

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

In attendance:

Board Members		Management		Guests	
X	Phil Rippenhagen, President	X	Angela Connell	X	Officer Gary Reid, City of Sugar Land
X	Ken Langer, 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. 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. Mr. Reid informed the Board of an increase in motor vehicle burglaries and asked the Board to include an article in the next newsletter warning residents to remove visible items and to ensure vehicles are locked. 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 20, 2020 and November 17, 2020 (annual) meetings as written.

Committee Reports:

- a. Crime Watch Committee – No report.
- b. Architectural Control Committee – No report.
- c. Recreation Committee –
 1. The Board agreed that due to restrictions related to Covid-19, no events will be planned for Christmas.
- d. Beautification Committee –
 1. Mrs. Lynn Johnson reported the Christmas Decorating winners would be chosen the weekend of the 18th.
 2. API reported issues with the Christmas lights staying lit which required several trips per week to reset breakers. The Board agreed not to renew the contract with Certified Christmas Lights and to explore other options for next year.

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Treasurer's Report:

- a. Cash Balances – 11/30/2020 \$769,317.90
- b. Delinquencies – 11/30/2020 97.35% 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 – No report.
 2. Mr. Lockwood reported on the City of Sugar Land Homeowner Association Maintenance Responsibilities Task Force Committee stating streetscape programs were still under review.
 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.
 4. The Board approved the Water Cost Reimbursement Agreement renewal with the City of Sugar Land.
- 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 concrete wall. The City informed applicants to expect approvals to be given in the coming months. Due to the time delays, the City requested confirmation of requested funds. API reported the contractor confirmed price increases were within the contingency allotted. The contractor also stated a deposit for material may be required and would advise if and when needed.
 3. After review of proposals submitted for the landscape maintenance contract, the Board approved the proposal submitted by Texas Environments Co., Inc. in the amount of \$2,750.00 per month effective January 1, 2021. A correction is needed to the contract in respect to trash prior to signature.
- d. Pool Report –
 1. Lifeguard Contract Proposals – No report.
 2. Pool Monitors – No report.
 3. API presented an updated Pool Project report stating the fence installation and splash pad painting had begun. The Board also ratified the decision made to change the splash pad paint pattern to the splatter design. The Board approved to have a “Hopscotch” and “4-Square” pattern painted on the open deck space.

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- e. Park Report – No report.
- f. Clubhouse Report – API reported proposals to replace both a/c units were forthcoming with options of combining the units for consideration.
- g. Newsletter/Website/Sign Report – The Board discussed additional articles for the next newsletter to include crime statistics and reporting information along with any other City of Sugar Land updates. 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 and denied 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, (3) extension requests, (7) certified letters for non-compliance and (3) 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, January 19, 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