

# Bristol Heights Neighborhood Association

FALL 2019, NEWSLETTER



## In Memoriam:

**Robert Paul Mattison**  
1973-2019

It is difficult to open with the sad news of the passing of Rob Mattison. Rob served as our manager for many years and was part of Carla Everhart's Advantage Idaho Team.

When Sentry Management acquired Advantage Idaho, Rob joined Sentry, continued managing Bristol Heights and his other accounts, and enabled us to retain the institutional knowledge of his tenured service as our manager. Rob's family wrote a heartwarming obituary that captured the true spirit of this fine gentleman. We will miss Rob and we are grateful for the care and passion that he brought to Bristol Heights for nearly a decade. Our condolences go out to his wife Carissa, his two sons, family and colleagues. Please visit this link for Rob's story: <https://legcy.co/2puwKrq>.

## President's Message, by Joe LaGue

Autumn Greetings to all members of the Bristol Heights community. To date, 2019 has been an extraordinary year. We're looking to wrap it up with an equally exceptional Annual Meeting and holiday season. This newsletter is another solid briefing packed with important information for all. I hope that you'll take a moment to read it thoroughly. You, your next door neighbor, the couple walking their dog along Bennington last night, the parents of the children enjoying the Stockwell playground, the family that has lived behind you for nearly twenty years, those that have served the HOA: WE ARE THE BRISTOL HEIGHTS COMMUNITY! The next few months will

require the entire village to be engaged and participating. We have several major activities ahead.

## In this edition of the newsletter:

- Upcoming Annual Meeting
- Candidate Nominations for the Board of Directors
- Chinden Expansion Vote: ITD Project, Settlement, ROW Acquisition, Construction Timeline
- We are hiring a Ballot Collection Team
- Community Pro Portal Tutorial: Get access to key HOA info
- Plans for the 2020 Budget and Annual Assessment
- New Playground installed at Guinness/Heathrow Park
- Bristol Heights Trees, Irrigation and Groundcover
- The New Developments: Three Corners Ranch, Audra Apartments, and Audra Storage
- Our Initiatives: How you can bring your skills, energy and solutions to the team

## Annual Meeting

**Date, Notice, Agenda, Ballot,  
Election, and Documents**

**Save the date: Thursday,  
November 14<sup>th</sup>, 6:00 PM at  
Lowell Scott Middle School**

This will be a full agenda and very important meeting as we will hold our annual election of directors and vote on the ITD Right of Way acquisition of common area along Chinden. All owners will be receiving a meeting notice close to Halloween. It will contain the agenda, a ballot,

instructions and reference to documents that you will be able to access online. It is imperative that all members of Bristol Heights tune in and pay close attention to what we need to accomplish as a community.

### **Nominations for the Election of Directors**

Each year we elect three members to serve on the Board of Directors. The Board will serve as the Nominating Committee and is tasked with nominating three candidates to fill the three positions.

Mr. Scott Phillips, our Secretary and Treasurer, has informed the Board that he will not be seeking a second term. Accordingly, the Nominating Committee is seeking candidates to serve. The good news is that we have a very effective Board. The less than good news is it is small – perhaps too small. It takes a solid, consistent, and well-informed team to run this ship and we must keep all **three** positions filled. Meetings are held on the third Tuesday of each month at 5:30 PM at the nearby Sentry offices. We are making significant progress in charting a course for this community for the immediate future and long-range planning for decades down the road. We manage an annual Budget in excess of \$300,000 and have a responsible and impactful role in protecting, preserving and enhancing the Bristol Heights community. Members interested in being a contributor to this great village are asked to contact our manager, Chuck Degenhardt. A board member will reach out to you to further discuss the opportunity.



### **ITD Chinden Corridor Project**

The State's Chinden, Hwy 20/26 Corridor expansion project has been a major task for the

association, working with ITD and others, for nearly two and a half years. For those of you new to Bristol Heights, Idaho Transportation Department will be expanding Chinden, Hwy 20/26 from Eagle all the way to I-84 in Caldwell. It will begin right here, on our north flank, and displace part of our common area. Initially, two lanes will be added on the south side and eventually, perhaps a decade later, the final addition of two more lanes on the north side will expand the road to six lanes. A sound wall will also be installed along Bristol Heights where the fence now stands. New landscaping and a path will be installed. The project will acquire land from Bristol Heights – for the public good. Your Board has been negotiating a settlement on behalf of Bristol Heights and will be presenting the measure for approval by the membership at the annual meeting. To pass, the measure will require a super-majority approval of 67% of the 544 members of the Association. Upon achieving that milestone, the Board can proceed to sign the agreements, enabling ITD to take possession and start construction during Q1 of 2020.

