

**Barrington Place Homeowners Association, Inc.  
Board of Directors Meeting Minutes  
September 24, 2019**

**In attendance:**

Board Members		Management		Guests	
X	<b>Phil Rippenhagen, President</b>	X	<b>Angela Connell</b>	X	<b>Officer Gary Reid, City of Sugar Land</b>
X	<b>Ken Langer, Vice-President</b>				
X	<b>Lynn Johnson, Secretary</b>				
X	<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.

**Call Open Forum to Order:**

Constable Gilberto Perez was present to introduce himself and to announce he was running for Constable Precinct #2 in March 2020. Mr. Perez spoke briefly about his goals and answered questions. Officer Reid was present to report on the months patrol activity and to hear concerns from the residents. Officer Reid reported that two of the three suspects in the station robbery and murder of the clerk had been apprehended. Several residents were present to discuss general association business, deed restriction enforcement and issues relating to the increased school traffic and traffic flow pattern.

**Call Business Meeting to Order:**

**Actions between Meetings:**

No action taken.

**Approve Minutes of Previous Meeting:**

The Board approved the minutes of the August 20, 2019 meeting as written.

**Committee Reports:**

- a. Crime Watch Committee – No report.
- b. Architectural Control Committee – The Board discussed staining of fencing, approving to allow clear and/or cedar tone stain only. A review of the guidelines will be done to determine any other areas in need of updating.
- c. Recreation Committee – API reported plans for the National Night Out event to be held on October 1, 2019 were confirmed.

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- d. Beautification Committee –
  - 1. Mrs. Lynn Johnson reported on the yard of the month. The committee will judge and award a new Spooktacular Yard of the Month in October. API was requested to order (2) signs for this new category. Christmas Decoration judging will be done the weekend of December 13<sup>th</sup>. API reported that Certified Christmas Lighting was scheduled to install the Christmas decorations throughout the community and credits from last year as agreed were being issued to this year's costs.

**Treasurer's Report:**

- a. Cash Balances – 08/31/2019 \$851,516.95
- b. Delinquencies – 08/31/2019 98.76% collected.
- c. Review Financial Reports –
- d. 2020 Budget & Assessments - The Board approved the 2020 assessments at \$750.00 with a discount of \$400 (\$350 – discounted assessment amount) for owners paying the assessment by January 31, 2020 and not having a carryover balance. The Board deferred approval of the 2020 budget until costs were determined for the pool/splash pad improvements.

**Management Report:**

- a. Correspondence received by Association, Directors, Management –
  - 1. API presented correspondence received from the City of Sugar Land responding to issues addressed in the annual meeting.
    - i. API presented correspondence to be sent to Barrington Place Elementary, FBISD Board, FBISD PD, City of Sugar Land PD, and Councilman Porter requesting monitoring of the school traffic and the education of parents picking up their children to assist with the increased traffic concerns at and near Barrington Place Elementary. API reported that according to the Barrington Place Elementary Principal, concerns have been reduced as everyone has become more familiar with the process. API reported fewer calls had been received this last month as well regarding these concerns.
- b. Association Business and Operations –
  - 1. Alpha & Omega Int'l Ministries – Mr. Lockwood reported no issues at this time.
  - 2. Mr. Lockwood reported on the City of Sugar Land Homeowner Association Maintenance Responsibilities Task Force Committee stating the next several meetings would focus on training the committee on the City's responsibilities.
  - 3. Mr. Lockwood reported he had been solicited to serve on the City Census Committee and requested anyone that was interested could apply with the City for paid positions to assist with the census.

4. The Board approved to renew the Sam's and Costco memberships.
  5. After review and discussion, the Board approved the management company renewal addendum reflecting an increase in certain administrative charges.
- c. Common Area Maintenance Report –
1. API reported that it appeared TX Dot had completed the sidewalk installation but confirmation had not been received. The Board approved to reinstall the light pole on the esplanade. API reported the electrical supply was intact and no further boring was needed. API will make contact with the City of Sugar Land and TX Dot to confirm the project is complete and confirm all irrigation was working properly.
  2. API reported the entrance landscape improvements were scheduled to begin in October.
  3. API reported the painting of the curb numbers was in progress. After discussion, the Board approved to reimburse \$225 to Champion Curb Painting Services for the additional time it took to repaint certain curb numbers where the stencil did not cover the prior address number. API will contact the City of Sugar Land to determine the process for getting damaged curbs repaired as several curbs are damaged in the area where the numbers are to be painted. The Board agreed to paint the new numbers in an area that was not damaged and to leave the old number as is until the City can make the needed repairs.
  4. API reported that Boy Scout Troop #911 agreed to place Flag displays at the community entrances beginning in 2020. They would not be able to offer the service to individual residents at this time as resources were not available.
  5. The Board approved the City of Sugar Land ROW agreement reflecting an increase in the reimbursement for 2020.
- d. Pool Report –
1. Lifeguard Contract – Trident Pools was present to discuss closing procedures for the season. Trident also discussed plans for the movie screen donated for the NNO event.
  2. Pool Monitors – Mrs. Lucille Kalu was present to address concerns with the pool monitors.
  3. API reported the baby pool motor was replaced as previously approved. The motor was not covered under warranty as it had been replaced in 2012.
  4. Mrs. Lynn Johnson reported she had met with Jr. D Construction to choose the water features for the proposal. Jr. D Construction will finalize the proposal process and contact API to schedule the presentation.

- e. Park Report – API reported the replacement of the fence along Summerfield Park was completed. API reported communication was made with the Summerfield Place owner regarding the fence replacement along his back yard and a proposal was being obtained. The Board approved the owners request to consider sharing in the cost to replace the landscaping installed along the property line along his driveway to prevent children from the park walking onto or having balls, etc., come onto his property. API will solicit a proposal for review...
- f. Clubhouse Report – API reported the contract with J & H Towing to tow illegally parked vehicles in the pool and clubhouse parking lots was pending.

**Executive Session**

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

- a. Newsletter/Website/Sign Contract – Lisa Dudley, Barlisa Enterprises, Inc. was present to discuss the contract updates. Mr. Ken Langer presented a proposal received by Prepared Publications and comparison chart for services. After review and discussion, Mr. Ken Langer made a motion to approve the proposals submitted by Prepared Publications to publish a four (4) or eight (8) page monthly newsletter (B & W) and to design and maintain the community website. Mr. Al Lockwood seconded the motion. The motion passed with Mrs. Lynn Johnson and Mr. Phil Rippenhagen abstaining from the vote.
- b. Collections
  - 1. Enforcement Action – No action.
- c. Deed Restriction Report – No action.

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

The next Board of Director's meeting is scheduled for Tuesday, November 19, 2019 at 7:00 P.M. at the clubhouse located at 13318 Rosstown, Sugar Land, TX 77478.

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

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

Date: 10/15/19

P. H. Rippenhagen III, President

Ken Langer, Secretary