

Bristol Park HOA Monthly Meeting

April 16, 2026

1. Welcome, Call to Order – by Rodney Jones at 7:05pm
2. Public Comments – none
3. Approval of Minutes
 - a. March meeting minutes review. Julie Bisbee Wheeler – Motion to approve, Anne Hall second. Motion passed unanimously.
4. Financial Update – We were informed that the bookkeeper has recently had some serious health issues and needs time to catch up on the work.
 - a. Update on monthly expenses – checking account balance \$21,074.07; Savings \$153,552.97; Cheddar Up deposit of \$6,190.00 was cleared through the bank; Check sent for lawn/weed spraying for \$1,700.00 and City of Edmond \$794.00; Christmas lights taken down \$445.00
 - b. Discussion and possible action on delinquent properties and liens
 - i. Late Notices/Liens
 - ii. Fairmont home recently released lien
 - iii. Late fees increase next year – tabled discussion until next meeting
 - iv. Henderson/Attorney – Updated Lien – homeowner is outside of his settlement agreement
 - c. Update on outstanding dues – tabled until updated financials to be received at next meeting
 - d. Bookkeeper transition and communication – discussion tabled until next meeting
 - e. Irrigation System Evaluations – estimates totaled \$1200.00. Work will be completed this coming week.
 - f. Income Tax Filing – extension was filed before April 15. Accountant will charge a minimum of \$200 to file tax documents for the HOA
5. Update from Budget Committee
 - a. Reserve Study Update – no update to be made. A spreadsheet of information will be emailed to the board. Then it needs to be submitted to the company that will analyze the information
6. Discussion of 2026 Contracts
 - a. Bristol Park Property Owner's Shared Maintenance
 - i. Checks Received – only one at this time
7. Covenant Enforcement Action
 - a. Discussion and possible action on enforcement letters and fines

- i. Homeowner notified about fence violations and has begun to address issues
 - ii. Homeowner with car parked in their driveway for months without being moved will be notified of the issue to resolve it
- 8. Email procedures
 - a. Response and Open Rate – 35%+ open rate
- 9. Parking Lot Drainage
 - a. Get estimates to repair or address with a resident work day – update from Greg that he is still in process of seeing if heavy equipment can be procured for the work
- 10. Neighborhood Image/Social Committee Update
 - a. Newsletter Update
 - i. Inclusion
 - ii. Monthly Covenant Focus
 - 1. May will be about the pool, rules, how to get pool passes
 - iii. Facebook – Maggie has updated the page, and it is ready for use. Information will be added to the next newsletter
 - iv. Neighborhood Events updates and dates
 - 1. Garage Sale – May 2
 - 2. Pool Party
 - 3. Neighborhood Night Out
 - v. Trash issues in the neighborhood
 - 1. Lots of trash regularly picked up along Bristol Park Boulevard
 - 2. Note about it in next newsletter
 - 3. Maggie and Anne will hold Ice Cream Social for kids who pick up trash and bring it to the front of the pool, date May 16
 - 4. Discussion about the traffic that seems to be just going through the neighborhood to avoid using Santa Fe. That may be the cause of most of the trash.
 - 5. Anne Hall will contact the City of Edmond about installation of speed humps along Bristol Park Boulevard, requirements and procedures
 - vi. Flood lights replacement and added lights – discussion of the need
 - vii. Shade grass in front of the pool house – motion made by Juile Bisbee Wheeler to spend \$100.00 on grass seed to be spread and watered, Anne Hall seconded the motion, and it was passed unanimously
- 11. HOA 2026 Goals
 - a. Address trash issues along Bristol Park Boulevard

12. Pool Opening Preparations

- a. Pool will be prepped for the season before the May meeting.
- b. A new pool vacuum needs to be ordered
- c. Assessment Day – Same day as Garage Sale – May 2, 10am to noon at the pool. Julie Bisbee Wheeler will be there to hand out pool passes.
Homeowners/tenants will sign pool rules to indicate that they have read and agree to them
- d. Work Day
- e. Reservation Procedures
 - i. Julie Bisbee Wheeler will work on creating a Venmo or similar account to accept payments for use of the pool for private events.
 - ii. Homeowners will still be responsible for paying life guards directly at the event.
- f. Swim Team
 - i. 12 members needed by June 1 in order to have one for the neighborhood

13. Building Committee

- a. Discussion tabled until next meeting

14. Board Officers

- a. Discussion tabled until next meeting

15. Meeting Adjourned at 8:48pm

- a. Motion made by Julie Bisbee Wheeler and seconded by Anne Hall, motion carried without objection