

Bristol Park HOA Board of Managers
18 November, 2025
Arby's, 1401 Santa Fe

Members Present

Julie Bisbee Wheeler, President
Rodney Jones, Vice President
Wes Hall, board member
Lanny David, resident

1. Welcome, Call to Order

7:43 p.m. – Members met at Arby's because the community room at the bank was not accessible.

2. Public Comment

No public comment

3. Approval of Minutes

- a. October Regular Meeting
Motion Jones, Hall. Approved.

4. Board member vacancy

- a. Discussion and possible action on board member nominations
No action taken.

5. Financial Update

a. Update on monthly expenses

Expenses were trending as expected. Nothing out of the ordinary.

b. Discussion and possible action on September financial reports

Notes from Lanny David, who served as treasurer previously. David offered to provide additional financial records that current bookkeeper may not have after the HOA brought accounting services in house.

Members also discussed monthly expenses, bills. All expenses and financial were trendy as expected and improved since calendar year 2024.

Motion Jones, Hall. Members vote 3-0 to approve.

c. Discussion and possible action on October financial reports

Motion to approve by Hall; second Jones. Motion passes unanimously.

d. Discussion and possible action on Letter of Agreement for HOA Bookkeeping services

Hall presented information about scope of work, quotes sought, Monthly quotes are for over \$500 a month. Quotes were sought from three different vendors.

Members discussed working with current treasurer after meeting and discussing a letter of agreement for 2026. Members discussed sending a draft LOA to

Phillips and Jillian Hall for consideration. Motion to approve made Hall, seconded by Jones. All members voted in favor. second. Motion carries.

e. Update on annual dues statements and letters

Members discussed timeline of getting annual dues statement and resident letter sent. Treasurer Hall would prepare invoices, Bisbee-Wheeler would work on draft letter for consideration.

6. Update from budget committee

a. Reserve study update

The reserve study has been purchased. The HOA will need to provide additional information. Bisbee-Wheeler would be working with another resident to understand all the task and information needed to complete the study.

b. Discussion and possible action on proposed 2026 Budget

Members discussed the need to review the proposed budget and discussed increasing the budget for the pool party to consider hiring a DJ. There will also be a need to replace the pool vacuum in 2026 which typically run about \$1,500. Members also discussed adding a rail to the pool which was quoted between \$2,000 and \$4,000.

7. Pool operations update

Jones has winterized pool house. No additional actions are needed for the pool at this time.

8. Holiday lighting .

a. Christmas Light Decorating contest

Jones would contact holiday lighting crew. Members agreed to support a holiday lighting contest again this year with Amazon gift card.

9. Covenant enforcement action

a. Discussion and possible action on enforcement letters and fines – No action was taken. Members discussed the need to send letters to homes with trailers parked in driveway as well as use the newsletter to educate on HOA covenants and bylaws, as well as the HOA's ability to issue fines.

- i. On-street parking - oversized vehicles, commercial vehicles – Trailer
1900 Napa Valley
- ii. Inoperable vehicles
- iii. Resident fence repairs

10. Neighborhood Image/Social Committee Update

a. Newsletter update

Sending a newsletter this weekend --

b. Neighborhood events update

i. Annual Meeting, January 2026 – Room at the credit union is reserved.

11. Building Committee

a. Discussion and possible action on building committee requests

None. Requested

10. New Business

Members discussed the amount for late fees. David said the late fees are too low. The number of past due properties has been relatively steady over the past two years. Liens were filed on past due amounts.

Meeting was adjourned at 8:45 p.m.