

**Bristol Park HOA Board of Managers**  
**7 p.m. October 9, 2025**  
**Community Room, Communication Federal Credit Union**  
**100 NE 150th St, Oklahoma City, OK 73013**

**Present:**

President Julie Bisbee  
Vice President Rodney Jones  
Wes Hall  
Angelica Alls

**1. Welcome, Call to Order**

Called to order

**2. Public Comment**

**3. Approval of Minutes**

- a. September Regular Meeting  
Motion Rodney; Alls – motion carries

**4. Board member vacancy**

- a. Discussion and possible action on board member nominations  
President Julie Bisbee updated that Phillips Hall has resigned as a board member; but will continue to serve as treasurer

**5. Financial Reports**

- a. Update on monthly expenses
- b. Update on September financial reports  
Will send finalized September financial reports to Lanny. Because the meeting was moved up earlier in the month to accommodate board member attendance. Board members do not anticipate. Do not expect increase in dues for 2026.

**6. Update from budget committee**

**a. Reserve study update**

Bisbee Wheeler provided an update that resident has looked at the reserve study and said it was doable it was a budgeted expense. May not get done before end of the year.

**b. Discussion of 2026 Budget Planning Timeline**

HOA members will get with Treasurer to discuss budget before November board meeting.

**c. Discussion and possible action 2026 HOA dues**

No increase is planned from existing dues of \$345. No action needed. Invoices will be prepared by mid November.

**d. Discussion and possible action to adopt a scope of work for bookkeeping and management duties**

Members discussed duties and desired attributes of vendor and reviewed a draft scope of work. Members agreed to get quotes from three different vendors.

Motion Rodney; Hall second. Motion carries.

**7. Pool operations update**

**a. Update on pool maintenance**

Maintenance on pool chemicals and pumps continues weekly at a fee of \$50 and will continue until the pool cover is replaced.

**b. Update on pool cover replacement**

Scheduled ship date was 10/7. A portion of the replacement cost will be covered by insurance settlement. Cover will be installed by professional crew.

**8. Covenant enforcement action**

**a. Discussion and possible action on enforcement letters and fines**

- i. On-street parking - oversized vehicles, commercial vehicles – RV letter was sent by email. Commercial van at the Richfield. – addressed the newsletter – common reoccurring violations as FYI.
- ii. Inoperable vehicles
- iii. Resident fence repairs – need to send letter.

**9. Neighborhood Image/Social Committee Update**

**a. Newsletter update**

October 68% open rate; Trick or Treat update 58% open rate. One unsubscribe.

**b. Neighborhood events update**

**c. Fall Garage Sale, Oct. 3-5 – Four sales. Spring did better.**

**10. Building Committee**

**a. Discussion and possible action on building committee requests**

Jones is working with resident who has requested information on retaining wall or erosion.

**11. New Business**

Board members will reach out to 2 vendors a piece. Need to see chart of accounts to show new vendor. Motion to adjourn at 8:35 p.m.