### **THE BOARD WILL BE RECOMMENDING APPROVAL OF THE SETTLEMENT AND CONTRACTUAL AGREEMENTS.**



### **We are Hiring! A Ballot Collection Team**

This ITD project is very important and the timeline has little flexibility. The critical excavation and grading work directly above the

Zinger Lateral pipeline must be done while the irrigation water is NOT flowing. While we expect a large number of our association members to promptly execute and return their ballot, we are realistic and know that collecting over 365 completed, signed, and affirmative ballots will take effort. We will be hiring a small team to go door-to-door to properly inform homeowners and collect the needed votes. Your board of directors negotiated funding from ITD to cover this expense. The ballot team will be doing this work from November 16<sup>th</sup> through the end of November. This will be reasonably flexible, temporary, part-time work for a team of 3 to 5 individuals. Employment will be through a local contract employment firm. Ideally, we'd like to hire available Bristol Heights residents that are 21 years of age or older. We anticipate paying an hourly rate substantially higher than minimum wage. Please contact Chuck Degenhardt without delay and provide your contact information if you are interested. An interview will be scheduled promptly.

**CommunityPro Portal Tutorial**

For some time we have been alerting members to the association's "CommunityPro Portal" provided by Sentry Management. Less than 30% of our members have registered their FREE account. There are and will be documents and information related to the ITD project and other association financial data that members can and may want to access. We maintain a broad set of documents and information here that is not appropriate to post publicly on-line via our Bristol Heights website. These include financial reports, reserve study data, meeting minutes, directory and contract information. On the Portal members can also view their assessment account status and pay their HOA dues. We have posted a helpful registration tutorial at <https://bit.ly/31LXsi>.

A USERNAME and PASSWORD are required to register on the Portal. Access is restricted to BHNA homeowner members. You will soon receive an Annual Meeting Notice that will

include your unique account number. You will need this account number to register on the CommunityPro Portal.

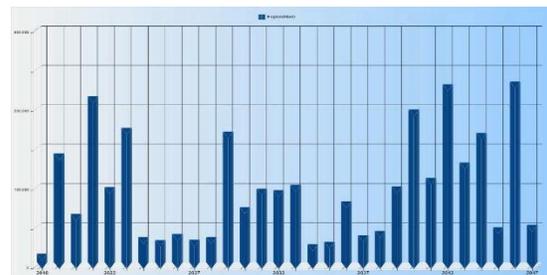


**New Playground**

We are pleased to announce the completion of the new playground at the Corner of W Guinness Drive and N Heathrow Way. We have now replaced three of the five original playgrounds with structures that meet the required ADA Compliance standards. The new playground has been very popular since reopening and, in addition, we are pleased to have resolved the drainage issues that plagued this facility. The total cost of replacement was \$83,377. Recreation Today completed the project on October 10<sup>th</sup>.

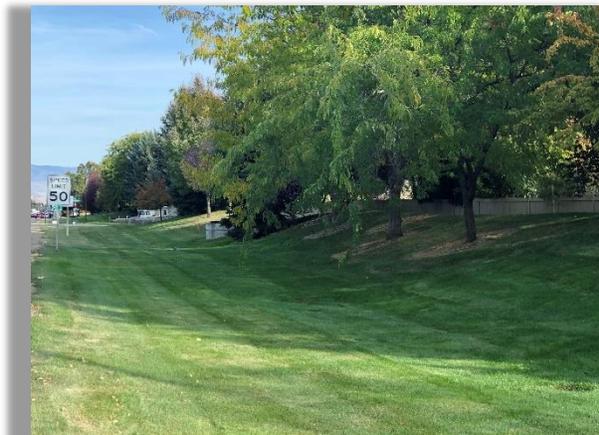
**2020 Budget and Annual Assessment**

The Association's FY-2020 budget and rate of assessment is being finalized by the Board. In order to properly fund the anticipated operating expenses and restricted reserves account it will



*Reserve Expense Flow Chart – 30 Years*

be necessary to increase the revenue. Although the final budget decision has not yet been made, the association's prime financial imperative is to ensure that adequate funds are available to meet the operational obligations of the Bristol Heights Neighborhood Association corporation. The Association has not changed the rate of assessment for nine years. Operating expenses, although they have increased, have been well-managed over time. The reserve funding requirements are the major component of the current budget considerations.



