

Bristol Park Board of Managers Meeting

Thursday, March 26, 2026

1. Welcome, Call to Order - 7:21 pm

2. Board members present: Rodney Jones, Julie Bisbee Wheeler, Anne Hall via phone

3. Public Comment

- a. A resident asked if Instagram and Facebook page could be used more to communicate within the neighborhood. The resident will research how to do this kind of account and bring information to the next meeting. Maggie
- b. A question about how pool reservations for things like parties are made. A new method with a QR code and online payment is being explored. Greg

4. Approval of Minutes

- a. February Meeting Minutes Review – motion by Julie Bisbee Wheeler to approve minutes, seconded by Rodney, motion approved without objection

5. Board member vacancy

- a. Discussion and possible action on board member
- b. Greg Brown and Travis Wright are new board members. Motion to approve by Rodney seconded by Julie, motion approved without objection

6. Financial Update

- a. Update on monthly expenses
 1. Fee is required to file a lien and another to release the lien
 2. Money transfer was made from regular account to interest earning account. Completed by the bookkeeper.
- b. Discussion and possible action on delinquent properties and liens
 1. Late Notices/Liens – second notices need to be sent and then liens filed
 2. Over Paid Accounts – a property management company has been sending money randomly and that home has a credit, some other residents over or underpaid by a small amount
 3. Henderson/Attorney – Julie Bisbee Wheeler contacted the attorney to let them know that we no longer need their services on any issues at this time. No more invoices have been received.
- c. Update on outstanding dues – Some residents are now two years behind on dues, around 26 residents are behind
- d. Bookkeeper Transition and Communication – Ask the bookkeeper to respond back title companies in a timelier way and let us know that she is handling the request. She is responsive to texts.
- e. Irrigation System Evaluations – Estimate had to be rescheduled
- f. Cheddar Up – suggestion to use PayPal for payments to reduce fees
- g. Income Tax Filing – Julie Bisbee Wheeler has 2024 return, prepared by Johnston and Alshreedy. Could use H&R Block. Or we could file an extension. The estimate for tax preparation was \$600-\$1000, so an alternative preparer is being sought.

7. Update from budget committee

- a. Reserve study update – Our resident volunteer has entered all the data points, and the software will help us determine how much should be kept in reserve.

8. Discussion of 2026 contracts

- a. Bristol Park Property Owner's Shared Maintenance

- b. One response was received from the Developer and Rodney responded to her that her suggestions but had not heard back.

9. Covenant enforcement action

- a. Discussion and possible action on enforcement letters and fines
 - 1. 1709 Hemingway – Fence – Fence is completely dilapidated, with missing pickets, sagging posts, etc.
 - 2. 1709 Aurora – Car has been sitting unmoved for months
 - 3. Richfield Lane - Another home with a commercial vehicle and another vehicle that impedes visibility and two mailboxes have had to be replaced. Suggestion to approach the resident about this issue.

10. Email Procedures

- a. Response and Open Rate

11. Parking Lot Drainage

- a. Get estimates to repair or address with a resident workday. No estimates have been received yet. Rodney will be doing this. Discussion about what needs to be done and possible dates to do a workday to complete the work. Netting needs to be laid down and then rock to encourage drainage. Currently grass is there and sediment collects causing drainage issues.

12. Neighborhood Image/Social Committee Update

- a. Newsletter update - 314 email addresses, with a 30% open rate
 - 1) Our Email Chimp plan limited to one email a month
 - 2) Monthly Covenant Focus – fencing, roofing, street parking, commercial vehicles
- b. Easter Egg Hunt – Saturday, March 28 at 11am, 500 stuffed eggs, some volunteers are committed to come early and pick up trash, 'hide' the eggs
- c. Neighborhood events update and dates
 - 1) Garage Sale – May 1 & 2
 - 2) Pool Party – July 25 – budgeted Kona Ice and pizza
 - 3) Neighborhood Night Out – checking with City of Edmond – bounce house and face painting
- d. Do we need a trash pick up committee? Possible volunteers or adopt a block

13. HOA 2026 Goals

- a. Review of each Board Member and Resident Goals 2026
- b. Tabled and each board member will bring ideas to the next meeting.
- c. Swim team for the neighborhood was discussed. The liability was discussed and schedule for swim practices, the coaches, program, etc.0020

14. Pool Opening Preparation

- a. We need to get a new no smoking/vaping sign.
- b. Work day to clean chairs and tables for pool opening, tentatively May 2

15. Building Committee

- a. Discussion and possible action on building committee requests
 - 1) Tara Sanders – Rodney made a motion to reject the request due to the specs on the shed. Anne seconded the motion and approved without objection
- b. Damage to West entrance common area

Meeting adjourned at 9:19 pm