which will fund working expenditures for the remainder of the calendar year. The reserve account remained healthy. Nearly half way through the year, expenses remain on par compared to previous years. The pool incurred a one-time expense for resurfacing this spring. Expenses for legal fees to enforce dues payments and covenant adherence were also higher than last year. Dave noted the pool resurfacing project would be funded by reserve funds.

4. Discussion of HOA Insurance

In light of recent increases to property insurance, board members and residents discussed the type of coverage the HOA should have, and rates. Several residents stated their insurance had increased and encouraged the HOA Board to inquire about competitive rates. Resident Elizabeth Cook, who works in

the insurance industry, offered to assist the board. A motion was made by Rodney, seconded by Julie to work have the board work with Ms. Cook to secure additional quotes for insurance coverage. Dave would follow up with Ms. Cook.

5. Dues collection update

President Dave Patrick reported that efforts to collect past due amounts continue and there are fewer delinquent homes this year compared to the same time period as last year. Several properties have paid off their due balance. Liens have been placed on homes with unpaid balances. Some properties have received collection notices from legal counsel.

6. Roof violation

The HOA continues to work with legal counsel to bring a property with a black roof into compliance. The matter is currently pending in an Oklahoma County district court.

7. Discuss landscaping at entrances and pool. Update on irrigation rock.

Rodney Jones gave a presentation about a proposed landscape project to update the area in front of the pool house. Rodney informed the board that he sought several bids and was recommending the lowest bid. The landscaping would include perennials. Rodney stated there was enough irrigation in place to keep plants watered in their first year and in the heat of summer. Rodney read into the record a letter of support for enhancing landscaping at common areas and entrances. Several residents in attendance expressed a desire to see improvements. Board members discussed the need to plan ahead for upgrades in upcoming budget years. Several residents expressed support for neighborhood wide effort to enhance curb appeal. Bisbee-Wheeler made a motion to move forward with the pool project with a budget not to exceed \$2,800. Motion passed.

8. Neighborhood image committee

Lisa Jones provided an update for the Neighborhood Image Committee stating that she had been in contact with new property owner whose home had multiple trim colors. The property owner was in the process of bringing the home into compliance. Board members and residents at the meeting also discussed the need for edging in the retention areas near the canal, and monitoring grass length. Residents expressed support for an increased enhancement of landscape by HOA and then a resident mailout to inform of neighborhood standards, tips for seasonal yard care, etc.

9. Change in Architectural committee

Dave Patrick reported that board member and architectural committee chairman Alex Painter had resigned. Patrick also resigned from the committee. Bisbee-Wheeler asked residents in attendance if they would be willing to assist the board in serving on a committee or on the board. Resident feedback was that requests should be approved monthly at the meeting. Rodney Jones made a motion that all architectural committee requests require board approval. Motion passed.

10. Discussion of HOA dues increase

Dave Patrick reported to the board that there may be a need to increase 2025 HOA dues in order to keep the reserve at the current level. Patrick said he anticipated costs going up and the HOA had used funds from reserve for projects in 2024. Annual dues pay for annual expenses and if expenses increase

or a major repair is needed, the reserve may be affected. Residents and board members engaged in a robust discussion about goals for reserve balance, goals for HOA upgrades, repairs. A motion to table was made and the issue would be revisited when an annual budget was presented, a reserve target and a plan for long-term capitol improvements.

11. New Business

Board members discussed the need to fill vacant board positions of member and secretary.

Motion to adjourn at 8:44 p.m.