

**Barrington Place Homeowners Association, Inc.  
Board of Directors Meeting Minutes  
September 15, 2020**

**In attendance:**

Board Members		Management		Guests
X	Phil Rippenhagen, President	X	Angela Connell	Officer Gary Reid, City of Sugar Land
X	Ken Langer, Vice-President			
X	Lynn Johnson, Secretary			
X	Alfred Lockwood, Treasurer			
X	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. 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 not present to report on the months patrol activity and to hear concerns from the residents. Two (2) residents were present by teleconference.

**Call Business Meeting to Order:**

**Actions between Meetings:**

No action.

**Approve Minutes of Previous Meeting:**

The Board approved the minutes of the August 18, 2020 meeting as written.

**Committee Reports:**

- a. Crime Watch Committee – No report.
- b. Architectural Control Committee – No report.
- c. Recreation Committee –
  1. The Board discussed possible plans for a Christmas Event pending social gathering restrictions being lifted.
- d. Beautification Committee –
  1. Mrs. Lynn Johnson reported the Yard of the Month Contest winners and confirmed the Spooktacular decorating contest would be held in October.
  2. The Board approved the proposal submitted by Certified Christmas Lights to add additional lights at the West Belfort Entrance at an additional cost of \$526.00. API reported the Christmas lights would be installed in October this year.

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**Treasurer's Report:**

- a. Cash Balances – 8/31/2020 \$776,656.20
- b. Delinquencies – 8/31/2020 96.63% collected.
- c. Review Financial Reports – API presented the monthly financial reports for Board review.
- d. 2021 Budget & Assessments – The Board approved the 2021 assessments at \$750.00 with a discount of \$450 (\$300 – discounted assessment amount) for owners paying the assessment by January 31, 2021 and not having a carryover balance. The Board approved the 2021 budget with the assessment amount adjustments.

**Management Report:**

- a. Correspondence received by Association, Directors, Management – No Report.
- b. Association Business and Operations –
  1. After discussion, the Board declined the offer of a local non-profit to have a food donation container placed at the clubhouse and/or entrances of the community due to safety concerns.
  2. Alpha & Omega Int'l Ministries – Mr. Lockwood reported issues reported by residents relating to the food distribution conducted at the facility had improved.
  3. Mr. Lockwood reported on the City of Sugar Land Homeowner Association Maintenance Responsibilities Task Force Committee stating no further information was available at this time as the meeting had been cancelled this last month.
  4. Mr. Lockwood reported the City of Sugar Land responded well to the Census and that the City appreciated the efforts made to the community to encourage participation.
  5. The Board discussed the response from the owner of 12715 Alston (not within the community jurisdiction) regarding the noise complaints being received by Barrington Place residents, denying the allegations. The Board will continue to monitor the situation.
  6. TownSq App Implementation. API reported continued efforts to promote participation in the TownSq app.
  7. The Board discussed the annual meeting to be held November 17<sup>th</sup>. API reported solicitation of candidates had been posted and the nominating committee contacted in order to process the nominations.
- 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 the CIP application process was underway to replace the fence along Alston with a stone wall. No further information was available at this time.

- d. Pool Report –
  - 1. Lifeguard Contract Proposals – No report.
  - 2. Pool Monitors – No report.
  - 3. After discussion, the Board approve to replace the drains in the pool and wader pool at a cost of \$1700, as the VGB certificate had expired. API presented an updated Pool Project summary report outlining all known costs and a list of unknown expenses expected for the project.
- e. Park Report – No report.
- f. Clubhouse Report – API reported the air conditioner in the clubhouse was not cooling. Cyrus Mechanical made temporary repairs and will be submitting a proposal for replacement.
- g. Newsletter/Website/Sign Report – The Board discussed articles to be placed in the next newsletter. API reported the website and message boards had been updated. After discussion, the Board approved to publish the newsletter on an every other month basis and to eliminate the advertisement section as the income did not justify the additional costs. The Board looked forward to more participation with the TownSq app to allow for a more cost effective and instant communication with the residents.

**Executive Session**

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

- a. Collections
  - 1. Enforcement Action – No action.
- b. Deed Restriction Report – The Board approved the deed restriction report presented by API including (3) work orders issued for self-help items, (1) extension requests, (7) 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, October 20, 2020 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: 10-20-2020

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

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