

Bristol Park HOA Board of Managers
7 p.m. August 21
Bristol Park Pool

Present:

President Julie Bisbee Wheeler
Vice President Rodney Jones
Treasurer Phillips Hall
Angelica Alls
Wes Hall

1. Welcome, Call to Order

The meeting was called to order at 7:04 pm

2. Public Comment

None

3. Approval of Minutes

- a. July Regular Meeting
Motion to approve was made by Hall, seconded by Jones. Motion carries.
- b. July Special Meeting
Motion to approve made by Alls, seconded by Bisbee-Wheeler. Motion carries.

4. Financial Reports

a. Update on monthly expenses

Treasurer Hall asked for clarification on Northwest Pools. It does not appear chemical discount was applied. Treasurer Hall provided an update that Edmond Utility bills is down compared to last year at the same time. Water is also down as the summer was wet and watering did not start until late in the summer. There is a break at pool house. Irrigation is on.

b. Update on unpaid dues

Treasurer Hall noted that a deposit from online dues payment will be moved to the HOA checking account. The HOA also had income from pool fees, pool rental. Treasurer Hall noted that there is a need to improve pool party rental and record-keeping. The board discussed a way to update the process for 2026 that would include an online web form and online payment method.

c. Update on lien release project

Lien release project is complete.

d. Update on 2025 dues collection

Treasurer Hall said final collection invoices will be sent to past due property owners in September. Property owners will have 30-45 days to pay before liens will be placed on properties.

e. Discussion and possible action on July 2025 financials

Treasurer Hall noted that expenses for the year are down compared to last year. Major expenses for 2025 include pool operations. Improvements at the pool house were covered by insurance settlement. The board also discussed the need to ascertain the value of HOA assets. There do not appear to be initial records to start from. The board discussed how a reserve study may provide a baseline for valuation of property.

Motion to approve July financials made by Jones; Alls second. Motion carries.

f. Discussion of 2026 Budget Planning Timeline

Treasurer Hall would bring a budget to actual YTD to the September meeting to assist in budget discussions. The board discussed possible planned expenditures or updates for the 2026 calendar year budget. Possible budget items include:

2026 handrail -- \$4500; Drainage improvement at the pool parking lot; tree trimming –

Pool vacuum – \$2,500 – need a bigger vacuum

Start looking at replacing pools chairs – potentially there is a discount to purchase in the off season.

5. Update from budget committee

a. Update on billing for shared maintenance costs

To send update to Phillips – Julie needs to send contact information. No action.

b. Update on efforts to update, recover HOA financial records

No update.

c. Reserve study

Treasurer Hall is currently doing research on best DIY reserve study templates. The board discussed starting the reserve study in the fall.

6. Pool operations update

a. Update on pool operations

Board members discussed a new law that no longer requires pool permits from the state or county.

Treasurer Hall said he has worked with county officials on a possible inspection of the pool. Board

members also talked about the pool season and said the lifeguard crew for the summer of 2025

was very good. Residents provided positive feedback that consistent enforcement of the rules

helped the pool be a family friendly environment.

b. Handrail installation

i. No update.

c. Update on pool cover replacement

The old cover has tears and holes and has been sent off for replacement. No estimate on a return dates.

d. Discussion on pool signage - “No parking after dark”

Signs will be replaced in the coming weeks. Treasurer Hall has approved artwork with the vendor.

e. Update on pool card system

Bisbee-Wheeler said all pool card records had been entered. There were a total of 196 cards in the system.

7. Covenant enforcement action

a. Discussion and possible action on enforcement letters and fines

Board members discussed enforcement actions and the need to contact the city regarding a street light. Members discussed several vehicles parked on the street that may be in violation of city code because they either don't move, or are inoperable.

8. Neighborhood Image/Social Committee Update

a. Update on request to paint basketball court

No update, drainage needs to be done first

b. Newsletter update

Alls reports that 330 emails are on the mailing list. There are 311 properties in the neighborhood, so it's possible that multiple household members are getting the emails. The open rate has been 60 to 65 percent, with roughly 200 subscribers opening the email.

c. **Neighborhood events update**

i. **Neighbors Night Out, Sept. 9**

Bristol Park is registered for Neighbors Night Out event in September with the Neighborhood Alliance and the City of Edmond. The HOA will get a bouncy house, and provide snacks and drinks. Board members will assist in volunteering, and residents have also expressed an interest in volunteering at the community event.

ii. **Fall Garage Sale, Oct. 3-5**

A garage sale is scheduled for the first weekend of October. No permit needed. The sale will be promoted in the next newsletter.

9. Building Committee

- a. Discussion and possible action on building committee requests

10. New Business

Members discussed a need for a workday at the pool following closure, as well as bringing a list of budget items for 2026 budget planning.

Motion to adjourn, 9:03 p.m.