

**Barrington Place Homeowners Association, Inc.**  
**Board of Directors Meeting Minutes**  
**January 19, 2021**

**In attendance:**

	<b>Board Members</b>		<b>Management</b>		<b>Guests</b>
<b>X</b>	<b>Phil Rippenhagen, President</b>	<b>X</b>	<b>Angela Connell</b>	<b>X</b>	<b>Officer Gary Reid, City of Sugar Land</b>
<b>X</b>	<b>Ken Langer, Vice-President</b>				
<b>X</b>	<b>Lynn Johnson, Secretary</b>				
<b>X</b>	<b>Alfred Lockwood, Treasurer</b>				
	<b>Melanie Cockrell, At Large</b>				

(Please check mark to the left of individuals who are present)

**Call Meeting to Order:**

Due notice of meeting and a quorum established, Open Forum was called to order by the President, Mr. Phil Rippenhagen, at 7:00 P.M. The meeting was conducted at the clubhouse located at 13318 Rosstown Drive, Sugar Land, TX 77478 (by teleconference for residents).

**Call Open Forum to Order:**

Officer Reid was present by teleconference to report on the months patrol activity and to hear concerns from the residents. Several residents were present to discuss general business of the association.

**Call Business Meeting to Order:**

Election of Officers was conducted as follows; President - Phil Rippenhagen, Vice President - Ken Langer, Secretary - Lynn Johnson, Treasurer - Alfred Lockwood, At Large - Melanie Cockrell.

**Actions between Meetings:**

No action.

**Approve Minutes of Previous Meeting:**

The Board approved the minutes of the December 15, 2020 meeting.

**Committee Reports:**

- a. Crime Watch Committee – API reported an article regarding the recent increase of vehicle burglaries and parking violations (parking across sidewalks) were being included in the newsletter per Officer Reid's suggestion.
- b. Architectural Control Committee – No report.
- c. Recreation Committee –
  1. The Board agreed that due to restrictions related to Covid-19, the Easter Egg Hunt will be cancelled.
- d. Beautification Committee –
  1. Mrs. Lynn Johnson reported on the Christmas Decorating winners.
  2. API reported the Christmas lights and decorations had been removed from the common areas. The three (3) year contract has ended.

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**Treasurer's Report:**

- a. Cash Balances – 12/31/2020 \$844,776.97
- b. Delinquencies – 12/31/2020 97.37% collected.
- c. Review Financial Reports – API presented the monthly financial reports for Board review.

**Management Report:**

- a. Correspondence received by Association, Directors, Management – No Report.
- b. Association Business and Operations –
  1. Alpha & Omega Int'l Ministries – Mr. Lockwood reported the food distribution program had been relocated to the church on Eldridge.
  2. City of Sugar Land Homeowner Association Maintenance Responsibilities Task Force Committee – No report.
  3. TownSq App Implementation. API reported continued efforts to promote participation in the TownSq app and that participation was expected to increase with assessment payments. Current number of participants is 216.
  4. The Board approved the renewal contract presented by Cypress Creek for mosquito fogging.
- c. Common Area Maintenance Report –
  1. API reported no further information had been received from TxDot regarding the sidewalk, irrigation, and landscaping completion along Eldridge.
  2. API reported a meeting had been scheduled with the City of Sugar Land to review the JCIP applications for February 20, 2021. API reported that preparations will begin for homeowner notification. Areas to consider include, fence construction, easements for construction, ongoing fence maintenance, ease of entry to back yards for utility companies and access for repairs, existing fence maintenance, etc.
  3. API reported on the landscape contract transition stating the new landscaper had started and would begin cleanup of beds and spring preparation.
  4. The Board declined the proposal submitted by Wood Electric to restore the electrical outlet on the west side of the Stancliff entrance due to the cost.
- d. Pool Report –
  1. 2021 Pool Season - After discussion, the Board approved to prepare to open the pool with a minimized calendar beginning Memorial Day through Labor Day.
  2. Lifeguard Contract Proposals - API will begin the process of obtaining lifeguard proposals and updating the Covid-19 Policies and Procedures for further discussion.

3. API presented an updated Pool Project report stating a preliminary inspection had been done. API provided a list of items to be addressed. A final inspection will be scheduled once the items on the list have been completed.
  4. API reported that Pools by Dallas recommended an additional chlorine system be added to the splashpad. After inquiring with the City of Sugar Land and the splashpad installation company, it was determined an additional chlorine system was not necessary as the splashpad was a freshwater system and the water is not recycled, which would require treatment.
  5. API reported completion of the landscape and irrigation work will be scheduled.
- e. Park Report – No report.
  - f. Clubhouse Report – After review of submitted proposals, the Board approved the proposal submitted by Cyrus Mechanical to replace both a/c units at a cost of \$13,885.00.
  - g. Newsletter/Website/Sign Report –API reported the website and message boards had been updated. API also reported on the transition from the email blast notification to the TownSq system, stating a schedule with reminders sent to all using the email blast system over a two-month period would be sent beginning after the first of the year.

### **Executive Session**

#### **Reconvene in Open Session and Report on Actions Approved During Executive Session.**

- a. Collections
  1. Enforcement Action – The Board approved one (1) waiver request.
- b. Deed Restriction Report – The Board approved the deed restriction report presented by API including (1) work order issued for self-help items, (5) extension requests, (2) certified letters for non-compliance and (1) account to be sent for legal action.

### **Set Date, Time, and Agenda of Next Meeting/Adjournment**

The next Board of Director's meeting is scheduled for Tuesday, February 16, 2021 at 7:00 P.M. at the clubhouse located at 13318 Rosstown, Sugar Land, TX 77478 (by teleconference for residents).

Being no further business; the meeting was adjourned by the President, Mr. Phil Rippenhagen at 9:00 P.M.

Submitted by: \_\_\_\_\_, Agent                      Date: \_\_\_\_\_

\_\_\_\_\_, President                      \_\_\_\_\_, Secretary