### **Bristol Heights Trees, Irrigation and Groundcover**

We have reached a point where Bristol Heights' landscaping is in a new phase of maturation. The trees are beautiful, particularly this time of year, but they are large. With adequate care, the irrigation system has served well for decades. The turf throughout the common areas tries valiantly to thrive and survive, but fights a losing battle within its own environment. The tree canopy and the root systems are dominating the continued development of our urban forest and ecosystem. We are and must continue to effectively manage it.

This is the most important maintenance program that we face and it is large in scope, long in duration, and relatively complex. It is also well within our means to manage. There are individuals within our community that have true

expertise that can be applied. There are many more with the care and passion that can guide and develop the vision and methodologies this program deserves. We invite your participation as we form the committee that will work with the board to this end. Please send an email to Chuck Degenhardt for more information.



*Our Chinden trees have been good sentries. This will be their final show.*

### **Three Corners Ranch, Audra Apartments, and Audra Storage Developments**

In addition to the Chinden project, there have been three developments in the planning and approval stages over the past year:

1. To the west, Three Corners Ranch has been approved by the City of Meridian.
2. To the south, immediately to the south of Audra Lane, is Ethan Helmer's 46 unit apartment complex. Despite overwhelming opposition, it has been approved by City of Boise Planning and Zoning Commission, the appeal by homeowners was denied by the City Council, and it is pending review and approval by the City Council.
3. The Audra Storage facility proposed by Martin Properties has also obtained approval from P & Z. There was no opposition of record. It is also pending review and approval by the City Council.

It is likely that all three of these projects, in addition to Chinden, will break ground during 2020. There will be a fair amount of construction surrounding Bristol Heights.

### **BRISTOL HEIGHTS INITIATIVES**

*“What has my Homeowner’s Association done for me lately?”* Glad you asked! It has done a lot. More important is what we are doing now and in the future. We have created and managed a list of key active items that need attention, resources, and action.

**initiative**, noun: the ability to assess and initiate things independently.

For the last couple of years, the list of initiatives has been a task of prioritization and action. Not everything can be done at once. There is a limit of time, resources, and abilities that dictate what gets accomplished. Fortunately, we have initiative! Below is the partial list of our

#### **Initiatives, Projects, Tasks, Priorities:**

- A. Chinden Expansion Project
- B. Communications with membership
- C. Member participation
- D. Maintain calendar of events for 2019/2020
- E. 2020 Budget Prep & Reserves Review
- F. Governing Docs Amendment
- G. Board Contracts Review
- H. Sentry website for our members utilization
- I. Ongoing landscape grounds maintenance contract
- J. Major Tree Program
- K. Conduct Playground safety inspection
- L. Playground replacement(s) 2019, 2021, 2023
- M. Fence condition and repairs by homeowners
- N. Community activities and events
- O. Irrigation and pumps management
- P. Ground cover and turf
- Q. Monuments
- R. High-voltage landscape lighting

### **Irrigation is OFF. Have you winterized?**

Most of us are aware that blowing the water out of our yard’s sprinkler system is recommended to protect from freezing temperatures. Even if you have yet to do so, it is very important that you close the irrigation main valve NOW to isolate your system from the Association’s lines. Doing so protects your lines and the Bristol Heights lines and enables a more thorough winterization. Some isolation valves are deep underground. If your valve is near the surface, inside a standard irrigation box and exposed to the air, you can further protect it after you drain and blow-out the system. Wrapping the valve with an old towel to insulate it may protect any residual water from freezing and cracking the valve.

### **Centennial Neighborhood Association Annual Meeting**

The recently formed Centennial Neighborhood Association includes and represents Bristol Heights. CTNA will hold its first annual meeting on Thursday, Oct 17 at 6:00 PM. The location is Tree City Church, 3852 N Eagle Road, Boise, Idaho 83713. All residents are welcome to attend and invited to become members.

#### **Bristol Heights Contact:**

Sentry Management is listed at the bottom of all of our website pages at <http://www.BristolHeights.org>.

The phone is (208) 323.1080 and Chuck Degenhardt, our manager, can be reached at [CDegenhardt@SentryMgt.com](mailto:CDegenhardt@SentryMgt.com)

*Thank you for your time and involvement. We maximize everything about our homes and neighborhoods when we choose to be engaged and contribute in a positive way.*