

Barrington Place Homeowners Association, Inc.
Board of Directors Meeting Minutes
November 16, 2021

In attendance:

	Board Members		Management		Guests
X	Ken Langer, President	X	Angela Connell, MASC Austin Properties, Inc.	X	Officer Gary Reid, City of Sugar Land
X	James Lucas, Vice-President				
X	Lynn Johnson, Secretary				
X	Alfred Lockwood, Treasurer				
	Melanie Cockrell, At Large				

(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. Ken Langer, 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 to report on the months patrol activity and to hear concerns from the residents. No residents were present.

Call Business Meeting to Order:

Actions between Meetings:

No action.

Approve Minutes of Previous Meeting:

The Board approved the minutes of the October 19, 2021, meeting.

Committee Reports:

- a. Crime Watch Committee – No report.
- b. Architectural Control Committee – No report.
- c. Recreation Committee – The Board discussed holding the Easter Egg Hunt April 16th pending complications with Covid.
- d. Beautification Committee –
 1. API reported the Spooktacular Yard of the Month was awarded in October.
 2. API reported the Christmas decorations were scheduled to be installed the week after Thanksgiving.

Treasurer's Report:

- a. Cash Balances – 10/31/2021 \$587,755.97
- b. Delinquencies – 10/31/2021 98.99% collected.
- c. Review Financial Reports – API presented the monthly financial reports for Board review.

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1. Merrill Lynch - Joshua Griffin, Merrill Lynch Representative, was present to discuss account preferences and procedures. After discussion, the Board agreed to maintain the staggered CD strategy and to update internal procedures for requested transfers to include a secondary confirmation of instructions. API will request a representative from BCH, association insurance agent, to attend an upcoming meeting to discuss current and other available insurance policies that provide coverage for financial transactions.
- d. 2022 Budget & Assessments – After discussion, the Board approved the 2022 budget.

Management Report:

- a. Correspondence received by Association, Directors, Management – No Report.
- b. Association Business and Operations –
 1. Alpha & Omega Int'l Ministries – No report.
 2. City of Sugar Land Homeowner Association Maintenance Responsibilities Task Force Committee – No report.
 3. TownSq App Implementation. The Board approved the updated Owner Forum guidelines to be implemented in January 2022.
 4. The Board approved the City of Sugar Land ROW Landscape Agreement.
 5. The Board approved the City of Sugar Land Streetscape Potable Water Cost Reimbursement Contract.
- c. Common Area Maintenance Report –
 1. API reported on the Alston Road fence project, stating a telephone meeting was held with DCR to discuss details and the completion schedule for the project. Concerns discussed included, timeline limits, easements, City access for maintenance, and owner communications. The Board approved the following documents to be executed, Approval of Centerpoint Consent to Encroach on Easement, Consent to Encroachment - Utility Easement and Private Property requested by City of Sugar Land and Encroachment ROW requested by City of Sugar Land.
- d. Pool Report –
 1. 2021 Pool Season – API reported winterization of the pool and splashpad was completed.
 2. API reported on the splashpad water usage. Usage appears to be decreased; however, it is unsure if due to efforts to reduce the water used, or hours of operation being decreased.
 3. The Board approved the proposal submitted by Wood Electric to replace the electrical breaker panel in the pool pump room at a cost of \$1200.00.
 4. API presented a proposal to install a canopy cover for the splashpad control area in the amount of \$2,160.00. After discussion, the Board declined the proposal and decided to protect the pipes by wrapping them.
- e. Park Report – Mr. James Lucas reported repairs to the cracked climber section of playground equipment will be done soon located at Summerfield Park.
- f. Clubhouse Report – No report.

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- g. Newsletter/Website/Sign Report –API reported the website and message boards had been updated.

Executive Session

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

- a. Collections
 - 1. Enforcement Action – The Board approved one (1) and denied one (1) waiver request.
- b. Deed Restriction Report
 - 1. The Board approved the deed restriction report presented by API including (1) work order issued for self-help items, (1) extension requests, (6) certified letters for non-compliance and (0) accounts 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 Wednesday, December 15, 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. Ken Langer at 9:00 P.M.

Submitted by: _____, Agent Date: _____

_____, President _____, Secretary