

**Barrington Place Homeowners Association, Inc.**  
**Board of Directors Meeting Minutes**  
**March 30, 2021**

**In attendance:**

	<b>Board Members</b>		<b>Management</b>		<b>Guests</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>Lucille Kalu, Pool Monitor Supervisor</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 Vice-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 by teleconference to report on the months patrol activity and to hear concerns from the residents. Officer Reid reported there had been several catalytic converter thefts in the area and asked the association to post a service announcement on Townsq and the website. Several residents were present to discuss general business of the association.

**Call Business Meeting to Order:**

**Actions between Meetings:**

No action.

**Approve Minutes of Previous Meeting:**

The Board approved the minutes of the March 9, 2021 meeting.

**Committee Reports:**

- a. Crime Watch Committee – No report.
- b. Architectural Control Committee – The Board discussed review of the current ACC Guidelines for needed updates. API provided information regarding limewashing vs. painting of brick for consideration.
- c. Recreation Committee – No report.
- d. Beautification Committee –
  1. API reported the Yard of the Month contest would begin in April.

**Treasurer's Report:**

- a. Cash Balances – No report.
- b. Delinquencies – No report.
- c. Review Financial Reports – No report.

**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 on the food distribution efforts and reported no issues.
  - 2. City of Sugar Land Homeowner Association Maintenance Responsibilities Task Force Committee – Mr. Lockwood reported on the last meeting, stating discussion were being held regarding maintenance responsibility of the decorative pavers within the city roadways.
  - 3. TownSq App Implementation. API reported continued efforts to promote participation in the TownSq app. API reported the forum guidelines for Board review and approval on the Owner Forum function was still in process. API also reported the email blast transition will begin in April and scheduled to end May 31, 2021.
- c. Common Area Maintenance Report –
  - 1. API reported the City of Sugar Land approved the JCIP application. The Board approved the costs submitted by DVR Builders to have a survey of the lots along Alston at a cost of \$1,948.50 and the cost of \$1,750.00 for the administrative tasks association with obtaining easements, survey assistance, etc. A letter will be prepared and sent to all owners informing them of the work beginning.
- d. Pool Report –
  - 1. 2021 Pool Season – After review and discussion, the Board approved pool operation procedures for the 2021 season. Procedures include mandatory indemnification/waiver completion for patrons, mask and social distancing requirements for sign in, no HOA furniture use, social distancing measures for patrons, pool toys/floats restrictions, restroom capacity limits, sanitizing stations throughout the facility, and a post exposure plan.
  - 2. Lifeguard Contract Proposals – After review, the Board approved the proposal submitted by Sweetwater Pools in the amount of \$35,704.58. API will have the association attorney review to provide input on any Covid-19 language that needs to be included as well as a liability limits review by the insurance agent.
  - 3. API presented an updated Pool Project report. A final inspection was also scheduled.
  - 4. API reported completion of the landscape and irrigation work was underway.
- e. Park Report – After review, the Board approved the proposal submitted by Crosswinds to install mulch at the playground at a cost of \$3,475.00.

- f. Clubhouse Report –
  - 1. API reported the replacement of both a/c units was completed.
  - 2. API reported several more leaks were found once the plumbers recharged the lines. The costs are expected to exceed the insurance deductible; therefore, a claim has been filed. All costs association with the storm (clubhouse plumbing, sheetrock repairs, pool plumbing repairs, irrigations repairs) will be submitted as part of the claim.
- g. Newsletter/Website/Sign Report –API reported the website and message boards had been updated. The Board discussed items to be included in the next newsletter to include the annual meeting information, pool information, Alston fence project information and spring ACC reminders.

**Executive Session**

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

- a. Collections
  - 1. Enforcement Action – The Board approved three (3) and denied one (1) waiver requests.
- b. Deed Restriction Report – The Board approved the deed restriction report presented by API including (1) work order issued for self-help items, (0) extension requests, (0) 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 Tuesday, April 20, 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 Vice-President, Mr. Ken Langer at 9:00 P.M.

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

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