

Bristol Park HOA Board of Managers
7 p.m. September 18, 2025
Bristol Park Pool

Present:

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

1. Welcome, Call to Order

The meeting was called to order at 7:07 p.m.

2. Public Comment

No public comment.

3. Approval of Minutes

a. August Regular Meeting

Motion to approve made by Hall, seconded Alls. Motion carries.

4. Financial Reports

a. **Update on monthly expenses**

All normal expenses for this time of year. Irrigation issue at west entrance was repaired.

b. **Update on unpaid dues**

Total amount outstanding \$13,541.60 as of 9/15/2025 when the financial reports were generated. This total includes one property that is several years past due and on a negotiated payment plan overseen by legal counsel.

c. **Update on 2025 dues collection**

Letters for outstanding dues will go out by the end of the month. Board members discussed it would be ideal to send via email if verified. Overpayments on accounts will be applied to 2026 balances as no refunds were requested.

d. **Discussion and possible action on August 2025 financials**

Motion to approve Hall; W. Hall. Motion carries.

5. Update from budget committee

a. **Update on billing for shared maintenance costs**

Julie to send information to Phillips to follow up.

b. **Reserve study**

Template is provided. Julie will email instructions to other board members a project plan. Deadline to be determined after looking at needs for the study.

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

Board members discussed projects to consider in the 2026 budget to include estimated costs:

Pool Rail \$3,500

Pool Vacuum \$1,500 – \$1,600;

Possible playground mulch refresh

Assess playground equipment for any broken or missing parts. Additional funding may be needed for repairs to the irrigation system in common areas; as well as improving drainage behind the pool near the basketball goal.

6. Pool operations update

a. Update on pool maintenance

The HOA is paying a contractor \$50 a week to ensure chemicals are correct in the pool until the replacement pool cover arrives. The vendor will invoice once the cover arrives and the new cover is installed.

b. Discussion and possible action on estimate for pool cover replacement

Motion to approve made by W.Hall; second by Jones. A check will be taken to Leslie's pool to cover the cost of the cover estimated to be \$13,731. A portion of an hail claim insurance funds will offset a large portion of the cost to replacement the pool cover.

c. Update on wasps at playground

Wasps have been sprayed. Covered up the horse for now. It's been sprayed, in the ground.

d. Pool party reservation process improvement

No update.

7. Covenant enforcement action

a. Discussion and possible action on enforcement letters and fines

i. On-street parking – Members discussed observed violations of oversized vehicles, commercial vehicles being parked in driveways or on the street. W. Hall spoke with city officials and was told that city codes and police enforcement can be used for on-street parking on non-authorized vehicles. Parking RVs in driveways was also a violation of covenants and bylaws. Board members agreed to send enforcement letters the next time violations were observed before calling police.

ii. Inoperable vehicles

A truck on Fairmont was inoperable, and a letter would be sent to property owner.

iii. Resident fence repairs

A section of fence has been missing from a property on Richfield that faces the retention pond. A letter would be sent to property owner.

iv. Dead Tree on Napa Valley

Notify city on dead tree/debris in the yard

8. Neighborhood Image/Social Committee Update

a. Newsletter update

Two newsletters were sent in August/September. Neighbors Night Out newsletter had a 70% open rate. September newsletter had a 68% open rate. Overall click and open rates are up. No new emails added in September.

b. Debrief of Neighbors Night Out

Edmond police; fire trucks and sheriff's department attended. Lots of kids in the bounce house. Members agreed to do a bounce house in future years. Board members observed many children not accompanied by adults, and would consider an age restriction in future years. Overall positive event for the neighborhood, community.

c. Neighborhood events update

- i. Fall Garage Sale, Oct. 3-5

9. Building Committee

- a. Discussion and possible action on building committee requests
No action.

10. Meeting locations for remainder of 2025

Board members discussed booking Communication Federal Credit Union, 100 NE 150th St, Oklahoma City, OK 73013. Board members also agreed to move up the December meeting to Dec. 11 from Dec. 18 to avoid conflicts with holiday travel.

11. New Business

Alls will resign from the board after October meeting. Phillips Hall also said he would not continue to serve as a board member after October meeting but would continue to serve as Treasurer.

Adjourned 9:01 pm